

U.S. Department of Justice
Office on Violence Against Women



The United States Department of Justice, Office on Violence Against Women (OVW) (www.ovw.usdoj.gov) is pleased to announce that it is seeking applications for the Enhanced Training and Services to End Violence Against and Abuse of Women Later in Life Program. This program furthers the Department's mission by providing or enhancing training and services to address elder abuse, neglect, and exploitation, including sexual assault, domestic violence, dating violence, or stalking, involving victims who are 50 years of age or older.

OVW Fiscal Year 2010 Enhanced Training and Services to End Violence Against and Abuse of Women Later in Life Program

Eligibility

Applicants are limited to States, units of local government, Indian Tribal governments or Tribal organizations, and nonprofit, nongovernmental victim services organizations with demonstrated experience in assisting elderly women or demonstrated experience in addressing sexual assault, domestic violence, dating violence, and stalking, including faith- and community-based organizations.

(See "Eligibility," page 5)

Deadline

Letters of intent to apply should be submitted by **February 24, 2010**.
All Applicants should register online with GMS by **February 24, 2010**.
All applications are due by **8:00 p.m. E.T. on March 10, 2010**.

(See "Deadline: Application," page 4)

Contact Information

For assistance with the requirements of this solicitation, contact OVW at (202) 307-6026.

In 2010 OVW applications will be submitted through the Office of Justice Programs Grants Management System (GMS). For further information and assistance, please see <http://www.ovw.usdoj.gov/docs/gms-application.pdf>.

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OVW Enhanced Training and Services to End Violence Against and Abuse of Women Later in Life Program (CFDA 16.528)

Overview

This solicitation contains information on how to apply for the Enhanced Training and Services to End Violence Against and Abuse of Women Later in Life Program (Abuse in Later Life Program). For general information on applying for all OVW grant programs, please see the OVW Fiscal Year 2010 Grant Program Solicitation Reference Guide (Reference Guide) at <http://www.ovw.usdoj.gov/grants-resource-guide.htm>. All applicants should read carefully both this solicitation and the Reference Guide before beginning the application process.

About the OVW Enhanced Training and Services to End Violence Against and Abuse of Women Later in Life Program

Recognizing that individuals who are 50 years of age or older who are victims of elder abuse, neglect, and exploitation, including sexual assault, domestic violence, dating violence, or stalking, face unique barriers to receiving assistance, Congress created the Enhanced Training and Services to End Violence Against and Abuse of Women Later in Life Program. In Federal Fiscal Year 2010, OVW plans to fund projects that will support a comprehensive approach to addressing elder abuse in their communities. These projects will provide training to criminal justice professionals, governmental agency staff and victim assistants to enhance their ability to address elder abuse, neglect and exploitation in their communities; provide cross training opportunities to professionals working with older victims; develop or enhance a community coordinated response to elder abuse; and provide or enhance services for victims who are 50 years of age or older (hereinafter "older victims").

Elder Abuse

The term "elder abuse" means any action against a person who is 50 years of age or older that constitutes the willful infliction of injury, unreasonable confinement, intimidation, or cruel punishment with resulting physical harm, pain, or mental anguish or deprivation by a person, including a caregiver, of goods or services with the intent to cause physical harm, mental anguish, or mental illness.

Elder abuse victims face unique obstacles in getting the help and services that they need. Age or disability may increase the isolation of older individuals. Victims may refrain from seeking help or calling the police due to shame or embarrassment because the abuse was committed by a family member, friend or caregiver. Victims may also be intimidated by threats of being placed in a nursing home. Abuse may be explained away or the abuse may be dismissed by claims that the older person is confused or it may be diminished as an expression of stress associated with caring for an aging individual. Professionals may perceive a victim's injuries as arising from aging, illness, or disability instead of recognizing that the injuries may be attributed to violence in the home. A lack of services designed to meet the needs of older victims may leave them with no community resources to rely upon for assistance. A comprehensive approach to addressing elder abuse should address these barriers and improve systemic responses to older victims.

Older Victims of Sexual Assault, Domestic Violence, Dating Violence, and Stalking

While sexual assault, domestic violence, dating violence, and stalking affect victims in all age groups, older victims also face additional challenges in accessing services to enhance their safety. Appropriate interventions may be compromised by misconceptions about older individuals. Some may think that domestic violence does not occur or lessens in later life, or that older persons are not victims of dating violence. Myths about sexual assault coupled with a failure to see older individuals as sexual beings can hinder professionals from recognizing indicators of sexual assault when dealing with older victims. Older victims may not be believed if they report stalking, particularly if the victim has dementia or psychiatric disabilities. An appropriate response to older victims of these crimes must take into account the unique challenges that these victims face.

Deadline: Letter of Intent

If you intend to apply for Fiscal Year (FY) 2010 funding under this program, we encourage you to submit a letter stating that you intend to apply for funding. **The letter will not obligate you to submit an application.** Please see http://www.ovw.usdoj.gov/docs/sample_letter_of_intent.pdf for a sample letter. The letter should be submitted to OVW by **February 24, 2010**. You may send the letter to OVW at ovw.elder@usdoj.gov. OVW will use these letters to predict the number of peer review panels needed to review the applications. You **can** still submit an application for funding if you do not submit a Letter of Intent.

Deadline: Registration

The GMS registration deadline is February 24, 2010. For more information on the process of registering and applying in GMS, please see the [Reference Guide](#) at pages 13-15.

Deadline: Application

An application submission is complete if (a) a hard copy of the entire application, with original signatures, has been submitted via overnight delivery by the deadline and (b) the application has been submitted through GMS.

The deadline for applying for funding under this announcement is **March 10, 2010 8:00 p.m. E.T.** A hard copy must be sent via an overnight delivery method, post-marked by March 10, 2010 to:

**The Office on Violence Against Women
c/o Lockheed Martin Aspen Systems Corporation
Abuse in Later Life Program
Mail Stop 2K
2277 Research Boulevard
Rockville, MD 20850
(301) 519-5000**

Applicants are strongly encouraged to submit their applications well in advance of the deadline, in order to ensure a successful submission through GMS. For information on OVW's policy for late applications, please see the [Reference Guide](#) at pages 15-16.

Eligibility

It is very important that you review this information carefully. Applications that are submitted by non-eligible entities will be screened out during an initial review process and omitted from further review.

By statute, eligible entities for this program are:

- States¹;
- Units of local government;
- Indian Tribal governments or Tribal organizations; and
- Nonprofit, nongovernmental victim services organizations with demonstrated experience in assisting elderly women or demonstrated experience in addressing sexual assault, domestic violence, dating violence, and stalking, including faith- and community-based organizations.

Unit of Local Government

For the purposes of this program, a unit of local government is any city, county, township, town, borough, parish, village, or other general-purpose political subdivision of a State²; an Indian Tribe that performs law enforcement functions as determined by the Secretary of the Interior; or, for the purpose of assistance eligibility, any agency of the District of Columbia government or the United States Government performing law enforcement functions in and for the District of Columbia or any Trust Territory of the United States. (An applicant applying as a unit of local government will typically apply as “The City of X”, “The County of Y Board of Commissioners”, “Z Township”).

Agencies or departments of a unit of local government (i.e., a county court, a township police department, a district or city attorney’s office, a county sheriffs’ department, a parish probation and parole department, a city department of human services) are not considered units of local government for the purposes of this grant program and may not serve as the applicant for funding, unless they meet the “unit of local government” definition under 42 U.S.C. § 3791 (see footnote 2 below). While agencies or departments of a unit of local government may not serve as applicants for funding, a unit of local government may designate an agency or department to administer grant funds and assume responsibility for the development and implementation of the project. This designation must be detailed in the Memorandum of Understanding (see page 18). If an applicant that is typically a “non eligible” entity wants to assert “unit of local government” status under 42 U.S.C. § 3791, the applicant must include clear and convincing proof of such status with their application. Any applicant with questions regarding their status as a unit of local government should contact OVW at 202-307-6026 for assistance prior to submitting an application.

Indian Tribal Government

For the purposes of this program, Tribal government is defined as the governing body of an

¹ For the purposes of this grant program, a state is defined to include all states, the District of Columbia, the Commonwealth of Puerto Rico, and the Virgin Islands, American Samoa, Guam and the Northern Mariana Islands.

² As defined in 42 U.S.C. § 3791, “unit of local government” also includes any law enforcement district or judicial enforcement district that is established under applicable State law and has the authority to, in a manner independent of other State entities, establish a budget and impose taxes.

Indian Tribe; or 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 (42 U.S.C. 13925 (a) 30.) Indian Tribe is defined as any 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 under 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 (25 U.S.C. § 450b (e)).

Tribal Organization

For the purposes of this program, Tribal organization is defined as the governing body of any Indian Tribe; any legally established organization of Indians which is controlled, sanctioned, or chartered by such governing body of a Tribe or Tribes to be served, or which is democratically elected by the adult members of the Indian community to be served by such organization and which includes the maximum participation of Indians in all phases of its activities; or any Tribal nonprofit organization. (42 U.S.C. 13925 (a) (32.)) Any applicant representing a consortium of Tribal governments and/or organizations must submit a resolution from the constituent Tribal governments and/or organizations supporting the application.

Nonprofit, nongovernmental victim services organizations

For the purposes of this program, nonprofit, nongovernmental victim services organizations will be considered eligible only if they: **provide direct victim services**; have demonstrated experience in assisting elderly women or demonstrated experience in addressing sexual assault, domestic violence, dating violence, and stalking; and address a demonstrated need in their communities by providing direct victim services that create options for victims seeking accountability and safety from perpetrator violence, promote the dignity and self sufficiency of victims, and improve their access to resources. Domestic violence and/or sexual assault coalitions that do not provide direct services, therefore, will not be considered eligible for funding.

OVW Abuse in Later Life Program – Specific Information

Types of Applicants

In FY 2010, OVW will accept applications for the Abuse in Later Life Program from applicants that have not previously received funding under this program.

Availability of Funds

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

Award Period

Applicants should be aware that awards will be made as cooperative agreements, and OVW will play a substantial role in shaping and monitoring the project. The award period for these cooperative agreements will be 36 months. **Budgets must reflect 36 months of project activity, and the total “estimated funding” (block 15) on the SF-424 must reflect 36 months.**

Award Amounts

Applicants should carefully consider the resources needed to successfully implement the project proposed and present a realistic budget that accurately reflects project costs. Abuse in Later Life Program funds for FY 2010 will be awarded based on the following guidelines:

- Requests for funding may not exceed \$400,000 for a 36 month period.

Program Scope

The Abuse in Later Life Program provides or enhances training and services to address elder abuse, neglect, and exploitation, including sexual assault, domestic violence, dating violence, or stalking, involving victims who are 50 years of age or older. The scope of the Abuse in Later Life Program is mandated by the statutory language and the required program activities outlined in this solicitation.

Statutory Program Purposes

By statute, funds under the Abuse in Later Life Program may be used for the following purposes:

- a) training programs to assist law enforcement, prosecutors, governmental agencies, victim assistants, and relevant officers of Federal, State, Tribal, Territorial, and local courts in recognizing, addressing, investigating, and prosecuting instances of elder abuse, neglect, and exploitation, including sexual assault, domestic violence, dating violence, or stalking against victims who are 50 years of age or older;
- b) providing or enhancing services for victims of elder abuse, neglect, and exploitation, including sexual assault, domestic violence, dating violence, or stalking, who are 50 years of age or older;
- c) creating or supporting multidisciplinary collaborative community responses to victims of elder abuse, neglect, and exploitation, including sexual assault, domestic violence, dating violence, and stalking, who are 50 years of age or older; and
- d) conducting cross-training for victim service organizations, governmental agencies, courts, law enforcement, and nonprofit, nongovernmental organizations serving victims of elder abuse, neglect, and exploitation, including sexual assault, domestic violence, dating violence, and stalking, who are 50 years of age or older.

Required Program Activities

Successful applicants for cooperative agreements will be required to implement the following 13 activities.

1) Partnership: Each applicant must develop a multidisciplinary partnership. This required partnership must be detailed in a Memorandum of Understanding (MOU) that is signed by the chief executive officers and/or directors of, at a minimum, the following four required MOU partners:

- a) a law enforcement agency;
- b) a prosecutor's office;
- c) a nonprofit, nongovernmental domestic violence victim services program or nonprofit, nongovernmental sexual assault victim services program; and

d) a nonprofit program that serves older victims. A governmental agency (for example Adult Protective Services, state or city departments on aging) may serve as the project partner that works with older victims.

In addition to MOU partners, partnerships may also include additional relevant organizations/agencies including community organizations.

2) Mandatory Law Enforcement “Training of Trainers” (TOT) Component: Each grantee must send a multidisciplinary training team to a mandatory four day training of trainers. Attendance at this training will require participants to travel to this OVW sponsored event. MOU partner organizations must agree to send the following representatives: a law enforcement officer, a prosecutor, an advocate from the designated victim services program, and a representative from the organization that serves older victims. This agreement must be detailed in the MOU. It is highly recommended that grantees send two additional persons to the training as back-up trainers. A maximum of seven individuals may attend this event: six team members who will actively participate in the training and the Project Coordinator who may attend this event as an observer. This OVW sponsored training event will enhance participants’ subject matter expertise and develop or enhance the skills necessary to redeliver training to law enforcement on the local level.

3) Mandatory Law Enforcement Training: Each grantee must have its multidisciplinary training team provide two day (13 hour) local trainings for law enforcement. The number of trainings that will be held and a commitment from MOU partner organizations to provide trainers for these events must be detailed in the MOU. The 13 hour training uses a curriculum that has been developed by national organizations and experts and approved by OVW. It may be taught in two days or broken into four ½ day modules. The training is interactive and based on adult learning principles. Due to the interactive nature of the training, the maximum recommended class size is 30 participants per class. Please see Appendix A, page 25 for a sample agenda. The grantee must receive commitment(s) from law enforcement agency(ies) to send personnel to attend these local two day law enforcement trainings. Each law enforcement agency(ies) must detail this commitment by submitting the required letter(s) of commitment (see section on Letters of Commitment on page 20).

4) Mandatory Advanced Law Enforcement Training: Applicants must include funds in their budget to bring national expert(s) to their communities to provide advanced training locally for detectives and investigators. Each applicant must receive commitment(s) from law enforcement agencies to send personnel to participate in this local training. Each law enforcement agency agreeing to have its personnel attend the local advanced training for detectives and investigators must detail this commitment by submitting the required letter(s) of commitment (see section on Letters of Commitment on page 20). If a law enforcement agency is committing to send personnel to both the local two day and local advanced law enforcement training events, this commitment may be detailed in a single letter.

5) Mandatory Prosecutors’ Workshop: Each applicant must commit to sending prosecutors in its jurisdiction to attend a two and a half day national prosecutors’ workshop on elder abuse. Attendance at this workshop will require participants to travel to this OVW sponsored training event. This commitment must be shown in the required letter(s) of commitment from participating prosecutor’s offices agreeing to have their personnel attend these trainings (see section on Letters of Commitment on page 20). This workshop will focus on prosecution of cases involving elder abuse, neglect, and exploitation. Please see Appendix B, page 27 for a sample agenda.

6) Judicial Institute: Each applicant must agree to encourage judges in its jurisdiction to attend a four day national judicial institute on elder abuse, neglect, and exploitation. This agreement must be detailed in the MOU. Attendance at this workshop will require participants to travel to this OVW sponsored training event. Applicants must include funds in their budget to send judges to the institute. The faculty for this judicial education event will be judges and national experts and attendance is restricted to judges. Please see Appendix C, page 29 for a sample agenda.

7) Mandatory Direct Services “Training of Trainers” Component: Each applicant must agree to send representatives from two MOU partners (one from the victim services program and one from the nonprofit organization that serves older victims) and the Project Coordinator to a mandatory two day training of trainers on providing services to older victims. Details about attendance at this event must be included in the MOU. Attendance will require participants to travel to this OVW sponsored training event, which will enhance the participants’ subject matter expertise and assist them in conducting training for their peers on the local level.

8) Mandatory Direct Services Training: Each grantee must have one representative from the victim services program and one representative from the nonprofit organization that serves older victims provide local two day trainings to governmental agency staff, victim assistants, and victim services providers. Details about these local trainings must be addressed in the MOU. The two day training uses a curriculum that has been developed by national organizations and experts and approved by OVW. The curricula may be taught in two days or broken into four ½ day modules. The grantee must receive commitment(s) from victim services providers and government agencies to send personnel to these local two day direct services trainings. Each organization/agency must detail this commitment by submitting the required letter(s) of commitment (see section on Letters of Commitment on page 20).

9) Mandatory Cross-Training: Each applicant and its project partners must agree to conduct cross training for victim services organizations, governmental agencies, the courts, law enforcement agencies, and nonprofit, nongovernmental organizations working with older victims. Details about this cross-training event must be addressed in the MOU. This cross training will focus on helping each discipline develop a better understanding of the role each one plays in addressing elder abuse in their community.

10) Collaborative Community Responses (CCR): Each partner must agree to create or enhance a multidisciplinary collaborative community response to elder abuse, neglect and exploitation and provide details about these efforts in the MOU. OVW will provide intensive and comprehensive technical assistance to successful applicants to assist them in this effort. Each project partner will engage in a review of its own policies and protocols to determine the extent to which they are designed to aid in improving the identification, investigation, prosecution and adjudication of cases of elder abuse, exploitation and neglect, including sexual assault, domestic violence, dating violence, and stalking.

11) Providing or Enhancing Services for Older Victims: Each applicant must agree to engage in a two phase effort to provide services to older victims and details about these efforts should be included in the MOU. All applicants are required to allocate funds for outreach and direct services for older victims (a minimum of 25% of the proposed budget).

a) Planning Phase: Grantees will work with OVW and Abuse in Later Life Program Technical Assistance providers to establish the groundwork for developing or enhancing outreach and services to older victims. The planning phase will be for 12 months. The planning phase may include, but is not limited to, the following activities:

- conducting a community needs assessment;
- developing a strategic plan for outreach and service delivery which will be submitted to OVW for review and approval prior to release of funds for the implementation phase;
- providing training to staff; and
- reviewing agency policies and protocols to ensure that they are inclusive of older victims.

b) Implementation Phase: Upon successfully completing the planning phase and upon receipt of OVW approval of the strategic plan, grantees will begin implementing outreach and the delivery of services to older victims. Funds included in the budget for the implementation phase will be placed on hold through a special condition to the award. These funds will not be released for access by grantees until they have been determined by OVW to have successfully completed the planning phase and have an acceptable implementation plan in place. During the implementation phase, grantees will continue working with OVW and OVW Technical Assistance providers to successfully execute their implementation plan.

The following project timeline is tentative and is provided to assist with budget development:

Year 1

October:	Award Start Date
January:	Grantee Orientation (three days in Washington, DC)
March-April:	Training of Trainers for Law Enforcement Training (four days at a location to be determined)
May-June:	Training of Trainers for Direct Services Training (two days at a location to be determined)
July-September:	Participants from Training of Trainers for Law Enforcement Training preparing for redelivery of the two day Law Enforcement training. Redelivery of two day Law Enforcement training begins (local). Project partners engage in cross training and development of collaborative community response.

Years 2 & 3

Implementation Plan submitted to OVW for review and approval.
Upon approval, implementation of outreach and services begins.
Redelivery of Direct Services Training begins (local).
Advanced Law Enforcement Training held (local).
Prosecutors attend workshop (two and a half day at a location to be determined).
Judges attend judicial institute (four days at a location to be determined).

12) Evaluation: Each applicant must commit to participate fully in evaluation of the program.

13) Progress Reports: Applicants will report on performance measures and grant-funded activities through the timely submission of complete semi-annual progress reports.

Activities That May Compromise Victim Safety and Recovery

The following is a list of activities that have been found to decrease victim safety, deter or prevent physical and emotional healing for victims, or allow offenders to escape responsibility for their actions. OVW strongly encourages you **not** to include these activities in your application for funding:

- Family counseling as a systemic response to elder abuse;
- Mediation or counseling for couples as a systemic response to domestic violence;
- Batterer intervention programs that do not meet state standards or do not hold batterers accountable for their criminal behavior;
- Failing to develop policies around confidentiality and information sharing for stakeholders developing or enhancing a multidisciplinary collaborative community response; and
- Procedures that would require or force victims of elder abuse or domestic violence to testify against their abusers or impose other sanctions on the victims.

Activities that compromise victim safety and recovery will be a factor reviewed during OVW internal review. Applications may be considered out of scope if significant activities are included that could compromise victim safety and recovery.

Unallowable Activities

Grant funds under the Abuse in Later Life Program may not be used for any unauthorized purposes, including but not limited to the following activities:

- Lobbying;
- Fundraising;
- Research projects;
- Curriculum development;
- Physical modifications to buildings, including minor renovations.

Performance Measures

All OVW grantees are required to submit semi-annual progress reports, which will be provided to you should you be selected for an award.

For more information, see the [Reference Guide](#) at pages 17-20.

How To Apply

See the [Reference Guide](#) at pages 13-17 for information regarding “how to apply.”

What An Application Must Include

Applicants must complete each of the following sections as part of their response to this solicitation. **It is the responsibility of the applicant to ensure that its application is complete by the deadline. OVW will remove the application from consideration prior to peer review if the application is substantially incomplete or received after the deadline**

without prior permission as described in the [Reference Guide](#) at pages 15-16. For each section listed below, please note the corresponding maximum point value that may be assigned during the peer review scoring process. The application should follow the order below for easy reading. Peer reviewers will not receive any additional materials submitted beyond those required. For example, if an application includes a narrative that is 25 pages, the last five pages will be removed prior to peer review.

Applications must use the following page format requirements:

- Double spaced (except that any included graphs and charts may be single-spaced)
- 8½ x 11 inch paper
- One inch margins
- Type no smaller than 12 point, Times New Roman font
- Include a brief Summary Data Sheet
- Include a Project Abstract (please limit to one page)
- Include a list of all current OVW projects as described below (if applicable)
- No more than 20 pages for the Project Narrative (item VII below)
- Word processing documents must be in the following formats: Microsoft Word (.doc), PDF files (.pdf), or Text Documents (.txt).

Sections I through XIII below describe the specific elements of a complete application.

I. Application for Federal Assistance (SF-424)

Please see the [Reference Guide](#) at page 6 for additional information. This form will be filled out online and you should print out a copy for your hard copy submission.

II. Standard Assurances and Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements (Form 4061/6)

Please see the [Reference Guide](#) at page 7 for additional information. These forms will be filled out online and you should print out a copies for your hard copy submission.

III. Financial Accounting Practices

Each applicant must prepare a response to the following questions. This section of your application should be no more than two pages and should be a separate attachment to the application in GMS and a separate section in the hard copy.

- Will all funds awarded under this program be maintained in an account that is separate and distinct from other sources of revenue/funding?
- Does the applicant have written accounting procedures?
- What type of inventory system does the applicant have in place?
- Does the applicant's current accounting system allow the applicant to separately track grant draw-downs and expenditures?
- Does the applicant have a risk management assessment process in place to identify and mitigate potential risks?
- What is the applicant's records retention policy?

- Has the individual primarily responsible for fiscal oversight attended a Fiscal Management Training Seminar put on by a U.S. government agency? If yes, when and which government agency?

IV. Summary Data Sheet (5 Points)

Please list the following information on a single page. The Summary Data Sheet should be a separate attachment to the application in GMS and a separate section in the hard copy.

- Name, title, address, phone number, and e-mail address for the authorized representative (Please see the [Reference Guide](#) at page 6 for more information on who can be an authorized representative);
- Name, title, address, phone number, and e-mail address for the grant point-of-contact;
- Whether the agency has expended \$500,000 in federal funds in the past fiscal year. Please specify the end date of the fiscal year;
- The law enforcement agency partnering on this project;
- The prosecutor's office partnering on this project;
- The nonprofit, nongovernmental victim services program partnering on this project;
- The nonprofit program that serves older victims partnering on this project (Governmental agencies, for example Adult Protective Services, State or city departments on aging, may serve as the project partner working with older victims);
- The regional area(s) (city, town, county, or unincorporated area) where this project will be implemented; and
- The population and square mileage of the region to be served.

V. Proposal Abstract

The Proposal Abstract should provide a short and accurate summary of your proposed project including its goals and objectives. Please do not summarize past accomplishments in this section. The Proposal Abstract should be a single page and should be a separate attachment to the application in GMS and a separate section in the hard copy.

The Proposal Abstract **must not** be submitted on the same page as the Summary Data Sheet.

VI. Summary of Current OVW Projects

For each current OVW Project, as defined in the OVW [Reference Guide](#) at page 7, please provide the following information:

- Identify grant by program, award number, and project period.
- Specify the total funds remaining in each grant as of the date of application.
- Provide the total funds remaining in each grant in the Personnel, Contracts/Consultants and Travel categories as of the date of application.
- List the names, dates, and locations of all OVW-sponsored training and technical assistance events in which project staff or project partners participated during the current grant award period.

This section should be clear and succinct. This should be a separate attachment to the application in GMS and a separate section in the hard copy.

In addition to this information, OVW will evaluate the performance of the applicant in all current grants as a factor in the consideration of this application. Please note that applicants that have previously been OVW grantees and have failed to meet grant deadlines, failed to comply with financial requirements, or failed to comply with special conditions from previous grants may not be considered for funding.

VII. Project Narrative (Total 50 Points)

The following narrative should be a separate attachment to the application in GMS and a separate section in the hard copy. The Project Narrative may not exceed 20 pages in length, double-spaced. Please number the pages of your narrative.

A. Purpose of Application (10 points)

- Describe the problem to be addressed and how funding would alleviate it;
- Describe the community's service area in which the project would be implemented, including location, population, and demographic information;
- Identify the target population and states how the target population would benefit from the proposed project (please use current demographic information for the service area in order to be as specific and detailed as possible when describing the population to be served);
- Describe current services and gaps;
- Describe how the proposed project complements the State's STOP Violence Against Women Implementation Plan;
- If the applicant has applied or is applying for multiple OVW grants, describe how this project compliments such other projects without duplicating efforts;
- Describe the particular population to be served by the project (example: law enforcement officers, prosecutors, court officers, advocates, APS workers, older victims) including the estimated number of individuals who would be trained and the estimated number of individuals who would receive services;
- Describe how the intended audiences would benefit from the proposed training and services; and
- Explain why existing training and/or educational programs, services, or materials do not meet current needs.

This section will be rated on the extent to which the applicant addresses the above criteria.

B. What Will Be Done (20 points)

Training

- Detail how the proposed project would assist in addressing the need for training and cross-training;
- Detail how required program activities 2 through 9 will be completed (See pages 8-9). Applicants should also outline the specific activities to be performed by each partner;
- Describe how members of the multidisciplinary training team will be chosen;
- Law enforcement: Provide the name of agencies or departments that will send sworn officers to attend the mandatory trainings, size of department (sworn), number of sworn personnel who will attend the entire two day (13 hour) training and in what

- setting (in service, academy), and number of sworn personnel that will attend the advanced law enforcement training;
- Prosecution: Provide the name of office(s) that will be sending prosecutors to attend the mandatory training, size of office (number of prosecutors), and number of prosecutors who will attend the two and a half day prosecutors' workshop;
 - Judicial: Provide the number and types of courts in the project area, number of judges who will attend training and the type of court over which the judges preside;
 - Victim assistants: Provide the name of organizations or agency(ies) that will send personnel to attend the mandatory trainings and the number of personnel who will attend the mandatory training; and
 - Governmental agencies: Provide the name of agency(ies) that will send personnel to attend the mandatory trainings and the number and type of personnel who will attend the mandatory trainings.

Collaborative Community Response

- Detail how the proposed project would assist in creating or enhancing a multidisciplinary collaborative community response to elder abuse, neglect and exploitation.

Services

Grantees will work with OVW and OVW Technical Assistance providers to develop a plan addressing outreach and direct services to older victims during the first year of the award. Based on current knowledge regarding the needs of the service community:

- Describe the outreach and services that the project anticipates providing to older victims during the second and third years of the project. If the applicant does not have sufficient information at this time to address this issue and will rely on data gathered during the planning phase, this should be noted;
- Provide the number of victims over 50 currently receiving services from the victim services program and the organization that serves older victims; detail the types of services provided; and
- Describe current outreach efforts focusing on victims over 50 by the victim services program and the organization that serves older victims.

In addition, if applicants are proposing to use any technology (including, but not limited to, security systems, GPS, hotlines, and databases) they should explain how they plan to address any victim safety concerns that may arise from the use of the technology, such as confidentiality, safety planning, and informed consent.

This section will be rated on the extent to which the applicant addresses the above criteria.

C. Who Will Implement the Project (15 points)

- Identify all partners responsible for partnering to carrying out the project and detail how the partnership would function throughout project. This section should clearly identify all of the MOU partners, specifying their respective roles and responsibilities;
- Demonstrate a strong commitment to real, meaningful collaboration to develop and implement the project;
- Demonstrate that the partnership is engaged in a working collaboration, or is in the process of developing such a relationship;

- Detail the expertise or experience of all key staff. Available position descriptions and resumes should be appended to the application; and
- Include a nonprofit program that serves older victims and a nonprofit, nongovernmental organizations serving victims of domestic violence, dating violence, sexual assault, and/or stalking (see pages 7-8) as required project partners in the formal collaboration.

This section will be rated on the extent to which the applicant addresses the above criteria.

D. Sustainability Plan (5 points)

This is a competitive, discretionary program that provides communities with initial funding, training and resources, to initiate an effort to create systemic change in order to enhance victim safety and increase offender accountability in elder abuse cases. Continuation funding is not available through this program, therefore applicants are required to include a plan describing their commitment and capacity to continue the project when Federal funding through the Abuse in Later Life Program is no longer available.

- Propose feasible strategies to preserve project activities long-term. This should include a discussion of how training, policies, protocols, outreach, and services can be institutionalized in an effort to create long term systemic change.

This section will be rated on the extent to which the applicant addresses the above criteria.

VIII. Budget Detail Worksheet and Narrative (Total 15 Points)

For more information and samples, please see the [Reference Guide](#) at pages 9-12. The Budget Worksheet and Narrative should be one attachment to the application in GMS and a separate section in the hard copy.

In developing the budget, applicants should fairly compensate all project partners for their participation in any project-related activities, including, but not limited to, compensation for time and travel expenses to participate in project development, training, and implementation. The budget **must** include compensation for all services rendered by project partners, including nonprofit, nongovernmental sexual assault and/or domestic violence victim services programs and State and Tribal sexual assault and/or domestic violence coalitions.

Budget Limits

Applicants should carefully consider the resources needed to implement this project and present a realistic budget that accurately reflects the costs involved. Requests for funding may not exceed \$400,000 for the 36-month project period.

OVW has the discretion to award grants for greater or lesser amounts than requested and to negotiate the scope of work and budget with applicants prior to award of a grant.

Budget Requirements

For budget guidelines, see the [Reference Guide](#) at pages 9-12. Following is additional guidance specific to this program:

Training and Technical Assistance.

All applicants are required to allocate funds to support travel costs associated with technical assistance and capacity-building activities sponsored by OVW-designated technical assistance providers. These activities must include, but are not limited to, the following:

- **Grantee Orientation:** One representative from each of the four required MOU partners and the project coordinator (total of 5) are required to attend this three day meeting;
- **Law Enforcement “Training of Trainers” Component:** At least one representative with training experience from each of the four required MOU partners is required to attend this four day training. A maximum of seven individuals may attend this event, six training team members who will actively participate in the training and the project coordinator who may attend this event as an observer;
- **Advanced Law Enforcement Training:** Each applicant must bring at least one national expert to their community to provide advanced training for detectives and/or investigators;
- **Prosecutors’ Workshop:** Each applicant must send between two to five prosecutors to the two and a half day prosecutors’ workshop;
- **Judicial Institute:** Each applicant will agree to encourage two to five judges in their jurisdiction to attend the four day judicial institute;
- **Direct Services “Training of Trainers Component”:** One representative from the victim services program, one representative from the organization that serves older victims and the project coordinator (total of 3) must attend the two day training;
- **Cross-Training Exercise:** Each applicant must include funds in their budget to bring two national experts to their community to facilitate a cross training event for project partners and community stakeholders.

Applications selected for funding that do not include travel funds for all Abuse in Later Life Program Technical Assistance events will not receive additional funds for this purpose, but will be required to adjust their budgets to cover these costs prior to final approval of the proposal. Applicants from Alaska, Hawaii, and U.S. Territories should allocate sufficient funds to cover higher travel costs associated with technical assistance and capacity-building activities sponsored by OVW-designated technical assistance providers. Please see the [Reference Guide](#) at page 10 for more information on this requirement.

Outreach and Services

All applicants are required to allocate funds for outreach and direct services for older victims (a minimum of 25% of the proposed budget). Applications selected for funding that do not include the required 25% set aside for outreach and services will not receive additional funds for this purpose, but will be required to adjust their budgets to cover these costs prior to final approval of the proposal. The 25% set aside should be clearly labeled as the “set aside to support outreach and services” and be listed in the Other category.

A Sample Budget Detail Worksheet is available at <http://www.ovw.usdoj.gov/docs/budget-detail-worksheet.pdf>. When preparing the Worksheet and Narrative, please use the Sample Budget Detail Worksheet as a guide and be sure to include all necessary budget categories as outlined in the Worksheet. The budget should clearly describe the proposed amounts and uses of grant funds for the duration of the grant period and how the amounts of the specific budget items were determined.

The budget narrative should support all costs included in the budget and justify the purpose of the costs in relationship to fulfilling the overall objective of the project. The narrative should also include a description of services being performed and how the cost is determined.

This section will be rated on the following criteria:

- The extent to which the budget is complete, reasonable, cost-effective in relation to the proposed project, and within established limits;
- The extent to which the budget fairly compensates all project partners for their participation in any project-related activities, including but not limited to, compensation for time and travel expenses to attend meetings or to provide project development, training, and implementation;
- The extent to which the budget includes funds for outreach and direct victim services (a minimum of 25% of the proposed budget); and
- The extent to which the budget allocates funds to support travel costs associated with technical assistance including, but not limited to the following: grantee orientation, law enforcement training of trainers component, advanced law enforcement training, prosecutors' workshop, judicial institute, direct services training of trainers component, and cross-training exercises.

IX. Memorandum of Understanding (MOU) (Total 20 points)

Applicants are required to submit an MOU that demonstrates they have consulted and coordinated in a meaningful way with their required multidisciplinary partners. The MOU should be a single attachment to the application in GMS and a separate section in the hard copy.

The MOU must be current (**i.e., signed and dated during the development of the proposal**) and must have been developed and signed by the chief executive officers and/or directors of:

- At least one law enforcement agency.
- At least one prosecutor's office.
- At least one nonprofit, nongovernmental sexual assault, domestic violence, dating violence, and/or stalking programs, or other nonprofit, nongovernmental organizations that adequately demonstrate history and expertise in working with victims of sexual assault, domestic violence, dating violence, and/or stalking. Additionally, the organization should appropriately correspond with the proposed project. For example, if an application focuses mainly on sexual assault, then the nonprofit partner should have demonstrated expertise in sexual assault. **Applicants must illustrate this correlation in their MOUs.**
- At least one nonprofit program that serves older victims. Governmental agencies (for example Adult Protective Services, state or city departments on aging), faith-based or community organizations may serve as the project partner that serves older victims. The nonprofit program that serves older victims must be involved in the **development and implementation** of the project.

Signatories should be sure to include their titles and agencies under their signatures.

Nonprofit programs that serve older victims should meet all of the following criteria:

- Provide services to older victims as one of their primary purposes and have a demonstrated history of effective work concerning such issues;

- Demonstrate an understanding of the unique obstacles faced by older individuals in seeking the services they need to obtain safety and participate fully in the criminal justice system;
- Address a demonstrated need in their communities by providing services that promote the integrity and self sufficiency of older individuals; and
- Avoid activities that compromise victim safety.

In addition, all applicants **are required** to enter into a formal collaboration with nonprofit, nongovernmental organizations serving victims of sexual assault, domestic violence, dating violence, and/or stalking. This may include faith-based or community organizations. Nonprofit, nongovernmental sexual assault, domestic violence, dating violence, or stalking victim service organizations must be involved in the **development and implementation** of the project. Domestic violence and/or sexual assault coalitions are not considered nonprofit, nongovernmental victim services organizations for the purposes of this grant program unless they provide direct victim services.

Victim service organizations should meet all of the following criteria:

- Provide services to victims of sexual assault, domestic violence, dating violence, or stalking as one of their primary purposes and have a demonstrated history of effective work concerning such issues;
- Address a demonstrated need in their communities by providing services that promote the dignity and self sufficiency of victims, improve their access to resources, and create options for victims seeking safety from perpetrator violence; and
- Do not engage in activities that compromise victim safety.

In developing an application for the Abuse in Later Life Program, applicants are encouraged to consider some important distinctions among the following:

- Victim assistants who work for government agencies (e.g., the police department or the district or city attorney's office);
- Victim advocates who represent nonprofit, nongovernmental sexual assault, domestic violence, dating violence, or stalking programs (e.g., shelters, rape crisis centers, advocacy groups or coalitions); and
- Legal representatives and advocates (e.g., students from law school clinics, paralegals, attorneys working for legal service agencies or independent attorneys).

While there is an important role for all victim advocates to play in the creation of a coordinated community response/multidisciplinary response to sexual assault, domestic violence, dating violence, and stalking, the participation of nonprofit nongovernmental sexual assault, domestic violence, dating violence, or stalking programs, whether faith-based or community organizations, is required in development and implementation of the project. This does not preclude applicants from requesting support for government agency victim services or legal advocates, but the budget and budget narrative must distinguish between the two and should include compensation for the contributions of nonprofit, victim service agencies. In addition, if funding is requested for both governmental victim assistance and nongovernmental advocacy, the project narrative must explain how these different entities will collaborate.

Victim service providers can provide varying degrees of confidentiality, often depending on State, Tribal, and Federal laws. This may affect what information about victims they

can share with partners. Other partners may have legal limitations as well. Applicants should explain information sharing between partners, including how they will protect information that is confidential or privileged.

This section will be rated on the following criteria:

- The extent to which the MOU demonstrates a meaningful partnership among the required MOU partners (see page 18);
- The extent to which the MOU identifies the required partners and provides a brief history of the collaborative relationship among those partners, including when and under what circumstances the relationship began, when each partner entered into the relationship, and the extent of each partner's participation in developing the application;
- The description of the roles and responsibilities of each project partner, including the identity of the representatives of the planning and development team who will be responsible for developing and implementing project activities and how they will work together and with project staff;
- The extent to which the MOU demonstrates a commitment on the part of all project partners to work together to achieve stated project goals, including a description of the resources each partner would contribute to the project, either through time, in-kind contributions, or grant funds (e.g., office space, project staff, and training).
- The extent to which the MOU demonstrates a commitment from the four required project partners to send a multidisciplinary training team to the mandatory four day training of trainers component;
- The extent to which the MOU demonstrates a commitment to sending representatives from two project partners (one from the victim service program and one from the organization that serves elder victims) to a mandatory two day direct services training of trainers component;
- The extent to which the MOU demonstrates a commitment to conducting direct training for law enforcement and cross training for victim service organizations, governmental agencies, courts, law enforcement, and nonprofit, nongovernmental organizations.
- The extent to which the MOU demonstrates a commitment to conducting direct training for personnel from victim service organizations and governmental agencies in their community;
- The extent to which the MOU demonstrates a commitment to creating or enhancing a multidisciplinary collaborative community response to elder abuse, neglect and exploitation; and
- The extent to which the MOU demonstrates a commitment to engaging in a two phase effort (planning and implementation) to provide outreach and direct services to older victims.

X. Letters of Commitment (Total 10 points)

Each agency and organization (law enforcement agency(ies), prosecutor's office(s), and victim service providers, and government agencies) that has committed to sending their personnel to the mandatory trainings outlined in this solicitation must provide letters of commitment to the applicant to be submitted with the application. The letters of commitment must accompany the application as attachments to the application in GMS and a separate section in the hard copy. Letters sent separately from the application will not be considered during the review process. Law enforcement agencies committing to sending personnel to both the local two day and local advanced law enforcement training may provide details of these commitments in a single

letter. While letters of commitment are not required for judges attending the judicial institute, they may be submitted with the application.

Letters of support **may not** be submitted in lieu of the letters of commitment.

This section will be rated on the following criteria:

- Whether each letter provides the name of the agency/organization sending appropriate personnel to receive training;
- Whether each letter includes a clear and direct statement that the agency/organization is committed to sending its personnel to receive training;
- Whether each letter details the type of personnel (law enforcement officers, prosecutors, victim service providers, government personnel) who will attend training;
- Whether each letter includes an estimate of the number of personnel who will be sent to receive training;
- Whether the letter(s) from law enforcement agency(ies) include a commitment that officers will complete the entire local two day (13 hour) training provided by the projects' multidisciplinary training team;
- Whether the letter(s) from law enforcement agency(ies) include a commitment that detectives/investigators will complete the local advanced law enforcement training;
- Whether the letter(s) from prosecutor's office(s) include a commitment that prosecutors will travel to and complete the two and a half day prosecutors' workshop; and
- Whether the letter(s) from victim service providers and government agencies include a commitment that personnel will complete the two day training that would be held in their community.

XI. Letter of Nonsupplanting

Applicants must submit a letter to OVW's Director, signed by the Authorized Representative, certifying that Federal funds will not be used to supplant State or local funds should a grant award be made. Please refer to http://www.ovw.usdoj.gov/docs/nonsup_letter.pdf for a sample letter. This should be a separate attachment to the application in GMS and a separate section in the hard copy.

XII. Financial Capability Questionnaire

All nonprofit, nongovernmental organizations that apply for funding from OVW and have not previously (or within the last 3 years) received funding from OVW or the Office of Justice Programs (OJP) must complete a Financial Capability Questionnaire. The form can be found at <http://www.ojp.usdoj.gov/oc>. The applicable Federal audit agency and fiscal year should be included on the first page. In addition, the applicant must submit their current year's audit report with the Financial Capability Questionnaire. This should be a separate attachment to the application in GMS. This document does not need to be included in the hard copy.

XIII. Indirect Cost Rate Agreement

Applicants that have established a Federally-approved indirect cost rate may request indirect costs to support the project. Please include a copy of a current, signed Federally-approved indirect cost rate agreement. If you need additional information on this requirement, you may go to <http://www.ojp.usdoj.gov/FinGuide/part3chap17.htm>. This should be a separate attachment to the application in GMS and a separate section in the hard copy.

Selection Criteria

All applications will be rated on the criteria described in each section above. The total points possible for an application are 100 (5 points for Summary Data Sheet, 50 points for Narrative, 15 points for Budget, 20 points for the MOU, and 10 points for Letters of Commitment).

Additionally, current projects will be rated by OVW using the following criteria:

- Whether progress reports submitted by the applicant, in conjunction with monitoring conducted by OVW, demonstrate the effectiveness of the current project, indicating progress toward meeting project goals and objectives, and demonstrate that the current project has progressed in a timely manner as outlined in the original proposal;
- Whether the grantee has demonstrated that past activities supported with OVW grant funds have been limited to program purpose areas;
- Whether the grantee has complied with all special conditions of its existing grant award(s) from OVW;
- Whether the grantee has adhered to programmatic and financial reporting requirements, including timely submission of required reports;
- Whether the grantee has demonstrated a commitment to sustaining the project after Federal funds are no longer available;
- Whether the grantee has closed-out prior awards in a timely manner;
- Whether the grantee appropriately utilized and actively participated in OVW-sponsored workshops and other technical assistance events as required by a special condition of the current award;
- Whether the grantee has received financial clearances on all current grants from OVW;
- Whether the grantee has complied with the Office of Management and Budget single-audit requirement; and
- Whether grant funds were spent in a timely manner.

Applicants with an OVW grant history that failed to meet grant deadlines, did not comply with financial requirements, or did not comply with special conditions from previous grants may not be considered for funding. In addition, if an applicant is on the OJP High Risk Grantee list, OVW will take this into consideration in making award determinations.

Review Process

All applications will be subject to internal review by OVW staff and external peer review panels, and will be scored according to the criteria set forth in this solicitation. **If the application fails to meet the criteria listed below for the OVW initial internal review, the application will not receive further consideration. If applications that are partially beyond the scope of the program are sent to external peer review, only sections of the application that are within scope will be reviewed.**

OVW Initial Internal Review

Criteria for the OVW initial internal review follow:

- Whether the applicant meets all statutory eligibility criteria (see page 5);
- Whether the application is complete;
- Whether the proposed activities are within the scope of the program (see page 7; and

- Whether the application proposes significant activities that may compromise victim safety (see page 11).

External Peer Review Panels

OVW will establish panels comprised of experts and practitioners to review applications. Each panel will review the information provided in the application against the selection criteria for the program.

Following formal peer review, a second internal review will be conducted, which will include, but not be limited to, the geographic distribution of the applications for a national perspective, the ratio of population to services, and the extent to which the applications will address the demonstrated needs of an underserved population.

Additional Requirements

For information on additional requirements that apply to all OVW applicants and grantees, see the [Reference Guide](#) at pages 21-22.

Public Reporting Burden

Paperwork Reduction Act Notice

Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. The estimated average time to complete and file this form is 30 hours per form. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you can write to the Office on Violence Against Women, U.S. Department of Justice, 800 K Street, NW, Washington, DC 20530.

Application Checklist

Applicants must submit a fully executed application to OVW via overnight delivery, including all required supporting documentation. If you do not have the ability to upload signed documents, you may upload an unsigned version and include the signed original in the hard copy of the application. **Applications will not be accepted via facsimile. Although the application needs to be submitted through GMS as well as in hard copy form, the hard copy will be reviewed.**

Application Document	Required?	Completed?
1. Standard Form 424	Yes	
2. Standard Assurances and Certifications Regarding Lobbying; Debarment, Suspension, and Other Responsibility Matters; and Drug-Free Workplace Requirements (Form 4061/6)	Yes	
3. Financial Accounting Practices	Yes	
4. Summary Data Sheet	Yes	
5. Proposal Abstract	Yes	
6. Summary of Current OVW Projects	Yes, if applicable	
7. Narrative. The following sections must be included	Yes	
Purpose of Application		
What will be Done		
Who will Implement		
Sustainability		
8. Budget, Budget Narrative and Budget Summary	Yes	
9. MOU	Yes	
10. Letters of Commitment	Yes	
11. Letter of Nonsupplanting	Yes	
12. Financial Capability Questionnaire (nonprofits only, see page 21 for details.	If applicable	
13. Indirect Cost Rate Agreement (only if the applicant has a current Federally-approved rate)	If applicable	

Applicants must send **via overnight delivery** a complete hard copy original of the application, **postmarked by March 10, 2010 8:00 p.m** to:

**The Office on Violence Against Women
 c/o Lockheed Martin Aspen Systems Corporation
 Abuse in Later Life Program
 Mail Stop 2K
 2277 Research Boulevard
 Rockville, MD 20850
 (301) 519-5000**

In addition, applications must be submitted on the Office of Justice Programs online Grants Management System.

Appendix A: Sample Agenda for Law Enforcement Training

NATIONAL CLEARINGHOUSE ON ABUSE IN LATER LIFE
UNITED STATES DEPARTMENT OF HOMELAND SECURITY
FEDERAL LAW ENFORCEMENT TRAINING CENTER
UNITED STATES DEPARTMENT OF JUSTICE
OFFICE ON VIOLENCE AGAINST WOMEN
ELDER ABUSE TRAINING FOR LAW ENFORCEMENT

Day One

8:30 a.m.	Elder Abuse Dynamics (1)
9:40 a.m.	Elder Abuse Dynamics (2)
10:40 a.m.	Statutes and Legal Remedies
11:45 a.m.	Lunch
1:00 p.m.	Initial Response
2:00 p.m.	Investigation
3:00 p.m.	Collaboration
3:30 p.m.	Adjourn

Day Two

8:30 a.m.	Physical Abuse
9:30 a.m.	Neglect
10:40 a.m.	Sexual Abuse/Stalking
1:45 a.m.	Lunch
1:00 p.m.	Financial Exploitation
2:00 p.m.	Abuse in Facility Settings
3:00 p.m.	Adjourn

Appendix B: Sample Agenda for Prosecutors' Workshop

**NATIONAL COLLEGE OF DISTRICT ATTORNEYS
NATIONAL DISTRICT ATTORNEYS ASSOCIATION**

**UNITED STATES DEPARTMENT OF JUSTICE
OFFICE ON VIOLENCE AGAINST WOMEN**

PROSECUTING ELDER ABUSE CASES

DAY ONE

- 8:30 a.m. Introductions
- 10:00 a.m. Overview of Elder Abuse
- 12:00 p.m. Working Lunch: Mandatory Reporters of Elder Abuse
- 1:40 p.m. Common Medical Issues in Elder Abuse Cases
- 3:25 p.m. Preparing for Typical Perpetrator Justifications in an Elder Abuse Case
- 4:40 p.m. Adjourn

DAY TWO

- 8:15 a.m. Forms of Elder Abuse & Potential Charges
- 9:30 a.m. Understanding Capacity and Decision-Making in Elder Abuse Cases
- 12:25 p.m. Working Lunch: Elder Abuse in the Post-*Crawford* World
- 2:05 p.m. Ethics & Professionalism
- 3:20 p.m. Planning the Interview of the Elder Victim or Witness
- 4:35 p.m. Adjourn

DAY THREE

- 8:15 a.m. Trial Issues in an Elder Abuse Case
- 9:45 a.m. Sentencing Options & Strategies
- 10:45 a.m. Combating Elder Abuse: The Prosecutor's Role
- 11:30 a.m. Student Debriefing
- 12:00 p.m. Adjourn

Appendix C: Sample Agenda for Judicial Institute

NATIONAL JUDICIAL INSTITUTE ON DOMESTIC VIOLENCE

A joint project of the U.S. Department of Justice Office on Violence Against Women, the National Council of Juvenile and Family Court Judges, and the Family Violence Prevention Fund

ENHANCING JUDICIAL SKILLS IN ELDER ABUSE CASES WORKSHOP AGENDA

SUNDAY

- 11:00 A.M. REGISTRATION
- 1:00 P.M. WELCOME, OVERVIEW, AND INTRODUCTIONS
- 1:45 P.M. PRACTICAL COURTROOM EXERCISES
- 5:00 P.M. WRAP-UP, EVALUATION AND ADJOURN FOR THE DAY

MONDAY

- 8:00 A.M. AGING AND THE DYNAMICS OF ELDER ABUSE
- 12:00 P.M. LUNCH ON OWN
- 1:15 P.M. AGING AND THE DYNAMICS OF ELDER ABUSE (CONT.)
- 5:00 P.M. WRAP-UP, EVALUATION AND ADJOURN FOR THE DAY

TUESDAY

- 8:00 A.M. EVIDENCE IN ELDER ABUSE CASES
- 10:35 A.M. LEADERSHIP AND ACCESS TO JUSTICE
- 12:30 P.M. LUNCH ON OWN
- 1:45 P.M. LEADERSHIP AND ACCESS TO JUSTICE (CONT.)
- 2:30 P.M. FAIRNESS AND CULTURE ISSUES IN ELDER ABUSE CASES
- 5:00 P.M. WRAP-UP, EVALUATION AND ADJOURN FOR THE DAY

WEDNESDAY

- 8:00 A.M. DECISION-MAKING SKILLS
- 12:00 P.M. WORKSHOP CLOSURE, EVALUATION AND ADJOURN