



STOP Formula Program

Implementation Plan Checklist

Date _____

Grantee Name _____

Instructions: The STOP statute requires an implementation plan as part of the STOP application, which must include certain elements. This tool is intended to help both STOP Administrators and OVW grant managers ensure that the plan includes all of the statutorily required elements. This tool only includes those elements which are required; additional information may help the state and its partners communicate its goals and priorities, as well as help OVW better understand the context of the plan and the services in the state.

I. Introduction

- A. The date on which the plan was approved by the state
- B. The time period covered by the plan

II. Description of Planning Process

- A. A brief description of the planning process
- B. Documentation from each member of the planning committee as to their participation in the planning committee: (cross out and note "N/A" to the right if not applicable, for example dual coalition in states with individual coalitions or tribal government in states without any state or federally recognized tribes)
 - 1. State sexual assault coalition
 - 2. State domestic violence coalition
 - 3. Dual domestic violence and sexual assault coalition
 - 4. Law enforcement entities
 - 5. Prosecution entities
 - 6. State and local courts
 - 7. Tribal governments (in states with state or federally recognized tribes)
 - 8. Representatives from underserved populations, including culturally specific populations
 - 9. Victim service providers
 - 10. Population specific organizations

11. Other _____

- C. A description of how the state coordinated this plan with the state plan for the Family Violence Prevention and Services Act and the programs under the Victims of Crime Act and section 393A of the Public Health Service Act (Rape Prevention Education), including how this implementation plan changed as a result of such coordination

III. Needs and Context

- A. Data and a brief description of the state's population demographics and geographical information
- B. Demographic data on the distribution of underserved populations within the state

IV. Plan Priorities and Approaches

A. Identified Goals

1. Concise description of current project goals and objectives
2. Goals and objectives for reducing domestic violence-related homicides within the state

B. Priority Areas

1. Narrative about the priorities or goals the state has set regarding how STOP funds will be used
- a. If the state plans to address the "Crystal Judson" purpose area, include narrative on providing the required training
2. General descriptions of the types of programs and projects that will be supported with STOP dollars
3. A description of how the funds will be distributed across the law enforcement, prosecution, courts, victim services, and discretionary allocation categories
4. Documentation from the:
- prosecution,
 - law enforcement,
 - court, and
 - victim services programs to be assisted, describing:
 - a. the need for the grant funds
 - b. the intended use of the grant funds
 - c. the expected result of the grant funds; and
 - d. the demographic characteristics of the population to be served including age, disability, race, ethnicity, and language background.

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

- 5. Information on the state's progress toward meeting the sexual assault set-aside (in future years, how the state will meet the set-aside, including how they will ensure the funds are allocated for programs or projects in 2 or more allocations (law enforcement, prosecution, victim services, and courts))

C. Grant-making Strategy

- 1. 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
- 2. A description of how the state will determine the amount of subgrants based on the population and geographic area to be served
- 3. A description of how the state will equitably distribute monies on a geographic basis including nonurban and rural areas of various geographic sizes
- 4. Description of methods to be used for solicitation/review proposals and selection of subgrant projects and for which sectors these methods apply
- 5. A timeline for the STOP grant cycle
- 6. Whether STOP subgrant projects will be funded on a multiple or single-year basis
- 7. A 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

D. Addressing the Needs of Underserved Victims

- 1. Description of how the state will recognize and address the needs of underserved populations as defined by the Violence Against Women Act (VAWA) 2013
- 2. Specifics on how the state plans to meet the set aside for culturally specific community based organizations
- 3. 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
- 4. Specific information as to which subgrantees meet the required 10% set aside for culturally specific organizations within the victim services allocation (if known).