

# **OREGON DEPARTMENT OF JUSTICE CRIME VICTIMS' SERVICES DIVISION**

## **2018 - 2019 VIOLENCE AGAINST WOMEN ACT FORMULA GRANT PROGRAM (VAWA) COMPETITIVE REQUEST FOR APPLICATIONS**

### **APPLICATION INSTRUCTIONS**



**Attorney General Ellen F. Rosenblum  
Oregon Department of Justice  
1162 Court Street NE  
Salem, OR 97301-4096**

**RFA RELEASE DATE: AUGUST 18, 2017  
ONLINE APPLICATION DUE DATE: OCTOBER 3, 2017 BY 11:59 PM PST  
AWARD PERIOD: JANUARY 1, 2018 – DECEMBER 31, 2019**

**GRANT OPPORTUNITY SUMMARY**  
**2015-2017 VIOLENCE AGAINST WOMEN ACT FORMULA GRANT PROGRAM (VAWA)**  
**OREGON DEPARTMENT OF JUSTICE, CRIME VICTIMS' SERVICES DIVISION**

**GENERAL INFORMATION**

Opportunity Type: Competitive      CFDA Number: 16.588

Release Date: August 18, 2017      Estimated Total Program Funding: \$ 2,089,504

RFA Deadline: All applications are due by 11:59 p.m. PDT on October 3, 2017

Anticipated Number of Awards:

A total of 4-5 for each of the Law Enforcement and Prosecution allocation categories; 1 for the Court allocation category.

Matching Requirement:

A 25% cash or in-kind match of the total cost of the project is required for all government-based organizations, except for the funds used by tribal or non-profit, non-governmental victim services programs applying for the benefit of law enforcement or prosecution.

E-Grants Registration Date/Initiation Closing Date: September 18, 2017

More information regarding the CVSD E-Grants system registration process is available at: <https://www.doj.state.or.us/crime-victims/for-grantees/cvds-e-grants-information/>. New applicants must register in CVSD E-Grants in order to apply for this competitive funding opportunity. If you are a new applicant and do not currently receive CVSD grant funds and need assistance with this process please contact Diana Fleming at 503.378.6260 or [Diana.L.Fleming@doj.state.or.us](mailto:Diana.L.Fleming@doj.state.or.us).

Submission Closing Date: October 3, 2017

Award Period: January 1, 2018 – December 31, 2019

**ELIGIBLE APPLICANTS**

All projects must have an organization or subgrantee that will serve as the fiduciary agent and assume overall responsibility for the grant. Eligible subgrantees include:

- state, local and tribal law enforcement;
- state, local and tribal prosecution; and
- Non-Profit, Non-Governmental Victim Service Programs (including faith based or other community programs), government-based or Tribal Victim Service Programs that are applying for the benefit of law enforcement or prosecution (as defined in the VAWA Reauthorization Act or that statutorily qualify as eligible applicants under the STOP VAWA Program).

For Court Funds Only (Non-Competitive):

- State Courts (Oregon Judicial Department)

**FUNDS AVAILABLE:**

These grant program funds are allocated according to the Violence Against Women Act (VAWA) 2013 Reauthorization mandates along with 2016 VAWA general provisions and grant conditions. The required categories and estimated funds available are indicated below:

Category	Total Estimated VAWA Funds Available for FY 2018 - 2019
Law Enforcement	\$926,168
Prosecution	\$926,168
Courts	\$185,234
<b>2015 and 2016 De-obligated grant funds applied to allocations</b>	<b>\$51,934</b>
<b>TOTAL Funds Available for January 1, 2018 – December 31, 2019</b>	<b>\$2,089,504</b>

The Oregon Department of Justice, Crime Victims’ Services Division (CVSD) applies for the STOP VAWA Formula Grant funds each year and is notified of the state award amount by October of the same year. Applicants will be subject to additional Special Conditions as directed by the Office on Violence Against Women (OVW) since the project award period extends beyond December 31, 2018 with FY 2018 grant award funds. All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

**CONTACT INFORMATION**

For assistance with the requirements of this Application, contact Diana Fleming at [Diana.L.Fleming@doj.state.or.us](mailto:Diana.L.Fleming@doj.state.or.us) or at (503) 378-6260.

For technical assistance with E-Grants, contact Mackenzie Gray at [Mackenzie.e.gray@doj.state.or.us](mailto:Mackenzie.e.gray@doj.state.or.us) or at (503)378-5647

It is anticipated that all applicants will be notified of the outcome of their application by December 1, 2017.

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## SECTION I: GRANT APPLICATION BACKGROUND

**Read ALL Instructions before completing the application.**

### A. RESOURCES FOR REQUEST FOR APPLICATIONS (RFA)

**This Request for Applications (RFA)** is being released by the Oregon Department of Justice (DOJ), Crime Victims' Services Division (CVSD), hereafter referred to as CVSD.

**The CVSD E-Grant Application Instructions** provides guidance for each line item in the application. The instructions can be found in the top section of "View, Edit and Complete Forms" in the E-Grants VAWA Competitive Application.

**The CVSD E-Grant Applicant User Guide** can answer many questions about navigating the system. The Guide can be found in CVSD E-Grants at the welcome screen under "My Training Materials" and at:

[https://www.doj.state.or.us/wp-content/uploads/2017/06/cvsd\\_egrants\\_applicant\\_user\\_guide.pdf](https://www.doj.state.or.us/wp-content/uploads/2017/06/cvsd_egrants_applicant_user_guide.pdf)

**VAWA Guidelines for Funding** are posted in the top section of "View Forms" in the E-Grants VAWA Competitive Application.

The [Violence Against Women \(VAWA\) Program Grant Management Handbook](#), cited throughout these instructions as a reference, is available on the CVSD website. New federal guidance, per 2016 VAWA general provisions and grant conditions are included in the [federal register](#), the [OVW website](#), and in the [2017 VAWA Guidance for Competitive Solicitation](#). CVSD anticipates additional guidance from OVW will be released. VAWA 2013 mandates are included in this RFA under Section II.B.2. and II.D.

Civil Rights Requirements: <https://www.doj.state.or.us/crime-victims/for-grantees/civil-rights-requirements/>

An electronic copy of the "[2015 OJP Financial Grants Management Guide](#)" and the [OVW Frequently Asked Questions for the STOP Program](#) are also provided as a reference.

### B. CONTACT INFORMATION FOR CVSD STAFF

For more information or to address questions specific to the application or application process:

Primary Contact	Phone	E-mail
Diana Fleming	(503) 378-6260	<a href="mailto:Diana.L.Fleming@doj.state.or.us">Diana.L.Fleming@doj.state.or.us</a>

Secondary Contact	Phone/Fax	E-mail
Mike Maryanov	Phone: (503) 378-5307	<a href="mailto:Mike.v.Maryanov@doj.state.or.us">Mike.v.Maryanov@doj.state.or.us</a>

## C. CVSD ADVISORY COMMITTEE and SUBCOMMITTEE MEMBERS

### CVSD ADVISORY COMMITTEE

<p><b>Lauri Stewart</b> Communication Officer and Policy Analyst DHS</p>	<p><b>Steve Bellshaw</b> <b>Deputy Chief</b> Salem Police Department</p>
<p><b>Kris Billhardt</b> <b>Kris Billhardt Consulting</b></p>	<p><b>Desireé Coyote</b> <b>Program Manager</b> Confed. Tribes of the Umatilla Indian Reservation</p>
<p><b>Allison Cleveland</b> <b>Executive Director</b> Oregon Anti-Violence Project</p>	<p><b>Shirley Didier</b> <b>Victims' Rights Coordinator</b> CVSD, Retired</p>
<p><b>Debra Dority</b> <b>State Support Unit Attorney</b> Oregon Law Center</p>	<p><b>Erin Ellis</b> <b>Executive Director</b> Sexual Assault Resource Center</p>
<p><b>Yelena Hansen</b> <b>Program Coordinator</b> EMO, Russian Oregon Social Services</p>	<p><b>Sybil Hebb</b> <b>Attorney</b> Oregon Law Center</p>
<p><b>Kathryn Kelly</b> <b>Program Manager</b> Catholic Charities, El Programa Hispano, UNICA</p>	<p><b>Kim Larson</b> <b>Director, Victim Assistance Program</b> Marion County District Attorney's Office</p>
<p><b>Kelsey LeBrun Keswani</b> <b>Program Director</b> CASA, Vancouver, WA</p>	<p><b>Justin Nelson</b> <b>District Attorney</b> Morrow County District Attorney's Office</p>
<p><b>Cheryl O'Neill</b> <b>Domestic &amp; Sexual Violence Coordinator</b> DHS, Child Protective Services Unit</p>	<p><b>Rebecca Orf</b> <b>OJD Central Point of Contact/Retired Judge</b> Oregon Judicial Department</p>
<p><b>Barb Palicki</b> <b>Citizen Representative</b> Former Director, Curry County CAIC</p>	<p><b>Michele Roland-Schwartz</b> <b>Executive Director</b> Attorney General's Sexual Assault Task Force</p>
<p><b>Tawna Sanchez</b> <b>Family Services Director</b> Native American Youth &amp; Family Center</p>	<p><b>Chanpone Sinlapasai</b> <b>Attorney at Law</b> M M Immigration Law Offices</p>
<p><b>Vanessa Timmons</b> <b>Executive Director</b> OR Coalition Against Domestic &amp; Sexual Violence</p>	<p><b>Merle Weiner</b> <b>Phillip H. Knight Professor</b> University of Oregon</p>
<p><b>Lynne Whiteman</b> <b>Director, Victim Assistance Program</b> Benton County District Attorney's Office</p>	<p><b>Letetia Wilson</b> <b>Executive Director</b> Center Against Rape and Domestic Violence</p>

**VAWA IMPLEMENTATION PLANNING SUBCOMMITTEE**

<p align="center"><b>Michele Roland-Schwartz</b>  <b>Executive Director</b>                  Attorney General’s Sexual Assault Task Force</p>	<p align="center"><b>Vanessa Timmons</b>  <b>Executive Director</b>                  Oregon Coalition Against Domestic &amp; Sexual Violence</p>
<p align="center"><b>Steve Bellshaw</b>  <b>Deputy Chief of Police</b>                  Salem Police Department</p>	<p align="center"><b>Desireé Coyote</b>  <b>Family Violence Services Program Manager</b>                  Confederated Tribe of Umatilla Indian Reservation</p>
<p align="center"><b>Michael Reese</b>  <b>Sheriff</b>                  Multnomah County Sheriff’s Office</p>	<p align="center"><b>Daniel Primus</b>  <b>District Attorney</b>                  Umatilla County DA’s Office</p>
<p align="center"><b>Rebecca Orf</b>  <b>VAWA Staff Counsel</b>                  Oregon Judicial Department</p>	<p align="center"><b>Sybil Hebb</b>  <b>Director of Legislative Advocacy</b>                  Oregon Law Center</p>
<p align="center"><b>Kim Larson</b>  <b>Director, Victim Assistance Program</b>                  Marion County District Attorney’s Office</p>	<p align="center"><b>Erin Greenawald</b>  <b>Domestic Violence Resource Prosecutor</b>                  DOJ, Criminal Division</p>
<p align="center"><b>Merle Weiner</b>  <b>Phillip H. Knight Professor</b>                  University of Oregon</p>	<p align="center"><b>Letetia Wilson</b>  <b>Executive Director</b>                  Center Against Rape &amp; Domestic Violence</p>
<p align="center"><b>Kimberly Lane</b>  <b>CARES Program</b>                  Confederated Tribe of Siletz Indians</p>	<p align="center"><b>Cathy Relang</b>  <b>VOCA Fund Coordinator</b>                  DOJ, Crime Victims’ Services Division</p>
<p align="center"><b>Cheryl O’Neill</b>  <b>Domestic &amp; Sexual Violence Coordinator</b>                  DHS, Child Protective Services Unit</p>	

The CVSD Advisory Committee (CVSD AC) and the VAWA Implementation Planning (IP) Subcommittee include members with expertise from law enforcement, prosecution, courts and victim service programs (community, government-based and tribal). CVSD and the IP Subcommittee encourage and invite other agencies and individuals to participate in IP meetings and teleconferences to learn from a diverse array of communities that may be affected by violence. CVSD will reach out to population and culturally specific organizations and federally recognized tribes for each planning and decision-making meeting to meet state funding priorities and goals as outlined in the IP.

**VAWA IMPLEMENTATION PLANNING SUBCOMMITTEE MEETING ATTENDEES**

<p align="center"><b>Allison Cleveland</b>  <b>Executive Director</b>                  Oregon Anti-Violence Project</p>	<p align="center"><b>Diann Weaver and Vicki Faciane</b>  <b>Assistant Director of Health &amp; Human Services/Self-Governance</b>  <b>Rebecca Ambrose, DV Program Coordinator</b>                  Confederated Tribes of Coos, Lower Umpqua &amp; Siuslaw Indians</p>
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<b>Nancy Seyler, VOCS Director</b> Confederated Tribes of Warm Springs Reservation	<b>Kimberly Lane, Advocate</b> Confederated Tribes of Siletz Indians
<b>Michelle Bradach, Social Service Director</b> Burns Paiute Tribe	<b>Jeri Allen, DV Program Manager</b> Klamath Tribes
<b>Yvonne Livingstone, Social Service Director</b> Coquille Tribe	<b>Matt Droescher/Andrea Davis, Human Services Director</b> Cow Creek Band of Indians
<b>Anne Falla, DV Program Coordinator</b> Confederated Tribes of Grand Ronde	

#### D. VAWA COMPETITIVE RFA TELECONFERENCE SCHEDULE

Applicants will have the opportunity to participate in one of the following informational teleconferences. Refer to the table below for the dates, times and call in information:

DATE	TIME	TELECONFERENCE
Wednesday, August 30, 2017	10:00 a.m. – 12:00 p.m.	<b>Web-ex Access (to view documents):</b> <b>Meeting ID:</b> <a href="https://oregondoj.webex.com/oregondoj/onstage/g.php?MTID=ef2edb866c190322f962ec1ee24db00e4">https://oregondoj.webex.com/oregondoj/onstage/g.php?MTID=ef2edb866c190322f962ec1ee24db00e4</a>  <b>Audio: Toll free number:</b> 1-866-390-1828 <b>Participant Code:</b> 8452560
Thursday, August 31, 2017	1:00 p.m. – 3:00 p.m.	<b>Web-ex Access (to view documents):</b> <b>Meeting ID:</b> <a href="https://oregondoj.webex.com/oregondoj/onstage/g.php?MTID=e301774421fc0726bc2754b4cca65c2bc">https://oregondoj.webex.com/oregondoj/onstage/g.php?MTID=e301774421fc0726bc2754b4cca65c2bc</a>  <b>Audio: Toll free number:</b> 1-866-390-1828 <b>Participant Code:</b> 8452560

Applicants are strongly encouraged to attend one teleconference. No registration is necessary.

The purpose of these teleconferences is to provide potential applicants with pertinent information and answer questions. Additional requests for clarification must be submitted to CVSD by **Wednesday, September 6, 2017** at 11:59 p.m., after which the clarification period is closed.

## E. REQUEST FOR APPLICATION AMENDMENTS

CVSD may amend this 2018 - 2019 VAWA Competitive RFA by posting amendments on the CVSD E-Grants system. Where appropriate, CVSD will issue an amendment that will be added to the Forms Menu in E-Grants, immediately below the RFA. Amendments will also be posted on the CVSD/VAWA website: <https://www.doj.state.or.us/crime-victims/grant-funds-programs/stop-violence-against-women-act-vawa-fund/>.

Requests for clarification of a provision of this RFA may be submitted by e-mail or telephone to the Single Point of Contact listed in Section I.B. To be considered, requests must be received by the Clarification Inquiries due date (**Wednesday, September 6, 2017 by 11:59 p.m.**) listed in the Solicitation Schedule of this RFA. Requests for clarification received after the due date may or may not receive a response based on the sole discretion of CVSD. The Single Point of Contact will respond to each properly-submitted request for clarification.

CVSD may also informally respond to applicants' questions with responses that do not affect the provisions of the 2018 – 2019 VAWA Competitive Request for Applications.

## F. SOLICITATION SCHEDULE

TARGET DATE	ACTIVITY
Friday, August 18, 2017	VAWA Competitive RFA released for law enforcement and prosecution allocation categories (Non-Competitive RFA for court allocation category)
August 30- 31, 2017	Informational teleconferences held for law enforcement, prosecution and courts
Wednesday, September 6, 2017	VAWA RFA Clarification Inquiries DUE no later than 11:59 p.m.
Monday, September 11, 2017	Application Clarifications/Amendments Provided
Monday, September 18, 2017	CVSD E-Grants Registration and Updated Information Completed. Application will be locked and no further applications can be initiated.
Friday, October 3, 2017	Application DUE through CVSD E-Grants no later than 11:59 p.m.
October 4 – 11, 2017	Application MQ Review by CVSD Fund Coordinators
October 13 – 31, 2017	VAWA Competitive Application Review Team Period
November 1, 2017	Competitive Reviewer Award Meeting and Recommendations for Law Enforcement
November 2, 2017	Competitive Reviewer Award Meeting and Recommendations for Prosecution
November 9, 2017	CVSD Advisory Committee Review
November 10, 2017	CVSD Award Recommendation to Attorney General (or designee)
November 27, 2017	Attorney General (or designee) approval of final award recommendations
December 1, 2017	Award notification and grant documents available in E-Grants (approximate date)
December 31, 2017	All completed award documents due at CVSD (approximate date)
January 1, 2018	2018 - 2019 VAWA Competitive grant period begins

## G. DEFINITIONS

Definitions of terms used in VAWA that apply to the STOP Program, as amended by VAWA 2013, may be referenced at [VAWA 2013 Universal Definitions and Grant Conditions](#). Additional changes to definitions in 2016 include clarifying the difference between primary and secondary prevention in the definition of terms and reduces repetition of statutory language.

The following definitions are important for applicants to consider when developing their proposals:

The term “**law enforcement**” means a public agency charged with policing functions, including any of its component bureaus (such as governmental victim services programs or Village Public Safety Officers), including those referred to in [section 2802 of Title 25](#).

The term “**Indian law enforcement**” means the departments or individuals under the direction of the Indian tribe that maintain public order.

The term “**prosecution**” means any public agency charged with direct responsibility for prosecuting criminal offenders, including such agency's component bureaus (such as governmental victim assistance programs).

The term “**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, 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, or stalking.

The term “**victim advocate**” means a person, whether paid or serving as a volunteer, who provides services to victims of domestic violence, sexual assault, stalking, or dating violence under the auspices or supervision of a victim services program.

The term “**victim assistant**” means a person, whether paid or serving as a volunteer, who provides services to victims of domestic violence, sexual assault, stalking, or dating violence under the auspices or supervision of a court or a law enforcement or prosecution agency.

Definitions in VAWA 2013 for culturally specific services, population specific services and underserved populations ensure that VAWA funded services effectively reach victims from communities with unique needs and characteristics, and communities whose members face barriers to access traditional services.

The term “**culturally specific**” means primarily directed toward racial and ethnic minority groups (as defined in section 300u-6(g)).

The term “**culturally specific services**” means community-based services that include culturally relevant and linguistically specific services and resources to culturally specific communities.

The term “**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.

The term “**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, or stalking, and that are designated primarily for and are targeted to a specific underserved population.

The term “**underserved populations**” means populations who face barriers in accessing and using victim services, and includes populations underserved because of geographic location, religion, sexual orientation, gender identity, underserved racial and ethnic populations, populations underserved because of special needs (such as language barriers, disabilities, alienage status, or age), and any other population determined to be underserved by the Attorney General or by the Secretary of Health and Human Services, as appropriate.

## SECTION II: APPLICATION OVERVIEW

### A. INTRODUCTION

The Violence Against Women Act (VAWA) Formula Grant Program, created by the Violence Against Women and Department of Justice Reauthorization Act of 2013 (VAWA 2013), under federal statutory authority (42 U.S.C. § 14043g) from the United States Department of Justice, Office on Violence Against Women (OVW) encourages the development and implementation of effective law enforcement and prosecution strategies to combat violence crimes against women. The goal of the program is to encourage states and localities to restructure and strengthen the criminal justice systems response to be proactive in addressing violence against women, drawing on the experience of all the participants in the system, including the advocacy community.

Since 1994, Congress has reauthorized the VAWA Act three (3) times. VAWA 2013 was signed into law in March 2013. All changes as a result of the VAWA Reauthorization Act of 2013 were implemented on July 1, 2014.

DOJ CVSD is the State Administrative Agency (SAA) for the STOP Violence Against Women Act (VAWA) Formula Grant Program as authorized by ORS 147.231.

CVSD receives the federal grant award from the U.S. Department of Justice, Office of Justice Programs, Office on Violence Against Women (OVW).

The amount of competitive STOP Program funding available to applicants is based on statutory funding allocations determined by the U.S. Department of Justice, Office on Violence Against Women (OVW). CVSD distributes the STOP VAWA funds as required by statute for law enforcement, prosecution, courts and victims' services programs as follows:

Category	Annual STOP VAWA Formula Grant Award Allocation
Law Enforcement	25% competitive
Prosecution	25% competitive
Court	5% non-competitive
Victim Services	30% non-competitive
Discretionary	15% non-competitive for victim services

Federal Allocation Requirements ***These are not additional funds. ***	
<b>Meaningful Sexual Assault Services</b>	A total of 20% must be taken from at least 2 of the categories (LE, Prosecution, Courts or VS) <sup>1</sup> .
<b>Prevention &amp; Education</b>	<b>This is not an allowable activity in this RFA.</b> Maximum of 5% of total award allowed for entire state to develop, enhance or strengthen programming <sup>2</sup> .

The CVSD AC and the VAWA IP Subcommittee are responsible for the development of the STOP VAWA Implementation Plan for Oregon. This plan establishes the funding priorities for projects receiving federal STOP VAWA Formula Grant Program funds. A copy of the FY 2017 - 2020 STOP VAWA Implementation Plan for Oregon may be found at: [https://justice.oregon.gov/crime-victims/pdf/2018\\_vawa\\_comp\\_ip.pdf](https://justice.oregon.gov/crime-victims/pdf/2018_vawa_comp_ip.pdf).

For the purposes of this solicitation, OVW is reviewing Oregon's funding priorities for FY 2017-2020 and are provided for the applicants' use in Section II. B. 4 of the RFA or Exhibit B [FY 2017-2020 VAWA State Funding Priorities](#).

<sup>1</sup> State funding priority allocates 20% across all allocation categories to meaningfully address sexual assault services.

<sup>2</sup> These activities are required by statute to be funded from the discretionary funding allocation category. All of the discretionary allocation funds are included in the Joint Domestic and Sexual Violence Non-Competitive RFA that supports all non-profit/non-governmental and tribal victim service programs.

## **B. OVERVIEW OF THE VAWA FORMULA GRANT PROGRAM**

### **1. VAWA GENERAL PROVISIONS AND GRANT CONDITIONS**

2016 VAWA general provisions and grant conditions are included in the [federal register](#) and in the [2017 VAWA Guidance for Competitive Solicitation](#).

### **2. VAWA REAUTHORIZATION ACT OF 2013**

Federal mandates to consider when preparing proposed projects for this solicitation (per OVW FAQs):

#### Support Services to Children:

STOP 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, or stalking. In general, victims served with STOP funds must be adults or youth. Under a new purpose area created by VAWA 2005, however, STOP funds may also support “complementary new initiatives and emergency services for victims and their families.” For example, STOP funds may support services for secondary victims such as children who witness domestic violence.

#### Child Sex Abuse Victims:

STOP funds can serve sexual assault victims who are age 11 or older. VAWA defines sexual assault as “any nonconsensual sexual act proscribed by federal, tribal, or state law, including when the victim lacks the capacity to consent”. The target of the STOP Program is adult and youth victims. Youth is defined as “a person who is 11 to 24 years old” per VAWA 2013.

#### Support Services to Men:

Regardless of the purpose of the STOP sub award, STOP sub-recipients must provide services to a male victim in need who is similarly situated to female victims the sub-recipients ordinarily serves and who requests services. Under the anti-discrimination provision of the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C. § 3789d(c)(1) and under a new nondiscrimination grant condition from VAWA 2013, grantees, including STOP sub-recipients, may not exclude any person from receiving grant-funded services on a number of prohibited grounds, including that person’s sex. 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.”

Note: In VAWA 2013, Congress added two new purpose areas that specifically included men, which means that sub-recipients under those purpose areas may have projects that target male victims. [13] 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, or stalking, whose ability to access traditional services and responses is affected by their sexual orientation or gender identity).

Services to lesbian, gay, bisexual, or transgender (LGBT) victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking:

STOP funds can serve LGBT victims of domestic violence, dating violence, sexual assault, or stalking. Congress added a new purpose area for “developing, enlarging, or strengthening programs and projects to provide services and responses targeting male and female victims whose ability to access traditional services and responses is affected by their sexual orientation or gender identity, as defined in section 249 (c) of title 18, United States Code. In addition, the new nondiscrimination grant condition indicates that subgrantees may not exclude any person from receiving grant-funded services on a number of prohibited grounds , including that person’s sexual orientation or gender identity.

Incarcerated Victims of Domestic Violence, Dating Violence, Sexual Assault, or Stalking:

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, 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 STOP 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.

Note: Although STOP funds may be used to provide victim services as described above, other federal funds do have restrictions on serving incarcerated victims. The Oregon Department of Corrections (DOC), Oregon Youth Authority (OYA), CVSD, Attorney General Sexual Assault Task Force (AGSATF), Oregon Coalition Against Domestic & Sexual Violence (OCADSV) developed a statewide plan that provided training in 2016 and 2017 for community-based advocates and state correctional staff that may provide advocacy to victims in a correctional setting.

Legal Services:

A full range of legal services, such as housing, family law, public benefits, and other similar matters can be provided. This includes divorce and child custody cases that are linked to the safety of the victim. Any sub-recipient providing legal assistance must certify that:

- 1) any person providing legal assistance with STOP funds has demonstrated expertise in providing legal assistance to victims of domestic violence dating violence, sexual assault, or stalking in the targeted population; or
- 2) is partnered with an entity or person that has such demonstrated expertise and has completed or will complete training in connection with domestic violence, dating violence, stalking, sexual assault, and related legal issues, including training on evidence-based risk factors for domestic and dating violence homicide;
- 3) any person or organization providing legal assistance through the STOP program has informed and will continue to inform state, local, or tribal domestic violence, dating violence, or sexual assault programs and coalitions, as well as appropriate state and local law enforcement officials of their work; and



4) the sub-recipient's organizational policies do not require mediation or counseling involving offenders and victims physically together, in cases where sexual assault, domestic violence, dating violence, or child sexual abuse is an issue.

Batterers' intervention programs may be supported provided that the programs are part of a graduated range of sanctions that use the coercive power of the criminal justice system to hold abusers accountable for their criminal actions and for changing their behavior. However, couples counseling or any intervention that requires participation by a victim or that is not designed to hold offenders accountable for their violent behavior cannot be supported with STOP dollars.

Violence Prevention Programs (i.e. media campaigns to educate the general public about violence against women)<sup>3</sup>

**This is not an allowable activity for applicants in this RFA.**

In VAWA 2013, Congress added a new purpose area for “developing, enhancing, or strengthening prevention and educational programming to address domestic violence, dating violence, sexual assault, or stalking[.]” However, no more than 5 percent of the state's total STOP award for the year may be used for this purpose.

Note: The goal of prevention is to stop or reduce domestic violence, dating violence, sexual assault, and stalking. By contrast, an outreach initiative is linked to a specific set of services and the goal is to increase awareness about the services, so that victims know where to go for the services.

School Programs:

Programs in schools may be supported to the extent that they fit within one or more of the STOP program's statutory program purpose areas. For example, STOP 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. Please keep in mind, however, that prevention programs are limited to 5 percent of the state's total STOP award for the year.

Child Sexual Abuse Victims:

STOP funds can serve sexual assault victims who are age 11 or older. VAWA defines sexual assault as “any nonconsensual sexual act proscribed by federal, tribal, or state law, including when the victim lacks the capacity to consent.” The target of the STOP Program is adult and youth victims. Youth is defined as “a person who is 11 to 24 years old.”

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<sup>3</sup> These activities are required by statute to be funded from the discretionary funding allocation category. All of the discretionary allocation funds are included in the Joint Domestic and Sexual Violence Non-Competitive RFA that supports all non-profit/non-governmental and tribal victim service programs.

OTHER IMPORTANT CHANGES:

- Rural Area definition is broadened to include federally-recognized Indian tribes, some of which have been precluded from participating in programs.
- Tribal courts can prosecute non-Native offenders that abuse Tribal Nations/Native women on reservations.
- The definition of “personally identifying information” was expanded to include additional information (driver’s license number, passport number or student identification number) that is likely to disclose a victim’s identity and adds “regardless of whether the information is encoded, encrypted, or otherwise protected.
- Added seven (7) new federal statutory purpose areas

**2. FEDERAL STATUTORY PURPOSE AREAS**

By statute, VAWA Formula Grant Program funds must be used to address one or more of the following federal statutory purpose areas as outlined in the 2013 Reauthorization of the Violence Against Women Act:

<b>Program Area</b>	<b>Purpose Area</b>	<b>Project Type</b>
<b>1 Training</b>	Train 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. 2202 (a));	Training
<b>2 Enhancement Efforts</b>	Develop, train or expand units of law enforcement officers, judges, other court personnel, and prosecutors specifically targeting violent crimes against women, including the crimes of sexual assault, dating violence, stalking and domestic violence;	Training
<b>3 Policy and Protocol Development</b>	Develop and implement more effective police, court, and prosecution policies, protocols, orders, and services specifically devoted to preventing, identifying and responding to violent crimes against women, including the crimes of sexual assault, dating violence, stalking and domestic violence, as well as the appropriate treatment of victims;	Policies, Procedures, & Protocols
<b>4 Data Collection and Communication Systems</b>	Develop, install, or expand 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;	Multiple Types: Applicant selects primary project type
<b>5 Victim Service Programs and Visitation Centers</b>	Develop, enlarge, or strengthen victim services and legal assistance programs, including sexual assault, domestic violence, stalking and dating violence programs, develop	Direct Services

	or improve delivery of victim services to underserved populations, provide specialized domestic violence court advocates in courts where a significant number of protection orders are granted, and increase reporting; and reduce attrition rates for cases involving violence crimes against women, including crimes of sexual assault, dating violence, stalking and domestic violence;	
<b>6 Indian Tribal Sexual Assault and Domestic Violence Programs</b>	Developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes in dealing with violent crimes against women, including the crimes of sexual assault, dating violence, stalking, and domestic violence;	Direct Services
<b>7 Statewide Multi-disciplinary Support</b>	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;	Policies, Procedures, & Protocols
<b>8 Sexual Assault Nurse Examiners (SANE)</b>	Training of sexual assault forensic medical personnel examiners in the collection and preservation of evidence, analysis, prevention, and providing expert testimony and treatment of trauma related to sexual assault;	Training
<b>9 Elder and Disabled Victims</b>	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.	Direct Services
<b>10 Immigration</b>	Providing assistance to victims of domestic violence and sexual assault in immigration matters;	Direct Services
<b>11 New Initiatives and Emergency Services</b>	Maintaining core victim services and criminal justice initiatives, while supporting complementary new initiatives and emergency services for victims and their families;	Direct Services
<b>12 Jessica Gonzales Victim Assistants</b>	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 or stalking and may undertake the following activities: <ul style="list-style-type: none"> <li>• 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</li> </ul>	Multiple Types: Applicant selects primary project type

	<p>violence homicide and prioritize dangerous or potentially lethal cases.</p> <ul style="list-style-type: none"> <li>• Notifying persons seeking enforcement of protection orders as to what responses will be provided by the relevant law enforcement agency.</li> <li>• Referring persons seeking enforcement of protection orders to supplementary services (such as emergency shelter programs, hotlines or legal assistance services); and</li> <li>• Taking other appropriate action to assist or secure the safety of the person seeking enforcement of a protection order;</li> </ul> <p><i>*Note: Only government-based agencies may apply for funding to support project activities under this purpose area.</i></p>	
<p><b>13 Crystal Judson Domestic Violence Protocol Program</b></p>	<p>Providing funding to law enforcement agencies, victim services providers, and state, tribal, territorial, and local governments (which funding stream shall be known as the Crystal Judson Domestic Violence Protocol Program) to promote</p> <ul style="list-style-type: none"> <li>• the development and implementation of training for local victim domestic violence service providers, and to fund victim services personnel, to be known as Crystal Judson Victim Advocates, to provide supportive services and advocacy for victims of domestic violence committed by law enforcement personnel;</li> <li>• the implementation of protocols within law enforcement agencies to ensure consistent and effective responses to the commission of domestic violence by personnel within such agencies (such as the model policy promulgated by the International Association of Chiefs of Police (“Domestic Violence by Police Officers: A Policy of the IACP, Police Response to Violence Against Women Project” July 2003)).</li> <li>• the development of such protocols in collaboration with state, tribal, territorial and local victim service providers and domestic violence coalitions.</li> <li>• any law enforcement, state, tribal, territorial or local government agency receiving funding under the Crystal Judson DV Protocol Program under paragraph (13) shall on an annual basis, receive additional training on the topic of incidents of domestic violence committed by law enforcement personnel from DV and SA non-profit organizations and, after a period of two years, provide a report of the adopted protocol to the DOJ, including a summary of progress in implementing that protocol.</li> </ul>	<p>Multiple Types: Applicant selects primary project type</p>

<b>The following purpose areas were added with the Reauthorization of VAWA 2013:</b>		
<b>Program Area</b>	<b>Purpose Area</b>	<b>Project Type</b>
<b>14 State, local or Tribal Legislation and Policies<sup>4</sup></b>	Developing and promoting state, local, or tribal legislation and policies that enhance best practices for responding to domestic violence, dating violence, sexual assault, and stalking;	Policies, Procedures, & Protocols
<b>15 Sexual Assault Response Teams</b>	Developing, implementing, or enhancing Sexual Assault Response Teams, or other similar coordinated community responses to sexual assault;	Policies, Procedures, & Protocols
<b>16 Law Enforcement and Prosecution Response to Sexual Assault Cases</b>	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;	Multiple Types: Applicant selects primary project type
<b>17 Sexual Assault Response in Correctional or Detention Settings</b>	Developing, enlarging, or strengthening programs addressing sexual assault against men, women, and youth in correctional and detention settings;	Direct Services
<b>18 Backlogs of Sexual Assault Evidence Collection Kits</b>	Identifying and conducting inventories of backlogs of sexual assault evidence collection kits and developing protocols and policies for responding to and addressing such backlogs, including protocols and policies for notifying and involving victims;	Policies, Procedures, & Protocols
<b>19 Strengthened Programs and Services for victims affected by Sexual Orientation or Gender Identity</b>	Developing, enlarging, or strengthening programs and projects to provide services and responses targeting male and female victims of domestic violence, dating violence, sexual assault, or stalking, whose ability to access traditional services and responses is affected by their sexual orientation or gender identity, as defined in section 249(c) of title 18, United States Code; and	Direct Services
<b>20 Prevention and Educational Programming</b>	Developing, enhancing, or strengthening prevention and educational programming to address domestic violence, dating violence, sexual assault, or stalking, with not more than 5 percent of the amount allocated to a state to be used for this purpose.	Not Allowed for this solicitation

### **3. OVW PRIORITY AREAS**

The emphasis of the VAWA Formula Grant Program continues to be on the development and implementation of comprehensive law enforcement, prosecution and judicial strategies addressing violence against women that are sensitive to the immediate and long-term needs and safety of victims and holding offenders accountable for their crimes.

The goal of the program is to encourage states and localities to restructure and strengthen the criminal justice systems' response in addressing violence against women, drawing on the experience of all of the participants in the system, including the advocacy community.

<sup>4</sup> VAWA 2013 language provides the direct authorization to support legislative and policy changes to comply with changes in VAWA thereby waiving the lobbying restrictions in regard to "enhancing best practices . . ."

The following factors will be considered in the decision to distribute funds to eligible applicants:

- Projects that propose strengthening current domestic and sexual violence services by increasing access to those services for all victims including underserved, marginalized, and/or oppressed communities and/or Tribal Nations;
- Equitably distribute monies on a geographic basis including non-urban and rural areas of various geographic sizes;
- Expanding the array of services offered or the types of victims served within existing geographic service areas;
- Giving priority to areas of varying geographic size with the greatest showing of need and considering the geographic area's population;
- Ensuring geographic access to services within a reasonable traveling distance while avoiding duplicating services within the same county.

In shaping strategies, applicants are encouraged to develop and support projects that include the following federal priorities and strategies:

- Strengthen and revitalize coordinated community response and multi-disciplinary teams, prioritizing those that meaningfully involve organizations and programs that focus on marginalized communities.
- Increase support for sexual assault, including services, law enforcement response and prosecution.
- Meaningfully increase access to federal programming for specific underserved, populations (based on race, ethnicity, sexual orientation, gender identity, disability, age, etc.).
- Increase the use of promising or evidence-building practices, where available.
- Provide basic and advanced training to tribal law enforcement and tribal courts regarding responses to victims in tribal communities.
- Provide comprehensive training to victim services, law enforcement, prosecution, and court personnel on sexual assault, to support increased reporting, arrest and successful prosecution of perpetrators.
- Support training for tribes, states and territories on Full Faith and Credit enforcement of out-of-state protection orders.
- Implement evidence-based risk/danger assessments to identify and prioritize victims who are considered to be in relationships with a high risk of lethality.
- Support and retain core services for victims of sexual and domestic violence, particularly support for rape crisis centers and domestic violence shelters.

The following activities have been found to jeopardize victim safety, deter or prevent physical or emotional healing for victims, 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 sex, age, immigration status, race, religion, sexual orientation, gender identity, mental health

condition, physical health condition, criminal record, work in the sex industry, or the age and/or gender of their children;

- Procedures or policies that compromise the confidentiality of information and privacy of persons receiving federally-funded services;
- Procedures or policies that impose requirements on victims in order to receive services (e.g. seek an order of protection, receive counseling, participate in couples counseling or mediation, report to law enforcement, seek civil or criminal remedies, etc.);
- Procedures or policies that fail to include conducting safety planning with victims;
- Project design and budget that fail to account for the access needs of participants with disabilities and participants who have limited English proficiency or who are Deaf or hard of hearing;
- The use of pre-trial diversion programs without prior review and approval of the program or the automatic placement of offenders in such program;
- Couples counseling, family counseling or any other manner or joint victim-offender counseling as a routine or required response to sexual assault, domestic violence, dating violence, or stalking, or in situations in which child sexual abuse is alleged;
- Offering or ordering anger management programs for offenders as a substitute for batterer's intervention programs;
- Procedures or policies that deny victims and non-abusing parents or caretakers and their children access to services based on their involvement with the perpetrator;
- Requiring survivors to meet restrictive conditions in order to receive services (e.g. background checks of victims, clinical evaluations to determine eligibility for services.) or other screening processes that elicit information that is not necessary for services, such as questions about immigration status, gender identity, sexual orientation, disability, physical or mental health, and work or criminal history that the service provider does not need to know about to provide services safely;
- Relying on batterer intervention programs that do not use court monitoring to hold batterers accountable for their behavior;
- Policies and procedures that fail to account for the physical safety of victims;
- Enforcing or promoting nuisance abatement ordinances, crime-free housing ordinances, or crime-free lease addenda (often associated with crime-free housing programs) that require or encourage the eviction of tenants or residents who may be victims of domestic violence, sexual assault, dating violence or stalking. See also the U.S. Department of Housing and Urban Development for guidance on how such ordinances and addenda may violate the Fair Housing Act; and
- Policies or procedures that require testing of sexual assault forensic evidence of cases where the victim obtained a medical forensic exam but has not chosen to participate in the criminal justice system.

#### **4. STATE PROGRAM FUNDING PRIORITIES**

The following state funding priorities were approved by CVSD and the VAWA Implementation Planning Subcommittee for FY 2017 - 2020:

- Provide victims of domestic and sexual assault, stalking and dating violence meaningful access to services and support programs in stabilizing funding:

- a) Victims' services (includes non-profit, tribal and prosecution-based programs) and prosecution-based programs; and
- b) Law enforcement, prosecution and court projects.
- Support services to meet the needs of: a) victims from underserved, marginalized and/or oppressed populations and/or Tribal Nations. b) To improve and enhance culturally specific services and increase cultural competency in the delivery of victim services as well as the cultural responsiveness of prosecution, law enforcement and courts. **(REQUIRED)**<sup>5</sup>
- Allocation of STOP VAWA Formula Grant Program funds for statewide training projects.
- A total of 20% will be allocated for sexual assault as a set aside across victim services, discretionary, law enforcement and prosecution allocation categories. CVSD will ensure that "not less than 20% of the total award" in at least two categories will be allocated to meaningfully address sexual assault services as required in federal statute.
- Facilitating consultation and planning among and between non-profit, government-based, and tribal victim service providers and law enforcement, prosecution and courts. **(REQUIRED)**<sup>6</sup>
- Reduce the number of domestic violence homicides in the State of Oregon through fatality review of domestic violence cases, implementation of [model firearm surrender protocols](#)<sup>7</sup> and/or lethality assessments. *Note: Applicants may also propose a project that "develops and implements other policies, procedures and protocols related to domestic and/or sexual violence, stalking or dating violence.*

The funding priorities demonstrate the state's intent for VAWA funds following an inclusive and coordinated planning process. The funding priorities are developed every four years in response to an evaluation of statewide gaps [2016 VAWA IP Survey Gaps](#). The IP is intended to reflect the strengths and needs of the state; the challenges that survivors, systems, providers, and relevant disciplines face; and the priorities, goals, and objectives for use of STOP funds. Please refer to the [FY 2017-2020 VAWA Implementation Plan for Oregon](#).

Each proposed project must include the following:

- Applicants are required to include two of the six state funding priorities in the development of their project as noted on the previous page of this RFA.
- Applicants must choose an additional state funding priority under a **primary focus area (Direct Services, Training, or Policies, Procedures and Protocols) as listed in E-Grants**

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<sup>5</sup> CVSD requires all subgrantees to deliver services to meet the needs of underserved, marginalized and/or oppressed populations and/or Tribal Nations (UMOC/TN). The focus is on enhancing existing services for UMOC and TN. Federal requirements direct states to recognize and meaningfully respond to the needs of UMOC/TN.

<sup>6</sup> CVSD requires all subgrantees to demonstrate a coordinated community response with partners in each discipline.

<sup>7</sup> VAWA provisions require that states demonstrate how they will reduce the number of domestic violence homicides. The CVSD AC and VAWA IP Subcommittee began collecting data in FY 2014: a) Domestic Violence Fatality Review Team reviews 2 relevant cases annually to improve the coordinated statewide response; and b) Decrease the number of DV perpetrators that have access to firearms and/or implement model firearm surrender protocols and/or lethality assessments.



**on Forms G - I.** Applicants may choose other priorities as long as they meet one or more of the [federal statutory purpose areas](#).

- Applicants will use at least one federal statutory purpose area along with the state funding priorities in their proposed project. Please refer to the [VAWA IP Survey Gaps](#) or the [State Funding Priorities and Objectives](#) for a list of objectives for law enforcement, prosecution and court allocation categories. Applicants may include additional objectives.

## 5. UNALLOWABLE AND OUT-OF-SCOPE ACTIVITIES

The following is a list of activities that are unallowable and out of program scope and cannot be supported by VAWA Formula Grant Program funding:

- Law enforcement equipment such as uniforms, safety vests, shields and weapons. (Equipment such as cameras, specifically designated for investigating domestic violence, sexual assault, stalking and/or dating violence incidents are allowable);
- Victim Service-related projects, that fall outside the scope of law enforcement, prosecution or courts in criminal justice (unallowable for this RFA only);
- Substance abuse counseling for domestic and sexual assault victims;
- Immigration fees for battered immigrant women;
- Activities focused on education and prevention efforts (includes bystander intervention, presentations on healthy relationships, etc.);
- Research projects (this does not include program assessment conducted only for internal improvement purposes);
- Lobbying or attempts to influence members of Congress, the Oregon Legislature, County Commissions, City Councils, or other legislative bodies;
- Fundraising campaigns, endowment drives, or solicitation of gifts and bequests;
- Purchase of real property and vehicles; and
- Construction or physical modification to buildings, including minor renovations (such as painting or carpeting).

## C. ELIGIBLE APPLICANTS

CVSD anticipates awarding approximately \$2 million to support applicants for the [law enforcement, prosecution, and court allocation funds](#) for grant award period January 1, 2018 – December 31, 2019.

All projects must have an organization or subgrantee that will serve as the fiduciary agent and assume overall responsibility for the grant. Eligible subgrantees include:

- state, local and tribal law enforcement;
- state, local and tribal prosecution; and

- Non-Profit Victim Service Programs (including faith based or other community programs); government-based or Tribal Victim Service Programs that are applying for the benefit of law enforcement or prosecution<sup>8</sup>

This Request for Application (RFA) also will serve as the non-competitive solicitation for the Oregon Judicial Department in its application for the court allocation funds.

Eligible applicants must submit more than one application if they are applying for separate and distinct projects. Each application must identify and focus their request on either law enforcement or prosecution but may include activities in the other area. The Oregon Judicial Department is limited to one application for court allocation funds.

### 1. Guidance for organizations applying for the benefit of law enforcement or prosecution allocation funds.

Refer to [VAWA 2013 Universal Definitions and Grant Conditions](#) for federal definitions as amended by VAWA 2013.

a. Applicants are expected to propose project activities that support and enhance the core functions of law enforcement or prosecution. A victim service provider (non-profit, government or tribal-based) may apply “for the benefit of” prosecution or law enforcement.

The core function of **law enforcement is** to:

- Investigate domestic violence, sexual assault, stalking and dating violence crimes;
- Provide services to ensure the immediate safety of victims; and
- Hold offenders accountable for their crimes.

The core function of **prosecution is** to:

- Prosecute domestic violence, sexual assault, stalking and dating violence crimes,
- Provide services to ensure the long term safety of victims; and
- Hold offenders accountable for their crimes.

The core function of the **courts is** to provide fair, accessible and timely justice to promote the rule of law, protect individual rights and resolve conflicts.

### 2. Allocation Category Goals

#### Law Enforcement

The goal of this grant opportunity is to enhance the ability of local communities to keep women safe and hold perpetrators accountable. The grant project will achieve this by: 1) enabling more effective

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<sup>8</sup> as defined in the VAWA Reauthorization Act or that statutorily qualify as eligible applicants under the STOP VAWA Program

enforcement of laws prohibiting violence against women through the development of focused enforcement units with specialized skills and tactics; 2) improving the capacity of law enforcement to appropriately respond to the needs of victims, and 3) developing and implementing policies and protocols to insure an effective response. Grant funds are available to develop or expand specialized enforcement and investigative units, positions, or other specialized resources that focus on sexual assault, domestic violence, stalking crimes, and/or dating violence.

### **Prosecution**

The primary goal of this grant opportunity is to enhance the ability of local communities to keep women safe and hold perpetrators accountable. The grant project will achieve this by: 1) enabling more effective prosecution of offenders violating laws that protect women and prohibiting violence against women in the process; 2) improving the capacity of the justice system to respond to victims needs and to treat victims with respect; 3) effectively coordinating prosecution with law enforcement, community victim services; the courts; and other system components. Grant funds are available to develop or expand specialized prosecution units or other specialized resources to prosecute/adjudicate domestic violence, sexual assault, and/or stalking cases.

### **Court (Oregon Judicial Department Only)**

The goal of this grant opportunity is to provide a centralized VAWA Staff Counsel with the Oregon Judicial Department under the State Court Administrator. The centralized point of contact will provide technical assistance and education to trial court judges and staff, to develop and revise uniform statewide forms and procedures for all trial courts statewide, and to collaborate with all system participants to improve system response and increase victim safety.

## **D. ELIGIBILITY REQUIREMENTS**

An organization must meet all of the following requirements to be eligible for VAWA funds:

### **1. Demonstrate Record of Effective Services.**

Applicants must demonstrate a record of providing effective direct services to survivors. This includes a history of providing direct services in a cost-effective manner and financial support from other sources.

**2. Not Charge Survivors for VAWA-Funded Services.** Sub-recipients must provide services to survivors, at no charge, through the VAWA-funded project. That means the sub-recipient must not reimburse the victim for the out-of-pocket cost of a forensic medical exam.

**3. Maintain Civil Rights Information.** Pursuant to 28 C.F.R. Section 42.302, all recipients of federal funds must maintain statutorily required civil rights statistics on survivors served by race, national origin, sex, age, and disability; and permit reasonable access to its books, documents, papers, and records to determine whether the sub-recipient is complying with applicable civil rights laws. This requirement is waived when providing a service, such as telephone crisis intervention, where soliciting the information may be inappropriate or

offensive to the survivor. Refer to <https://www.doj.state.or.us/crime-victims/for-grantees/civil-rights-requirements/> for more information.

**4. Comply with Non-Discrimination Provision.** Sub-recipients must comply with the Violence Against Women Reauthorization Act or 2013 prohibition from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by the Office on Violence Against Women (OVW). Under any program or activity funded in whole or in part with VAWA funds no person shall, on the basis of actual or perceived race, color, religion, national origin, sex, gender identity (as defined in 249 (c) (4) of title 18, US Code), sexual orientation or disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination. Exception: if sex segregation or sex-specific programming is necessary to the essential operation of a program, nothing stated here shall prevent any such program or activity from consideration of an individual's sex. In such circumstances, subgrantees may meet the requirements by providing comparable services to individuals who cannot be provided with sex-segregated or sex-specific programming. Refer to [2013 FAQs Civil Rights Non Discrimination VAWA](#).

**5. Maintain the Confidentiality of Survivor Information.** Sub-recipients must comply with the confidentiality and privacy requirements of the VAWA, as amended. The authorized representative of the sub-recipients will be required to sign the *Acknowledgement of Notice of Statutory Requirement to Comply with the Confidentiality and Privacy Provisions of the Violence Against Women Act, as Amended*, with the Grant Agreement. A copy of the form is available on the OVW website at: <https://www.justice.gov/sites/default/files/ovw/legacy/2013/09/24/conf-acknowledgement.pdf>.

In accordance with 42 U.S.C. §13925(b)(2), applicants receiving OVW funding, and their sub-grantees, must protect the confidentiality and privacy of persons receiving OVW-funded services to support victims' safety. OVW grantees and their sub-grantees are prohibited from disclosing personally identifying information collected in connection with services requested, utilized, or denied through the grantee and their sub-grantee's programs, to any third party database without informed, written, reasonably time-limited, consent of the person, unless compelled by statutory or court mandate. In this case, grantees and sub-grantees must make reasonable attempts to provide notice to victims affected by the discloser of information. They must also take necessary steps to protect the privacy and safety of the persons affected by the release of the information. Regarding unemancipated minors or persons with disabilities lacking capacity to consent, a parent or guardian may consent to the disclosure; however, if the parent or guardian is the abuser of the minor, the person with disabilities, or the minor's other parent, he or she is prohibited from giving consent to the disclosure. Additional changes included in the 2016 Federal Register at <https://www.gpo.gov/fdsys/pkg/FR-2016-11-29/pdf/2016-28437.pdf>

**6. Promote Community Efforts to Aid Survivors of Sexual Assault.** Promote, within the community, coordinated public and private efforts to survivors of sexual assault. Coordination may include, but is not limited to, serving on state, federal, local, or Tribal 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 survivors of sexual assault.

**7. Comply with OVW Financial Requirements.** Sub-recipients must agree to follow the financial and administrative requirements in the OJP Financial Grants Management Guide available at <https://www.justice.gov/ovw/file/827531/download>. This includes, but is not limited to, financial documentation for disbursements, daily time and attendance records specifying time devoted to allowable VAWA services, job descriptions, contracts for services, and other records which facilitate an effective audit.

**8. Comply with State Criteria.** Sub-recipients must abide by any additional eligibility or service criteria as established by CVSD including submitting statistical and programmatic information on the use and impact of VAWA-funded projects.

**9. Not Compromise Survivor Safety and Recovery.** Subrecipients must not compromise survivor safety and recovery through any of their activities. Such activities include, but are not limited to:

- Developing 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, or the age and/or gender of their children;
- Crafting policies that deny individuals access to services based on their relationship to the perpetrator;
- Crafting policies or engaging in practices that impose restrictive conditions to be met by the survivor in order to receive services; and
- Crafting policies that require the victim to report the assault to law enforcement.

**10. Compliance with the Federal Funding Accountability and Transparency Act (FFATA) of 2006.** As of January 1, 2009, all recipients of Federal VAWA and SASP funds, and their sub-contractors, must comply with the Federal Funding Accountability and Transparency Act (FFATA) of 2006. The Transparency Act requires the federal government to have a single, searchable website. This website must be accessible by the public without cost, for each federal award of \$25,000 or more over the life of any sub-award (i.e., VAWA grant award period). In order to satisfy this requirement, fund sub-recipients are required to have a “**data universal numbering system**” (**DUNS**) and to maintain a current registration with the **System for Award Management (SAM)**. Prior to a grant Agreement being issued from this application, all programs must be registered and current with the SAM. See the current version of the *VAWA and SASP Grant Management Handbook* for details regarding DUNS and SAM registration (Award Conditions, Federal Funding Accountability and Transparency Act of 2006). For additional information, the SAM User Guide is available at:

[https://www.sam.gov/sam/SAM\\_Guide/SAM\\_User\\_Guide.htm#\\_Toc330768952](https://www.sam.gov/sam/SAM_Guide/SAM_User_Guide.htm#_Toc330768952). To obtain a DUNS number or to see if the applicant agency already has a DUNS number, call 1-866-705-5711 or go to <http://fedgov.dnb.com/webform>.

11. **Equal Employment Opportunity Assurance of Compliance** – Compliance is required with the following federal laws which prohibit discrimination on the basis of race, color, national origin, religion, sex, age or disability. These are Title VI of the Civil Rights Act of 1964; Omnibus Crime Control and Safe Streets Act of 1968; Section 504 of the Rehabilitation Act of 1973; Title II of the Americans with Disabilities Act of 1990; Age Discrimination Act of 1975; and the Title IX of the Education Amendments of 1972.

12. **Accommodations and Language Access.** Applicants are encouraged to support activities that ensure individuals with disabilities and Deaf individuals and persons with limited English proficiency have meaningful and full access to their programs. For example, grant funds can be used to support American Sign Language (ASL) interpreter services, language interpretations and translation services, or the purchase of adaptive equipment. Applicants proposing to use grant funds to create websites, videos, and other materials must ensure that they are accessible to person with disabilities.

13. **Non-supplanting of Funds.** Federal funds cannot be used to supplant (replace) other existing funds. Funds presently appropriated for the project may not be deliberately decreased due to additional federal funds.

## **E. STATE REQUIREMENTS**

1. **Grant Management Handbook.** Comply with VAWA program guidelines as written in the most recent version of the *VAWA and SASP Grant Management Handbook*.
2. **Financial, Progress and Statistical Reporting.** Applicants will submit quarterly financial reports; and semi-annual and annual statistics as well as narrative reports on services provided specific to the staff positions supported by VAWA funds. Applicants providing direct services to victims also will submit quarterly common outcome measures. More detailed information can be found in Section VII.C. of this RFA.
3. **Training Requirements.** Applicants must ensure that STOP VAWA-funded staff and volunteers providing direct services to victims of domestic and sexual violence, stalking and/or dating violence complete a 40-hour training program that most appropriately covers topics relevant to the STOP VAWA funded staff position (s):
  - (i) Attend training that meets the requirements adopted by the Department of Human Services (DHS) Advisory Committee (Non-profit, non-governmental victim service programs applying for the benefit of law enforcement or prosecution must meet this training requirement):  
[https://justice.oregon.gov/crime-victims/pdf/cvsd\\_dvsa\\_training\\_requirements.pdf](https://justice.oregon.gov/crime-victims/pdf/cvsd_dvsa_training_requirements.pdf); or
  - (ii) Attend the Oregon Basic State Victim Assistance Academy (SVAA) training (District Attorney Victim Assistance Program staff must meet this training requirement);  
[http://law.lclark.edu/centers/national\\_crime\\_victim\\_law\\_institute/projects/OR\\_SVAA/](http://law.lclark.edu/centers/national_crime_victim_law_institute/projects/OR_SVAA/); or

- (iii) Attend the Sexual Assault Training Institute (SATI) training: <http://oregonsatf.org/programs/training/>; or
- (iv) Complete the Office for Victims of Crime (OVC) Victims Assistance Training *Online* (VAT *Online*) or a training program that minimally covers the topics included in VAT *Online*: [https://www.ovcttac.gov/views/TrainingMaterials/dspOnline\\_VATOnline.cfm](https://www.ovcttac.gov/views/TrainingMaterials/dspOnline_VATOnline.cfm); or
- (v) Submit a 40-hour training plan for CVSD approval that covers topics relevant to the STOP VAWA-funded staff position(s), which may be derived from other domestic and/or sexual violence training; the DHS Advisory Committee adopted training requirements described in subsection (i) of this Section, SVAA described in subsection (ii) of this Section, SATI described in subsection (iii) of this Section, VAT *Online* described in subsection (iv) of this Section, and additional population-specific topics.
  - (a) STOP VAWA-funded staff providing direct services is encouraged to attend the CVSD-sponsored Crime Victims Compensation Training at least once every four years.
  - (b) Grantee shall notify CVSD when any staff training is completed by updating the Staff Roster in CVSD E-Grants.
  - (c) Grantee shall attend all appropriate CVSD-sponsored training unless specific written permission excusing attendance has been obtained from CVSD.

## **G. AVAILABILITY AND DURATION OF FUNDING**

Through the Violence Against Women Act (VAWA) Formula Grant Program, the Oregon Department of Justice (DOJ), Crime Victims’ Services Division (CVSD) will award approximately \$2,089,504 in federal grant funds in FY 2018 for a 2-year grant award period from January 1, 2018 – December 31, 2019.

# **SECTION III: GENERAL APPLICATION GUIDELINES**

## **A. APPLICATION INSTRUCTIONS**

The following instructions are intended to guide the applicant in completing the 2018 - 2019 VAWA Competitive Grant Application.

1. Applications must be completed and submitted entirely through the CVSD E-Grants system. The forms section is where the vast majority of the work for an application is completed along with the uploading of specifically requested documents. All forms must be complete

with no error messages prior to the application being submitted. Having individual forms completed is not the same as “submitting” the application. **Applicants must be sure to change the status of their application to “Application Submitted” when all forms have been completed and all errors are corrected.**

2. CVSD E-Grants Registration or Updated Organization and Member Information: All applicants must register in the CVSD E-Grants system or update the Organization and Member Information in the CVSD E-Grants system by **June 3, 2017**. Eligible applicants are only required to register one time in CVSD E-Grants. There is no need for multiple accounts within the CVSD E-Grants system. **However, organizations registered in CVSD E-Grants must review and update the organization’s contact and member profile information including deactivating staff no longer associated with the organization. This process should be completed prior to initiating the application.** Please see [CVSD E-Grant Applicant User Guide](#), Chapter 5: Keeping Contact Information Current.

If you are a **new** applicant and currently do not receive CVSD grant funds you must:

- a. Register in the CVSD E-Grants system at [www.cvsdegrants.com](http://www.cvsdegrants.com). Please refer to the *CVSD Grant Applicant User Guide*, Chapter 4: *Gaining Access to Oregon CVSD E-Grants* to assist you through the registration process. The *Grant Applicant User Guide* can be found at: [https://www.doj.state.or.us/wp-content/uploads/2017/06/cvsd\\_egrants\\_applicant\\_user\\_guide.pdf](https://www.doj.state.or.us/wp-content/uploads/2017/06/cvsd_egrants_applicant_user_guide.pdf).
- b. Please allow 24 hours to process your registration.

For **new** non-profit/non-governmental agencies only:

- c. Submit required financial viability or financial position documentation under “Attachments” section by CVSD request. This information may include the following for a non-profit organization:
  - Most recent Statement of Financial Position (Balance Sheet)
  - Date of most recent submission of IRS Form 990
  - Articles of Incorporation
  - IRS 501(c)(3) Determination Letter

If you are a **current** CVSD grant recipient you must be in compliance with all grant requirements, including all reporting requirements, to be considered for this funding.

3. Applications must be submitted electronically through the CVSD E-Grants system. **The application is due on Tuesday, October 3, 2017 by 11:59 p.m.**, Pacific Standard Time. The application will not be accessible after the above mentioned time. **It is important to note that once an application is submitted it will enter into a “read-only” status and cannot be changed.**

**Late applications will not be accepted.** Failure to begin the registration or application process in sufficient time is not an acceptable reason for a late application submission. The applicant should begin the application submission process 48, but not later than 24, hours prior to the application deadline. This will allow for sufficient time for the applicant to



contact the appropriate individuals and take corrective action should unforeseen technical issues arise.

For information on *Submitting your Application* see the *CVSD E-Grants Applicant User Guide*.

4. All required documents for this application can be found in CVSD E-Grants. Additional documents will need to be uploaded within the following forms in CVSD E-Grants:
  - Form D: Staff Roster (Job Descriptions for VAWA funded staff)
  - Form F: Organization/Program Revenue (Current agency budget)
  - Form H: Project Description – Training Project (Training Project Detail Form)
  - Form K: Memorandum of Understanding
  - Form K: Subcontract (as appropriate)
  - Form L: Letter of Consultation (as appropriate)
  - Form L: Letter of Authorization or Tribal Resolution (as appropriate)
  - Form L: Certificate of Non-supplanting (as appropriate)
  - Form L: Organization Chart
  - Form L: Indirect Cost Rate Agreement (as appropriate)
  - Form L: Legal Assistance for Victims Certification Letter (as appropriate)
  - Form L: Racial and Ethnic Impact Statement
  - Form L: Organization information for new applicants (i.e. Statement of Financial Condition, IRS Form 990, and IRS 501(c)3 Determination Letter)

Please DO NOT attach any documents that have not been requested unless directed by CVSD.

5. A “Fiscal Officer” is the person in the organization who is legally responsible for reporting on the financial activities of the organization. This person also makes sure that the fiscal records comply with Generally Accepted Accounting Principles (GAAP), VAWA guidelines and all other requirements as stated by CVSD.
6. CVSD has the right to make or deny an award without prior communication with the applicant.
7. By submitting an application, an agency agrees to comply with all CVSD grant Agreement requirements. An example of a VAWA Grant Agreement is available on the CVSD website at: <https://www.doj.state.or.us/crime-victims/grant-funds-programs/stop-violence-against-women-act-vawa-fund/>

## **B. TECHNICAL ASSISTANCE REGARDING THE CVSD E-GRANTS SYSTEM**

1. Technical assistance regarding CVSD E-Grants can be obtained by:

- a. Accessing **Form Instructions** in the Request for Application section of the Application menu;
  - b. Using the CVSD E-Grant Applicant User Guide;
  - c. Contacting the CVSD VAWA Grant staff as listed on page i for assistance with the application contents;
  - d. Contacting the system Help Desk for system technical assistance, which is available: Monday – Friday 7am to 5pm, Pacific Standard Time, at 1-866-449-1425 or email [azhelpdesk@agatesoftware.com](mailto:azhelpdesk@agatesoftware.com).
2. The CVSD staff will respond to questions with respect to RFA clarifications and the VAWA competitive grant process. However, CVSD staff cannot review and edit grant applications before they are submitted.

## SECTION IV: GRANT APPLICATION CONTENTS

### A. KEY THINGS TO REMEMBER WHEN COMPLETING THIS APPLICATION

1. After saving a form, if there are errors, CVSD E-Grants will provide error messages at the top of a page directing the applicant to errors on a form.
2. The CVSD E-Grants system will not allow an application to be submitted with error messages on any form within the application.
3. Required fields have an asterisk (\*), however, other fields may need to be completed as well.
4. Remember to click “**Save**” frequently to save the information you have written. The system will not save information if you go to the next page without saving. **Click on “Save” every time you think of it.**
5. If the system is left idle it will time out in one hour. One keystroke will re-start the one hour “idle” time clock. Should the system time out, any unsaved information will be lost.
6. An applicant may want to **consider completing narrative sections in a word processing program and pasting it into the appropriate section.** Since the text boxes have limited character counts, using the character counting tool in a word processing program when creating your response may be helpful. Please see the CVSD E-Grants *Applicant User Guide: Application form completion: Copy and Paste* for additional information on this topic.
7. It is recommended that a person, other than the writer of the grant, review the application.

**Instructions for completing all FORMS in this application can be found by accessing VAWA Competitive Application Instructions in CVSD E-Grants.**

### B. PROJECT INFORMATION: FORMS A - L

The CVSD E-Grants system allows the applicant to check the status of each form and see when the particular form was first created and last modified. When a form is complete, click on the button “mark as complete” and the icon next to the form name will show a check mark. This is an internal process and helps the applicant know when a form is complete. As each form is saved, the system will inform the applicant if there are errors. An Applicant will be unable to submit the application until the errors are corrected in the application.

Each applicant is required to complete Forms A – Q. Form L (Attachment to Upload) is for use in attaching and uploading required documents that aren’t uploaded under Form D, F, H, and K.

Form C pertains only to applicants selecting the Sexual Assault category on the Cover Page and must be completed if the form appears in the Forms Menu.

Form K will need to be completed if an applicant is proposing a collaborative MOU and/or contract. All non-profit, non-governmental applicants applying for the benefit of law enforcement or prosecution are required to upload an MOU while government-based applicants are required to demonstrate collaboration with victim service programs through a Letter of Collaboration on Form L.

### **C. PROJECT BUDGET: FORMS M- Q**

Each applicant is requested to submit a 2-year budget. When determining the amount of funding to request, applicants should carefully consider the estimated total program funding available, the number of grants CVSD expects to award, and the resources needed to successfully implement the proposed project. Applicants are encouraged to present a realistic budget that accurately reflects project costs.

CVSD has the discretion to award grants for greater or lesser amounts than requested and to negotiate the project specific goals, objectives, activities, performance measures, and budget with applicants prior to awarding a grant.

A list of unallowable and out-of-scope activities can be found in Section II.B.5. of this RFA. Please review this section carefully before completing the project budget. The 2015 OJP Financial Grants Management Guide provides additional financial program guidance and should be used in conjunction with other federal applicable rules and regulations.

Applicants should consider personnel salary and benefit increases when preparing project budget requests for the 2-year project award period.

Form Q is an auto-fill budget summary page. All budget amounts and match will be summarized from forms M - P and shown on the Budget Summary page.

### **D. ATTACHMENTS**

An additional “Attachments” form is shown at the end of the Forms Menu. This page is to be used only if there are insufficient upload spaces in prior sections or with special permission from CVSD to upload additional documents. This is a “multiple page” form, so multiple copies of this form can be completed. Once the first attachment is uploaded and the page has been saved, click on the “Add” button at the top of the form to complete an additional copy of the attachments page.

Please see the “Application Form Completion” section of the CVSD E-Grants *Applicant User Guide* for additional information.

## **SECTION V: SUBMISSION INFORMATION**

VAWA Competitive grant applications must be submitted electronically through the CVSD E-Grants system. Applications will only be accepted through the CVSD E-Grants system. For instructions on how to submit your application, please review the “Submitting your Application” section of the CVSD E-Grant *Applicant User Guide*.

**THE APPLICATION IS DUE ON:**

**TUESDAY, OCTOBER 3, 2017  
BY 11:59 P.M., PACIFIC STANDARD TIME**

**IT IS IMPORTANT TO NOTE THAT ONCE AN APPLICATION IS SUBMITTED IT WILL ENTER INTO A “READ-ONLY” STATUS AND CANNOT BE CHANGED.**

**NO LATE APPLICATIONS WILL BE CONSIDERED FOR FUNDING.**

## SECTION VI: APPLICATION REVIEW AND AWARD DECISIONS

### A. APPLICATION REVIEW PROCESS

This is a competitive application process. CVSD will conduct an impartial review of the applications received in response to this RFA. CVSD Fund Coordinators will complete an initial review of minimum qualifications. Separate review teams for law enforcement and for prosecution will review, evaluate, and score each application. The teams are comprised of CVSD Advisory Committee members as well as government and community partners and subject-matter experts. The final scores are presented to the CVSD Advisory Committee. The Advisory Committee makes final recommendations to CVSD for funding. CVSD staff present the Advisory Committee's recommendations to the Oregon Attorney General for final approval.

Applications will be evaluated and scored on the completeness, quality, and applicability of their content in the following steps:

- Step 1: Evaluation of Minimum Qualifications (Pass/Fail)
- Step 2: Evaluation of Application by Review Teams (scored)
- Step 3: Ranking of Applications by allocation category
- Step 4: Recommendations
- Step 5: Selection and Notification

**Step 1. Evaluation of Minimum Qualifications.** CVSD Fund Coordinators will review all applications for Minimum Qualifications (MQ) on a pass/fail basis, to determine if each Application meets the Minimum Application Qualifications. All forms A – Q are required to be completed (exceptions are Forms C, G, H, I and K which will be completed as appropriate).

Applicant's failure to comply with the instructions or to submit a complete application may result in the application being deemed non-responsive. Only those applications determined to be responsive to the Minimum Qualifications shall be considered for further review and scored by the Review Teams as detailed in Step 2.

#### **Step 2: Evaluation of Applications**

##### **a. Standard Points.**

Up to one hundred standard (100) points will be awarded to each application based on the Scoring Table provided in Section IV.B.

The Review Teams will score all applications according to how the applicant provided a comprehensive response to each of the questions in Forms C (as applicable), G – I, J, K (as applicable), L and M - Q. Reviewers will also evaluate if the applicant presents a realistic budget that accurately reflects project costs and if the budget credibly represents the resources needed to successfully implement the proposed project.

a. **Standard Points:** Up to one hundred (100) standard points will be awarded to each application based on the Scoring Table provided in Section VI.B. below.

The Review Teams will score all applications according to how well the applicant responded to each of the questions in Forms A - Q. The Review Team will also evaluate if the applicant presents a realistic budget that accurately reflects project costs and if the budget credibly represents the resources needed to successfully implement the proposed project.

The Review Team members will assign standard points. Standard points assigned by each Review Team member shall be added together (includes up to 15 points assigned during the MQ review) and divided by the total number of Review Team members to compute an average score for the application. ***The application must receive a minimum average score of 75 to be considered for funding.***

b. **Bonus Points:**

**Applicants qualifying for bonus points as a frontier county must receive a minimum of 75 standard points to receive bonus points.**

*Up to five (5) bonus points may be awarded to applications submitted by applicant's meeting the frontier definition and bonus point criteria described below.*

Oregon is a state of great economic and geographic diversity. While that diversity brings us strength, it also challenges us to meet the needs of all communities, both urban and rural. As stated in Executive Order No. 07-02, "Rural Oregon communities are in need: unemployment in those communities is often many percentage points higher than the state average; Rural Oregon communities have significant threshold issues to overcome to compete with urban communities for economic and community development resources; the lack of an industrial base in most rural communities makes funding for education, health care, economic development and other social services more difficult to attain; and finally, Rural Oregon communities often lack administrative mechanisms and infrastructure to share information and to collectively construct solutions to its problems." Executive Order No. 07-02 defines four rural geographic distinctions: frontier rural, isolated rural, rural, and urban rural.

The National Center for Frontier Communities, <http://frontierus.org/aboutus.php>, the only national organization dedicated to the smallest and most geographically isolated communities in the United States, espouses that "the unique characteristics of frontier communities require special consideration in both policy and market-driven investments to guarantee access to key services and a healthy future for the frontier."

There is no single, universally preferred definition of rural, nor is there a single rural definition that can serve all purposes. Many definitions have been developed by different agencies, U.S. Census Bureau, U.S. Department of Agriculture, U.S. Office of Management and Budget, to name a few. All have strong and weak points and all are used interchangeably for various purposes by government agencies depending on which one best fits their programmatic goals.

CVSD recognizes that the majority of counties in Oregon include rural areas, however, for the purpose of awarding VAWA funds, CVSD, in consultation with the CVSD Advisory Committee, has selected to use a **narrow frontier county-based definition** promulgated by the National Center for Frontier Communities. Counties are designated as frontier based on total population, total land and water area, and population density. In Oregon, there are ten (10) counties that meet this narrow definition:

- Baker
- Gilliam
- Grant
- Harney
- Lake
- Malheur
- Morrow
- Sherman
- Wallowa
- Wheeler

CVSD believes that awarding bonus points to frontier counties is an effective method for addressing issues cited in Executive Order No. 07-02, the special considerations espoused by the National Center for Frontier Communities, as well as the OVW requirement to equitably distribute grants and grant funds within the state and between urban and rural area.

***Applicants qualifying for bonus points have to pass the Minimum Qualifications as described in Section VI.A. Step 1 and receive a minimum of seventy (75) standard points as described in Section VI.A. Step 2 in order to qualify for bonus points.***

***Applicants proposing to deliver services in only one or more of the ten (10) counties meeting the frontier definition described above may be eligible for up to five (5) bonus points.***

***Applicants proposing to deliver services in one or more of the ten (10) counties meeting the frontier definition described above and in a geographical area outside of the defined frontier counties may be eligible for up to five (5) bonus points.***

### **Step 3. Ranking of Applications.**

The Review Team (s) will use the standard points awarded to each application to rank each application. After ranking applications based on standard points, bonus points will be awarded, based on the definition described in Section VI.A.2.b., resulting in the final ranking of the applications.

CVSD may provide the Review Team members with information about applicant performance and compliance issues on prior or current CVSD grants. This information may also be considered in the selection process.

### **Step 4. Recommendations.**

Each Review Team will present final scores and ranking to the CVSD Advisory Committee. The CVSD Advisory Committee will make funding recommendations to CVSD. CVSD staff will forward award recommendations to the Oregon Attorney General, or her designee, for final award decisions.



**Step 5. Selection.**

CVSD will notify each applicant of its selection status by electronic mail by the estimated award notification date of December 1, 2017.

**B. APPLICATION SCORING**

The application must receive a minimum average score of seventy-five (75) of the possible one hundred (100) Standard Points to be considered for funding. Applicants who qualify for bonus points must receive a score of eighty (80) of the possible one hundred (100) Standard Points to be eligible to receive bonus points. The Review Team will assign points to its evaluation of each application as follows:

**General Considerations:**

- Is easy to read and understand.
- Project meets at least one federal statutory purpose area; one state primary focus area (direct services; training; or policies, procedures and protocols); and responds to required state funding priorities.
- Gives a clear picture of the overall project.
- Sufficiently details the proposed project activities.
- Completes each section of the application.
- Proposes a cohesive project.

**Meaningful Delivery of Sexual Assault Services: Information assists state in determining intentionality of sexual assault service provision**

- Provides examples of community leadership and accomplishments on sexual violence issues;
- Demonstrates broad training in sexual assault for all staff;
- Funds budgeted for sexual assault-specific staffing and services; and
- Addresses “ten components” in current and future efforts.

*Responses to questions about use of grant funds for sexual assault service provision will be reviewed with the applicant’s Project Budget if an applicant proposes allocating grant funds for that purpose.*

**Project Narrative**

**Total Points for this Section is 40**

- Gives objective, factual information and
- Avoids giving subjective information and generalizations

*Responses to questions about use of grant funds in a secondary focus to their proposed project will be reviewed with the applicant’s primary focus in the Project Narrative section.*

Standard Points	Point Basis
40	<p><b>Project Description:</b></p> <ul style="list-style-type: none"> <li>• Demonstrates how the agency provides meaningful access to services;</li> <li>• Comprehensive description of underserved and marginalized populations and/or Tribal Nations or culturally-specific community to be served;</li> <li>• Demonstrates experience and expertise in delivering services that benefit the underserved and marginalized populations , Tribal Nations, population-specific or culturally-specific population;</li> <li>• Sufficiently describes why this project is needed and how it will address the problems related to domestic or sexual violence, stalking or dating violence facing the identified population;</li> <li>• Identified gaps are well defined and/or locally documented by statistics/data;</li> <li>• Provides a comprehensive description of the specific population (s);</li> <li>• Has activities planned that respond directly to the needs of the identified target population;</li> <li>• Describes the services offered to target population(s);</li> <li>• Describes how applicant will provide the services, including any start-up activities;</li> <li>• Benefit to identified population is convincing;</li> <li>• Demonstrates community partnerships or collaborations necessary to implement the proposed project (includes MOU/Letter of Consultation);</li> <li>• Gives objective, factual information;</li> <li>• Avoids giving subjective information and generalizations.</li> <li>• As appropriate, demonstrates that currently funded project has met accomplishments and benefitted targeted population(s);</li> </ul>
15	<p><b>Project Specific Goals, Objectives, Activities and Performance Measures:</b></p> <ul style="list-style-type: none"> <li>• Provides goal(s) and objectives consistent with the project description, need statement and priority focus area the applicant has selected;</li> <li>• The proposed activities address the problem or need and linked to the objectives;</li> <li>• Outputs and outcomes measure the proposed project activities; and</li> <li>• Directly connects the outcome to the objectives.</li> </ul>
10	<p><b>Community Collaboration and Memorandum of Understanding: Total points for this section is 25</b></p> <p><b>Collaboration</b></p> <ul style="list-style-type: none"> <li>• Demonstrates collaboration and coordinated community response with partners included in the proposed project (law enforcement, prosecution, courts, community, tribal and government-based programs);</li> <li>• Describes the current and proposed consultation and planning among and between other collaborative partners (multi-disciplinary teams/members, etc);</li> <li>• Demonstrates partnerships with organizations serving identified marginalized, oppressed and underserved population (s) as well as population and culturally specific organizations; and</li> <li>• Demonstrates strengthened partnership as a result of the collaboration in proposed project. Example: Increase in victim safety due to the actions of law enforcement investigating and enforcing restraining orders.</li> </ul>
15	<p><b>Memorandum of Understanding (MOU)/Letter of Collaboration</b></p> <ul style="list-style-type: none"> <li>• Comprehensive description of the roles and responsibilities of the applicant's</li> </ul>

	<p>partnerships with law enforcement, prosecution, courts, community, tribal and/or government-based victim service programs as well as other key collaborative partners.</p> <ul style="list-style-type: none"> <li>• Demonstrates community partnerships or collaborations necessary to implement the proposed project;</li> <li>• Demonstrated coordinated community response with partners; and</li> <li>• Upload Letter of Consultation on Form L or MOU with signatures from all key partners described in the proposed project on Form K.</li> </ul> <p><i>Subcontracting</i></p> <ul style="list-style-type: none"> <li>• Responses to subcontracting questions and uploaded subcontracts will be reviewed with the applicant's <i>Project Budget</i> if an applicant proposes subcontracting grant funds.</li> </ul>
20	<p><b><i>Project Budget and Budget Summary:</i></b></p> <ul style="list-style-type: none"> <li>• Provides a budget that is directly related to the proposed project;</li> <li>• Shows how the budget supports the proposed project activities;</li> <li>• FTE of the staff position(s) to be funded matches the project description and staff roster;</li> <li>• Presents a reasonable and accurate budget;</li> <li>• Includes budget items that are allowable according to VAWA guidelines; and</li> <li>• Clearly explains the proposed budget expenditures.</li> </ul>
<b>Bonus Points</b>	<b>Point Basis</b>
up to 5 points	<i>Delivering services in one or more frontier counties: Baker, Gilliam, Grant, Harney, Lake, Malheur, Morrow, Sherman, Wallowa, Wheeler</i>
Up to 5 points	<i>Delivering services in one or more frontier counties and in a geographical area outside of the defined frontier counties</i>

### C. RESERVATION OF RIGHTS

CVSD reserves the right to:

1. Seek clarifications of each application and award a grant agreement without further discussion of the applications submitted;
2. Reject any and all applications received by reason of this request, or to negotiate separately in any manner necessary to serve the best interest of the public;
3. Determine, in its sole discretion, whether an application does, or does not, substantially comply with the requirements of this Application; and
4. To waive any minor irregularity, informality, or non-conformance with the provisions or procedures of this Application.

### D. REVIEW OF AWARD DECISIONS

***An applicant has a right to a review of the award decision with regard to its application.***

Applicants may request **informal feedback** and technical assistance regarding their grant application any time after receiving notification of the award decision. Contact the Fund Coordinator for your county for additional information regarding this process.

Applicants may request a **formal review** regarding their grant application:

- Each applicant will be informed of the review procedure at the time a decision is made regarding its application.
- No applicant will be subject to reprisal for seeking a review of an award decision.
- An applicant may request a review by making a written request to a Fund Coordinator within 7 calendar days after receiving notification of the award decision.
- When CVSD is notified that an applicant has requested a review, a meeting will be scheduled for the applicant to meet with a CVSD Fund Coordinator and up to 3 members of the Advisory Committee. Every effort will be made to have this meeting occur within 14 calendar days of the receipt of the request. The Fund Coordinator will notify applicant of the result of the meeting within 5 days after the meeting has been held.
- If the matter is not resolved through the above-described procedure, the applicant can request a review of the issue by the Attorney General or her designee. The applicant should make a written request for such a review through the Director of the CVSD within 7 calendar days following notification of the results of the meeting described in the preceding paragraph.
- Every effort will be made to have a final decision by the Attorney General or designee within 14 days of receipt of the request.

## **SECTION VII: MONITORING, REPORTING AND FINANCIAL REQUIREMENTS**

### **A. GRANT MONITORING**

CVSD will monitor each grantee receiving VAWA funding. The objective of monitoring is to assure that the grantee is: a) providing services as described in this RFA and is spending grant funds as agreed; b) working towards its objectives; and c) following appropriate fiscal procedures. Monitoring includes telephone and on-site visits intended to provide technical assistance and support program development. During on-site visits, CVSD staff will review all financial records and other supporting documentation for costs and expenditures related to CVSD administered grants.

### **B. AWARDS CONDITIONS**

#### **1. Conditional Awards**

**a. Timely Completion of Grant Award Documents:** All grant awards are made conditional upon the timely completion of grant award documents. Funds are not considered obligated and will not be transferred until all required grant award documents have been signed by an applicant and by the Department designee. If grant award documents are not completed by an applicant within three months of the notice to the applicant of the intended award, CVSD may withdraw the award and has the authority to reallocate the funds that were conditionally awarded to the applicant.

**b. Other Conditions:** All Grant Agreements issued by CVSD include conditions that must be satisfied by both parties to the Agreement. In addition, CVSD may include additional conditions when circumstances exist that require a further showing of applicant's ability to successfully manage an award. For example, an award may be made conditionally if the grantee is not current in reporting for any previous grant award; has fewer than two full years of operational history in providing services to victims; has not fully demonstrated the ability to successfully manage any previous CVSD awards; or has not demonstrated stability as required by this RFA. Examples of such additional conditions may include, but are not limited to a requirement of more frequent reporting to assure timeliness and accuracy or additional reports to document that grantee is successfully addressing an area of concern.

If one or more of these conditions exist, the applicant will be notified that a conditional award has been approved, and shall specify the conditions to be satisfied by the applicant and the date by which the conditions must be satisfied. When additional conditions are included in a Grant Agreement, Grantee's failure to satisfy those conditions shall be governed by the default and termination provisions included in the Grant Agreement.

## C. REPORTING REQUIREMENTS

In addition to the conditions specified in the preceding section (“Conditional Awards”) and as a condition of receiving a VAWA grant, recipients must adhere to the financial guidelines set forth in the fund specific CVSD Grant Agreement. An example of a VAWA Grant Agreement can be found on the CVSD website at: <https://www.doi.state.or.us/crime-victims/grant-funds-programs/stop-violence-against-women-act-vawa-fund/>

All CVSD Grant Agreements provide that grantees who fail to meet any of the reporting requirements included in this section (financial, narrative and/or statistical) shall be considered to be in default under the agreement. In such a case, CVSD has the right to end the grant. CVSD may also reduce the award proportionately to the period for which reports were not submitted in a timely manner. Please see the “Termination and Default” section of the CVSD Grant Agreement for additional information.

**Reporting for this application will be done completely through the CVSD E-Grants system.** See the reporting schedule at the end of this section. Details and training on reporting within the CVSD E-Grants system will be provided by CVSD staff.

### 1. Financial Reporting

CVSD operates funding for the VAWA Grant Program on a reimbursement basis, meaning that grant funds are paid to grantee agencies after expenditures have been incurred. Payments to grantees are made when CVSD receives a Quarterly Financial Report (QFR) form, as described in the sample CVSD Grant Agreement for VAWA. The QFR that is due by January 31<sup>st</sup> must be accompanied by the required OVW Statistical Annual Progress Report for VAWA (Muskie Report). CVSD Common Outcome Measures Quarterly Reports for subgrantees providing direct services must also be submitted in order for payment to be made.

### 2. Narrative Reporting Requirements

Each grantee must submit a semi-annual narrative report on grant-funded activities. Semi-annual narrative reports are not a substitute for other specifically required report information (i.e., reporting staff turnover, approval of specific expenditures, requests to amend budgets, seeking CVSD approval for out of state training, etc.).

### 3. Statistical Reporting Requirements

CVSD requires that VAWA grantees report statistical data on an annual basis. Statistics are collected on the VAWA Annual Performance Report form provided by OVW found at: <http://muskie.usm.maine.edu/vawamei/stopformulaform.htm>

All statistical data must be as accurate as possible and grantees must be able to distinguish between new and ongoing clients. It is essential that the proper data be collected and reported as the data will be used to comply with both state and federal reporting requirements.

Grantees must carefully consider who their VAWA grant clients or activities are in order to accurately collect and report relevant data. In general, clients are “identifiable individuals who

receive direct services by the staff resources reflected in the VAWA grant budget.” The following should be taken into account when determining how to collect VAWA statistics:

- Contacting the public individually, in groups, in person or otherwise, with information about the availability of services may be an important outreach activity, but does not constitute the actual provision of direct services; persons so contacted are not clients unless they actually receive the direct services offered through the VAWA grant; and
- Clients must be individually identifiable in order to ensure that data is unduplicated and to collect the necessary civil rights compliance information. The only exception is “Number of Phone Contacts.”

**See the most recent version of the VAWA Annual Progress Report Form and Instructions for guidance on statistics and narrative reporting. The VAWA/SASP Grant Management Handbook will include additional information. A copy of the STOP VAWA Annual Progress Report Power Point Training can be accessed at <https://www.doj.state.or.us/crime-victims/grant-funds-programs/stop-violence-against-women-act-vawa-fund/>**

#### **4. Reporting on CVSD Common Outcome Measures (for Direct Service Projects Only)**

VAWA grant recipients providing direct services are required to collect feedback on services provided using prescribed common outcome measures. These measures and the client feedback process will be part of the CVSD reporting requirements.

#### **5. Maintain Civil Rights Information**

Upon award, each grantee is required to maintain statutorily required civil rights statistics on survivors’ services by race, national origin, sex, age, and disability. This requirement is waived when the grant recipient is providing a service such as crisis line where soliciting the information may be inappropriate or offensive to the survivor. Civil rights statistics must be kept on file along with other VAWA grant documentation and must correspond with each grant period. The information will be reviewed during onsite visits or at the request of the Federal Administrator of VAWA Funds of the Office on Violence Against Women.

## 6. Reporting Schedule

Reporting Period	Quarterly Financial, Narrative & Common Outcome Measures Due	Semi Annual Statistics Annual Progress Report Due (Muskie)
January 1 – March 31	April 30	NA
April 1 – June 30	July 20	NA
July 1 – September 30	October 31	NA
October 1 – December 31	January 31	January 31

## D. PAYMENT OF AWARDS

VAWA grant award payments are made on a reimbursement basis, meaning that grant funds are paid to grantee agencies after expenditures have been made. Payments to grantees are made when CVSD receives a Quarterly Financial Report form and all required accompanying reports. Sample language as to the payment of VAWA awards and the conditions precedent to payment are included in the draft CVSD VAWA Grant Agreement which can be viewed on the CVSD website: <https://www.doj.state.or.us/crime-victims/grant-funds-programs/stop-violence-against-women-act-vawa-fund/>.

As stated in the sample Grant Agreement, all payments are contingent upon funds being appropriated and available for distribution.



# APPENDICES

Appendix A: Sample Letter of Consultation with Victim Service Programs

Appendix B: Sample Letter of Authorization

Appendix C: Certificate of Non-Supplanting

Appendix D: Legal Services Certification Letter

Appendix E: Racial & Ethnic Impact Statement & Guidance

Appendix F: Memorandum of Understanding Template and Guidelines

Appendix G: Training Project Detail Forms

**SAMPLE LETTER DOCUMENTING CONSULTATION WITH  
VICTIM SERVICES PROGRAMS**

Agency Letterhead if Available

Date

Diana Fleming  
Department of Justice  
Crime Victims' Services Division  
1162 Court Street NE  
Salem, OR 97301-4096

As referenced in the Oregon Department of Justice, Crime Victims' Services Division's FY 2015-2017 STOP VAWA Request for Applications, applications must include "documentation showing that tribal, territorial, State, or local prosecution, law enforcement, and courts have consulted with tribal, territorial, State or local victim services programs during the course of developing their grant applications in order to ensure that proposed activities and equipment acquisitions are designed to promote safety, confidentiality, and economic independence of victims of domestic violence, sexual assault, stalking and dating violence."

The **Applicant Name** has met this requirement and certifies that it has consulted with the appropriate victim services program(s) during the course of developing the FY 2015-2017 STOP Program Competitive application.

**Describe here what steps the applicant agency took to consult with the appropriate victim services program(s) in the development of its STOP Program Competitive application.**

Sincerely,

**Name**  
**Title**

**LETTER OF AUTHORIZATION**  
**MUST BE COMPLETED ON AGENCY LETTERHEAD**

April 1, 2015

Sarah T. Board-Chair ABC Victim Services  
Your Town, OR 90000

Diana Fleming, VAWA Fund Coordinator  
Oregon Department of Justice  
Crime Victims' Services Division  
1162 Court St. NE  
Salem, OR 97301-4096

Dear Diana:

This letter is to inform you that, on behalf of the Board of Directors of ABC Victim Services, K. T. Manager is hereby given authority to sign VAWA award documents and reporting forms on behalf of the agency for the period July 1, 2015 – June 30, 2017.

Don't hesitate to contact me should you have any questions or require additional information.

Sincerely,

Sarah T.  
Board Chair

**APPENDIX B**

## CERTIFICATE OF NON-SUPPLANTING

It is necessary to provide assurance that sub-grant funds will not be used to supplant or replace funds that would normally be available or appropriated for the same purpose. The certificate is to be signed by the applicant agency's fiscal officer.

**Supplanting Definition:** Supplanting is considered the reduction of state or local funds for an activity specifically because federal funds are available (or expected to be available) to fund that same activity. Federal funds must be used to supplement existing state or local funds for program activities and may not replace state or local funds that have been appropriated or allocated for the same purpose. Additionally, federal funding may not replace state or local funding that is required by law. In those instances where a question of supplanting arises, the applicant or grantee may be required to substantiate that the reduction in non-federal resources occurred for reasons other than the receipt or expected receipt of federal funds.

### CERTIFICATION

In acceptance with the provisions of the Violence Against Women Act (VAWA), as authorized by the Omnibus Crime Control and Safe Streets Act of 1968, as amended by Title IV of the Violent Crime Control and Law Enforcement Act of 1994, and the Victims of Trafficking and Violence Protection Act of 2000, Public Law 106-386; the applicant hereby certifies that federal funds will not be used to supplant or replace funds or other resources that would otherwise have been made available for this project.

Signature of Fiscal Officer

Date

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## Agency Letterhead

DATE

Oregon Department of Justice  
Crime Victims' Services Division  
Attn: VAWA STOP Grant Program  
1162 Court Street NE  
Salem, OR 97301

To Whom It May Concern:

This letter serves to certify that **INSERT APPLICANT NAME** will comply with the following statutory requirements:

1. Any person providing legal assistance through a program funded under the STOP Formula Program
  - a. Has demonstrated expertise in providing legal assistance to victims of domestic violence, dating violence, sexual assault or stalking in the targeted population; or
  - b. (i) Is partnered with an entity or person that has demonstrated expertise described in subparagraph (A); and  
(ii) Has completed, or will complete, training in connection with domestic violence, dating violence, sexual assault or stalking and 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 state, local, territorial, or tribal domestic violence, dating violence, sexual assault 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 a program funded under this Program has informed and will continue to inform state, local or tribal domestic violence, dating violence, sexual assault or stalking programs and coalitions, as well as appropriate State and local law enforcement officials of their work.
4. The grantee's organizational policies do not require mediation or counseling involving offenders and victims physically together, in cases where sexual assault, domestic violence, dating violence or child sexual abuse is an issue.

Sincerely,

Authorizing Official

## RACIAL AND ETHNIC IMPACT STATEMENT

Chapter 600 of the 2013 Oregon Laws require applicants to include with each grant application a racial and ethnic impact statement. The statement provides information as to the disproportionate or unique impact the proposed policies or programs may have on minority persons<sup>1</sup> in the State of Oregon.

1.  The proposed grant project policies or programs could have a disproportionate or unique positive impact on the following minority persons. Indicate all that apply:
- Women
  - Persons with Disabilities
  - African-Americans
  - Hispanics
  - Asians or Pacific Islanders
  - American Indians
  - Alaskan Natives

If you checked the box, provide the rationale for the program having a disproportionate or unique impact on minority persons and provide evidence of consultation with representative(s) of the affected minority persons:

2.  The proposed grant project policies or programs could have a disproportionate or unique negative impact on the following minority persons. Indicate all that apply:
- Women
  - Persons with Disabilities
  - African-Americans
  - Hispanics
  - Asians or Pacific Islanders
  - American Indians
  - Alaskan Natives

If you checked the box, provide the rationale for the program having a disproportionate or unique impact on minority persons and provide evidence of consultation with representative(s) of the affected minority persons:

3.  The proposed grant project policies or programs will have no disproportionate or unique impact on minority persons.

I HEREBY CERTIFY on this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, the information contained on this form is complete and accurate to the best of my knowledge.

Signature \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

<sup>1</sup>“Minority persons” are defined in SB 463 (2013 Regular Session) as women, persons with disabilities (as defined in ORS 174.107), African-Americans, Hispanics, Asians or Pacific Islanders, American Indians and Alaskan Natives.

## Oregon's Racial and Ethnic Impact Statement GUIDANCE

**Requirement:** Oregon law ([Chapter 600, Section 4](#)) now requires all grant applicants to complete a racial and ethnic impact statement to be eligible for funding. Applicants must state whether each project will have a positive (statement #1), negative (statement #2), or neutral impact (statement #3) on minority populations.

**Guidance.** The applicant should check the box for the statement that reflects the impact the project will have on minority populations – positive, negative, or neutral. If the applicant selects statement #1 or #2, the applicant must also select the minority population(s) that the project will impact by checking one or more of the appropriate boxes. In addition, the applicant must provide a rationale for the proposed project having a disproportionate or unique impact on minority persons and provide evidence of consultation with representative(s) of the affected minority persons.

Since many CVSD grant solicitations are designed to positively benefit survivors of domestic or sexual violence, stalking or teen dating violence, and women and other minority persons are disproportionately represented in these victimization types, we expect that most applicants will check the box for statement #1 on the form (positive impact). If the box for statement #1 is checked we are providing a sample rationale that applicants may use and customize to reflect the specific project and local planning process:

“The proposal in this application will have a unique positive impact on women [Include all minority persons the project will serve: persons with disabilities, African-Americans, Hispanics, Asians or Pacific Islanders, American Indians] by proposing new, continuing or enhanced opportunities for [Indicate minority group(s) included above] to access services that benefit survivors of [Include the type(s) of victimization the project will serve: domestic violence and/or sexual violence, stalking or teen dating violence]. Based on National and State statistics, women and other minority persons are disproportionately impacted by [Include the type(s) of victimization the project will serve: domestic violence and/or sexual violence, stalking or teen dating violence]. The STOP VAWA dollars available through this solicitation support 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. The STOP VAWA fund also mandates a percentage of funds be set-aside for delivering services to culturally specific and underserved populations.

This proposal was developed in consultation with the applicant’s [Indicate the appropriate type of governing/advisory group: Board of Directors, Advisory Board, Board of Commissioners, Tribal Council, Decision Makers] and through a local planning process [Add specific details related to input from the indicated population(s) proposed to be served].”

### **Example of Statement:**

The proposal in this application will have a unique positive impact on women and persons with disabilities by proposing new, continuing or enhanced opportunities for women and persons with disabilities to access services that benefit survivors of domestic and sexual violence and stalking. Based on National and State statistics, women and other minority persons are disproportionately impacted by

domestic and sexual violence and stalking. The STOP VAWA dollars available through this solicitation 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. The STOP VAWA fund also mandates a percentage of funds be set-aside for delivering services to culturally specific and underserved population.

This proposal was developed in consultation with the applicant's Board of County Commissioners, through a local planning process with a number of broad representative teams including the County DV Council and the City Police Department DV Response Team, as well as ongoing one-on-one interactions with victims, feedback forms, and staff and volunteer feedback.

**Submittal:** Applicants must upload a signed form and supporting rationale, as appropriate, with each application.



## **GUIDELINES FOR CONSTRUCTING A MEMORANDUM OF UNDERSTANDING**

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A Memorandum of Understanding (MOU) is used when there is an explicit non-financial collaboration between partnering organizations. The MOU documents and demonstrates how the organizations have consulted and coordinated the responsibilities of their respective activities in support of the funded project.

MOUs may be established between the applicant and each of its project partners separately or between the applicant and its entire project partners together in one agreement.

The following elements should be considered when constructing an MOU:

- State the **parties involved** in the MOU;
- Provide a **description of each partner agency**;
- State the **purpose** of the MOU;
- State the **goals** of the project;
- Provide a description of **who is eligible** to receive services;
- Describe how the collaboration/partnership **benefits** the project;
- Describe the agreed upon **roles and responsibilities** each organization or agency will provide to ensure the success of the project. These roles and responsibilities should align with the project goals, objectives, work plan and logic model;
- Identify the staff responsible for completing the specific responsibilities;
- Describe the **in-kind contributions** each partner will make to the project. This can be contributing office space, access to communication and technology equipment, staff time, delivering services, offering training or expertise, etc.;
- Outline **confidentiality requirements** for both the applicant organization and project partners. State the **timeframe** for the MOU;
- Provide a statement that the applicant organization accepts full responsibility for the performance of the collaborative organizations/agencies; and
- The MOU must be **signed by each or all partners**. Signatories must be officially authorized to sign on behalf of the organization/agency and include title and organization/agency name.

# GUIDELINES FOR CONSTRUCTING A MEMORANDUM OF UNDERSTANDING

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## *SAMPLE FORMAT AND CONTENT*

### **MEMORANDUM OF UNDERSTANDING**

**All blue *italicized* sentences are considered instructions and should be deleted prior to the submission of the final MOU.**

**Date:**

**This Memorandum of Understanding (MOU) is entered into by and between:**

*Provide the agency name and a brief description of each agency.*

**A. Purpose.**

*State the purpose of the MOU. Include statements that explain how the collaborative relationship enhances or benefits the Applicant's program.*

**B. Key Activities.**

*Describe how the applicant organization and its partners will collaborate and participate in the following key activities: 1) sustainability planning, 2) development and execution of the work plan, 3) delivering and receiving trainings, 4) meeting CVSD reporting requirements; and 5) CVSD site visits.*

**C. Roles and Responsibilities.**

*Describe the agreed upon roles and responsibilities each organization or agency will provide to ensure the success of the project. These roles and responsibilities should align with the project goals, objectives, work plan and logic model. Identify the staff responsible for completing the specific responsibilities.*

**D. Contributions.**

*Describe the contributions each partner will make to the project. This can be contributing office space, access to communication and technology equipment, staff time, making in-kind contributions, delivering services, offering training or expertise, etc.*

## **GUIDELINES FOR CONSTRUCTING A MEMORANDUM OF UNDERSTANDING**

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**E. Confidentiality.** In order to ensure the safety of clients, all parties to the Memorandum of Understanding agree to adhere to the confidentiality expectations as outlined in the Grant Agreement.

*It is recommended that the applicant organization expand upon the confidentiality language for this section to align with its own policies and protocols.*

**F. Timeframe.**

This MOU will commence on \_\_\_\_ and will dissolve at the end of the grant funding period on \_\_\_\_ .

*Clearly state the time period that this MOU will be in effect.*

**Statement of responsibility:** The designated lead organization (*insert organization name here*) accepts full responsibility for the performance of the collaborative organizations/agencies and the outcome of the collaboration on the Safer Futures project.

**This Memorandum of Understanding (*optional: and its attachments*) is the complete** agreement between **and and** may **be** amended only by written agreement signed by each of the parties **involved**.

*The MOU may include attachments, such as copies of policies/protocols, a work plan specific to the partnership(s), etc. The MOU must be signed by all involved parties. Signatories must be officially authorized to sign on behalf of the organization/agency and include title and organization/agency name.*

**GUIDELINES FOR CONSTRUCTING  
A MEMORANDUM OF UNDERSTANDING**

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**ORGANIZATION / AGENCY A**

**Authorized Official:** \_\_\_\_\_

**Signature**

**Printed Name and Title**

**Address:** \_\_\_\_\_

**Telephone(s):** \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_

**ORGANIZATION / AGENCY B**

**Authorized Official:** \_\_\_\_\_

**Signature**

**Printed Name and Title**

**Address:** \_\_\_\_\_

**Telephone(s):** \_\_\_\_\_

**E-Mail Address:** \_\_\_\_\_

PROPOSED TRAINING PROJECT OUTLINE FOR VAWA COMPETITIVE APPLICANTS (LAW ENFORCEMENT AND/OR PROSECUTION)

<u>Name of Training</u>	<u>Date</u>	<u>Location of Training</u>	<u>Proposed Trainer(s)</u>	<u>Number of Law Enforcement Attendees</u>	<u>Number of Prosecution Attendees</u>	<u>Number of Training Hours</u>
<b>Total # Trained:</b>						

**Training #1**

Description of Curriculum and/or topics:

Training Objective (s):

Briefly describe how the training will address the federal statutory purpose area(s) selected on From A.

Identify evaluation instrument to determine training effectiveness?

**Training #2**

Description of Curriculum and/or topics:

Training Objective (s):

Briefly describe how the training will address the federal statutory purpose area(s) selected on From A.

Identify evaluation instrument to determine training effectiveness?

PROPOSED TRAINING PROJECT OUTLINE FOR VAWA COMPETITIVE APPLICANTS (LAW ENFORCEMENT AND/OR PROSECUTION)

**Training #3**

Description of Curriculum and/or topics:

Training Objective (s):

Briefly describe how the training will address the federal statutory purpose area(s) selected on Form A.

Identify evaluation instrument to determine training effectiveness?

**Training #4**

Description of Curriculum and/or topics:

Training Objective (s):

Briefly describe how the training will address the federal statutory purpose area(s) selected on Form A.

Identify evaluation instrument to determine training effectiveness?

**Training #5**

Description of Curriculum and/or topics:

Training Objective (s):

Briefly describe how the training will address the federal statutory purpose area(s) selected on Form A.

Identify evaluation instrument to determine training effectiveness?

PROPOSED TRAINING PROJECT OUTLINE FOR VAWA Non-Competitive Court Project

<u>Name of Training</u>	<u>Date</u>	<u>Location of Training</u>	<u>Proposed Trainer(s)</u>	<u>Number of Court Staff Attendees</u>	<u>Number of Judicial Officers Attendees</u>	<u>Number of Training Hours</u>
				<b>Total # Trained:</b>	<b>Total # Trained:</b>	

**Training #1**

Description of Curriculum and/or topics:

Training Objective (s):

Identify evaluation instrument to determine training effectiveness?

**Training #2**

Description of Curriculum and/or topics:

Training Objective (s):

Identify evaluation instrument to determine training effectiveness?

## PROPOSED TRAINING PROJECT OUTLINE FOR VAWA Non-Competitive Court Project

### **Training #3**

Description of Curriculum and/or topics:

Training Objective (s):

Identify evaluation instrument to determine training effectiveness?

### **Training #4**

Description of Curriculum and/or topics:

Training Objective (s):

Identify evaluation instrument to determine training effectiveness?

### **Training #5**

Description of Curriculum and/or topics:

Training Objective (s):

Identify evaluation instrument to determine training effectiveness?



# EXHIBITS

Exhibit A: Federal Priorities and Strategies

Exhibit B: Project Description RFA Questions in E-Grants

Exhibit C: Examples of Project Goals and Objectives

## **FEDERAL PRIORITIES AND STRATEGIES**

In shaping strategies, applicants are encouraged to develop and support projects that include:

- Strengthen and revitalize coordinated community response and multi-disciplinary teams, prioritizing those that meaningfully involve organizations and programs that focus on marginalized communities.
- Increase support for sexual assault, including services, law enforcement response and prosecution.
- Meaningfully increase access to federal programming for specific underserved, populations (based on race, ethnicity, sexual orientation, gender identity, disability, age, etc.).
- Increase the use of promising or evidence-building practices, where available.
- Provide basic and advanced training to tribal law enforcement and tribal courts regarding responses to victims in tribal communities.
- Provide comprehensive training to victim services, law enforcement, prosecution, and court personnel on sexual assault, to support increased reporting, arrest and successful prosecution of perpetrators.
- Support training for tribes, states and territories on Full Faith and Credit enforcement of out-of-state protection orders.
- Implement evidence-based risk/danger assessments to identify and prioritize victims who are considered to be in relationships with a high risk of lethality.
- Support and retain core services for victims of sexual and domestic violence, particularly support for rape crisis centers and domestic violence shelters.

### **Activities that Compromise Victim Safety and Recovery**

The following activities have been found to jeopardize victim safety, deter or prevent physical or emotional healing for victims, 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 sex, age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, or the age and/or gender of their children;
- Procedures or policies that compromise the confidentiality of information and privacy of persons receiving federally-funded services;
- Procedures or policies that impose requirements on victims in order to receive services (e.g. seek an order of protection, receive counseling, participate in couples counseling or mediation, report to law enforcement, seek civil or criminal remedies, etc.);
- Procedures or policies that fail to include conducting safety planning with victims;
- Project design and budget that fail to account for the access needs of participants with disabilities and participants who have limited English proficiency or who are Deaf or hard of hearing;

- The use of pre-trial diversion programs without prior review and approval of the program or the automatic placement of offenders in such program;
- Couples counseling, family counseling or any other manner or joint victim-offender counseling as a routine or required response to sexual assault, domestic violence, dating violence, or stalking, or in situations in which child sexual abuse is alleged;
- Offering or ordering anger management programs for offenders as a substitute for batterer's intervention programs;
- Procedures or policies that deny victims and non-abusing parents or caretakers and their children access to services based on their involvement with the perpetrator;
- Requiring survivors to meet restrictive conditions in order to receive services (e.g. background checks of victims, clinical evaluations to determine eligibility for services.) or other screening processes that elicit information that is not necessary for services, such as questions about immigration status, gender identity, sexual orientation, disability, physical or mental health, and work or criminal history that the service provider does not need to know about to provide services safely;
- Relying on batterer intervention programs that do not use court monitoring to hold batterers accountable for their behavior;
- Policies and procedures that fail to account for the physical safety of victims;
- Enforcing or promoting nuisance abatement ordinances, crime-free housing ordinances, or crime-free lease addenda (often associated with crime-free housing programs) that require or encourage the eviction of tenants or residents who may be victims of domestic violence, sexual assault, dating violence or stalking. See also the U.S. Department of Housing and Urban Development for guidance on how such ordinances and addenda may violate the Fair Housing Act; and
- Policies or procedures that require testing of sexual assault forensic evidence of cases where the victim obtained a medical forensic exam but has not chosen to participate in the criminal justice system.

**STATE FUNDING PRIORITIES**  
**FY 2017 – 2020 VAWA Implementation Plan for Oregon**

**Funding Priority #1:**

Provide victims of domestic and sexual assault, stalking and dating violence meaningful access to services and support programs in stabilizing funding for:

- a) Victims' services (includes non-profit, tribal and prosecution-based programs); and
- b) Law enforcement, prosecution and court projects.

**Funding Priority #2:**

a) Support services to meet the needs of:

- victims from underserved, marginalized and/or oppressed populations;
- and/or Tribal Nations.

b) To improve and enhance culturally specific services and increase cultural competency in the delivery of victim services as well as the cultural responsiveness of prosecution, law enforcement and courts. **REQUIRED**

**Funding Priority #3:** Allocation of STOP VAWA Formula Grant Program funds for statewide training projects.

**Funding Priority #4:** A total of 20% will be allocated for sexual assault as a set aside across victim services, discretionary, law enforcement and prosecution allocation categories. CVSD will ensure that "not less than 20% of the total award" in at least two categories will be allocated to meaningfully address sexual assault services as required in federal statute.

**Funding Priority #5:** Facilitate consultation and planning among and between non-profit, government-based, and tribal victim service providers and law enforcement, prosecution and courts. **REQUIRED**

**Funding Priority #6:** Reduce the number of domestic violence homicides in the State of Oregon through fatality review of domestic violence cases and implementation of model firearm surrender protocols and lethality assessments.

**VAWA Subgrantees are required to include funding priorities 2 and 5 in their proposed projects.**

## **IMPLEMENTATION PLAN OBJECTIVES FOR LAW ENFORCEMENT, PROSECUTION, COURTS and VICTIM SERVICES**

Projects may select one or more of the objectives listed under law enforcement, prosecution, victim services or courts based on their proposal. Applicants may choose to include additional objectives.

**Goal 1:** Provide victims of domestic and sexual assault, stalking and dating violence meaningful access to services and support programs in stabilizing funding. Funding support may include: training and a 20% sexual assault set aside; and will include multi-disciplinary or collaborative partnerships as well as the provision of culturally competent services and sensitivity in response to underserved, marginalized, and/or oppressed populations (UMOC) and/or Tribal Nations (TN).

### **Victim Services/Discretionary:**

Objective A: Provide funding to support and stabilize victim service programs in their work with victims of domestic violence, sexual assault, dating violence and stalking.

Objective B: Provide funding to support victim service programs to address the needs of all victims in service area. This includes addressing the needs of underserved, marginalized and/or oppressed communities and/or Tribal Nations.

Objective C: Provide funding to victim service programs to provide services for incarcerated victims of sexual assault.

Objective D: Provide funding to victim service programs to provide meaningful access to sexual assault services with a 20% sexual assault set aside.

Objective E: Provide funding that enhances and strengthens the criminal justice system response to violence against women by supporting projects that fund domestic violence, sexual assault, stalking or teen dating violence training.

### **Law Enforcement:**

Objective F: Provide funding to law enforcement agencies for hiring specially trained advocates to work with victims of domestic violence, sexual assault, dating violence, and stalking.

Objective G: Provide funding to law enforcement agencies to support detectives and/or investigators to conduct follow-up investigations of domestic violence, sexual assault, dating violence and stalking cases.

Objective H: Provide funding to law enforcement agencies to support officers to participate in high-risk response and/or sexual assault response teams in coordination with a community-based sexual and/or domestic violence service provider and/or county district attorney office.

Objective I: Provide funding to support training of law enforcement personnel in the areas of domestic violence, sexual assault, dating violence, and stalking in collaboration with a community-based domestic and/or sexual violence service provider. Focus of training may include increasing cultural competency and sensitivity in working with underserved, marginalized and/or oppressed communities and Tribal Nations.

Objective J: Provide funding to support law enforcement in efforts to increase cultural competency and sensitivity in working with underserved, marginalized and/or oppressed communities and/or Tribal Nations.

Objective K: Provide funding to support law enforcement with the implementation of model firearm surrender protocols that require domestic violence perpetrators and restraining order respondents to surrender firearms to law enforcement agencies.

Objective L: Provide funding that supports meaningful access to sexual assault services with a 20% sexual assault set aside.

**Prosecution:**

Objective M: Provide funding to prosecution agencies for hiring specially trained advocates to work with victims of domestic violence, sexual assault, dating violence, and stalking.

Objective N: Provide funding to prosecution agencies to support attorneys and/or investigators to conduct follow-up investigations of domestic violence, sexual assault, dating violence and stalking cases.

Objective O: Provide funding to prosecution agencies to support attorneys to participate in high-risk response and/or sexual assault response teams in coordination with a community-based sexual and/or domestic violence service provider and/or law enforcement agency.

Objective P: Provide funding to support training of prosecution personnel in the areas of domestic violence, sexual assault, dating violence, and stalking in collaboration with a community-based domestic and/or sexual violence service provider.

Objective Q: Provide funding that supports meaningful access to sexual assault services with a 20% sexual assault set aside.

**Courts:**

Objective R: Provide funding to the Oregon Judicial Department, Office of the State Court Administrator to support the VAWA Central Point of Contact to support statewide projects that benefit the 27 judicial districts around the state.

Objective S: Provide funding to the OJD to support specialized judicial and court staff training on domestic and sexual violence; stalking and dating violence.

Objective T: Provide funding to OJD to facilitate the development and dissemination of uniform statewide policies and procedures.

Objective U: Provide funding to OJD for ongoing development and updating of uniform statewide forms and procedures for obtaining protective and stalking orders; bench guides, and data entry guides.

Objective V: Provide funding to support community-based collaboration with victim advocates, law enforcement, and other stakeholders to improve system responses.

**Goal 2:** a. Support services to meet the needs of victims from underserved, marginalized and/or oppressed populations and/or Tribal Nations. b. Provide funding to improve and enhance culturally specific services and increase cultural competency in the delivery of victim services as well as the cultural responsiveness of prosecution, law enforcement, and courts.

**Victim Services/Law Enforcement/Prosecution/Court/Discretionary:**

Objective A: Provide funding to work with victims of domestic violence, sexual assault, dating violence and stalking.

Objective B: Provide funding to address the needs of all victims in service area. This includes addressing the needs of:

- a) underserved, marginalized and/or oppressed communities;
- b) and/or Tribal Nations.

Objective C: Provide funding to support the development of culturally appropriate client outreach designed to reach historically underserved, marginalized, and oppressed populations and/or Tribal Nations within the service area.

Objective D: Provide funding to support the development of sustainable collaborative relationships with community groups and organizations from historically UMOC populations and/or Tribal Nations.

Objective E: Provide funding to support the participation in and presentation of cross training with community groups and organizations from UMOC and/or Tribal Nations.

Objective F: Provide funding to improve linguistic and culturally appropriate services for Limited English Proficient and underserved culturally specific victims of domestic violence, sexual assault, dating violence and stalking<sup>1</sup>.

Objective G: Provide funding to enhance and maintain continuous outreach, collaboration and victim service co-advocacy between Tribal Nations and community programs that includes the

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<sup>1</sup> Culturally specific organizations will be limited to those racial and ethnic minority groups defined in the Public Health Act at 42 U.S.C. 30u-6(g) (i.e. American Indians including Alaska Natives, Eskimos, and Aleuts; Asian Americans; Native Hawaiians and other Pacific Islanders; Blacks; and Hispanics.

tribal domestic and sexual violence advocate on Sexual Assault Response Teams (SARTs), Multi-Disciplinary Teams (MDTs) and Domestic Violence Councils.

**Goal 3:** Funds will be used to support statewide training projects for law enforcement, prosecution, courts and victim services.

**Victim Services/Law Enforcement/Prosecution/Court/Discretionary:**

Objective A: Provide funding to support statewide training for local, state and tribal law enforcement, prosecution, courts and victim services related to domestic violence, sexual assault, stalking and/or dating violence.

Objective B: Provide funding to support training for local, state and tribal law enforcement regarding orders of protection, full faith and credit and the laws regarding domestic violence, sexual assault, stalking and dating violence on a local, state and federal level. (Appendix K).

Objective C: To provide training scholarships to local, state and tribal law enforcement, prosecution, courts and victim services for the purpose of enhancing domestic violence, sexual assault, dating violence and stalking service provision and/or investigations. Specifically, addressing co-sponsorship of the Domestic Violence Tribal State and Federal Summit with the Confederated Tribes of the Umatilla Indian Reservation.

Objective D: Provide funding to support training on culturally specific services as well as cultural competency and sensitivity in working with underserved, marginalized and/or oppressed communities and Tribal Nations.

Objective E: Provide funding that supports basic and advanced training to local law enforcement and courts regarding services for victims in tribal communities. Specifically, training identified as areas of need on tribal land may include gender issues, immigration law and civil process law.

Objective F: Provide funding to support multi-disciplinary training and collaboration among government and responders.

Objective G: Provide funding to support training for implementation of evidence-based risk/danger assessments to identify and prioritize victims who are considered to be in relationships with a high risk of lethality



**Goal 4:** Funds will be used to support the provision of sexual assault services with providers defining what meaningful access to sexual assault services means for the target population (s) served.

**Victim Services/Prosecution/Law Enforcement/Discretionary:**

Objective A: Provide funding that supports meaningful access to sexual assault services with a 20% sexual assault set aside.

Objective B: Provide funding that improves (and defines) meaningful access to sexual assault services for victims.

Objective C: Provide funding that focuses on the “Ten Components of High-Quality SA Service Advocacy Agencies” as outlined in [Opening Our Doors: Building Strong Sexual Assault Services in Dual/Multi-Service Advocacy Agencies](#) (developed through an OVW Technical Assistance grant to the Resource Sharing Project) as a system of indicators for high quality sexual assault programs. The indicators will enhance an organizations capacity to meet the unique needs of sexual assault survivors within their community.

**Goal 5:** Facilitate consultation and planning among and between non-profit, government-based, and tribal victim service providers and law enforcement, prosecution and courts.

Objective A: Facilitates meaningful consultation and planning among and between non-profit, non-governmental victim service providers and law enforcement, prosecution and courts.

Objective B: Implementation of coordinated policies and/or partnerships among and between non-profit, non-governmental and tribal victim service providers and law enforcement, prosecution and courts.

**Goal 6:** Reduce the number of domestic violence homicides in the State of Oregon through fatality review of domestic violence cases as well as the implementation of model firearm surrender protocols and lethality assessments.

**Objective A:** Improve the coordinated statewide response to and prevention of domestic violence and domestic violence fatalities in Oregon through the review of relevant cases by a multi-disciplinary team (Domestic Violence Fatality Review Team).

Activities:

- The DVFRT will review two cases per year.
- The team will choose cases based on the protocol criteria and will provide in-depth study of each case.
- The team will analyze the identified strengths and weaknesses of the criminal justice responses related to the cases.
- The team will make recommendations on how to improve system responses to Domestic Violence.

**Objective B:** Increase the number of counties that implement model firearm protocols which decreases the number of DV perpetrators who have access to firearms (as measured by #s of firearms surrendered by DV defendants and FAPA respondents).

**Objective C:** Increase the identification of high-risk cases with the use of Lethality Assessments by law enforcement and victim services for domestic violence incidents.

## Project Description - Direct Services

Applicants may select one or both of the following state funding priority (ies):

**State Funding Priority:** Provide victims of domestic and sexual assault, stalking and dating violence meaningful access to services and support programs in stabilizing funding.

- a. victims' services (includes non-profit and tribal programs) and prosecution-based programs, and;
- b. Law enforcement, prosecution and court projects.

**State Funding Priority:** Support services to meet the needs of:

- victims from underserved, marginalized and/or oppressed populations;
- and/or Tribal Nations.

**State Funding Priority:** To improve and enhance culturally specific services and increase cultural competency in the delivery of victim services as well as the cultural responsiveness of prosecution, law enforcement and courts.

**State Funding Priority:** A total of 20% will be allocated for sexual assault as a set aside across victim services, discretionary, law enforcement and prosecution allocation categories. CVSD will ensure that "not less than 20% of the total award" in at least two categories will be allocated to meaningfully address sexual assault services as required in federal statute.

**State Funding Priority:** Reduce the number of domestic violence homicides in the State of Oregon through fatality review of domestic violence cases and implementation of model firearm surrender protocols and lethality assessments.

**Applicants may select other priorities as long as they meet one or more of the [federal statutory purpose areas](#).**

### 1. Project Abstract

Provide a succinct project abstract that includes, as appropriate, the major project activities and services, the project funded staff, MOU participants, and contracted services, the purpose, goals, and outcomes of the project, and the specific target population and numbers to be served or audience to benefit from the project.

### 2. Target Population (all populations to be served, including the UMOC/TN).

- a. Estimate the number of proposed victims to be served by category (DV, SA, Dating Violence, Stalking)
- b. Estimate the number of proposed victims to be served by population/community.
- c. Identify and describe the geographical area to be served in the proposed project

### 3. Needs Statement

Explain and document the nature and extent of the problem in the specific geographical service area that results in a need for the proposed project. Convincing reasons should be given using logical argument and documented evidence to establish the need. Local crime statistics, needs assessments, and the lack or limitations of existing services, programs and criminal justice infrastructure should be included.

### 4. Project Description

a. Describe the specific activities and services to be provided by this project and how these activities and services will address the identified need. Ensure your response meets the identified federal statutory purpose area (s) and state funding priority (ies) selected on Form A and Form B.

b. Describe who will deliver the proposed activities and services described above, including the training and experience of existing (or intended) project staff.

c. Outline project startup activities, as appropriate, such as hiring staff, training staff, executing collaborative agreements or partnerships, developing materials, conducting outreach, etc.

3. If your project includes Training Services, describe the intended audience (law enforcement, officers or prosecutors), proposed number trained, proposed trainers, training topics, training objectives, number of training hours, and your organization's knowledge and expertise to provide this training.

4. If your project includes the development and implementation of Policies, Procedures and Protocols, describe the intended policies, procedures, and protocols that will be developed, who will be involved in the development and implementation, and the expected change or benefit anticipated as a result of their development and implementation.

## **Project Description – Training Services**

**State Funding Priority:** Allocation of STOP VAWA Formula Grant Program funds for statewide training projects.

**Applicants may select other priorities as long as they meet one or more of the [federal statutory purpose areas](#).**

### 1. Project Abstract

Provide a succinct project abstract that includes, as appropriate, the major project activities and services, the project funded staff, MOU participants, and contracted services, the purpose, goals, and outcomes of the project, and the specific target population and numbers to be served or audience to benefit from the project.

## 2. Needs Statement

Explain and document the nature and extent of the problem in the specific geographical service area that results in a need for the proposed project. Convincing reasons should be given using logical argument and documented evidence to establish the need. Local crime statistics, needs assessments, and the lack or limitations of existing services, programs and criminal justice infrastructure should be included.

## 3. Description of Training Services

a. Provide a training outline that includes the following information on each of the proposed trainings on the Training Project Detail Form provided and upload document. Required training information includes:

- Name of Training (s)
- Date and location of training (s) (if known). Applicant may give an estimated timeline for proposed training (s)
- Proposed trainer (s) (if known).
- Number of proposed law enforcement and/or prosecution staff trained for each training event. OJD only: include the number of court staff or judicial officers trained for each training event.
- Number of training hours for each training
- Provide a description of proposed curriculum and/or topics
- Training objectives
- Identify evaluation instrument to determine training effectiveness
- How the training will address the Federal Purpose Area(s)

b. Outline start up activities, as appropriate, such as hiring staff, training staff, executing collaborative and/or training agreements or partnerships, developing materials, conducting outreach and marketing, etc.

c. Describe the organization's capacity, knowledge and experience to provide this training to law enforcement and/or prosecution as proposed in this project.

4. If your project includes any **Direct Services**, describe the target population, numbers served, the activities and services to be provided, who will deliver the proposed activities and services, and the training and experience of project staff who will deliver the services.

5. If your project includes the development and implementation of **Policies, Procedures and Protocols**, describe the intended policies, procedures and protocols that will be developed, who will be involved in the development and implementation, and the expected change or benefit anticipated as a result of their development and implementation

## **Project Description – Policies, Procedures & Protocols**

*VAWA provisions require that states demonstrate how they will reduce the number of domestic violence homicides. Oregon addressed this requirement through the Funding Priority included below. This Application encourages applicants to propose a project that implements the model firearm surrender protocols ([link](#)). This Application also allows applicants to propose a project that “develops and implements other policies, procedures and protocols” related to domestic and/or sexual violence, stalking or teen dating violence based on one or more of the federal statutory purpose areas.*

**State Funding Priority:** *Reduce the number of domestic violence homicides in the State of Oregon through fatality review of domestic violence cases and implementation of model firearm surrender protocols and lethality assessments.*

**Applicants may select other priorities as long as they meet one or more of the [federal statutory purpose areas](#).**

### **1. Project Abstract**

Provide a succinct project abstract that includes, as appropriate, the major project activities and services, the project funded staff, MOU participants, and contracted services, the purpose, goals, and outcomes of the project, and the specific target population and numbers to be served or audience to benefit from the project.

### **2. Needs Statement**

Explain and document the nature and extent of the problem in the specific geographical service area that results in a need for the proposed project. Convincing reasons should be given using logical argument and documented evidence to establish the need. Local crime statistics, needs assessments, and the lack or limitations of existing services, programs and criminal justice infrastructure should be included.

### **3. Description of Policies, Procedures & Protocol Development**

a. Describe the intended policies, procedures and protocols that will be developed and how these policies, procedures and protocols will address the federal statutory purpose area(s) and state funding priority (ies) selected on Form A and Form B.

b. Describe who will be involved in the development and implementation of the project-funded policies, procedures and protocols.

c. Describe the expected change or benefit anticipated as a result of the development and implementation of the project-funded policies, procedures and protocols.

4. If your project includes **Training Services**, describe the intended audience (law enforcement officers or prosecutors), proposed trainers, training topics, training objectives, number of training hours, and your organization's knowledge and expertise to provide this training.

5. If your project includes any **Direct Services**, describe the target population, the activities and services to be provided, who will deliver the proposed activities and services, and the training and experience of project staff who will deliver the services.

The following table is an example of a goal, objective, activity, target outputs and intended outcome for law enforcement and prosecution. Applicants are encouraged to write goal statements, objectives, outputs, and outcomes that are specific and unique to the project. If an applicant chooses to use Common Outcome Measures (refer to the Monitoring and Financial Reporting, Reporting Requirement, Reporting on DOJ/CVSD Common Outcome Measures in the RFA Application Instructions for information on Common Outcome Measures), the applicant MUST be able to demonstrate that the Common Outcome Measures reflect only responses from the specific target population receiving grant-funded services

<b>Category</b>	<b>Goal</b>	<b>Objective/Position Responsible</b>	<b>Activities</b>	<b>Target Outputs</b>	<b>Output Number</b>	<b>Intended Outcome/Impact</b>	<b>Outcome Percentage</b>
<b>Prosecution</b>	Enable more effective prosecution or Develop specialized prosecution teams to handle domestic violence, sexual assault, and stalking cases.	To increase the number of prosecutions for domestic violence offenses during the 2-year grant period.	Cases will be reviewed by prosecutor (team).	Number and types of charges for domestic violence, sexual assault and/or stalking cases for the 2-year grant period.	<b>Number</b> of Domestic violence cases.	Percentage of change with number of misdemeanor charges elevated to felony or reduced charges successfully prosecuted.	<b>Percentage</b>
		To increase follow up for violations of protective orders.	Same as above.	Number of charges for violations of protective orders.	<b>Number</b> of violations.	Percentage of change with number of arrests and/or prosecutors made for Protective Order Violations.	<b>Percentage</b>



<p><b>Law Enforcement</b></p>	<p>Develop specialized law enforcement teams to handle domestic violence, sexual assault, and stalking cases..</p>	<p>To increase the number of domestic violence cases referred for prosecution</p>	<p>Tracking reports or domestic violence reports</p>	<p>Number of domestic violence calls responded to by Law Enforcement; and/or number of DV arrests; and/or number of cases referred for prosecution; and/or number of trials requiring officer testimony</p>	<p><b>Number of Domestic violence calls responded to by LE.</b></p>	<p>Increased number of domestic violence calls responded to by LE; increased number of DV arrests and cases referred for prosecution.</p>	<p><b>Percentage</b></p>
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