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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 2020 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 November 2, 2020

### **Award Period**

Initial award period is January 1-December 31, 2021. Awarded agencies will be eligible annually for continued funding at the amount awarded through December 31, 2023. 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:

Jennifer Thomas at 404-683-9101 or [Jennifer.thomas@cjcc.ga.gov](mailto:Jennifer.thomas@cjcc.ga.gov)  
Shannon Montgomery at 404-657-2026 or [Shannon.montgomery@cjcc.ga.gov](mailto:Shannon.montgomery@cjcc.ga.gov)

*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](mailto:Kristy.Carter@cjcc.ga.gov).*

Release Date: September 30, 2020

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# Services, Training, Officers, Prosecution Violence Against Women Act (S.T.O.P. VAWA) Grant Program 2020 Competitive Request for Applications

## Criminal Justice Coordinating Council Overview

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.

The Criminal Justice Coordinating Council (CJCC) is soliciting applications for the S.T.O.P VAWA Grant Program. Interested agencies must submit an application to be considered for funding from the S.T.O.P VAWA Grant Programs. Agencies are encouraged to read this entire Request for Applications (RFA) thoroughly before preparing and submitting a grant application. This application is open to all agencies meeting eligibility guidelines for the S.T.O.P. VAWA grant program. Decisions about grant awards will be determined through a competitive process.

## S.T.O.P. VAWA 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.

## Eligibility Requirements

**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 Hispanics<sup>1</sup>.” 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.

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

VAWA allocations will be awarded based on the following:

Agency Type	% of Total Allocation
Law Enforcement	25%
Prosecution	25%
Courts	5%
Victim Services	At Least 30%

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.

VAWA allocations for Sexual Assault will be no less than 20% of the amount granted for programs and or projects in two or more allocations (Law Enforcement, Prosecution, Courts, Victim Services).

## 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 [2017 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 [2019 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 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. For more information, please refer to the [Georgia 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 the 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:
  - 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 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: S.T.O.P. 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 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.

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.
- **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 & Priority Areas

### Program Scope

Activities supported by the VAWA Grant Program are determinized 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 2020, CJCC is interested in supporting the priority areas identified in this solicitation. Applicants may propose a project in one of the priority areas listed in Appendix B on pages 22-25.

## 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. 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 2022. 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, 2021. 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. Please see the [2017 CJSSR Guide](#) for more information.

CJSSR ANNUAL REPORTS	
REPORTING PERIOD	DUE ON THE FOLLOWING DATE
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 [2019 VSSR Guide](#), which is posted on CJCC’s website. All statistical reports are due 20 days following the end of the quarter.

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

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. For example, 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
January 1 - March 31	April 30
April 1 - June 30	July 30
July 1 - September 30	October 30
October 1 - December 31	January 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.

## 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.

### Religion

Grantee programs may not promote, discuss, or teach 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.

### **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.
- Provisions for payment by check.
- Maintenance of inventory records for equipment purchased, rented, and contributed.
- Maintenance of billing records for consumable supplies (i.e., paper, printing) purchased.
- Maintenance of travel records (i.e., mileage logs, gas receipts).
- Lease agreements, contacts 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.

### **Equal Employment Opportunity Plans**

The applicant agency must meet the requirements of 28 CFR 42.301 et seq., EEOP. 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.

## **Application Submission Instructions**

Applications must be submitted online via Formstack. Please click [here](#) for the application.

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. Attachments will not save, so please do not add them until you are ready to submit.**

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 Jennifer Thomas, [jennifer.thomas@cjcc.ga.gov](mailto:jennifer.thomas@cjcc.ga.gov) or Shannon Montgomery, [shannon.montgomery@cjcc.ga.gov](mailto:shannon.montgomery@cjcc.ga.gov).

Applications must be submitted by **5:00pm on November 2, 2020**. 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**

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

<b>Milestone</b>	<b>Target Date</b>
Release RFAs and open application	September 30, 2020
Application closes	November 2, 2020
CJCC sends award packets to subgrantees	December 18, 2020
Award packets due to CJCC	February 1, 2021
Start of VAWA grant year	January 1, 2021

## **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 Division for technical assistance.

## **Attachments**

The following attachments are required with the application:

- Project Narrative
- Detailed Budget Worksheet
- Budget Narrative
- Organizational Chart
- Supporting Documentation for Budgeted Items
- If Applicable- Risk Assessment

## **Project Narrative**

All applicants must attach a project narrative describing the proposed S.T.O.P. VAWA funded project in 12 pages or less. 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.

- 1) **PROJECT DESCRIPTION:** Provide a detailed description of the proposed project, including relevant characteristics of the population to be served and the geographical area to be targeted. Include the agency's name, agency type, year founded, number of people served in the past year, estimated number of individuals who will be served in the grant period, and history of specialization in serving victims of domestic violence, sexual assault, dating violence and/or stalking. Describe why your agency is qualified and poised to implement this proposed project. Please indicate the languages in which your agency or organization's staff members are proficient and if/how your project will enhance culturally responsive services.

- 2) **NEEDS STATEMENT:** Provide a description of the need for the project. What is the nature and magnitude of the problem(s) to be solved by the proposed funding? Describe in detail the most pressing problems in your service/impact area. Provide a statement illustrating the specific problem(s)/gap(s) the project will address. Only use data that is verifiable and relevant to the target population. 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.
- 3) **PROJECT GOALS & OUTCOMES:** State the goals of the proposed project, the estimated number of victims that will be served during the grant year for each goal, and the anticipated outcomes of the project. Goals must be specific, measurable, action-oriented, reasonable, time-sensitive, and have performance indicators. Outcomes are defined as changes in attitudes, knowledge, skills, behaviors, and conditions. Outcomes may include survivor's immediate safety, survivors increased awareness of options, community's improved responses to survivors, and public's increased knowledge about the issue. Please prepare to explain in your evaluation plan.
- 4) **PROJECT ACTIVITIES:** 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 the services, where the services will be delivered, and how victims will safely access the services. Include a timeline for accomplishing the activities and/or a description of how case plans will be developed. Explain why the activities and services are needed to achieve the stated goals.
- 5) **RESOURCES NEEDED:** Clearly explain the resources needed to conduct, enhance, and/or expand the project activities and services necessary to achieve the 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.
- 6) **EVALUATION PLAN:** Describe how the agency collects data and what data the agency is expecting to collect from the proposed project. State how the success of your project will be measured and evaluated. Please state any possible barriers to success and how your agency will mitigate these barriers.
- 7) **SUSTAINABILITY PLAN:** Describe your financial sustainability plan for this project. How will the project be sustained in the event of the reduction or elimination of VAWA grant funding? This is a reimbursement-based grant program. In the event of a delayed reimbursement, how will your agency maintain adequate cash flow for the project?

#### **Budget Forms Budget Detail Worksheet**

All applicants must attach a budget using the provided [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 allowance 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.

**Budget Narrative**

The budget narrative should be completed for clarity of expenses requested in the different budget categories. Applicants must provide details on each cost item in the budgets. For example, applicants may not just include a cost item for "Speaker Contracts," the applicant must describe what the event is and its purpose, a brief bio of the speaker, and a justification of including this cost and value added to the grant. Grantees are responsible for obtaining and executing necessary agreements with partners or contractors providing services under this agreement. Documentation and copies of agreements can be requested by CJCC at any time during the contract period.

## Appendix 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.

## Appendix B. Priority Areas

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

The priority areas for this solicitation were informed by the 2021-2024 S.T.O.P. VAWA Implementation Plan Committee, who met in November 2019 and again in September 2020 to identify gaps in services and identify VAWA priority areas for the state. The planning process also involved a survey which was conducted in August 2020. The survey questions assessed S.T.O.P. VAWA recipients' achievement of addressing S.T.O.P. VAWA purpose areas. A total of 34 professionals from advocacy, law enforcement, and prosecutors' offices responded to the survey.

Applicants must propose a project in one of the five priority areas below. Special consideration will be given to applications that enhance culturally responsive services to include all populations regardless of sexual orientation, gender identity, race, ethnicity, and/or religion (e.g. lesbian, gay, bisexual, transgender, questioning [LGBTQ]), individuals with limited English proficiency, immigrant/refugee communities, people of color, elderly, people with disabilities, First Nation Tribes, and/or people in rural isolation).

**1. Strengthen Interdisciplinary Collaboration:** Collaboration and the development of a comprehensive strategy to effectively respond to crimes of domestic violence, sexual assault, dating violence and stalking are cornerstones of Georgia's S.T.O.P. VAWA mission. Everyone deserves to be safe in their home and interpersonal relationships. If that right is violated, then a trained, multidisciplinary team of law enforcement, victim advocacy, and prosecution, in concert with a responsive court system, should work with the victim towards the goals of safety, justice and offender accountability. Applications that address one or more of the following are encouraged under this solicitation:

- 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;
  - Developing a Domestic Violence High Risk Team, with individuals from the Domestic Violence Agency, Law Enforcement, Prosecutor's Office, Corrections, Parole, Probation, Batterer Intervention Program, Hospitals and/or Community Health Centers, to identify and monitor high risk offenders;
  - Developing a law enforcement protocol that uses an offender-focused model to review criminal history information to classify offenders into groups by severity of risk, with graduated tactics and adaptable monitoring (High Point Police Department);
  - Co-locating 3 or more service providers and criminal justice agencies to integrate services through a Multi-Agency Center (Family Justice Center Alliance);
- 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 training for law enforcement officers, judges, court personnel, prosecutors, attorneys, and service providers to more effectively respond to sexual assault, dating



- violence, stalking and domestic violence through providing regular updates on annual legislative changes, including changes to state and federal law, and updates to case law;
- Conducting a Blueprint for Safety (Praxis International) and developing complete, collaborative domestic violence protocols in your community;
- 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 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.

**2. Reduce Domestic Violence Homicides:** The Georgia Domestic Violence Fatality Review Project (previously supported by S.T.O.P. VAWA) conducted reviews of fatalities in our state for 15 years and published hundreds of recommendations to improve system response, statewide data collection, and to reduce domestic violence homicides. The final report, published by the Project in 2018, prioritized 10 areas of recommendations which, if implemented, will result in improved victim safety and offender accountability, and ultimately, reduced homicides. Proposals will be considered that target communities that are disproportionately impacted by domestic violence-related homicides or address implementing one or all of the following recommendations made in the final Annual Report:

- 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, such as:
  - Addressing the reduction of domestic violence homicides through the increased implementation of research-based danger and lethality assessments that enhance collaboration between law enforcement, advocacy, and prosecution;

- Supporting the development of policies that ensure enforcement of relief from abuse order provisions requiring relinquishment of firearms and other significant requirements;
- Supporting the development of protocols for swift enforcement of violations of conditions of release that includes appropriate support and services for the victim;
- Supporting the development of protocols for enhanced strangulation investigations and medical care for victims of strangulation;
- Supporting the development of protocols for enhanced investigations and resources addressing stalking; and
- Developing and implementing cross training on issues that co-occur with domestic violence, such as mental health and substance abuse.

**3. Create or Expand Specialized Court Services:** Specialized domestic violence courts can have an instrumental impact on enhancing victim safety and offender accountability. A “domestic violence court” refers to courts that have a dedicated, separate calendar for domestic violence cases, assigned judge(s) trained in domestic violence dynamics, and an approach to the handling of domestic violence cases centered on victim safety and offender accountability. Applications that address one or more of the following are encouraged under this solicitation:

- Creating or expanding a domestic violence [accountability] court (Applicants should follow the [“Georgia Domestic Violence Courts Best Practice”](#) manual published by the Georgia Commission on Family Violence and the Judicial Council of Georgia in March 2017);
- Creating or implementing an evidence-based, pretrial risk assessment and lethality assessment for domestic and sexual violence cases to build more consistent release decisions and trauma-informed responses by the judiciary; and
- Developing or expanding a compliance program to monitor offender compliance of Temporary Protection Orders, including the use of compliance officers.

**4. Increase Access to Services for Underserved & Marginalized Communities:** Enhancing and increasing provision of culturally competent services for underserved and marginalized communities (individuals with limited English proficiency (LEP), individuals who are lesbian, gay, bisexual, transgender, and/or queer (LGBTQ), immigrant/refugee communities, people of color, elderly, people with disabilities, First Nation Tribes, and/or people in rural isolation) is a priority of Georgia’s S.T.O.P. mission. Applications that address one or more of the following are encouraged under this solicitation:

- Developing, enlarging, or strengthening victim services and legal assistance programs, including sexual assault, domestic violence, stalking, and dating violence programs, by:
  - Providing legal assistance to victims of domestic violence and sexual assault seeking a divorce;
  - Providing legal assistance to victims of domestic violence and sexual assault in immigration matters;
  - Increasing language access for victims of domestic violence and sexual assault, including for victims who are deaf and hard of hearing;
  - Expanding resources to address victims of elder abuse and abuse later in life;

- Expanding resources to serve victims in rural and remote parts of our state; and
- Increasing transportation access for victims of domestic violence and sexual assault.
- 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;
- 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;
- 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));
- Developing, implementing, or enhancing Sexual Assault Response Teams (SART), or other similar coordinated community responses to sexual assault, through including Forensic Medical Exams.
- Developing, expanding, and implementing ongoing culturally-specific training addressing the intersection of domestic violence and marginalized and underserved communities for victim services agencies, Sexual Assault Response Team(s), Multidisciplinary Teams (MDT).

##### **5. Expand Innovative Services & Opportunities:**

- Maintaining core victim services and criminal justice initiatives, while supporting complementary new initiatives and emergency services for victims and their families.
  - Enhancing efforts to offer and integrate community-based justice solutions (restorative justice and transformational justice), including careful incorporation of trauma-informed and victim-centered approaches that prioritize safety, healing and agency for survivors; accountability and transformation for people who abuse and do harm; community action, healing and accountability; and transformation of the social conditions that perpetuate violence ([Creative Interventions](#));
  - Expanding long-term economic justice opportunities for victims to secure high paying employment, to include training programs in the technology field (such as web development and coding); and
  - Offering alternative approaches to conventional services and support that integrate trauma-informed therapies to promote healing for victims of domestic violence, dating violence, sexual assault and stalking (such as yoga, meditation, art, sewing, gardening, dancing, cooking).

## Appendix C. 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 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.

## Appendix D. Sample Application

### 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

**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.

## Applicant Agency

**Applicant Agency Name\***

**Applicant Mailing Address\***

Address Line 1

Address Line 2

City

State

ZIP Code

**+4 Zip Code\***

Last four digits following the basic five-digit zip code

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

**Applicant Phone\***

**Applicant 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

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## Applicant Agency Continued

**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

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## Designation of Grant Officials

- **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.

**Please Note:** No two officials can be the same person.

### Project Director

**PD Name\***

Prefix First Name

Last Name

**PD Title/Position\***

**PD Address\***

Address Line 1

Address Line 2

City

State

ZIP Code

**PD Email\***

**PD Phone\***

**PD Fax**

## Financial Officer

**FO Name\***

Prefix

First Name

Last Name

**FO Title/Position\***

**FO Address\***

Address Line 1

Address Line 2

City

State

ZIP Code

**FO Email\***

**FO Phone\***

**FO Fax**

## Authorized Official

**AO Name\***

Prefix

First Name

Last Name

**AO Title/Position\***

**AO Address\***

Address Line 1

Address Line 2

City

State

ZIP Code

**AO Email\***

**AO Phone\***

**AO Fax**

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## Service Area & Congressional District

Select the counties within your primary service area. Service area is defined as counties in which you actively perform outreach and have relationships with victim service providers, prosecution, law enforcement and/or the courts.

### Counties Served by the Project\*

- ☒ Appling
- ☐ Atkinson
- ☐ Bacon
- ☐ Baker
- ☐ Baldwin
- ☐ Banks
- ☐ Barrow
- ☐ Bartow
- ☐ Ben Hill
- ☐ Berrien
- ☐ Bibb
- ☐ Bleckley
- ☐ Brantley
- ☐ Brooks
- ☐ Bryan
- ☐ Bulloch
- ☐ Burke
- ☐ Butts
- ☐ Calhoun
- ☐ Camden
- ☐ Candler
- ☐ Carroll
- ☐ Catoosa
- ☐ Charlton
- ☐ Chatham
- ☐ Chattahoochee
- ☐ Chattooga
- ☐ Cherokee

- ☐ Clarke
- ☐ Clay
- ☐ Clayton
- ☐ Clinch
- ☐ Cobb
- ☐ Coffee
- ☐ Colquitt
- ☐ Columbia
- ☐ Cook
- ☐ Coweta
- ☐ Crawford
- ☐ Crisp
- ☐ Dade
- ☐ Dawson
- ☐ Decatur
- ☐ DeKalb
- ☐ Dodge
- ☐ Dooly
- ☐ Dougherty
- ☐ Douglas
- ☐ Early
- ☐ Echols
- ☐ Effingham
- ☐ Elbert
- ☐ Emanuel
- ☐ Evans
- ☐ Fannin
- ☐ Fayette
- ☐ Floyd
- ☐ Forsyth
- ☐ Franklin
- ☐ Fulton
- ☐ Gilmer
- ☐ Glascock
- ☐ Glynn
- ☐ Gordon
- ☐ Grady
- ☐ Greene
- ☐ Gwinnett

- ☐ Habersham
- ☐ Hall
- ☐ Hancock
- ☐ Haralson
- ☐ Harris
- ☐ Hart
- ☐ Heard
- ☐ Henry
- ☐ Houston
- ☐ Irwin
- ☐ Jackson
- ☐ Jasper
- ☐ Jeff Davis
- ☐ Jefferson
- ☐ Jenkins
- ☐ Johnson
- ☐ Jones
- ☐ Lamar
- ☐ Lanier
- ☐ Laurens
- ☐ Lee
- ☐ Liberty
- ☐ Lincoln
- ☐ Long
- ☐ Lowndes
- ☐ Lumpkin
- ☐ Macon
- ☐ Madison
- ☐ Marion
- ☐ McDuffie
- ☐ McIntosh
- ☐ Meriwether
- ☐ Miller
- ☐ Mitchell
- ☐ Monroe
- ☐ Montgomery
- ☐ Morgan
- ☐ Murray
- ☐ Muscogee

- ☐ Newton
- ☐ Oconee
- ☐ Oglethorpe
- ☐ Paulding
- ☐ Peach
- ☐ Pickens
- ☐ Pierce
- ☐ Pike
- ☐ Polk
- ☐ Pulaski
- ☐ Putnam
- ☐ Quitman
- ☐ Rabun
- ☐ Randolph
- ☐ Richmond
- ☐ Rockdale
- ☐ Schley
- ☐ Screven
- ☐ Seminole
- ☐ Spalding
- ☐ Stephens
- ☐ Stewart
- ☐ Sumter
- ☐ Talbot
- ☐ Taliaferro
- ☐ Tattnall
- ☐ Taylor
- ☐ Telfair
- ☐ Terrell
- ☐ Thomas
- ☐ Tift
- ☐ Toombs
- ☐ Towns
- ☐ Treutlen
- ☐ Troup
- ☐ Turner
- ☐ Twiggs
- ☐ Union
- ☐ Upson

## Agency Description

Please select your agency type:\*

- ☒ Non-Profit: Non Governmental  
☐ Criminal Justice: Government  
☐ Non-Criminal Justice: Government

Please indicate the number of paid staff, contractors and consultants (full-time equivalents) to be supported by S.T.O.P. VAWA funds.\*

Please indicate the number of volunteers, interns, (full-time equivalents) to be used as match.\*

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## Agency/Project Budget

Fiscal Year  
Start Date\*

Fiscal Year  
End Date\*

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## Priority Areas

### Project Title

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 (ex: Training and Technical Assistance for Law Enforcement Working with Immigrants, Georgia Domestic Violence Fatality Review Project, Providing Culturally Appropriate Domestic Violence Services for Latinas)

**Please indicate which of the S.T.O.P. VAWA Priority Areas (RFA Appendix B) your project will cover:\***

- ☐ Strengthen Interdisciplinary Collaboration
- ☐ Reduce Domestic Violence Homicides
- ☐ Create or Expand Specialized Court Services
- ☐ Increase Access to Services for Underserved & Marginalized Communities
- ☐ Expand Innovative Services & Opportunities

**Please provide a description of how your S.T.O.P. VAWA project will fulfill the selected priority area(s).\***

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## Agency/Project Budget Budget Continued

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 current 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 Funds\* \$

Local Funds\* \$

Other  
Federal\* \$

Other Non-  
Federal\* \$

Total Agency  
Budget \$

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## VAWA Award Allocation

**What STOP VAWA categories will be funded under this award?\***

- ☐ Victim Services
- ☐ Culturally-Specific Victim Services
- ☐ Criminal Justice System Improvement (CJSI)
- ☐ Discretionary

**Who is your targeted training audience?\***

Please indicate the dollar amount of **Federal VAWA** funds that will be allocated to each service category. The total for all service areas should equal the current VAWA award amount.

**Training\***

\$

**How much of your Training funding is allocated to sexual assault services? \***

\$

If none, enter "0".

**TOTAL VAWA Category Allocation**

\$

Must equal "Current Award Amount"

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## Fees & Costs Certification:

The applicant agency's laws, policies, and practices do not require, in connection with the prosecution of any misdemeanor or felony domestic violence, dating violence, sexual assault, or stalking offense, or in connection with the filing, issuance, registration, modification, enforcement, dismissal, withdrawal or service of a protection order, or a petition for a protection order, to protect a victim of domestic violence, dating violence, sexual assault, or stalking, that the victim bear the costs associated with the filing of criminal charges against the offender, or the costs associated with the filing, issuance, registration, modification, enforcement, 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.

**Fees & Cost Certification\***

- ☐ My agency agrees to the terms & conditions stated in the fees & cost certification

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## Indirect Cost

By electing to use an indirect cost rate, the grant applicant understands that it will be subject to additional oversight verifying that the expenses allocated are allowable as determined by the applicable Federal program guidelines that govern the program.

Is your agency electing to use an indirect cost rate?\*

☒ Yes ☐ No

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## Attachments

### Project Narrative\*

[Choose File](#) [Remove File](#) No File Chosen

### Detailed Budget Worksheet\*

[Choose File](#) [Remove File](#) No File Chosen

### Budget Narrative\*

[Choose File](#) [Remove File](#) No File Chosen

### Supporting Documentation for Budgeted Items

[Choose File](#) [Remove File](#) No File Chosen

e.g. salary authorization statements, job descriptions, contractual agreements, etc.

### Organizational Chart

[Choose File](#) [Remove File](#) No File Chosen

e.g. salary authorization statements, job descriptions, contractual agreements, etc.

### Other Documents

[Choose File](#) [Remove File](#) No File Chosen

e.g. MOU, Letters of Support, Proof that IT System Blocks Pornography

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## Point of Contact For This Application

**POC Name\***

First Name

Last Name

**POC Title/Position\***

**POC Phone\***

**POC Email\***

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

☐ Yes ☐ No

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**Did your agency complete an Agency Assessment during current fiscal year?\***

☒ Yes ☐ No

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.

**Certification Signature\***

First Name

Last Name

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