

STOP FORMULA GRANTS PROGRAM IMPLEMENTATION PLAN GUIDANCE TOOL

Revised April 2019

STOP Technical Assistance to Administrators Resource Project (STAAR Project)
Alliance of Local Service Organizations



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STOP Formula Grants Program Implementation Plan Guidance Tool

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STOP Technical Assistance and Resources for Administrators (STAAR) Project
Alliance of Local Service Organizations

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Introduction

The STOP Formula Grants Program is the primary source of Violence Against Women Act funding addressing domestic violence, dating violence, sexual assault, and stalking for States and Territories. STOP Grants are intended to improve and enhance responses to the four crime areas by law enforcement, prosecution, courts and victim services. This section provides relevant background about the Violence Against Women Act and the STOP Formula Grants Program, as well as an overview of the Implementation Plan Guidance Tool purposes and intended use.

VAWA and the STOP Implementation Plan

Originally authorized by the Violence Against Women Act (VAWA) in 1994 with seven (7) statutorily-defined purpose areas, there are now twenty (20) STOP Formula Grant purpose areas for implementation by States and Territories. STOP dollars must be applied within a State or Territory according to a statutorily-created funding allocation formula (see [Funding Categories](#)).

States and Territories developed and submitted the first STOP Implementation Plans in 1995, pursuant to the VAWA requirement that grantees and subgrantees develop a plan for implementation. The requirements were fairly general, and a number of jurisdictions chose to embark on a planning process that was broadly inclusive of disciplines and communities, undertake a thorough assessment of needs, and/or coordinate plans for STOP Formula Grant funds with other related funding streams.

The Violence Against Women Reauthorization Act of 2013 significantly amended existing STOP Implementation Plan requirements to ensure a planning process that is inclusive and coordinated. The statute requires that the State administering agency consult and coordinate in the planning process with a number of specified entities. Documentation must be submitted that demonstrates the participation of these in the planning process. Included in the list of entities with which the State must consult and coordinate are all State-recognized and Federally-recognized Indian tribes.

An original set of regulations providing detail about STOP Formula Grant Requirements was promulgated in 1995. In order to make the regulations consistent with reauthorizing language passed in 2000, 2005, and 2013, a new set of regulations was finalized and published on November 29, 2016¹. The regulations include language clarifying STOP Implementation Plan requirements. One significant change is that a full STOP Implementation Plan (STOP IP) must be submitted every four years – a change from the three-year plan that had been required. In interim years, an update to the STOP IP can be

¹ [Conforming STOP Violence Against Women Formula Grant Program Regulations to Statutory Change: Definitions and Confidentiality Requirements Applicable to All OVW Grant Programs](#). 28 C.F.R. Part 90 et seq. (Nov. 29, 2016).

submitted to The Office on Violence Against Women that describes any changes to the Plan for the next fiscal year.

Purpose and Contents of the Implementation Plan Guidance Tool

This *STOP Grants Implementation Plan Guidance Tool* (“Guidance Tool”) is intended to complement and be used in conjunction with the **Implementation Plan Checklist** (OVW Checklist) issued by OVW, and the [Implementation Plan Template](#) (Template) produced by the STAAR Project.

The Guidance Tool tracks the OVW **Implementation Plan Checklist** and the **Template**, and discusses all STOP IP requirements. It provides annotations, recommendations, links to resources, and examples of the ways that a State or Territory can create a comprehensive, coordinated plan that clearly communicates:

- Demographic information regarding the population within the State or Territory, including underserved populations;
- The processes that were used to develop the plan;
- Who was involved in planning and to what extent;
- Priorities, goals, and objectives for use of STOP funds including those addressing the VAWA priorities of the sexual assault set-aside and domestic violence homicide reduction;
- How the State or Territory recognizes and plans to meaningfully respond to the needs of underserved populations; and
- The grant-making strategies that will be employed including distribution of funds around the jurisdiction.

The major features and components of the Guidance Tool are as follows:

- Instructions for how to use the document
- VAWA regulations
- Formatting suggestions
- Elements required for inclusion in an Implementation Plan. The elements are listed in the same order as they appear in the OVW Checklist.
- VAWA term definitions.
- Links to additional resources and reference documents are provided throughout.

Technical assistance on STOP IPs is available from the [STAAR Project](#).
ALSOSTAARProjectTA@also-chicago.org.

Instructions for Using the Implementation Plan Guidance Tool

The Guidance Tool is designed to assist STOP administrators with the development and writing of a STOP IP. It tracks the elements required for a STOP IP that are included in the OVW Checklist.

The Guidance Tool describes a way to formulate a STOP IP that is responsive to all requirements, and offers suggestions for ways to clearly communicate the State's or Territory's needs and strengths related to the four VAWA crime areas of domestic violence, sexual assault, dating violence and stalking; the STOP planning process; and the ways that funding will be allocated, awarded, and applied in the jurisdiction.

Use of the Guidance Tool is not required, but it may help with:

- Ensuring the State or Territory planning process covers all STOP IP requirements;
- Gathering and assembling information to include in the STOP IP;
- Developing a comprehensive, detailed, and organized STOP IP; and
- Clearly communicating the State or Territory's strengths, needs, challenges, priorities, goals, and objectives, and the ways that STOP funding will be distributed and utilized.

Contents of the STOP Grants Implementation Plan Guidance Tool

The STOP Guidance Tool includes the following, which are intended to assist STOP administrators with the development of a STOP IP:

- A list of all new STOP IP elements required by VAWA 2013 and the STOP/VAWA final regulations that were published on November 29, 2016;
- All required elements, as they appear in the OVW **Implementation Plan Checklist** ("Checklist");
- Recommendations for additional inclusions that can enhance and clarify required information;
- Annotations with suggestions and examples for addressing STOP IP elements;
- [Definitions](#) of terms used in VAWA that apply to the STOP Program;
- The [Implementation Planning Participation Form](#);
- [Frequently Asked Questions \(FAQs\) About STOP Formula Grants \(October 2017\)](#);
- A list of the [STOP statutory purpose areas and the funding allocation categories](#); and
- [Information about the Family Violence Prevention and Services Act, Rape Prevention](#)

and Education, and the Victims of Crime Act.

Key to Implementation Plan Guidance Tool Formats & Labels

- In some places within the Guidance Tool, “State,” not “State or Territory,” is used in the lettered subheadings. This is how VAWA is written; nevertheless, both States and Territories must include the required information in their STOP IPs.
- The outline format numbers and letters preceding elements track the OVW Checklist, for ease of use and cross-referencing purposes.
- Items labeled “REQUIRED” are mandatory items for the STOP IP. The underlined text is hyperlinked to the corresponding Checklist element.
- Items labeled “RECOMMENDED” are suggestions, and are not required elements.
- The Checklist elements appear in the Guidance Tool in the same order as they do in the Checklist, using the same outline numbers and letters.
- **Checklist items appear in bold text, and are highlighted in light teal.**
- Items in bullet-list format contain annotations that offer guidance, recommendations, examples, and links to relevant resources.
- Text that is teal and underlined is a hyperlink that will take you to the corresponding place in one of the reference documents located at the end of the Guidance Tool, or to a document located elsewhere. *To return to the place in the document where you left off, type Control + z on a PC, or Command + z on a Mac.*

Beyond Statutory Requirements – Why Implementation Plans Are Important

A STOP IP is not only required in order to receive STOP funding; it can also serve as a cornerstone in a State's or Territory's overall strategy for addressing the four VAWA crime areas. The STOP planning process may provide one of the only opportunities in the jurisdiction for key stakeholders from a variety of disciplines to consider together how to best serve victims and hold offenders accountable. It is an opportunity for STOP administrators to learn from:

- The collective expertise and experience of those in the jurisdiction whose work responds to the violence, coercion, and control perpetrated by offenders including law enforcement, prosecutors, and courts.
- Advocates and attorneys who work with victims to help them achieve safety, autonomy, and restoration.
- Representatives of all communities affected by the violence.
- Survivors of domestic and dating violence, sexual assault, and stalking.

Engaging in a comprehensive planning process can have an important impact on how the final STOP IP accurately reflects the input of the planners, is well-coordinated with other available funding streams, builds on the jurisdiction's strengths, and seeks to address critical needs and challenges.

The planning process provides a channel for learning about promising approaches, responses that can be further improved, emerging issues, and chronic challenges. It provides a forum for all those involved to express how they believe that the STOP Program can help keep victims safe, and prevent future harm.

While the planning process should aim to gather as much information as possible about these areas, it is not always possible to include as a STOP IP goal or objective all of the concerns expressed by those who participated. The STOP Formula Grant Program is limited to the 20 purpose areas and the funding allocation areas set out in VAWA, and there is a finite amount of funding for the jurisdiction each fiscal year. Nevertheless, it is important to consider the ways that concerns can be addressed otherwise in the State – e.g., in coordination with other relevant funding streams. Even if this is not possible, a thoroughly researched and comprehensive STOP IP can memorialize all concerns for reference purposes. Future STOP IPs should build upon prior ones, and the information gathered during a planning process should be available for future planning processes, as a reference document for State and local administrative agencies, policy-makers, STOP subgrantees and potential subgrantees, and the public at large.

STOP IPs should always be considered a work in progress, and as such are living documents. They should grow and develop from year to year and reflect the changing circumstances that

States and Territories face as they work to respond to survivors of the four crime areas and hold offenders accountable. STOP Administrators are encouraged to engage in ongoing consultation, coordination, and planning processes that incorporate input, results, and new ideas on an ongoing basis.

Statutory and Regulatory Text

The [U.S. Code sections](#) that contain the STOP Grant-related provisions of VAWA 2013 are as follows:

[34 U.S.C. § 12291 \(Definitions\)](#)

[34 U.S.C. § 10446 \(State grants\)](#)

[34 U.S.C. § 10447 \(Definitions and grant conditions\)](#)

[34 U.S.C. § 10448 \(General terms and conditions\)](#)

[34 U.S.C. § 10449 \(Rape exam payments\)](#)

[34 U.S.C. § 10450 \(Costs for criminal charges and protection orders\)](#)

[34 U.S.C. § 10451 \(Polygraph prohibition\)](#)

The [federal regulations governing the STOP Grants program](#) were revised in 2016 and are published at 28 C.F.R. Part 90.

For additional information, contact the [STAAR Project](#).

Creating a STOP Implementation Plan

Section IV of the Guidance Tool follows the elements and chronology of the OVW Implementation Plan Checklist, using the same numbering system. The Guidance Tool offers guidance for the required elements, and provides recommendations for several additional elements.

Formatting and Structure

The following structure and formatting are recommended for the STOP IP:

- Cover page that includes the State or Territory name, the administering agency and division, the date on which the IP was submitted, and the four-year range that the IP covers.
- Table of contents that includes section headings and subheadings. If possible, these should appear in the order that they appear in the Checklist. If this is not possible, it is helpful to include the section numbers/letters and section heading and sub-heading to which a section corresponds (e.g., V(B)(1) Information on how the State plans to meet the sexual assault set-aside).
- Margins no smaller than 1 inch on all sides.
- Text body font that is no smaller than 12-point Times New Roman.
- Running headers or footers that include the name of the State or Territory, the State or Territory administering agency and division, and the calendar year in which the IP was submitted.
- Page numbers.

Additional guidance on structure and presentation of information:

- Use page length suggestions contained in the Guidance Tool. While there are no page limits, you may wish to use the page length suggestions contained in the Guidance Tool as guidance for the amount of information you include in each section.
- Use cross-referencing. Rather than duplicating information in multiple sections, use cross-references. If one section requires information that is similar to another section, include it where it makes the most sense (e.g., in the first place where it will be seen, or in the section where it is one of the primary topics that must be addressed), and in other sections, identify where the information can be found (e.g., “See Section II(A) for data on population demographics.”)
- Use graphic elements to present complex information or to address more than one related IP element. Consider using charts, tables, graphs, and other methods to clearly communicate complex information and related data, or to address more than one IP element. For example, a table that lists IP priority areas, goals, and objectives, can be

useful for capturing these key items in one place. Indicate the Checklist section numbers and letters to which the information corresponds.

Elements of the STOP Implementation Plan

This section of the Guidance Tool tracks the July 2018 version of the OVW **Implementation Plan Checklist** (“Checklist”). Those items labeled (REQUIRED) are included in the Checklist. Recommendations for additional information are also included below (RECOMMENDED).

I. Introduction

- The purpose of this section is to provide key information about the plan that is required for eligibility purposes, provide highlights of plan contents, describe its scope, and explain the way the plan is structured.
- Suggested length: 1-3 pages.

A. The date on which the plan was approved by the State (this should be the final approval, after approvals required by the State are completed, such as approvals by the planning committee or by State officials). (REQUIRED)

B. The time period covered by the plan. ([28 C.F.R. 90.12\(a\)](#)) (REQUIRED)

- A full STOP Implementation Plan must be developed and submitted to the Office on Violence Against Women every four years.

II. Needs and Context

- Suggested length: 3-5 pages.
- The purposes of this section are to provide:
 - An overview of the context of domestic violence, dating violence, sexual assault, and stalking in the State or Territory.
 - Information about existing needs.
 - Objective data about unique jurisdictional characteristics that may impact the grant-making strategy, priorities, or goals, and that help the reader understand more about the State/Territory.
 - A foundation and context for the information described in Section V, including goals, objectives, priorities, the grant-making strategy, and how the State will address the needs of underserved victims.
- As much as possible, use data that are specific to the jurisdiction, rather than citing national figures. Ask members of the STOP planning committee, as well as State FVPSA, RPE, and VOCA administrators for suggestions about data and sources.

A. Demographic information regarding the population of the State derived from the most recent available United States Census Bureau data on race, ethnicity, age, disability, and limited English proficiency. (28 C.F.R. 90.12(g)(1)) (REQUIRED)

- This information provides context and support for the STOP IP priority areas, goals, and objectives.
- There are a number of data tools and apps available through the [Data section of the U.S. Census website](#).
- Consider consulting additional sources for data not available through the U.S. Census including:
 - Demographics about rural and urban areas;
 - Income and wages;
 - Poverty and unemployment;
 - Literacy and homelessness;
 - Access to and availability of housing and benefits;
 - Gender identity, sexual orientation, and same-sex couples;
 - Rural, urban, and suburban areas, and other geographic areas particular to the State or Territory;
 - Income, poverty, public benefits, and employment;
 - Education, educational attainment, and literacy;
 - Housing and homelessness; and
 - Health and significant public health concerns.

B. Description of the methods used to identify underserved populations within the State and the results of those methods, including demographic data on the distribution of underserved populations within the State. (34 U.S.C. 10446(i)(2)(E); 28 C.F.R. 90.12(e)) (REQUIRED)

- The VAWA/STOP regulations State that the STOP IP must include details about the methods used and the results of the methods, as well as information on how the State plans to meet the needs of identified underserved populations including, but not limited to, culturally specific populations, victims who are underserved because of sexual orientation or gender identity, and victims with limited English proficiency. 28 C.F.R. § 90.12(e).
- States may determine the methods it uses to identify underserved populations and communities not specifically required in section II(A). Examples include:
 - Public hearings;
 - Needs assessments;

- Task forces; and
- Focus groups.
- FVPSA, VOCA, and RPE grant administrators can provide (see Section II – Description of Planning Process) data about State/Territory demographics and underserved populations that can help to meet the requirements of this section. Some of this information may also be available in census figures. Consulting with population specific organizations and culturally specific services organizations can provide direction and information about communities living in the State or Territory that may not be contained in Census data (e.g., recent immigrants, migrant workers).
- When identifying underserved populations in the State or Territory:
 - Be familiar with the definitions for [underserved population](#) and [culturally specific](#). See the definitions in [34 U.S.C. § 12291](#) or the [Definitions](#) section of this document.
- Consider showing where the need for services is greatest because appropriate victim services are unavailable or inaccessible due to factors including:
 - Location of services (e.g., geographic features or proximity make services hard to reach);
 - Lack of available transportation to reach services;
 - Barriers to identifying, accessing, or receiving services for individuals with disabilities;
 - Limited service hours;
 - Language barriers for limited English proficient individuals; or
 - Lack of culturally appropriate or welcoming practices, facilities, or staff.
- **RESOURCE:** Question 16 within the VAWA 2013 section of [Frequently Asked Questions \(FAQs\) about STOP Formula Grants](#) provides guidance on documenting the process used to determine which underserved and culturally specific populations to include. Demographic information and barriers to service should be considered, as well as the groups that may be absent from common sources of demographic data.

III. Description of Planning Process

- Suggested length: 3-5 pages.
- The purpose of this section is to describe the way the STOP IP was developed.

A. A brief description of the planning process. (REQUIRED)

- In this section, describe how each required and additional entity was contacted, and the types of planning opportunities to which they were invited to participate.
- It is helpful to explain how the State or Territory consulted and coordinated with population specific organizations and culturally specific services to learn about

strengths, challenges, and needs of communities living in the jurisdiction that may not be contained in Census data (e.g., recent immigrants, migrant workers).

- The [STOP Planning Workbook](#) that is part of the STOP Implementation Planning Toolkit can be helpful for tracking and analyzing outreach and participation by members of the planning committee and the larger consultation. A summary of this information can be included in this section.
- Include information the types of planning activities that were held including in-person meetings, webinars, listening sessions, teleconferences and videoconferences, and online and paper surveys about challenges, problem-solving strategies, and results.

B. Documentation from each member of the planning committee as to their participation in the planning process. ([34 U.S.C. 10446\(i\)\(2\)\(B\)](#); [28 C.F.R. 90.12\(b\)\(7\)](#))

(Note: cross out and note “N/A” to the right if any of these entities is not applicable (e.g., if there is no dual domestic violence and sexual assault coalition in the State or Territory; if there are no State or Federally recognized tribes in the State). (REQUIRED)

- (1) State² sexual assault coalition;**
- (2) State domestic violence coalition;**
- (3) Dual domestic violence and sexual assault coalition;**
- (4) Law enforcement entity or State law enforcement organization;**
- (5) Prosecution entity or State prosecution organization;**
- (6) A court or the State Administrative Office of the Courts;**
- (7) Representatives from tribes, tribal organizations, or tribal coalitions;**
- (8) “Population specific organizations representing the most significant underserved populations and culturally specific populations in the State other than tribes (which are addressed separately);**
- (9) Other individuals or entities, if relevant (including survivors, probation, parole, etc.).**

At a minimum, this documentation must include the following for each planning committee member ([34 U.S.C. 10446\(i\)\(2\)\(B\)](#); [28 C.F.R. 90.12\(c\)\(2\)\(ii\)](#)):

- 1. Which category the participant represents of the entities listed in [34 U.S.C. § 10446\(c\)\(2\)](#), such as law enforcement, State coalition, or population specific organization;**
- 2. Whether they were informed about meetings;**

² “State” is defined by VAWA as: “each of the several States and the District of Columbia, and except as otherwise provided, the Commonwealth of Puerto Rico, Guam, American Samoa, the Virgin Islands, and the Northern Mariana Islands.” 34 U.S.C. § 12291(31). For purposes of STOP Implementation Plans, the territorial coalitions should be considered “State” coalitions for all jurisdictions.

3. Whether they attended meetings;

4. Whether they were given drafts of the implementation plan to review;

5. Whether they submitted comments on the draft;

6. Whether they received a copy of the final plan and the summary of major concerns;

7. Any significant concerns with the final plan.

- In this section, describe how each required and optional entity was contacted, and the types of planning opportunities in which they were invited to participate. All entities listed in [34 U.S.C. § 10446\(c\)\(2\)](#) must be consulted, but the planning committee must, at a minimum, include all those listed in this section. See [28 C.F.R. § 90.12\(b\)\(7\)](#). The full consultation should include more robust representation than the planning committee from each of the required groups, as well as all State and Federally recognized tribes. [28 C.F.R. § 90.12\(b\)\(8\)](#). See also [Frequently Asked Questions About STOP Formula Grants](#), VAWA 2013 section, questions 14, 15, and 17.
- In addition to all entities listed in VAWA, States are encouraged to include in the full consultation process: survivors of domestic violence, dating violence, sexual assault, and stalking; and probation and parole entities. [28 C.F.R. § 90.12\(b\)\(4\)-\(5\)](#).
- Keep in mind the requirement that the State must engage in meaningful consultation with all State and federally recognized tribes in the State, and should consider committee members that can assist with the broader consultation process.
- Section 90.12(e) of the STOP/VAWA regulations implements [34 U.S.C. § 10446\(i\)\(2\)\(E\)](#). States and Territories have discretion to determine “the most significant” underserved populations in the jurisdiction.
- Keep detailed documentation on file about the consultation process. This should include how planning committee members reviewed the draft STOP plan and solicited input, and how the input was incorporated into the final plan. The records can take the form of emails showing the date the STOP IP was sent to individuals, memos, or other communication records. Records of comments should also be kept in the form of emails or other written feedback, or written compilations of comments with attribution to planning team members. However, only the [Implementation Planning Participation form](#) or a comparable form should be sent to OVW with the STOP IP. The detailed consultation records should be kept on file in the event OVW requests additional documentation.
- It is helpful to explain how the State or Territory consulted and coordinated with population specific organizations and culturally specific services to learn about strengths, challenges, and needs of communities living in the jurisdiction that may not be contained in Census data (e.g., recent immigrants, migrant workers).
- Include information on the types of planning activities that were held including in-person meetings, webinars, listening sessions, teleconferences and videoconferences, and online and paper surveys about challenges, problem-solving strategies, and results.

- **RESOURCES:**

- The [Frequently Asked Questions About STOP Formula Grants](#) document explains that “most significant” underserved populations and culturally specific populations are different for each State. States must document in their STOP IP how it was determined which underserved and culturally specific populations to include. Additionally, the document provides guidance on what it means to “meaningfully” consult with population-specific and culturally specific organizations. For more information, see FAQs #s 16 and 19 within the VAWA 2013 section.
- For guidance with this section of the STOP IP, please see the following [STOP FAQ](#) questions within the VAWA 2013 section: 14 (What entities must States consult and coordinate with in developing their implementation plans?), 15 (Are all collaborating partners members of the “planning committee?”), 16 (For purposes of the planning committee, what does “most significant” underserved populations and culturally specific populations mean?), 17 (How will States be expected to provide “documentation from each member of the planning committee as to their participation in the planning process?”), 18 (What documentation should States provide for entities that were consulted but were not part of the formal planning committee?), and 19 (What does it mean to “meaningfully” consult with tribes and population-specific and culturally-specific organizations?).
- The [STOP Planning Workbook](#) can be helpful for tracking and analyzing outreach and participation by members of the planning committee and the larger consultation. A summary of the information contained in the Workbook can be included in this section.
- STOP administrators can distribute the [Implementation Planning Participation Form](#), which is part of the [Implementation Plan Toolkit](#), or a comparable document, to each individual or organization that participated in the planning process. Possible supporting documentation showing the participation of individuals in STOP planning processes includes:
 - Meeting agendas;
 - Meeting sign-in sheets;
 - Conference call or webinar recordings, notes, or transcripts;
 - Reviewer comments and tracked changes within draft STOP IPs or other related materials; and
 - Email messages.

- [Tribal coalitions](#) are present in a number of States, and can provide input on a broad range of issues related to tribes, supporting victims, and holding offenders accountable on tribal land. If no tribal coalition exists in the State, reach out to individual tribes, regional tribal consortia, and tribal victim service advocates that have knowledge of the barriers to victim safety and offender accountability on tribal land within the State. Many States also have a tribal liaison or a similar position in State government.

Inclusion of this individual does not meet the requirement for tribal representation on the planning committee, but may be a helpful resource in meaningfully consulting with all the tribes in the State.

- The [law enforcement](#) representative(s) on the planning committee will, ideally, have expertise and experience on domestic and dating violence, sexual assault, and stalking cases; possess an understanding of common and emerging issues; and be familiar with best practices for law enforcement responses.
- [Prosecution](#) entities on the planning committee should be experienced with charging, working with victim-witnesses, and trying domestic violence, dating violence, sexual assault, and stalking offenders, and best practices for doing so.
- The [court](#) representative can be the designated domestic or family violence point of contact within the State Administrative Office of the Courts, or can be a representative of a court that has jurisdiction over civil or criminal domestic or dating violence, sexual assault, and stalking cases. If possible, include State, local, and tribal court representation on the planning committee.
- The regulations note that including survivors in the planning process necessitates addressing safety and confidentiality during survivor recruitment and consultation.³
- “Other” may also include other relevant entities including, but not limited to: health care representatives (private or public health departments), Indian Health Services; public and private mental health care providers; university researchers; faith leaders; legal services and private attorneys; schools; professional associations for key disciplines such as judges; and business leaders or others that the jurisdiction determines are needed for the planning process.

C. A description of consultation with other collaboration partners not included in the planning committee. (do not include tribes in this section. See “III. D” below for information on consulting and coordinating with tribes).

1. Sexual assault victim service providers ([34 U.S.C. 10446\(c\)\(2\)\(H\)](#); [28 C.F.R. 90.12\(b\)\(1\)](#))

2. Domestic violence victim service providers ([34 U.S.C. 10446\(c\)\(2\)\(H\)](#); [28 C.F.R. 90.12\(b\)\(1\)](#))

3. Population specific organizations, representatives from underserved populations, and culturally specific populations. The plan must include information on:

- a) how the State selected and meaningfully consulted with the included organizations, including, and**
- b) how the State considered both demographics and barriers/historical lack of access to services for each population.**

4. Information on any others that were consulted but not part of the planning

³ Id.

committee ([28 C.F.R. 90.12\(b\)\(8\)](#)).

- All of the entities enumerated in [34 U.S.C. § 10446\(c\)\(2\)](#) must be consulted, but not all need to be on the planning committee. [28 C.F.R. § 90.12\(b\)\(7\)](#). The full consultation process must include more robust representation from each of the required groups. [28 C.F.R. § 90.12\(b\)\(8\)](#). See [Frequently Asked Questions About STOP Formula Grants](#), VAWA 2013, questions 14 and 15.
- States must consult with at least one sexual assault victim service provider, and at least one domestic violence service provider. Other victim service providers can be included. [28 C.F.R. § 90.12\(b\)\(1\)](#). A 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. The term includes 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. [34 U.S.C. § 12291\(a\)\(43\)](#).
- The consultation process should involve any significant underserved and culturally specific populations in the State, keeping in mind that the definitions for “underserved” and “culturally specific” are not identical. “Underserved” is broader and includes culturally specific communities, as well as populations that do not fall within the definition of “culturally specific.” [34 U.S.C. § 12291\(a\)\(7\) and \(39\)](#).
- Examples of organizations working with communities that could be considered underserved but that do not fall within the definition of culturally specific include organizations providing population specific services that are designed for and are targeted to a specific underserved population (e.g., LGBT community members, survivors of elder abuse, and individuals who have disabilities). [34 U.S.C. § 12291\(a\)\(22\)](#). See [Frequently Asked Questions \(FAQs\) About STOP Formula Grants](#), VAWA 2013, question 16.
- This section should draw a connection between the underserved and culturally specific populations included here and those highlighted in section II(B).
- List the population specific organizations, underserved populations, and culturally specific populations identified and included in the larger planning process consultation. Discuss the ways in which the State or Territory solicited input from the organizations and populations and incorporated what was learned into the planning process and the final Implementation Plan. Include specifics about how the information the groups shared shaped the priorities, goals, and objectives that appear in the STOP IP. Be sure to consider how demographics, and barriers to and historical lack of access to services influenced the selection of the included organizations and communities.
- The STOP IP can cross reference to Section II (Needs and Context) for information about demographic information regarding the population within the State or Territory, and how that information was used to identify underserved populations and culturally specific populations.

- States may utilize national organizations for guidance about population specific organizations, underserved populations, and culturally specific organizations if there are no State-level or local culturally specific or population specific organizations. [28 C.F.R. § 90.12\(b\)\(2\)](#). States should first exercise due diligence and use reasonable efforts to identify appropriate organizations within the jurisdiction. Where State or local-level organizations exist, national organizations can offer supplementary information and resources.
- **RESOURCE:** [Frequently Asked Questions About STOP Formula Grants](#), VAWA 2013 section, question 16, explains that “most significant” underserved populations and culturally specific populations are different for each State. States must document in their STOP IP how it was determined which underserved and culturally specific populations to include. Question 19 offers information on what it means to “meaningfully” consult with population-specific and culturally specific organizations.

D. Consultation and coordination with tribes ([34 U.S.C. 10446\(c\)\(2\)\(F\)](#); [28 C.F.R. 90.12\(b\)\(3\) and \(c\)\(2\)\(iii\)](#))

- 1. A description of efforts to reach tribes**
- 2. Which tribes were consulted and which tribal official(s) for each tribe was contacted**
- 3. The means by which tribes were given the opportunity to offer their opinions**

- States must invite all federally-recognized and State-recognized tribes to participate in the planning process. [34 U.S.C. § 10446\(c\)\(2\)\(F\)](#), [28 C.F.R. § 90.12\(b\)\(3\)](#).
- **RESOURCES:**
 - [Frequently Asked Questions About STOP Formula Grants](#), VAWA 2013 section, question 19, provides a definition of what it means to “meaningfully” consult with tribes, population-specific, and culturally specific organizations. “Meaningfully” means that the tribe or organization had a genuine opportunity to shape the direction of the STOP IP. It should be an ongoing effort at relationship-building, and not a one-time event. It should also be accessible for the people involved.
 - The National Conference of State Legislatures includes [a current list of federally-recognized and State-recognized tribes](#) located in each State.
 - The [STOP Planning Workbook](#), produced by the STAAR Project, includes a **Tribal Consultation Worksheet**. The Worksheet contains fields for recording dates and methods of contacts with tribes located within States and related information including outreach methods, responses received, and roles of individuals who were contacted.

E. A summary of major concerns that were raised during the planning process and how they were addressed or why they were not addressed, which should be sent to the planning committee along with any draft implementation plan and the final plan. (28 C.F.R. 90.12(c)(2)(i))

- States must submit a summary of major concerns raised during the planning process and how they were addressed, or why they were not addressed. The summary must be sent to the planning committee, along with the draft Implementation Plan and the final plan. [28 C.F.R. § 90.12\(c\)\(2\)\(i\)](#). These should be recorded on the Implementation Planning Participation Form submitted with the STOP IP.
- The summary should provide enough information about the concerns raised during the planning process so that a reader can understand the issue, context, and rationale, as well as whether and how the concerns were resolved. The summary should be sent to planning committee members when they receive the draft Implementation Plan for review, and the final Implementation Plan. See the [Implementation Planning Participation Form](#), which is a component of the [Implementation Plan Toolkit](#).
- This section should not simply reiterate the goals and objectives contained in section V(A)(1), but it can reference information contained in that section to illustrate how concerns were addressed.
- In addition to describing the extent of each member’s participation, the STOP IP should discuss major issues that were raised during the planning process and how these issues were resolved or why they could not be resolved.
 - **Example:** A planning team member raises an issue about the need to improve law enforcement investigation and arrest in stalking cases. The law enforcement representatives on the planning team Stated that they believe that the State stalking statute needs clarification and amendment before they can effectively train officers. The STOP IP can identify this as an important issue and discuss how a bill might be developed during the next legislative session to address law enforcement concerns, and how the State domestic violence coalition, the State sexual assault coalition, and other members of the planning team can assist with this process. An update can be included in the next full four-year STOP IP and interim year updates (e.g., how the idea was generated, how the partners collaborated to draft the bill and seek sponsors, and implications of the new statute for STOP priorities, goals, objectives, and activities).
- The [STOP Planning Workbook](#) contains the **STOP Consultation Worksheet**, which provides a place to record information about all entities and individuals involved in the planning process, including comments and concerns raised about the draft Implementation Plan, whether the concerns were addressed in the final STOP IP, and whether they received a copy of it.

F. A description of how the State coordinated this plan with the State plan for the Family Violence Prevention Services Act and the programs under the Victims of Crime Act and section 393A of the Public Health Service Act (Rape Prevention Education), including the impact of that coordination on the contents of the plan ([34 U.S.C. 10446\(c\)\(3\)](#); [28 C.F.R. 90.12\(b\)\(6\) and \(g\)\(6\)](#)) (REQUIRED)

- States must coordinate the Implementation Plan with State plans for the following programs: Family Violence Prevention and Services Act; State Victim Assistance Formula Grants of the Victims of Crime Act, and the Rape Prevention and Education Program. The STOP IP must explain the impact of the coordination on the contents of the STOP IP. [28 C.F.R. § 90.12\(b\)\(6\) and § 90.12\(g\)\(6\)](#). The purpose for this is to “provide greater diversity of projects funded and leverage efforts across the various funding streams.” 28 C.F.R. § 90.12(b)(6). See [Frequently Asked Questions \(FAQs\) About STOP Formula Grants](#), VAWA 2013, question 13.
- Coordination with the [Sexual Assault Service Program](#) funding is also highly recommended.
- This section should provide specific information about how coordination is reflected in the priorities, goals, and objectives identified in the STOP IP.
 - Example: The STOP IP can indicate that the planning process revealed high advocacy and service needs for 5 underserved populations, and that the State is using VOCA funds to address the needs of three of those populations, with the STOP program addressing the needs of two populations.
- **RESOURCE:**
 - Consult [Frequently Asked Questions About STOP Formula Grants](#), VAWA 2013 section, question 13 (How should States coordinate their implementation plans with the State plans for the Family Violence Prevention and Services Act and the Victims of Crime Act and Rape Prevention Education Programs? How will States be expected to document this coordination?).
 - See the [Reference Documents](#) section of this Guidance Tool for brief summaries of how these other programs allocate funds and guidance on possibilities for leveraging resources, address funding gaps, and ensuring that efforts are not duplicated. This section should describe this coordinating process and can include information such as the following:
 - Information about contacts (or attempted contacts) with State or Territory personnel responsible for these grant programs within the State or Territory including emails, phone calls, or meetings;
 - Whether the most recent STOP IP was shared with these individuals or information about the current planning process or draft STOP IP;
 - Whether copies of or information about the FVPSA, VOCA, and RPE plans were shared with STOP staff in the State or Territory. In some

cases, there may not be a formal written plan that is similar to the STOP IP. In the absence of a written plan, consider reviewing the State applications for those programs, State or Territory RFPs issued under them, and other relevant documents that provide information about an overall vision for the State or Territory, goals, objectives, and funded activities; or

- Topics and issues discussed during conversations with FVPSA, VOCA, and RPE administrators, any meeting outcomes reached, and any conclusions about how input would be incorporated into the STOP IP (and how the other grant program plans will incorporate information about STOP, if appropriate).
- It is helpful if the STOP IP describes and cross-references to any STOP IP sections that incorporate comments and suggestions from FVPSA, VOCA, and RPE grant administrators.
- Consider requesting data from these administrators that can help to fill in demographic and underserved population information in Section II – Needs and Context.

IV. Documentation from Prosecution, Law Enforcement, Court, and Victim Services Programs

This documentation may be in the form of letters from current grantees or State- or Territory-wide organizations representing prosecution, law enforcement, courts and victim services able to comment on the current and proposed use of grant funds. The documentation must describe:

1. the need for the grant funds;
2. the intended use of the grant funds;
3. the expected result of the grant funds; and
4. the demographic characteristics of the population to be served including age, disability, race, ethnicity, and language background.

[\(34 U.S.C. 10446\(i\)\(2\)\(C\)\)](#)

- The letters should be new, unique, and address all elements listed in [34 U.S.C. § 10446\(i\)\(2\)\(C\)](#). See [Frequently Asked Questions \(FAQs\) About STOP Formula Grants](#), VAWA 2013, question 12.
- The information provided in this section is similar to what is often contained in a Memorandum of Understanding among collaborating partners. It may be included in the form of letters from current grantees or State- or Territory-wide organizations representing prosecution, law enforcement, courts, and victim service providers that are able to comment on the intended use of grant funds.
- Example: A State sexual assault coalition could provide a letter to the STOP

administrator that:

- Describes the need for sexual assault response teams (SARTs) to focus more attention on the economic security and safety of survivors and see SARTs as vehicles to train and implement this initiative (need for the grant funds);
- Provides details about how the coalition will use STOP funds for SARTs to increase victim/survivor economic safety and security (intended and expected use of the grant funds);
- Discusses the expected results (e.g., greater restitution awards, increased crimes compensation payments, and victims remaining employed or in school due to increased advocate and system support and assistance); and
- Offers information on the demographics of the areas that will be served by the local SARTs, which includes college and university students, as well as underserved populations (demographic characteristics of the population to be served).

V. Plan for the Four-Year Implementation Period

This section should describe how the State will address the needs of sexual assault victims, domestic violence victims, dating violence victims, and stalking victims, as well as how the State will hold offenders who commit each of these crimes accountable. [\(28 C.F.R. 90.12\(g\)\(3\)\)](#)

- The purpose of this section is to outline the specific priorities for the State or Territory's STOP grant program and to describe the approaches that the State will implement. This is the portion of the STOP IP that explains what will be done with STOP funds. It is divided into four subsections:
 - Identified Goals
 - Priority Areas
 - Grant-making Strategy and
 - Addressing the Needs of Underserved Victims
- It can be helpful to use bulleted lists, charts, and graphs, to communicate categories of information, where appropriate, to enable readers to easily find the required elements and main points. Be sure to explain which of the STOP IP elements are being addressed in a section or graphic.
- Suggested length: 10-15 pages.

A. Goals and Objectives

1. Concise description of the State's goal and objectives for the implementation period. [\(28 C.F.R. 90.12\(a\)\)](#)
2. Description of how STOP funding will be used to meet the State's goal and objectives during the implementation period. [\(34 U.S.C. 10446\(i\)\(1\); 28 C.F.R.](#)

90.12(a))

3. A description of how the funds will be distributed across the law enforcement, prosecution, courts, victim services, and discretionary allocation categories. (See [34 U.S.C. 10446\(c\)\(4\)](#))

- Each State must submit a plan describing its identified goals under this program and how the funds will be used to accomplish those goals. [28 C.F.R. § 90.12\(a\)](#). Goals and objectives should be as specific as possible, and flow logically from quantitative and qualitative data gathered during the planning process.
- This section should contain information that is not simply a replication of the summary of major concerns raised during the planning process that is required in section III(E).
- Goals and objectives should be SMART + C: specific, measurable, achievable, relevant, timed, and challenging. See “[Creating Objectives](#),” within Community Toolbox.
- The total award must be allocated as follows: not less than 25% for law enforcement, not less than 25% for prosecutors, not less than 30% for victim services – with at least 10% of victim service funds distributed to culturally specific community-based organizations, and not less than 5% to State and local courts, including juvenile courts. [34 U.S.C. § 10446\(c\)\(4\)](#). Tribal courts are included within “local courts.” See [34 U.S.C. § 12291\(a\)](#) for definitions of law enforcement, prosecution, victim services, culturally specific services, and courts. For detailed information about allocating funds, see [Frequently Asked Questions \(FAQs\) About STOP Formula Grants](#), Allocation Issues.

B. Statutory Priority Areas

1. Information on how the State plans to meet the sexual assault set-aside, including how the State will ensure the funds are allocated for programs or projects in two or more allocations (law enforcement, prosecution, victim services, and courts). ([34 U.S.C. 10446\(c\)\(5\)](#))

- Not less than 20% of the total STOP award received by a State must be allocated for programs or projects in at least two of the disciplines listed in V(A)(3) (law enforcement, prosecution, courts, and victim services) to meaningfully address sexual assault. Sexual assault includes stranger rape, acquaintance rape, alcohol or drug-facilitated rape, and rape within the context of an intimate partner relationship. [34 U.S.C. § 10446\(c\)\(5\)](#). See [Frequently Asked Questions \(FAQs\) About STOP Formula Grants](#), Allocation Issues, question 14, and VAWA 2013, question 9.
- Sexual assault can be addressed through goals and objectives directed at underserved communities, including culturally specific populations and tribes.
- To ensure that programs funded under the set aside meaningfully address sexual assault: “States should evaluate whether the interventions are tailored to meet the specific needs of sexual assault victims including ensuring that projects funded under the set aside have a legitimate focus on sexual assault and that personnel funded under such projects have sufficient expertise and experience on sexual assault.” [28 C.F.R. §](#)

90.11(4).

- Possibilities for projects that meaningfully address sexual assault include:
 - Developing and supporting Sexual Assault Response Teams (SARTs) and Sexual Assault Nurse Examiner (SANE) programs;
 - Developing or expanding sexual assault victim services, especially services targeting underserved populations;
 - Developing or expanding specialized sex crimes units in law enforcement or prosecution agencies;
 - Developing and promoting legislation or policies that enhance best practices in sexual assault cases; and
 - Training, policy, and protocol development for law enforcement, prosecution, victim services, and the courts.

- **RESOURCES:**

- See the following [Frequently Asked Questions About STOP Formula Grants, VAWA 2013](#) section: question 9 (What is the new sexual assault set aside requirement?), 10 (What is the compliance deadline for the new sexual assault set aside?), and 11 (How can States ensure that the projects funded under the set aside “meaningfully” address sexual assault?). See also question 14 within the Allocation Issues section for guidance on how the 20 percent set-aside is calculated.
- The STAAR Project can provide additional tailored assistance on this, including facilitating connections with OVW TA provider organizations with expertise in these areas. ALSOSTAARProjectTA@also-chicago.org

2. Goals and objectives for reducing domestic violence-related homicides within the State, including available statistics on the rates of domestic violence homicides within the State and challenges specific to the State and how the plan can overcome them. (34 U.S.C. 10446(i)(2)(G); 28 C.F.R. 90.12(f))

- Goals and objectives for reducing domestic violence homicides should specifically aim to decrease the risk of lethality for domestic violence survivors. See [Frequently Asked Questions \(FAQs\) About STOP Formula Grants](#), VAWA 2013, question 21. The [STAAR Project](#) can provide assistance with identifying and incorporating evidence-based approaches.
- This section should include data on domestic violence homicides in the State and changes in that data since the last STOP IP was finalized. The consultation process should include a discussion about accuracy of the data: “As part of the State’s consultation with law enforcement, prosecution, and victim service providers, the State and these entities should discuss and document the perceived accuracy of these statistics and the best ways to address domestic violence homicide.” [28 C.F.R. § 90.12\(f\)\(2\)](#). Describe the conclusions reached by the majority of the planning

committee, and any support that was provided for those conclusions, as well as the conclusions and rationale of those who disagreed.

- The section should discuss challenges that are specific to the State. For example, one challenge may be the lack of Statewide or uniform domestic violence policies, and the absence of goals and objectives for reducing homicides.
- **Example** of a goal and corresponding objectives for reducing domestic violence homicide:
 - Section III of the STOP IP States that the majority of first responders do not conduct risk assessments when responding to domestic violence incidents.
 - **Goal:** Ensure that all first responders utilize an approved, jurisdiction-specific risk assessment guide when responding to domestic violence incidents, and follow all corresponding protocols.
 - **Objective 1:** By the end of year three, all STOP funded law enforcement agencies will utilize risk assessments for domestic violence incidents and respond accordingly.
 - **Objective 2:** By the end of year three, all STOP-funded victim advocates will utilize risk assessments with domestic and sexual violence survivors and respond accordingly.
 - **Objective 3:** By the end of year three, all STOP-funded subgrantees will have trained Coordinated Community Response Teams on use of the Risk Assessment Tool and corresponding protocols.
- The [ALSO STAAR Project](#) can help with identifying goals and objectives for this section, based on the State or Territory’s identified needs.

C. Addressing the Needs of Underserved Victims

Description of how the State will recognize and address the needs of underserved populations as identified above in II. B. [\(34 U.S.C. 10446\(e\)\(2\)\(D\) and \(i\)\(2\)\(F\); 28 C.F.R. 90.12\(d\)\(4\)\)](#)

1. Description of how the State will recognize and address the needs of underserved populations, including, but not limited to, culturally specific populations, victims who are underserved because of sexual orientation or gender identity, and victims with limited English proficiency. [\(34 U.S.C. 10446\(i\)\(2\)\(E\); 28 C.F.R. 90.12\(e\)\)](#)

- Plans for meeting the needs of underserved populations should build upon and follow logically from the demographic data identified in II(B), including both quantitative and qualitative types of data. Methods that may be used to identify underserved populations include public hearings, needs assessments, task forces, and U.S. Census data. [28 C.F.R. § 90.12\(e\)](#). The information derived from the data should also be reflected in the goals and objectives in Section V(A).

- When completing this section, consult the definition of [underserved population](#), which is broadly inclusive of populations that are underserved for a wide variety of reasons. It can be helpful to cross reference to Section II (Needs and Context), where demographic data about the distribution of underserved populations in the State or Territory should be included.
- Based on the identified needs and the distribution around the jurisdiction, indicate how STOP funds will address the needs of underserved populations, and how they will ensure that services and advocacy are available, welcoming, and accessible. Identify the specific underserved populations, communities, and geographic areas that will be targeted including those who are underserved because of sexual orientation, gender identity, and limited English proficiency.
- The section can also include information about:
 - How the solicitation was distributed to culturally specific organizations and population specific organizations assisting underserved populations;
 - Subgrant solicitations addressing the needs of specific underserved populations, including culturally specific communities;
 - Any planned support for subgrantees that are working address the needs of underserved populations, including culturally specific organizations;
 - Other activities that the STOP administering agency will undertake for the purpose of addressing the needs of underserved populations. For example, the State or Territory may indicate that it will increase representation from underserved communities in activities throughout the grant cycle including grant application review and funding recommendation meetings.

2. A description of how the State will ensure that monies set aside to fund culturally specific services and activities for underserved populations are distributed equitably among those populations. [\(34 U.S.C. 10446\(e\)\(2\)\(D\) and \(i\)\(2\)\(F\); 28 C.F.R. 90.12\(d\)\(4\)\)](#)

- Plans must include information about how the award will meaningfully respond to the needs of the identified underserved populations, including linguistically and culturally specific communities. [28 C.F.R. § 90.12\(d\)\(4\)](#).
- Provide information for how the State/Territory arrived at the decisions to award funding that focuses on certain culturally specific populations and underserved populations, and how it represents a fair and equitable way of addressing the needs of these groups within the jurisdiction. It can be helpful to reference the following related sections: III(C)(3) (information on how the State selected and meaningfully consulted with the included organizations, including how the State considered both demographics and barriers/historical lack of access to services for each population) and II(B) (description of the methods used to identify underserved populations within the State and the results of those methods).

3. Specifics on how the State plans to meet the set aside for culturally specific community-based organizations, including a description of how the State will reach out to community-based organizations that provide linguistically and culturally specific services. This could include specific information as to which subgrantees met the required 10% set aside within the victim services allocation for culturally specific organizations during the prior funding cycle. (34 U.S.C. 10446(i)(2)(E); 28 C.F.R. 90.12(g)(2))

- “Culturally specific” means primarily directed toward racial and ethnic minority groups as defined in the Public Health Service Act, [42 U.S.C. § 300u-6\(g\)](#). [34 U.S.C. 12291\(6\)](#).
- The term “racial and ethnic minority group” means American Indians (including Alaska Natives, Eskimos, and Aleuts); Asian Americans; Native Hawaiians and other Pacific Islanders; Blacks; and Hispanics. “Hispanic” means individuals whose origin is Mexican, Puerto Rican, Cuban, Central or South American, or any other Spanish-speaking country. [42 U.S.C. § 300u-6\(g\)](#).
- The term “community-based organization” means a nonprofit, nongovernmental, or tribal organization that serves a specific geographic community that (A) focuses primarily on domestic violence, dating violence, sexual assault, or stalking (“four crime areas”); (B) has established a specialized culturally specific program that addresses one of the four crime areas; (C) has a primary focus on underserved populations (and includes representatives of those populations) and the four crime areas; or (D) obtains expertise or shows demonstrated capacity to work effectively on the four crime areas through collaboration. [34 U.S.C. § 12291\(a\)\(4\)](#).
- Including a list of subgrantees that received awards under the culturally specific 10% set aside, along with a description of each project, can be useful in illustrating how the State previously met the set aside requirement.
- Provide information about how the State or Territory has conducted outreach to organizations providing culturally specific or linguistically specific services. Indicate whether the outreach resulted in identification of culturally specific services that are present within the jurisdiction, the populations and communities that they serve, and whether they may be able to serve as victim service subgrantees that can address the needs of victims of domestic violence, dating violence, sexual assault, and/or stalking. If any of the culturally specific organizations do not have primary expertise in advocacy for those crime areas, indicate if the State or Territory will consider funding subgrants that are based on a partnership between an established victim service program and the culturally specific organization. It can be useful to indicate whether support and program development from the STOP administering agency, or a technical assistance provider, will be built in to support new culturally specific community-based programs during the project period.
- **RESOURCE:** For this section, consult the VAWA definition of [culturally specific services](#) and the following Frequently Asked Questions About STOP Formula Grants, Allocation Issues section: question 10 (What type of agencies can receive funds under the 10

percent set aside within victim services for “culturally specific community-based organization?”), question 12 (What victim populations may be served under the set aside for culturally specific community-based organizations?), and question 13 (Can other underserved populations, such as Deaf victims, LGBT victims, and religious minorities be served with the culturally specific set aside?).

D. Grant-making Strategy

- The purpose of this section is to describe plans for allocating STOP funds within the State or Territory. It demonstrates how grant-making decisions are tailored to address the State or Territory needs, goals, and objectives. Maps or charts can be useful ways to clearly communicate how funds will be distributed throughout the jurisdiction.

1. Timeline for the STOP grant cycle. (See [28 C.F.R. 90.12\(g\)\(8\)](#))

- Provide STOP grant program dates for significant grant cycle events that will give the reader an understanding of how funds are allocated, awarded, applied, expended, and monitored within a project period. Provide estimates for dates. Include the following points and any others not listed here:
 - Notification of the availability of funds;
 - Distribution of the solicitation packages;
 - Applicant or community outreach including bidders’ conferences, question-and-answer periods, conference calls, and webinars;
 - Application due date, review period, and funding recommendations;
 - Award notifications;
 - Grantee events (e.g., grantee orientation, kick-off events, and grantee trainings);
 - Grant monitoring activities;
 - Progress reporting activities; and
 - Close-out.

2. Description of how the State will ensure that eligible entities are aware of funding opportunities, including projects serving underserved populations. (28 C.F.R. 90.12(d)(5) and (g)(4))

- States must “take steps to ensure that eligible applicants are aware of the STOP Program funding opportunity, including applicants serving different geographic areas and culturally specific and other underserved populations.” [28 C.F.R. § 90.12\(d\)\(5\)](#). Include details about how notifications to potential applicants are disseminated, including current subgrantee or prior applicant email lists, posting on website, presentations at professional association conferences and other events, bidders conferences, targeted emails to potential applicants who have never applied, and/or advertisements in culturally specific or linguistically specific newspapers or websites.
- For the methods and media listed, indicate the types of entities, populations, or

communities that are targeted; why the particular method was chosen; whether any of the methods have been used before; and approximately how many agencies, organizations, or individuals will be reached through each method.

- It can also be helpful to indicate whether there are populations or communities within the State or Territory that are challenging to reach, and any additional efforts to notify them of the availability of STOP funds.

3. Description of how the State will ensure that any subgrantees will consult with victim service providers during the course of developing their grant applications in order to ensure that the proposed activities are designed to promote the safety, confidentiality, and economic independence of victims. [\(28 C.F.R. 90.12\(d\)\(5\) and \(g\)\(4\)](#))

- Include information about solicitation requirements, assurances, and grant agreement provisions that provide details about how law enforcement, prosecution, courts, and other non-victim service subgrantees will consult with community-based victim service organizations to ensure that subgrantee activities and approaches will not endanger survivors or disclose personally identifying information, and that they promote safety, confidentiality, and economic independence from perpetrators. See [Frequently Asked Questions \(FAQs\) About STOP Formula Grants, VAWA 2013](#), question 12. For details about VAWA requirements on nondisclosure of confidential or private information, see [28 C.F.R. § 90.4\(b\)](#).
- This element might be addressed by including language that will be incorporated into all STOP subgrant solicitations requiring that all non-victim service applicants provide letters of support or memoranda of understanding (MOUs) that document how local or State/Territory-wide victim service providers worked with the applicant to ensure that all funded work will promote safety, confidentiality, and economic independence of survivors. Specific guidance can be included in the RFP(s) as well as in subgrant agreements.
- It can be helpful to reference the information contained in Section IV(C)(1), which describes how the State or Territory will address the needs of underserved victims.
- **RESOURCE:** For assistance with developing ways to ensure that the requirements in this section of the STOP IP will be met, contact the [ALSO STAAR TA Project](#).

4. Description of how the State will identify and select applicants for subgrant funding, including whether a competitive process will be used. If different selection methods will be used for each allocation category, describe the method. [\(28 C.F.R. 90.12\(g\)\(8\)](#))

- Provide information here about the request for proposals (RFP) that will be used to solicit applications for funding, whether more than one RFP will be distributed around the State or Territory (e.g., if RFPs will be disseminated that are tailored to each discipline in the funding allocation categories), and the type of information that will be requested in the RFP, including eligibility for funding and the types of programs for which funds will be awarded.

- Include information about whether a competitive or noncompetitive application process is employed (or both), and the rationales their use. Include details about application review, funding recommendations, and award processes, e.g., applicant factors examined and weighting, review and scoring tools and training, the reviewer pool, funding recommendations committee composition and processes used, and how final award decisions are made and by whom. If subgrants are competitive in the first year and noncompetitive thereafter, describe the process and how many funding cycles are noncompetitive after the initial competitive process. See [28 C.F.R. § 90.12\(g\)\(8\)](#).
 - Information about review and funding decision processes can include:
 - Application review processes, including who serves as reviewers and the number of reviewers assigned to each proposal;
 - Any training provided to the reviewers;
 - How conflicts of interest are identified and addressed;
 - The proposal score sheet (it is helpful to include the score sheet as an attachment);
 - How scores figure into the funding decision-making process; and
 - How final decisions are made (including who makes them); and
 - Whether there are differences in the review of proposals or awards for any of the disciplines/STOP funding categories. For example, is there variation including different RFPs, score sheets, review processes, grant agreement conditions among the disciplines?
- If a consolidated RFP is used for STOP funds and one or more other Federal or State/Territory grant programs, provide information about the RFP and how this works. If funds are sole-sourced or if they are allocated based on a formula, describe this here, too.
- If the STOP administering agency will utilize pass-through administration for any of the funding allocation categories, indicate:
 - Which categories will pass through the entity;
 - Describe the process through which the entity will administer the funds; and
 - Provide information about the main provisions of the agreement through which the STOP administering agency designated the entity as a pass-through.
- The STOP regulations reiterate that the STOP administering agency has discretion to structure the administration of STOP funds, but States that use a pass-through entity must ensure that:
 - The total administrative and training costs for the State and pass-through entity must not exceed the limit set in [28 C.F.R. § 90.17\(b\)](#) (see below);
 - Subgrantee reporting must be equivalent to what would be provided if the State

directly oversaw subgrant activities; and

- There is an effective system for monitoring sub-awards. [28 C.F.R. § 90.11\(d\)2](#).
- Section [28 C.F.R. §90.17\(b\)](#), which covers administrative costs, reiterates that States may use up to ten percent of the award amount for each allocation category (i.e., law enforcement, prosecution, courts, victim services, and discretionary) to cover administrative costs. The section also sets out limits on the ways that the administrative funds can be used.

5. Whether STOP subgrant projects will be funded on a multiple- or single-year basis. (See [28 C.F.R. 90.12\(g\)\(8\)](#))

- If different project periods are utilized for different types of subgrantees, this section should specify the lengths of each. See [28 C.F.R. § 90.12\(g\)\(8\)](#).
- Indicate the length of the project period for the STOP subgrants, and whether there are differences depending on discipline, funding allocation category, or project type.

6. Description of how the State will determine the amount of subgrants based on the population and geographic area to be served. ([34 U.S.C. 10446\(e\)\(2\)\(B\) and \(i\)\(2\)\(F\)](#); [28 C.F.R. 90.12\(d\)\(2\)](#))

- This section should include information about any specific or general formulas used, and the consideration and weighting of factors such as population size and density, the presence of underserved communities, geographic remoteness or accessibility, and any other significant features related to population and geographic area. See [28 C.F.R. § 90.12\(d\)\(2\)](#).
- If the jurisdiction is divided into regions for purposes of grant administration (e.g., based on population and geographic size), it may be helpful to illustrate this with a map, and also to reference information contained in Section II (Needs and Context).

7. Description of how the State will give priority to areas of varying geographic size with the greatest showing of need based on the availability of existing domestic violence, dating violence, sexual assault and stalking programs. ([34 U.S.C. 10446\(e\)\(2\)\(A\) and \(i\)\(2\)\(F\)](#); [28 C.F.R. 90.12\(d\)\(1\)](#))

- States must give priority to geographic areas that have the greatest need based on the availability of domestic violence, dating violence, sexual assault, and stalking victim service programs in the population and geographic areas to be served. Decisions about priority geographic areas should consider whether existing programs are physically and culturally accessible to the communities that are present in the geographic area. See [28 C.F.R. § 90.12\(d\)\(1\)](#).
- It can be helpful to refer back to Section II (Needs and Context) if information has been included in that section regarding advocacy and services available in geographic areas around the State or Territory. Those areas that have fewer victim services programs can be prioritized for funding.
 - This information can be linked with Section II(B), if the State or Territory has

identified as underserved those individuals who are located far from appropriate and accessible services and advocacy.

- This can apply to rural and isolated areas that include Indian tribal lands, which are often located in geographically remote areas – particularly if comprehensive advocacy and services do not exist within the tribal jurisdiction.
- In urban areas, it may apply to particular neighborhoods that are located far from victim service programs, or areas that do not have access to culturally specific, competent, appropriate, or welcoming victim services.

8. Description of how the State will equitably distribute monies on a geographic basis including nonurban and rural areas of various geographic size. (34 U.S.C. 10446 (e)(2)(C) and (i)(2)(F); 28 C.F.R. 90.12(d)(3))

- The formula or process used to determine how the award is distributed around the State based on geography and population density should be included here.
- Provide an outline of the strategy for allocating funds around the jurisdiction.
 - For example, if the State or Territory bases its grant-making decisions primarily on population distribution and density, service areas, and/or availability of services (including culturally welcoming and accessible victim services), provide specific information about these factors here. If the jurisdiction applies a formula, explain the formula and how it is used.
 - Consider using a chart or map to illustrate distribution of the award on this basis. See [28 C.F.R. § 90.12\(d\)\(3\)](#).

E. Information on projects that the State plans to fund, if known. (REQUIRED)

- In this section, describe in as much detail as possible the general types of projects that STOP will support. It can be helpful to organize these by funding allocation category (e.g., law enforcement, prosecution, courts, victim services, and discretionary). For each project, provide a synopsis of the type of work that will be done; which STOP purpose areas, priorities, goals, and objectives it will address; what are the intended and expected outcomes; and how the project will address victim needs and hold offenders accountable. If any subgrantee entities are already known, identify them, and briefly indicate how the planned work will build upon prior STOP-funded accomplishments.

a. Crystal Judson (34 U.S.C. 10441(b)(13))

a. If the State plans to address the “Crystal Judson” purpose area, include narrative on providing the required training. (REQUIRED)

b. If the State does not plan to use the “Crystal Judson” purpose area, include a note to this effect. (REQUIRED)

- The Crystal Judson Domestic Violence Protocol Program, also known as the Crystal Judson STOP purpose area, provides funding to law enforcement agencies, victim services providers, and State, Tribal, Territorial, and local governments to promote (A) the development and implementation of training for local victim domestic violence service providers, and to fund victim services personnel and advocacy for victims of domestic violence committed by law enforcement personnel; (B) the implementation of protocols within law enforcement agencies to ensure consistent and effective responses to the commission of domestic violence by personnel within such agencies; and (C) the development of such protocols in collaboration with State, tribal, Territorial, and local victim service providers and domestic violence coalitions. Specific training requirements attach to programs that implement this purpose area.
- If the State or Territory will offer funding under the Crystal Judson Domestic Violence Protocol Program, there are specific requirements for training of law enforcement to which the State or Territory and subgrantee program(s) must adhere. See STOP purpose area 13 for details.

V. Conclusion

(RECOMMENDED)

- Suggested length: 1-2 pages.
- This section is not required but can be helpful for highlighting and summarizing significant information including the implementation planning process and how it differs from prior years, funding priorities, major goals and objectives including domestic violence homicide reduction goals and objectives, and priority underserved populations.

Assessing the STOP Planning Process

It is a good idea to continually examine the processes and outcomes of each STOP planning period. Taking a step back to assess the work of the planning committee can clarify the need for changes to grant-making strategies; priorities, goals, or objectives; or the planning process itself. This can be a useful process to embark upon immediately after submitting the final STOP IP to OVW, as part of the continuous improvement process. Below is a brief and non-exhaustive set of STOP IP self-assessment questions to consider with the planning committee before, during, or after the planning process.

Planning Committee and Full Consultation Inclusivity

- Has the State or Territory met the statutory and regulatory requirements for inclusion in the planning committee and the larger consultation? Has it also sought and received input from any others who were not required to be on the planning committee or larger consultation, but who have valuable information and insights to share?
- If outreach to certain groups or individuals has so far been unsuccessful, what can be done to ensure responsiveness by all parties and lay a foundation that will support meaningful inclusion in processes; candid dialogue about topics and issues affecting communities, systems, and survivors; regular communications; and collegial working relationships?

Structuring the Process

- How can the planning process be structured, and how can planning committee members communicate with one another before, during, and after the formal planning period?
- Should the planning committee be a permanent part of STOP program work in the State or Territory? Can administrative funds be used to secure support staff and cover other planning committee expenses?
- Did the process used to develop previous STOP IPs work well, or should it be modified during the ongoing planning period or the next one? Did in-person meetings work well, or can the committee utilize technology more to communicate and review materials while minimizing costs?
- What kinds of resources were identified and consulted to develop the current STOP IP? Did they supply useful information or are better sources available? Consider reviewing research articles, treatises, and other reliable materials before discussing programmatic options with the planning team and making decisions about goals, objectives, and grant-funded activities.

Planning Committee Member Roles

- Are planning committee members utilized to the fullest potential? Are there possibilities for further contributions? For example, can members assist with survey development, RFP creation, proposal review, award decision-making, and STOP certification compliance?
- Have potential funding conflicts of interest been appropriately addressed during planning and award processes? Should policies and procedures be developed and incorporated or modified to ensure that all decisions are the product of an objective process?

Funding Strategy

- Does the STOP IP dovetail with and leverage other related funding sources – both Federal and State?
- Has the State or Territory funded any jurisdiction-wide projects? For example, have STOP funds been used to support a Statewide multidisciplinary training program or the development of a Territory-wide law enforcement policy?

Grant Management and Monitoring

- Does the STOP IP consider the ways in which STOP subgrantees will be managed and monitored, and whether those methods will provide a clear picture of funds expenditure, subgrantee activities, and whether subgrantees are adequately progressing towards project goals and objectives?

Meeting STOP IP Requirements

- What were the areas in the previous STOP IPs, if any, on which OVW requested clarification or additional information? Does the current final STOP IP or one in development anticipate and adequately address those questions?

Technical assistance from the [STAAR Project](#) is available to help with the development of implementation planning strategies. ALSOSTAARProjectTA@also-chicago.org.

Definitions

This section contains definitions to terms used in the Guidance Tool. All definitions are taken from the Violence Against Women Act, 34 U.S.C. § 12291.

Culturally Specific – Primarily directed toward racial and ethnic minority groups (as defined in section 1707(g) of the Public Health Service Act (42 U.S.C. 300u-6(g))).

The Public Health Service Act defines “racial and ethnic minority groups” as follows (42 U.S.C. § 300u-6(g)):

(g) Definitions

For purposes of this section:

(1) The term “racial and ethnic minority group” means American Indians (including Alaska Natives, Eskimos, and Aleuts); Asian Americans; Native Hawaiians and other Pacific Islanders; Blacks; and Hispanics.

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

Culturally Specific Services – Community-based services that include culturally relevant and linguistically specific services and resources to culturally specific communities.

Law Enforcement – 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 (25 U.S.C. § 2802).

Population Specific Organization – A nonprofit, nongovernmental organization that primarily services members of a specific underserved population and has demonstrated experience and expertise providing targeted services to members of that specific underserved population.

Population Specific Services – Victim-centered services that address the safety, health, economic, legal, housing, workplace, immigration, confidentiality, or other needs of victims in domestic violence, dating violence, sexual assault, or stalking, and that are designed primarily for and are targeted to a specific underserved population.

Prosecution – Any public agency charged with direct responsibility for prosecuting criminal offenders, including such agency’s component bureaus (such as governmental victim assistance programs).

Rape Crisis Center – The term “rape crisis center” means a nonprofit, nongovernmental, or tribal organization, or governmental entity in a State other than a Territory that provides intervention and related assistance, as specified in section 41601(b)(2)(C), to victims of sexual

assault without regard to their age. In the case of a governmental entity, the entity may not be part of the criminal justice system (such as a law enforcement agency) and must be able to offer a comparable level of confidentiality as a nonprofit entity that provides similar victim services.

State Domestic Violence Coalition – A program determined by the Administration for Children and Families under sections 10402 and 10411 of this title (42 U.S.C. §§ 10402 and 10411).

State Sexual Assault Coalition – A program determined by the Center for Injury Prevention and Control of the Centers for Disease Control and Prevention under the Public Health Service Act (42 U.S.C. 280b et seq.)

Tribal Coalition – An established nonprofit, nongovernmental Indian organization, Alaska Native organization, or a Native Hawaiian organization that –

- (A) provides education, support, and technical assistance to member Indian service providers in a manner that enables those member providers to establish and maintain culturally appropriate services, including shelter and rape crisis services, designed to assist Indian women and the dependents of those women who are victims of domestic violence, dating violence, sexual assault, and stalking; and
- (B) who is comprised of board and general members that are representative of-
 - (i) the member service providers described in subparagraph (A); and
 - (ii) the tribal communities in which the services are being provided.

Tribal Government –

- (A) The governing body of an Indian tribe; or
- (B) A tribe, band, pueblo, nation, or other organized group or community of Indians, including any Alaska Native village or regional or village corporation (as defined in, or established pursuant to, the Alaska Native Claims Settlement Act (43 U.S.C. 1601 et seq.)) that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

Underserved Populations – 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.

Victim Service Provider – 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.

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

STOP Formula Grants Program Purpose of Program and Grant Funds

General Program Purpose

The purpose of the STOP Formula Grants Program (STOP Grants) is to assist States, State and local courts (including juvenile courts), Indian tribal governments, tribal courts, and units of local government 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.

Purposes for Which Grants May Be Used

STOP Grants provide personnel, training, technical assistance, data collection, and other resources for the more widespread apprehension, prosecution, and adjudication of persons committing violent crimes against women for the protection and safety of victims, and specifically, for the purposes of --

- 1) Training law enforcement officers, judges, other court personnel, and prosecutors to more effectively identify and respond to violent crimes against women, including the crimes of domestic violence, dating violence, sexual assault, and stalking, including the appropriate use of nonimmigrant status under subparagraphs (T) and (U) of section 101(a)(15) of the Immigration and Nationality Act (8 U.S.C. 1101(a));
- 2) Developing, training, or expanding units of law enforcement officers, judges, other court personnel, and prosecutors specifically targeting violent crimes against women, including the crimes of domestic violence, dating violence, sexual assault, and stalking;
- 3) Developing and implementing more effective police, court, and prosecution policies, protocols, orders, and services specifically devoted to preventing, identifying, and responding to violent crimes against women, including the crimes of domestic violence, dating violence, sexual assault, and stalking, as well as the appropriate treatment of victims;
- 4) Developing, installing, or expanding data collection and communication systems, including computerized systems, linking police, prosecutors, and courts or for the purpose of identifying, classifying, and tracking arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women, including the crimes of domestic violence, dating violence, sexual assault, and stalking;

- 5) Developing, enlarging, or strengthening victim services and legal assistance programs, including domestic violence, dating violence, sexual assault, and stalking programs, developing or improving delivery of victim services to underserved populations, providing specialized domestic violence court advocates in courts where a significant number of protection orders are granted, and increasing reporting and reducing attrition rates for cases involving violent crimes against women, including crimes of domestic violence, dating violence, sexual assault, and stalking;
- 6) Developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes in dealing with violent crimes against women, including the crimes of domestic violence, dating violence, sexual assault, and stalking;
- 7) 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, dating violence, and stalking;
- 8) 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;
- 9) 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, sexual assault, or stalking, 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;
- 10) Providing assistance to victims of domestic violence and sexual assault in immigration matters;
- 11) Maintaining core victim services and criminal justice initiatives, while supporting complementary new initiatives and emergency services for victims and their families;
- 12) 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—

- (A) Developing, in collaboration with prosecutors, courts, and victim service providers, standardized response policies for local law enforcement agencies, including the use of evidence-based indicators to assess the risk of domestic and dating violence homicide and prioritize dangerous or potentially lethal cases;
 - (B) Notifying persons seeking enforcement of protection orders as to what responses will be provided by the relevant law enforcement agency;
 - (C) Referring persons seeking enforcement of protection orders to supplementary services (such as emergency shelter programs, hotlines, or legal assistance services); and
 - (D) Taking other appropriate action to assist or secure the safety of the person seeking enforcement of a protection order;
- 13) Providing funding to law enforcement agencies, victim services providers, and State, tribal, Territorial, and local governments (which shall be known as the Crystal Judson Domestic Violence Protocol Program) to promote—
- (A) The development and implementation of training for local victim domestic violence service providers, and to fund victim services personnel, to be known as “Crystal Judson Victim Advocates,” to provide supportive services and advocacy for victims of domestic violence committed by law enforcement personnel;
 - (B) The implementation of protocols within law enforcement agencies to ensure consistent and effective responses to the commission of domestic violence by personnel within such agencies (such as the model policy promulgated by the International Association of Chiefs of Police (“Domestic Violence by Police Officers: A Policy of the IACP, Police Response to Violence Against Women Project,” July 2003));
 - (C) The development of such protocols in collaboration with State, tribal, Territorial and local victim services providers and domestic violence coalitions.

Any law enforcement, State, tribal, Territorial, or local government agency receiving funding under the Crystal Judson Domestic Violence 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 domestic violence and sexual assault nonprofit organizations and, after a period of 2 years, provide a report of the adopted protocol to the Department of Justice, including a summary of progress in implementing such protocol;

- 14) 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;
- 15) Developing, implementing, or enhancing Sexual Assault Response Teams, or other similar coordinated community responses to sexual assault;
- 16) 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;
- 17) Developing, enlarging, or strengthening programs addressing sexual assault against men, women, and youth in correctional and detention settings;
- 18) 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;
- 19) 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 identify, as defined in section 249(c) of title 18, United States Code; and
- 20) 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.

Funding Categories

State and Territorial grantees are required to make awards in accordance with the following formula:

- ❖ At least 25% must be allocated for law enforcement;
- ❖ At least 25% must be allocated for prosecutors;
- ❖ At least 30% must be allocated for victim services. Of this amount, 10% must be distributed to culturally specific community-based organizations; and
- ❖ At least 5% must be allocated to State and local courts (including juvenile courts).

Not later than 2 years after the date of enactment of VAWA 2013, no less than 20% of the total award amount to a State must be allocated for programs or projects that meaningfully address sexual assault. The 20% must be taken from 2 or more funding allocation categories (i.e., law enforcement, prosecution, courts, victim services).

Information about the Family Violence Prevention and Services Act, Rape Prevention Education, and the Victims of Crime Act

Family Violence Prevention Services Act

The Family Violence Prevention and Services Program administers the Family Violence Prevention and Services Act (FVPSA), the primary federal funding stream dedicated to the support of emergency shelter and related assistance for victims of domestic violence and their children. The purpose of the FVPSA State Formula Grants is to assist States and Territories in establishing, maintaining, and expanding programs and projects to prevent family violence and to provide immediate shelter and related assistance for victims of family violence and their dependents.⁴ The FVPSA funding plan defines how the funds will be used and distributed within the State with the goal of maximizing the funds to meet the needs of victims of domestic violence. The FVPSA Plan can be a stand-alone document or incorporated into the State's FVPSA funding application⁵.

<http://www.acf.hhs.gov/programs/fysb/programs/family-violence-prevention-services>

Section 393A of the Public Health Service Act (Rape Prevention and Education)

The Rape Prevention and Education Program (RPE) was established by VAWA and is administered by the Center for Disease Control and Prevention. States and Territories receive formula grants for primary prevention of first-time perpetration and victimization of sexual violence. Each State develops and implements a State sexual violence primary prevention plan; some States have formal plans and some States just use the application for funds as their plan.⁶

<http://www.cdc.gov/violencePrevention/RPE/index.html>

Victims of Crime Act of 1984 (VOCA)

VOCA established the Crime Victims Fund, which provides funding for victim services in the United States including State victim assistance program formula grants which support providers who supply services directly to victims. All States and most Territories receive annual VOCA assistance grants consisting of a mandated base amount plus additional funds based on

⁴ FVPSA State and territory Formula Grant Program Fact Sheet (June 7, 2012). Available at <http://www.acf.hhs.gov/programs/fysb/resource/fvpsa-formula-facts>.

⁵ *Navigating the Family Violence Prevention and Services Program, A Guidance Tool for State and Territorial Administrators* (November 2012). Available at http://www.acf.hhs.gov/sites/default/files/fysb/fvpsa_admin_guide_20121119_0.pdf

⁶ Rape Prevention and Education (RPE) Program, Injury Prevention & Control, Centers for Disease Control and Prevention. <http://www.cdc.gov/violencePrevention/RPE/index.html>

population. The victim assistance includes, but is not limited to, the following direct services:

- ❖ Crisis intervention.
- ❖ Emergency shelter.
- ❖ Emergency transportation.
- ❖ Counseling.
- ❖ Criminal justice advocacy⁷.

[VOCA Program guidelines](#) encourage State/Territory grantees to develop a VOCA program funding strategy, which should consider the following: the range of victim services throughout the State and within communities; the unmet needs of crime victims; the demographic profile of crime victims; the coordinated, cooperative response of community organizations in organizing services for crime victims; the availability of services to crime victims throughout the criminal justice process; and the extent to which other sources of funding are available for services.

⁷ *OVC Fact Sheet, Crime Victims Fund*, Office of Justice Programs, Office for Victims of Crime, Department of Justice. Available at <http://www.ojp.usdoj.gov/ovc/pubs/crimevictimsfundfs/intro.html#VictimAssist>.