

U.S. Department of Justice
Office on Violence Against Women (OVW)



OVW Fiscal Year 2013 STOP Violence Against Women Formula Grant Program

Eligibility

Applicants are limited to any State of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, American Samoa, Guam, and the Northern Mariana Islands.
(See "Eligibility," page 5)

Deadlines

Application: All applications are due by 11:59 p.m. Eastern Time (E.T.) on May 1, 2013.
(See "Deadlines: Application," page 4)

Registration: To ensure all applicants have ample time to obtain a Data Universal Number System (DUNS) Number and complete the registration processes, applicants should register online with the System for Award Management (SAM) and with **GMS** well in advance of the application deadline.
(See "Deadlines: Registration," page 5)

Contact Information

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

In Fiscal Year 2013, OVW applications will be submitted through the Office of Justice Programs Grants Management System (GMS). For technical assistance with GMS contact OVW GMS Support at 1-866-655-4482.

It is anticipated that all applicants will be notified of the outcome of their applications by September 30, 2013.

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OVW STOP Violence Against Women Formula Grant Program

(CFDA 16.588)

Overview

The Office on Violence Against Women (OVW) is a component of the United States Department of Justice (DOJ). Created in 1995, OVW implements the Violence Against Women Act (VAWA) and subsequent legislation and provides national leadership on issues of sexual assault, domestic violence, dating violence, and stalking. Since its inception, OVW has supported a multifaceted approach to responding to these crimes through implementation of grant programs authorized by VAWA. By forging state, local and tribal partnerships among police, prosecutors, judges, victim advocates, health care providers, faith leaders, and others, OVW grants help provide victims with the protection and services they need to pursue safe and healthy lives, while improving communities' capacity to hold offenders accountable for their crimes.

About the OVW STOP Violence Against Women Formula Grant Program

This solicitation provides program and application guidelines for Fiscal Year 2013 Services*Training*Officers*Prosecutors (STOP) Violence Against Women Formula Grant Program (STOP Program) funding, including guidelines for complying with requirements of the Violence Against Women Act (VAWA), as amended. By statute, the STOP Program supports communities in their efforts to develop and strengthen effective law enforcement and prosecution strategies to combat violent crimes against women and to develop and strengthen victim services in cases involving violent crimes against women.

For additional information on the OVW STOP Violence Against Women Formula Grant Program, including what past OVW STOP Violence Against Women Formula Grant Program, grantees have accomplished with their grant funds and to view the OVW STOP Violence Against Women Formula Grant Program, performance measures, see <http://muskie.usm.maine.edu/vawamei/stopformulamain.htm>.

Deadlines

Application

All applications will be submitted electronically. The deadline for submitting applications in response to this grant announcement is **11:59 p.m. E.T. on May 1, 2013**. Applications submitted after **11:59 p.m. E.T. on May 1, 2013** will not be considered for funding. Applicants experiencing difficulties submitting an application should refer to the Experiencing Unforeseen Technical Issues section on page 17 of this solicitation.

Failure to begin the registration or application submission process in sufficient time is not a suitable reason for a late application submission. It is important that applicants do not wait until the day of the application deadline to submit applications. To ensure a successful application submission, OVW strongly encourages applicants to submit their applications at least a minimum 6 hours before the deadline.

Note: For applicants without Internet access, who cannot submit an application electronically, please contact **Kevin Sweeney** no later than April 17, 2013 to request permission to submit an application by alternative means.

Registration

Applicants for Federal grants and cooperative agreements are required to have a Data Universal Number System (DUNS) Number to submit an application. A DUNS Number is a unique nine-character identification number provided by the commercial company **Dun & Bradstreet (D&B)**. Once you have completed the D&B registration, your DUNS Number should be available the next business day.

Organizations are required to register with the System for Award Management (SAM) using their DUNS number. Please note that applicants formerly used the Central Contractor Registration (CCR) database for this purpose. SAM is a government-wide registry for vendors doing business with the federal government which requires annual renewal. The SAM centralizes information about grant recipients and also provides a central location for grant recipients to change organizational information. For more information on the process of registering with SAM and GMS, please see the How To Apply section on page 16.

Eligibility

It is very important that you review this information carefully. Applications that are submitted by ineligible entities or that do not meet all program eligibility requirements will not be considered for funding.

Eligible Entities

Eligible entities for this program are:

- **Any State of the United States;**
- **the District of Columbia; and,**
- **the Commonwealth of Puerto Rico, the Virgin Islands, American Samoa, Guam, and the Northern Mariana Islands.**

Program Eligibility Requirements

In addition to meeting the eligible entity requirements outlined above, applications for the OVW STOP Violence Against Women Formula Grant Program must also meet the requirement(s) below. All certification and other eligibility related documents must be current and developed in accordance with the FY 2013 application.

Certification of Eligibility

STOP Certification Requirements

To be eligible for funds, States and Territories **must** certify that they are in compliance with the statutory eligibility requirements of the Program. The *Certification of Compliance with the Statutory Eligibility Requirements of the Violence Against Women Act (as Amended)* form must be signed and submitted annually by the Authorized Representative to demonstrate compliance with these

requirements. (This form can be found in the Appendix.) STOP Program applicants must also provide a brief description of the status of their compliance with the statutory requirements and submit copies of any legislative or administrative rule changes regarding these requirements that have occurred since submission of the State or Territory's last application for STOP funds.

1. With respect to the VAWA requirement concerning costs for criminal charges and protection orders, a State or Territory must certify: that its laws, policies, and practices do not require, in connection with the prosecution of any misdemeanor or felony domestic violence offense, or in connection with the filing, issuance, registration, or service of a protection order, or a petition for a protection order, to protect a victim of domestic violence, stalking, or sexual assault, that the victim bear the costs associated with the filing of criminal charges against the offender, or the costs associated with the filing, issuance, registration, or service of a warrant, protection order, petition for a protection order, or witness subpoena, whether issued inside or outside the State, Tribal, or local jurisdiction.
2. With respect to the VAWA requirement concerning forensic medical examination payment for victims of sexual assault, a State or Territory must certify that:
 - the State or Territory or another governmental entity incurs the full out-of-pocket cost of forensic medical exams for victims of sexual assault; and,
 - it will not require a victim of sexual assault to participate in the criminal justice system or cooperate with law enforcement in order to be provided with a forensic medical exam, reimbursement for charges incurred on account of such an exam, or both.

Note: STOP funds may be used to pay for forensic medical exams performed by trained examiners for victims of sexual assault, except that such funds may not be used to pay for forensic medical exams if victims of sexual assault are required to seek reimbursement for such exams from their insurance carriers.

3. With respect to the VAWA requirement concerning judicial notification, a State or Territory must certify:
 - that its judicial administrative policies and practices include notification to domestic violence offenders of the requirements delineated in section 922(g)(8) and (g)(9) of Title 18 of the United States Code, and any applicable related Federal, State, or local laws.
4. With respect to the VAWA requirement prohibiting polygraph testing, a State or Territory must certify that:
 - its laws, policies, or practices ensure that no law enforcement officer, prosecuting officer or other government official shall ask or require an adult, youth, or child victim of an alleged sex offense as defined under Federal, Tribal, State, Territorial, or local law to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of such an offense, and
 - the refusal of a victim to submit to a polygraph examination or other truth telling device shall not prevent the investigation, charging, or prosecution of an alleged sex offense.

For more information on these statutory requirements, please contact your OVW Program Manager or consult OVW's Web site at <http://www.ovw.usdoj.gov/docs/stop-formula-faq.pdf> for Frequently Asked Questions on STOP Formula Grants.

Award Information

Applicants that receive an award are bound by the provisions of this solicitation, the OVW Financial Grants Management Guide, and any updates to the Guide, and any conditions of the recipients' award.

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. There is no guarantee that funds will be available in the future. Therefore, OVW encourages applicants to develop a plan to sustain project activities if Federal funding through the OVW STOP Violence Against Women Formula Grant Program were no longer available.

Award Period

The grant award period is **24** months.

Award Amounts

By statute, OVW will award a base amount of **\$600,000** to each State and Territory. Funds remaining after the allocated base amount will be distributed among the States and Territories according to population. The most accurate and complete data compiled by the United States Bureau of the Census are used to determine the populations.

Required Match

There is a 25% match requirement imposed on grant funds under this program. A grant made under this program may not cover more than 75 percent of the total costs of the project being funded. The applicant must identify the source of the 25 percent non-Federal portion of the budget and how match funds will be used. Applicants may satisfy the required match with either cash or in-kind services.

Exception: VAWA 2005, as amended, created a new provision eliminating match in certain circumstances and providing for waivers of match in other circumstances. Specifically, 42 U.S.C. § 13925 (b)(1) provides:

No matching funds shall be required for any grant or subgrant made under this Act for—

- any tribe, Territory, or victim service provider; or
- any other entity, including a State, that—
 - petitions for a waiver of any match condition imposed by the Attorney General or the Secretaries of Health and Human Services or Housing and Urban Development; and
 - whose petition for a waiver is determined by the Attorney General or the Secretaries of Health and Human Services or Housing and Urban Development to have adequately demonstrated the financial need of the petitioning entity.

Note: This provision does not relieve the State from providing the full 25 percent match unless the State requests and receives a waiver. For more information, please contact your OVW Program Manager or consult OVW's Web site at <http://www.ovw.usdoj.gov/docs/stop-formula-faq.pdf> for Frequently Asked Questions on STOP Formula Grants.

The following provisions apply to match requirements:

- The State may satisfy the match requirement with either cash (e.g., funds contributed from private sources or State and local governments) or in-kind services (e.g., services or goods donated by the applicant organization or other entities).
- Funds from other Federal sources may not be used to meet the match requirement. A State may use its discretion to require some or all of its subgrantees (except victim services organizations and Indian Tribal governments) to meet the match requirement, in whole or in part. OVW encourages States to consider the ability of subgrantees to meet match requirements when deciding whether and how much of the match to pass on; however, the State remains responsible for satisfying the match requirement.
- Funds or in-kind resources used as match must be directly related to the project goals and objectives.
- Grantees or subgrantees "must maintain records which clearly show the source, the amount, and the timing of all matching contributions."¹
- Sources of match are restricted to the same requirements as funds allocated under the STOP Program and must be documented in the same manner as STOP Program funds, including financial and programmatic reports.
- The State must calculate its match based on the entire STOP formula award, including amounts States are allowed to allocate for administrative expenses.

The formula for calculating the required match is:

Award Amount ÷ 75% Federal Share = Adjusted Project Costs

Adjusted Project Costs X 25% Recipient's Share = Required Match

Example: 75/25% Required Match

For a Federal award amount of \$350,000, required match would be calculated as follows:

$\$350,000 \div 75\% = \$466,667$

$\$466,667 \times 25\% = \$116,667$ Required Match

Grantees are advised that further guidance on the calculation, documentation and auditing of the match requirement can be found in the [OVW Grants Financial Management](#) Guide and on OVW's Web site. For more information and ideas regarding match, please see OVW's Web site at http://www.ovw.usdoj.gov/docs/match_requirement.pdf.

¹ OVW Grants Financial Management Guide

All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law. Funding is not guaranteed.

Program Scope

Activities supported by the OVW STOP Violence Against Women Formula Grant Program are determined by statute, Federal Regulations, and OVW policies. If an applicant receives an award, the funded project is bound by the provisions of this solicitation, the OVW Financial Grants Management Guide, and the conditions of the recipient's award.

Purpose Areas

In FY 2013, funds under the OVW STOP Violence Against Women Formula Grant Program may be used for the following purposes:

STOP Program grants are intended for use by States and Territories; State, local, and Tribal courts (including juvenile courts); Indian Tribal governments; units of local government; and nonprofit, nongovernmental victim services programs, including community-based organizations. Grants and subgrants supported through this Program **must** meet one or more of the following statutory purpose areas:²

- training law enforcement officers, judges, other court personnel, and prosecutors to more effectively identify and respond to violent crimes against women, including the crimes of sexual assault, domestic violence, and dating violence;
- 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 sexual assault and domestic violence;
- 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 sexual assault and domestic violence;
- developing, installing, or expanding data collection and communication systems, including computerized systems, linking police, prosecutors, and courts or for the purpose of identifying and tracking arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women, including the crimes of sexual assault and domestic violence;
- developing, enlarging, or strengthening victim services programs, including sexual assault, domestic violence, and dating violence 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 sexual assault and domestic violence;

² 42 U.S.C. § 3796gg(b).

- developing, enlarging, or strengthening programs addressing stalking;
- developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes in dealing with violent crimes against women, including the crimes of sexual assault and domestic violence;
- 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, and dating violence;
- 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;
- 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 or sexual assault, including recognizing, investigating, and prosecuting instances of such violence or assault and targeting outreach and support, counseling, and other victim services to such older and disabled individuals;
- providing assistance to victims of domestic violence and sexual assault in immigration matters;
- maintaining core victim services and criminal justice initiatives, while supporting complementary new initiatives and emergency services for victims and their families;
- 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—
 - developing, in collaboration with prosecutors, courts, and victim service providers, standardized response policies for local law enforcement agencies, including triage protocols to ensure that dangerous or potentially lethal cases are identified and prioritized;
 - notifying persons seeking enforcement of protection orders as to what responses will be provided by the relevant law enforcement agency;
 - referring persons seeking enforcement of protection orders to supplementary services (such as emergency shelter programs, hotlines, or legal assistance services); and
 - taking other appropriate action to assist or secure the safety of the person seeking enforcement of a protection order.
- providing funding to law enforcement agencies, nonprofit nongovernmental victim services

providers, and State, Tribal, Territorial, and local governments (which funding stream shall be known as the Crystal Judson Domestic Violence Protocol Program) to promote—

- 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;
- 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); and
- the development of such protocols in collaboration with State, Tribal, Territorial and local victim services providers and domestic violence coalitions.

Note: Any law enforcement, State, Tribal, Territorial, or local government agency receiving funding under the Crystal Judson Domestic Violence Protocol Program 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 two years, provide a report of the adopted protocol to the Department, including a summary of progress in implementing such protocol. As such, States and Territories are responsible for ensuring that each subgrantee receiving funds under this purpose area will receive the required annual training. States are also responsible for ensuring that subgrantees submit their two-year report to the Department. States and Territories **must** notify and provide OVW with a list of subgrantee recipients awarded STOP funds under the Crystal Judson Domestic Violence Protocol Program.

Mandatory Program Requirements

An applicant who fails to include these requirements in its application, and is chosen for funding, will be required to incorporate all of these activities into its project.

Program Purposes

The funds can be used for any of the fourteen statutory purpose areas set forth in the STOP Program statute and outlined above.

STOP Implementation Plan

In FY 2010, all States and Territories should have submitted a new or substantially revised implementation plan covering a three year period. In 2011 and 2012, the State or Territory fulfilled its implementation plan requirement by providing OVW with a letter that indicated whether the three-year plan had changed. If the implementation plan had not changed, the State or Territory indicated such in a letter and submitted it to the appropriate OVW STOP Program Manager for approval within 120 days after receiving the award. If there were revisions to the three-year plan, the State or Territory submitted a revised implementation plan or letter setting forth the changes, and provided the revised plan or letter to the appropriate OVW STOP Program Manager for approval via GMS within 120 days after receiving the award.

Normally, a new, three-year plan would be due in 2013; however, because of significant changes to the implementation plan requirements made by the Violence Against Women Reauthorization Act of 2013 (VAWA 2013), which will take effect with the 2014 award, OVW is allowing States and Territories to continue to use their 2010 plan, as revised, for 2013. To continue with the 2010 plan, States and Territories will need to submit a letter, as described above, indicating that the state plans to follow the 2010 plan or indicating any changes to the plan. This will be due within 120 days of the award.

Regardless whether the State or Territory is making changes to the 2010 plan, all States and Territories must still submit relevant statistics, data, or information relating to underserved populations and submit this information along with the letter or revised implementation plan.

Applicants are reminded that they will only be able to draw down 10% of their total funds until their revised implementation plan or letter has been approved by OVW.

Note: If grantees submit revised implementation plans, they must develop those plans through deliberative consultation and coordination with nonprofit, nongovernmental victim services programs (including sexual assault and domestic violence programs). States and Territories must demonstrate through the plan that they have consulted and coordinated in a meaningful way with sexual assault and domestic violence victim services programs and coalitions.

The identification of which victim services programs to consult is at the discretion of each State or Territory; however, States and Territories should bear in mind that VAWA defines a victim services program as “a nonprofit, nongovernmental organization that assists domestic violence, dating violence, sexual assault, or stalking victims, including rape crisis centers, 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.”

States and Territories are strongly encouraged to involve representatives from Indian Tribal governments in their planning processes and to consider the needs of Indian Tribes in developing the State or Territory’s law enforcement, prosecution, court, and victim services strategies.

A revised implementation plan must describe:

- the process used to redevelop the plan and the involvement of victim services, Tribes, diverse populations, programs and advocates;
- major shifts in direction, if any, because of reevaluation or reassessment of previous efforts;
- how the approach to reducing and preventing violence against women this year will build on efforts of previous years;
- the types of programs the grantee intends to support;
- whether the revised program will target the Crystal Judson Domestic Violence Protocol Program; and
- how the success of the revised grant-funded activities will be evaluated.

The implementation plan also should describe how the State or Territory will achieve and ensure the following:

- the continued equitable distribution of monies on a geographic basis, including nonurban and rural areas of various geographic sizes; and

- recognition and meaningful response to the needs of underserved populations and ensure that monies set aside to fund linguistically and culturally specific services and activities for underserved populations are distributed equitably among those populations.

Due to the significant changes to the implementation plan requirements, as a result of VAWA 2013, beginning in 2014, implementation plans will be due at the same time as the STOP application and no longer within 120 days of receiving the award. OVW strongly encourage states to start now on their 2014 implementation plans. VAWA 2013 mandates the following new requirements for 2014 implementation plans:

- identify how the state will use the funds awarded, including how the state will meet the requirement to set aside 20% of the total amount allocated to the state for projects across two or more of the allocation categories (victim services, law enforcement, prosecution, courts), that meaningfully address sexual assault. **(NOTE- the requirement of a sexual assault set-aside takes place two years after the enactment of VAWA 2013 but progress toward meeting the requirement should be addressed in the 2014 implementation plan.)**
- develop the plan in consultation with the following entities (NOTE: documentation from each member of the planning committee regarding their participation in the planning process will be required):
 - state sexual assault coalition;
 - state domestic violence coalition;
 - law enforcement entities within the state;
 - prosecution offices;
 - state and local courts;
 - tribal governments in those states with state or federally recognized tribes;
 - representatives from underserved populations, including culturally specific populations;
 - victim service providers; and
 - population specific organizations
- coordinate the plan with the state plans for section 307 of the Family Violence Prevention and Services Act, section 1404 of the Victims of Crime Act, and section 393A of the Public Health Service Act
- provide documentation from the prosecution, law enforcement, court, and victim services programs to be assisted, describing:
 - the need for the grant funds;
 - the intended use of the grant funds;
 - the expected result of the grant funds; and
 - the demographic characteristic of the population to be served, including age, disability, race, ethnicity, and language background
- describe 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

- provide demographic data on the distribution of underserved populations within the state and a description of how the state will meet the needs of underserved populations, including the minimum allocation for culturally-specific services
- describe how the state plans to meet the following requirements:
 - 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 in the population and geographic area to be served in relation to the availability of such programs in other such populations and geographic areas;
 - determine the amount of subgrants based on the population and geographic area to be served;
 - equitably distribute monies on a geographic basis including nonurban and rural areas of various geographic sizes; and
 - recognize and meaningfully respond to the needs of underserved populations and ensure that money set aside to fund culturally specific services and activities for underserved populations is distributed equitably among those populations
- identify goals and objectives for reducing domestic violence-related homicides within the state.

OVW plans to issue further guidance soon on the 2014 requirements.

Allocation of Funds

The Implementation Plan must clearly state that, of the total **award amount**:

- at least 5 percent will be allocated for State and local courts including juvenile courts;
- at least 25 percent will be allocated for law enforcement;
- at least 25 percent will be allocated for prosecutors; and,
- at least 30 percent will be allocated for nonprofit, nongovernmental victim services, of which at least 10 percent is to be distributed to culturally specific community-based organizations.

The implementation plan shall also briefly summarize how the State or Territory will use administrative funds.

The allocation of funds is a statutory requirement. **These allocations may not be redistributed or transferred to another funding allocation area.** States and Territories have 24 months (the duration of the grant period) to meet the statutory funding allocations. The remainder of the funds (15%) may be spent at the discretion of the State or Territory to address the statutory program purposes described previously. However, no one allocation area is entitled to all or a portion of the funding. Grantees are required to submit only total cost estimates, not category-specific amounts, for each subgrant. Decisions about the allocation of STOP Program funds must be made in a manner that avoids any conflicts of interest as described in the [OVW Grants Financial Management Guide](#).

OVW Priority Areas

The emphasis of the STOP Program continues to be on the implementation of comprehensive strategies addressing violence against women that are sensitive to the immediate and long-term needs and safety of victims and hold offenders accountable for their crimes. States and Territories should seek to carry out these strategies by forging lasting partnerships between the victim advocacy organizations and the criminal justice system, and by encouraging communities to look beyond traditional resources. States and Territories should also look to new partners, including community-based organizations, to respond vigorously to sexual assault, domestic violence, dating violence, and stalking crimes.

In shaping their strategies for Fiscal Year 2013, OVW encourages States and Territories to develop and support projects that:

- Retain core services to victims;
- Increase support for sexual assault, including services, law enforcement response and prosecution;
- Increase support for underserved populations, particularly communities of color, in a culturally appropriate manner, with a special emphasis on African-American, tribal and LGBT communities;
- Increase the use of promising or evidence-building practices, where available;
- Support core services for victims of sexual and domestic violence, particularly support for rape crisis centers and domestic violence shelters;
- Provide culturally-specific services and training to underserved communities based on factors such as race, ethnicity, language, sexual orientation, or gender identity;
- Provide basic and advanced training to Tribal law enforcement and Tribal courts regarding services for victims in Tribal communities;
- Provide comprehensive training to victim services, law enforcement, prosecution, and court personnel on sexual assault, to encourage increased reporting, arrest and successful prosecution of perpetrators;
- Support Full Faith and Credit training for Tribes, States and Territories; and Implement evidence-based risk/danger assessments to identify and prioritize victims who are considered to be in relationships with a high risk of lethality

Activities that Compromise Victim Safety and Recovery

The following activities have been found to jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions:

- Procedures or policies that exclude victims from receiving safe shelter, advocacy services, counseling, and other assistance based on their actual or perceived age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, or the age and/or gender of their children;
- Procedures or policies that compromise the confidentiality of information and privacy of persons receiving OVW-funded services;
- Offering perpetrators the option of entering pre-trial diversion programs;

- Requiring mediation or counseling for couples as a systemic response to domestic violence or sexual assault, or in situations in which child sexual abuse is alleged;
- Requiring victims to report sexual assault, stalking, or domestic violence crimes to law enforcement or forcing victims to participate in criminal proceedings;
- Relying on court-mandated batterer intervention programs that do not use the coercive power of the criminal justice system to hold batterers accountable for their behavior;
- Supporting policies that deny individuals access to services based on their relationship to the perpetrator;
- Supporting policies or engaging in practices that impose restrictive conditions to be met by the victim in order to receive services (e.g., attending counseling, seeking an order of protection);
- Sharing confidential victim information with outside organizations and/or individuals without the documented consent of the victim;
- Placing of batterers in anger management programs; or,
- Procedures that would penalize or impose sanctions on victims of domestic violence or sexual assault for failure to testify against the abuser and/or the perpetrator.

In addition, applicants should be cognizant of victim confidentiality. In accordance with 42 U.S.C. § 13925(b)(2), applicants receiving OVW funding, and their subgrantees, must protect the confidentiality and privacy of persons receiving OVW-funded services to support victims' safety. OVW grantees and their subgrantees are prohibited from disclosing personally identifying information collected in connection with services requested, utilized, or denied through the grantee and their subgrantee's programs, to any third party or third party database without informed, written, reasonably time-limited, consent of the person, unless compelled by statutory or court mandate. In this case, grantees and subgrantees must make reasonable attempts to provide notice to victims affected by the disclosure of information. They must also take necessary steps to protect the privacy and safety of the persons affected by the release of the information. Regarding unemancipated minors or persons with disabilities lacking capacity to consent, a parent or guardian may consent to the disclosure; however, if the parent or guardian is the abuser of the minor, the person with disabilities, or the minor's other parent, he or she is prohibited from giving consent to the disclosure.

Out-of-Scope Activities

OVW has determined the activities listed below to be out of the program scope. If it is determined that an application is substantially out of scope this applicant will be required to make changes and may experience a delay in receiving funds. The following activities are out of scope and will not be supported by OVW STOP Violence Against Women Formula Grant Program grant funding:

- Research projects (This does not include program assessments conducted only for internal improvement purposes. See section on Research and Protection of Human Subjects in the FY 2013 Solicitation Companion Guide at <http://www.ovw.usdoj.gov/docs/companion-guide-10-16-12.pdf>)

Unallowable Activities

The following is a list of activities that are unallowable and cannot be supported by OVW STOP Violence Against Women Formula Grant Program grant funding. Applications that propose unallowable activities may receive a point deduction during the review process. Applications that include substantial unallowable activities will not be considered for funding.

- Lobbying
- Fundraising
- Purchase of real property
- Construction
- Physical modifications to buildings, including minor renovations (such as painting or carpeting)

How To Apply

It is very important that all applicants read this section carefully. This section describes how an application should be submitted. Applicants should anticipate that failure to meet all registration and submission deadlines may result in a delay in receiving funds. Applicants must ensure that applications are submitted by the deadline and are complete at the time of submission. OVW will not contact applicants for missing items.

Application Registration Requirements

Each applicant must obtain a Data Universal Numbering System (DUNS) number, be registered in the System for Award Management (SAM) and submit its application online via the Grants Management System (GMS) according to the instructions. Applicants are encouraged to submit their applications well in advance (a minimum of 6 hours) of the deadline to allow sufficient time to address technical problems. Applicants should ensure DUNS number for the application is for an organization that is eligible to apply for the grant program. **Please note that organizations must update or renew their SAM registration at least once a year to maintain an active status. (Applicants formerly used the Central Contractor Registration (CCR) database).**

Grants Management System

Applicants are required to submit their applications through the Office of Justice Programs' Grants Management System (GMS) instead of Grants.gov. In order to apply for a grant through GMS, go to <https://grants.ojp.usdoj.gov/> and either sign in using your current GMS ID and password or register as a new user. Once you have logged in to GMS, you should select the program that you intend to apply for and follow the instructions. Training materials are available on the main GMS homepage

Applicants without Internet Access

For applicants without Internet access who cannot submit an application electronically, please contact **Kevin Sweeney** no later than **April 17, 2013** to request permission to submit an application by alternative means.

OVW Policy on Late Submissions

OVW offers several options for applicants to provide advance notice to OVW if receipt of their application will be delayed due to a temporary lack of Internet access, other technical difficulties, or geographic isolation. If applicants do not provide advance notice to OVW about an issue that may cause a delay in the submission of the application, then the application will not be considered

for funding. If applicants follow the steps outlined below, late submission may be considered. Extension of deadlines is not guaranteed.

Experiencing Unforeseen Technical Issues

Applicants are advised to attempt to submit the application well in advance of the 11:59 p.m. E.T. deadline. If you experience technical difficulties at any point during the application process, please contact **OVW GMS Support at 1-866-655-4482, Monday through Friday, 9:00 a.m. to 5:00 p.m. E.T.** If you experience unforeseen technical issues that prevent you from submitting your application by the deadline, you must take the following actions:

- contact the OVW STOP Formula Grant Program at 202-514-7909 or at Kevin.Sweeney@usdoj.gov prior to the application deadline stating that you are experiencing unforeseen technical issues; and
- contact the technical support number above prior to deadline.

Within 24 hours after the deadline you must again contact the **Kevin Sweeney** at **202-514-7909** or Kevin.Sweeney@usdoj.gov to request approval to submit your application. At that time, you will be required to email the complete grant application, your DUNS number, and provide information regarding your contact with the **GMS** Help Desk for assistance in resolving any issues. After OVW reviews all of the information submitted and verifies your technical issues with the Helpdesk, OVW will contact you to either approve or deny your request to submit a late application. If the technical issues you reported cannot be verified, your application will be rejected as untimely.

To ensure a fair competition for limited discretionary funds, the following conditions are not valid reasons to permit late submissions: (1) failure to begin the registration process in sufficient time; (2) failure to register or update information on the SAM website; (3) failure to follow GMS or Grants.gov instructions as posted on its website; and (4) failure to follow all of the instructions in the OVW solicitation.

Extraordinary Natural or Manmade Disasters

In cases of extraordinary natural or manmade disasters, such as extreme weather emergencies or terrorist acts, applicants may request to submit applications up to seven calendar days late, by sending an e-mail to the contact listed in the solicitation. The message should specify the nature of the disaster and how it affected the applicant's ability to submit an application on time.

Application Contents

This section describes what is included in a complete application package. Applicants should anticipate that failure to submit an application that contains all of the specified elements will negatively affect the review of the application and may result in the application not being considered for funding; should a decision be made to make an award, it may result in the inclusion of special conditions that preclude access to or use of award funds pending satisfaction of the conditions. It is the responsibility of the applicant to ensure that a complete application is submitted by the deadline.

Formatting and Technical Requirements

Applications must follow the requirements below. Points may be deducted for applications that do not adhere to the following requirements:

- Double spaced (Project Abstract, Summary Data Sheet and charts may be single space)
- 8½ x 11 inch paper
- One-inch margins
- Type no smaller than 12 point, Times New Roman font
- Page numbers
- No more than 20 pages for the Project Narrative
- Word processing documents must be in the following formats: Microsoft Word (.doc), PDF files (.pdf), or Text Documents (.txt).
- Headings and sub-headings that correspond to the sections identified in the Application Contents section of this solicitation.

Application Requirements

Applications must include the following required documents and demonstrate that the program eligibility requirements have been met. Applications that do not address any of the following components will be considered substantially incomplete and will not be considered for funding:

1. Status of Current Project
2. Project Narrative
3. Letters Regarding Grant Funds
4. Letters Demonstrating Participation
5. Letters Documenting Consultation
6. Certification of Compliance with the Statutory Eligibility Requirements of the Violence Against Women Act as Amended (Appendix)

Status of Current Project

Please provide a brief explanation of your current STOP Formula Grant Program Projects not exceeding more than 1 page.

Project Narrative

The Project Narrative may not exceed **20** pages in length, double-spaced. The Project Narrative comprises the following **8** sections:

- if applicable, please address any innovative or promising practices being proposed in your State or Territory;
- a report on the status of subgrant awards for fiscal years 2006 - 2011, if none has been submitted to date, or if the status has changed since the last report; if the State or Territory has not completed making subgrants, the State or Territory should provide the amount of each fiscal year's funds not yet awarded, an explanation of why the funds have not been awarded, and the anticipated date funds will be obligated;
- what outreach efforts are being made to underserved populations, as defined by VAWA to include populations underserved because of geographic location, underserved racial and ethnic populations, populations underserved because of special needs (such as language barriers, disabilities, alienage status, or age) and other populations determined to be underserved by the Attorney General, to more fully engage them in the following activities: (1) State planning process, (2) increased application submission, and (3) enhancing services for these specific populations;

- a description of current projects meeting the 10% set aside for culturally specific community-based organizations;
- information on whether the project or activity proposed in the application includes research that may involve human subjects, as defined in 28 CFR Part 46, or collection or use of information identifiable to a private person as defined in 28 CFR Part 22;
- a description of the types of projects to be funded with Fiscal Year 2013 funding;
- a brief description on how the State or Territory makes its subgrant awards (i.e., a competitive process); and
- a brief summary (not a detailed budget) of how administrative funds will be used.

Letters Regarding Grant Funds

Applicants must submit at least four separate and distinct letters to OVW regarding grant funds. At least one letter must be submitted from each of the following areas: (1) prosecution, (2) law enforcement, (3) courts, and (4) victim services programs. Each letter must demonstrate the need for the grant funds for the particular constituency, intended use of grant funds, expected results from the use of the grant funds, and demographic characteristics of the populations to be served, including age, marital status, 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.

Letters Demonstrating Participation

Applicants must submit letters demonstrating the commitment of nonprofit, nongovernmental victim-services programs to participate in the development of the grantee's implementation plan. This documentation may be in the form of letters from members of the planning team and should indicate that the plan will address the needs and services identified as priorities by the team, including the needs of underserved populations. Applicants must also provide documentation that a copy of the implementation plan has been provided or made accessible electronically to the organizations participating in the development of the implementation plan.

Letters Documenting Consultation

State applications **must** include documentation showing that Tribal, State, or local prosecution, law enforcement, and courts **have** consulted with Tribal, State or local victim services programs during the course of developing their Fiscal Year 2013 grant applications. The purpose of the consultation is to ensure that proposed activities and equipment acquisitions are designed to promote the safety, confidentiality, and economic independence of victims of domestic violence, sexual assault, stalking and dating violence. The documentation should include dates and content of planning meetings with victim services programs and advocates together with prosecution, law enforcement and courts.

Territorial applications **must** include documentation showing that Territorial, or local prosecution, law enforcement, and courts **have** consulted with Territorial, or local victim services programs during the course of developing their Fiscal Year 2013 grant applications. The purpose of the consultation is to ensure that proposed activities and equipment acquisitions are designed to promote the safety, confidentiality, and economic independence of victims of domestic violence, sexual assault, stalking and dating violence. The documentation should include dates and content

of planning meetings with victim services programs and advocates together with prosecution, law enforcement and courts.

Note: The aforementioned victim services letters regarding grant funds and victim services letters regarding participation and consultation should be **separate and distinct letters** and not one letter addressing more than one topic. These letters also should accompany the completed application.

Certification of Compliance with the Statutory Eligibility Requirements of the Violence Against Women Act as Amended (Appendix): This form should be signed by an authorized official.

Federal Financial Guidelines

Federal grants are governed by the provisions of the OMB circulars applicable to financial assistance and the OVW Financial Grants Management Guide, which can be found at <http://www.ovw.usdoj.gov/docs/qfmd-financial-grants-management-guide.pdf>. The Financial Grants Management Guide includes information on allowable costs, methods of payment, audit requirements, accounting systems, and financial records. This document outlines the successful administration of grant funds.

Any recipient of an award will be responsible for monitoring subgrants/contracts under the grant in accordance with all applicable statutes, regulations, OMB Circulars and guidelines, and the OVW Financial Grants Management Guide. Primary recipients will be responsible for oversight of subgrantee spending and monitoring specific performance measures and outcomes attributable to the use of OVW funds.

Food and Beverage/Costs for Refreshments and Meals

Generally food and beverage costs are **not** allowable, and under no circumstances may OVW funding be used to supply food and/or beverages during refreshment breaks. OVW funds may be used to provide food and/or beverages for a meal at a meeting, conference, training, or other event, if one of the following applies:

- The location of the event is not in close proximity to food establishments. It should be a priority to try to secure a location near reasonably priced and accessible commercial food establishments.
- Not serving food will significantly lengthen the day or necessitate extending the meeting to achieve meeting outcomes.
- A special presentation at a conference requires a plenary address where there is no other time for food to be obtained.
- Other extenuating circumstances necessitate the provision of food.

Justification for an exception listed above must be kept on file in the grantee's records, and funds may only be used to purchase food and/or beverages for a meal at a meeting, conference, training, or other event.

Conference Planning and Expenditure Limitations

Applicants should be aware of all applicable laws, regulations, policies and guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of Federal funds for expenses related to conferences (which is defined to include meetings, retreats, seminars, symposiums, training and other similar events), including the provision of food and/or beverages at such events, and costs of attendance at such events. Information on

pertinent laws, regulations, policies and guidance is available at <http://www.ovw.usdoj.gov/grantees.html>. Applicants should also be aware of the following specific restrictions on conference planning and expenditure limitations:

- Cost of Logistical Conference Planning
- Cost of Programmatic Conference Planning
- Conference Space and Audio-Visual Equipment and Services
- Prohibition on Trinkets at Conferences
- Entertainment at Conferences
- Food and Beverages at Conferences

Updated Department of Justice and OVW guidance on conference planning, minimization of costs, and conference cost reporting is accessible on the OVW website <http://www.ovw.usdoj.gov/grantees.html>. For additional information regarding food and beverage regulations, please refer to the OVW Financial Grants Management Guide at <http://www.ovw.usdoj.gov/docs/gfmd-financial-grants-management-guide.pdf>.

Program Evaluations

Applicants may not use any OVW funds to conduct research. However, up to three percent of the budget may be allocated for the purpose of assessing the effectiveness of funded activities. For example, funds may be used to conduct pre- and post-testing of training recipients or for victim satisfaction surveys. In conducting such testing or surveys, grantees may not collect, analyze or disseminate any information that would disclose the identity of an individual.

Accommodations and Language Access

Applicants are encouraged to allocate grant funds to support activities that help to ensure individuals with disabilities and deaf individuals and persons with limited English proficiency have meaningful and full access to their programs. For example, grant funds can be used to support American Sign Language (ASL) interpreter services, language interpretation and translation services, or the purchase of adaptive equipment.

Applicants proposing to use grant funds to create websites, videos and other materials must ensure that they are accessible to persons with disabilities. Grant funds must be allocated for these purposes.

Additional Required Information

The following documents will not be scored during the review process but they should be included with your submission. Failure to include any of the information may result in the inability to access funds if your application is selected for funding.

Application for Federal Assistance (SF-424)

Applicants must complete the SF-424 online. In block 7 (Type of Applicant), please do not select "other." Please pay careful attention to the amount of Federal funding requested in box 15 of this form. This amount must match the amount of Federal funding requested in the budget section of the application package. Only include values in box 16 ("Recipient") if the program solicitation requires a match. The individual who is listed in box 18 must be the Authorized Representative for the applicant agency. The Authorized Representative is an individual who has the authority to apply for and accept grant awards on behalf of the organization or jurisdiction.

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

Please carefully review the assurances and certification forms online. These forms will be completed online in GMS during the application process.

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.

Single Point of Contact Review

Executive Order 12372 requires applicants from states and units of local government or other organizations providing services within a state to submit a copy of the application to the [state Single Point of Contact \(SPOC\)](#) if one exists and if the state has selected this program for review. Applicants must contact their state SPOCs to determine whether their programs have been selected for state review. The applicant should enter the date that the application was sent to the SPOC, or the reason such submission is not required, in Block 3 of the Overview section of the GMS application.

Selection Criteria

Review Process

OVW will subject all applications to a review process that is fair and based on the criteria outlined in this solicitation. OVW may utilize internal review, external review, or a combination of both.

Compliance with OVW Financial Requirements

Each OVW grantee agrees to follow the financial and administrative requirements in the OVW Financial Grants Management Guide at <http://www.ovw.usdoj.gov/docs/gfmd-financial-grants-management-guide.pdf> as a condition of receiving grant funding. If OVW determines that a current grantee has violated any of the requirements of the Guide, the grantee may be denied continuation funding.

High Risk Grantees

Based on DOJ's assessment of each grantee with regard to current or previous funding, unresolved audit issues, delinquent programmatic and fiscal reporting, and prior performance, a grantee may be designated "high risk." Awards to high-risk grantees may carry special conditions such as increased monitoring and/or prohibitions on drawing funds until certain requirements are met. High-risk grantees with substantial or persistent performance or compliance issues, long-standing open audits, or open criminal investigations will likely not receive an additional OVW award until all issues are resolved.

Post Award Information Requirements

Reporting Requirements

All OVW grantees receiving awards are required to submit annual and/or semi-annual progress reports and quarterly Federal Financial Reports. Appropriate forms will be provided to all applicants selected for an award.

Information for All Federal Award Grantees

Applicants selected for awards must agree to comply with additional legal requirements upon acceptance of an award. OVW strongly encourages applicants to review the information pertaining to these additional requirements prior to submitting an application. Additional information for each requirement can be found in the FY 2013 Solicitation Companion Guide at

<http://www.ovw.usdoj.gov/docs/companion-guide-10-16-12.pdf>

- Civil Rights Compliance
- Funding to Faith-Based Organizations
- Confidentiality and Privacy Protections
- Research and the Protection of Human Subjects (if applicable)
- Anti-Lobbying Act
- Reporting Requirements
- National Environmental Policy Act (NEPA) (if applicable)
- DOJ Information Technology Standards (if applicable)
- Non-Supplanting of State or Local Funds
- Criminal Penalty for False Statements
- Reporting Fraud, Waste, Error, and Abuse
- Suspension or Termination of Funding
- Nonprofit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act (FFATA) of 2006
- Awards in Excess of \$5,000,000 – Federal Taxes Certification Requirement
- Active SAM Registration

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. 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, 145 N Street, NE, Washington, DC 20530.

Application Checklist

Applicants must submit a fully executed application to OVW, including all required supporting documentation.

- The SF-424;
- Standard Assurances and Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug Free Workplace Requirements;
- Letter of nonsupplanting;
- Separate letters from prosecution, law enforcement, court, and victim services programs demonstrating the need for, intended use of, and expected results from the use of grant funds, and the demographic characteristics of the populations to be served;
- Individual letters demonstrating the commitment of nonprofit, nongovernmental victim services programs to participate in the development of the grantee's implementation plan;
- Individual letters showing that Territorial, State, or local prosecution, law enforcement, and courts have consulted with Tribal, Territorial, State or local victim services programs during the course of developing their grant applications;
- Certification of Compliance with the Statutory Eligibility Requirements of the VAWA, as amended (Appendix); and
- Project Narrative

APPENDIX A

CERTIFICATION OF COMPLIANCE WITH THE STATUTORY ELIGIBILITY REQUIREMENTS OF THE VIOLENCE AGAINST WOMEN ACT, AS AMENDED

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



OMB Clearance #1122-0001
Expiration Date 12/31/2015

Certification of Compliance with the Statutory Eligibility Requirements of the Violence Against Women Act as Amended, STOP Formula Grant Program

Applicants should refer to the regulations cited below for further information regarding the certifications to which they are required to attest. Applicants also should review the instructions for certification included in the program regulations before completing this form. Signature on this form certifies that the state is qualified to receive the funds and provides for compliance with relevant requirements under 28 CFR Part 90 and 42 U.S.C 3796gg through 3796gg-5 and 3796gg-8. The certifications shall be treated as a material representation of fact upon which the Department of Justice will rely if it determines to award the covered transaction, grant, or cooperative agreement.

Upon complying with the application requirements set forth in this Application Guide, any state shall be qualified for funds provided under the Violence Against Women Act upon certification that:

- (1) the funds will be used only for the statutory purposes described in 42 U.S.C. § 3796gg (a) and (b);
- (2) grantees and subgrantees will develop plans for implementation and will consult and coordinate with nonprofit, nongovernmental victim services programs, including sexual assault and domestic violence victim services programs and describe how the state will address the needs of underserved populations;
- (3) the amount granted will be allocated, without duplication, as follows: not less than 25 percent for law enforcement, not less than 25 percent for prosecutors, not less than 30 percent for nonprofit, nongovernmental victim services programs (of which at least 10 percent will be distributed to culturally specific community-based organizations), and not less than 5 percent for state and local courts; and
- (4) any federal funds received under this subchapter will be used to supplement, not supplant, nonfederal funds that would otherwise be available for activities funded under this chapter.

In addition, as required by 42 U.S.C. 3796gg-4, 3796gg-5, and 3796gg-8 and implemented at 28 CFR Part 90:

(1) Forensic Medical Examination Payment Requirement for Victims of Sexual Assault

- (a) A state, Indian tribal government, or unit of local government shall not be entitled to funds unless the state, Indian tribal government, unit of local government, or another governmental entity incurs the full out-of-pocket costs of forensic medical exams for victims of sexual assault.

(b) A state, Indian tribal government, or unit of local government shall be deemed to incur the full out-of-pocket cost of forensic medical exams for victims of sexual assault if any government entity:

(1) provides such exams to victims free of charge to the victim;

(2) arranges for victims to obtain such exams free of charge to the victims; or

(3) reimburses victims for the cost of such exams if

(i) the reimbursement covers the full cost of such exams, without any deductible requirement or limit on the amount of a reimbursement;

(ii) the reimbursing governmental entity permits victims to apply for reimbursement for not less than one year from the date of the exam;

(iii) the reimbursing governmental entity provides reimbursement not later than 90 days after written notification of the victim's expense; and

(iv) the state, Indian tribal government, unit of local government, or reimbursing governmental entity provides information at the time of the exam to all victims, including victims with limited or no English proficiency, regarding how to obtain reimbursement.

(c) A State or Indian tribal government may use STOP grant funds to pay for forensic medical exams performed by trained examiners for victims of sexual assault, except that such funds may not be used to pay for forensic medical exams by any State, Indian tribal government, or territorial government that requires victims of sexual assault to seek reimbursement for such exams from their insurance carriers.

(d) As of the effective date for compliance with 42 U.S.C. 3796gg-4(d), no State, Indian tribal government, or territorial government may require a victim of sexual assault to participate in the criminal justice system or cooperate with law enforcement in order to be provided with a forensic medical exam, or to be reimbursed for charges incurred on account of such an exam.

(2) Filing Costs For Criminal Charges and Protection Orders

A state, Indian tribal government, or unit of local government will not be entitled to funds unless it certifies that its laws, policies, and practices do not require, in connection with the prosecution of any misdemeanor or felony domestic violence offense, or in connection with the filing, issuance, registration, or service of a protection order, or a petition for a protection order, to protect a victim of domestic violence, stalking, or sexual assault, that the victim bear the costs associated with the filing of criminal charges against the offender, or the costs associated with the filing, issuance, registration, or service of a warrant, protection order, petition for a protection order, or witness subpoena, whether issued inside or outside the state, tribal, or local jurisdiction.

(3) Judicial Notification

A State or unit of local government shall not be entitled to funds under this part unless the State or unit of local government--

(a) certifies that its judicial administrative policies and practices include notification to domestic violence offenders of the requirements delineated in section 922(g)(8) and (g)(9) of title 18, United States Code, and any applicable related Federal, State, or local laws; or

(b) gives the Attorney General assurances that its judicial administrative policies and practices will be in compliance with the requirements of subparagraph (A) within the later of—

(1) the period ending on the date on which the next session of the State legislature ends; or

(2) January 5, 2008.

(4) Polygraph Testing Prohibition

(a) In order to be eligible for grants under this part, a State, Indian tribal government, territorial government, or unit of local government shall certify that, not later than January 5, 2009, their laws, policies, or practices will ensure that no law enforcement officer, prosecuting officer or other government official shall ask or require an adult, youth, or child victim of an alleged sex offense as defined under Federal, tribal, State, territorial, or local law to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of such an offense.

(b) Under 42 U.S.C. 3796gg-8(b), the refusal of a victim to submit to a polygraph or other truth telling examination shall not prevent the investigation, charging, or prosecution of an alleged sex offense by a state, Indian tribal government, territorial government, or unit of local government.

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with above certifications.

Typed Name of Authorized Representative	Title	Telephone Number
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Signature of Authorized Representative	Date Signed
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Agency Name

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 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 60 minutes 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, 145 N Street, NE, 10th Floor, Washington, DC 20530.