

## Rural Eligibility Documentation Process

All applicants for the Rural Sexual Assault, Domestic Violence, Dating Violence, and Stalking Program (Rural Program), whether from statutorily defined rural States or non-rural States, must submit eligibility and service area documentation as described below. The only exception is for federally recognized Indian tribes; they are statutorily identified as being rural, regardless of their location, and therefore documentation of rural eligibility is not required.

For the purpose of the Rural Program, a rural area or community is defined as: (a) any area or community, respectively, no part of which is within an area designated as a standard metropolitan statistical area by the Office of Management and Budget; or (b) any area or community, respectively, that is (i) within an area designated as a metropolitan statistical area or considered part of a metropolitan statistical area; and (ii) located in a rural census tract. 34 U.S.C. § 12291(a)(26). Rural Program funds may not be used to serve victims residing in census tracts that are not rural.

OVW has identified two online tools from other federal agencies for applicants to use to document rural eligibility. The following instructions for using these tools will assist applicants in determining whether the areas which they are proposing to serve are designated as “rural” using the definition above and in documenting the results of this determination. This documentation must be included with the application. If multiple service areas are proposed, supporting documentation is required for all proposed service areas.

### Documenting Rural Eligibility

The following is a step-by-step guide to determine and document whether the proposed service area(s) is(are) rural.

#### **STEP 1: Determine whether the entire county to be served by the project is rural, using the Health Resources and Services Administration (HRSA) tool:**

1. Identify the county(ies) to be served by this project.
2. Click on the following link for the HRSA tool: <https://data.hrsa.gov/tools/rural-health?tab=StateCounty>
3. Select the State or Territory in the drop down menu.
4. Select the county in the drop down menu.
5. Click “Search.”
6. One of three messages will appear:

- a) Message 1: **Yes – All locations in this county ([county name], [state or territory]) are eligible for Rural Health Grants.**

Document eligibility for this county by printing out the web page displaying this message and attach it to the application as Eligible Service Area Documentation. No further information is needed for this county.

**Note:** This process must be completed for each and every county that the applicant proposes to serve. Therefore, if the applicant plans to serve additional counties, the applicant must complete the process above for each county and attach the documentation to their application.


- b) Message 2: **Yes – Some parts of this county ([county name], [state or territory]) are eligible for Rural Health Grants.** Use the hyperlink above to check by specific address. [Note: For any county that produces this message, applicants must go to the [Census Data](#) website, as explained below. DO NOT attempt to document the service area by clicking on the referenced hyperlink and entering an address. Using the HRSA website to demonstrate that an “address” is considered rural by HRSA DOES NOT meet the documentation requirements for OVW’s Rural Program.]

- c) Message 3: **No – No location in this county ([county name], [state or territory]) is eligible for Rural Health Grants.**

**STEP 2: Determine whether there are rural census tracts within counties that produced message 2 or 3, using the Census Data tool.**

For counties for which the HRSA tool did not determine that all locations are rural, there may be census tracts within the county that are rural. To determine whether there are any rural census tracts within the county, complete the following:

1. Proceed to the following website: <https://data.census.gov/cedsci/>  
[NOTE: If possible, use Google Chrome for best results]
2. Click on “Advanced Search,”




## Explore Census Data

The Census Bureau is the leading source of quality data about the nation's people and economy.

[Advanced Search](#) [Help](#) [Feedback](#)

3. In the left column, under “Browse Filters” click on “Geography”



// Search / Advanced Search

## Advanced Search

Table ID (e.g., DP05)

Narrow search with filters

FIND A FILTER


**BROWSE FILTERS**

Topics

**Geography**

Years

Selected Filters:

 SHOW

- Under “Geography” select “Tract” in the list [NOTE: This should be the 6th item on the list)

United States Census Bureau

Search

Narrow search with filters

FIND A FILTER

e.g. 336111 - Automobile Manufacturing

**BROWSE FILTERS**

- Topics
- Geography**
- Years
- Surveys
- Codes

**GEOGRAPHY**

☐ Show Summary Levels

- Nation
- Region
- Division
- State
- County
- Tract**
- Block Group
- Block
- Zip Code Tabulation Area (Five-Digit)

Selected Filters:

CLEAR SEARCH SHOW

- Under “Within (State)” select your state

United States Census Bureau

Search

## Advanced Search

Table ID (e.g., DP05)

Narrow search with filters

FIND A FILTER

e.g. 336111 - Automobile Manufacturing

**BROWSE FILTERS**

- Topics
- Geography**
- Years
- Surveys
- Codes

**GEOGRAPHY**

☐ Show Summary Levels

- Nation
- Region
- Division
- State
- County
- Tract**

**WITHIN (STATE)**

- Alabama
- Alaska
- American Samoa
- Arizona
- Arkansas
- California
- Colorado

Send Feedback  
cedsci.feedback@census.gov

CLEAR SEARCH

6. Under “Within (County)” select your county

United States  
Census  
Bureau

Search

## Advanced Search

Table ID (e.g., DP05)

Narrow search with filters

FIND A FILTER

e.g. 336111 - Automobile Manufacturing

BROWSE FILTERS

Topics

**Geography**

Years

Surveys

Codes

GEOGRAPHY

Show Summary Levels

Nation

Region

Division

State

County

**Tract**

WITHIN (STATE)

Alabama

Alaska

American Samoa

Arizona

Arkansas

California

Colorado

WITHIN (COUNTY)

Within Other Geographies

☐ All Census Tracts within Alabama

Autauga County, Alabama

Baldwin County, Alabama

Barbour County, Alabama

Bibb County, Alabama

Blount County, Alabama

Send Feedback  
oedsci.feedback@census.gov

CLEAR

SEARCH

7. Under “Within Other Geographies” select “All census tracts within [county name], [state or territory]” [Note: Should be the first item on the list.]

United States  
Census  
Bureau

Search

## Advanced Search

Table ID (e.g., DP05)

Narrow search with filters

FIND A FILTER

e.g. 336111 - Automobile Manufacturing

BROWSE FILTERS

Topics

**Geography**

Years

Surveys

Codes

Summary Levels

WITHIN (STATE)

Alabama

Alaska

American Samoa

Arizona

Arkansas

California

Colorado

WITHIN (COUNTY)

Within Other Geographies

☐ All Census Tracts within Alabama

**Autauga County, Alabama**

Baldwin County, Alabama

Barbour County, Alabama

Bibb County, Alabama

Blount County, Alabama

AUTAUGA COUNTY, ALABAMA

Within Other Geographies

☒ All Census Tracts within Autauga County, Alabama

☐ Census Tract 201, Autauga County, Alabama

☐ Census Tract 202, Autauga County, Alabama

☐ Census Tract 203, Autauga County, Alabama

Selected Filters: All Census Tracts within Autauga County, Ala...  
Geography

CLEAR

SEARCH

SHOW

8. Type in “Urban and Rural” in the search bar under “Advanced Search” in the bar that says, “Table ID”

United States Census Bureau

Search

// Search / Advanced Search

## Advanced Search

Urban and Rural

Narrow search with filters

FIND A FILTER

e.g. 336111 - Automobile Manufacturing

BROWSE FILTERS	WITHIN (STATE)	WITHIN (COUNTY)	AUTAUGA COUNTY, ALABAMA
Topics	Alabama	Within Other Geographies	Within Other Geographies
Geography	Alaska	<input type="checkbox"/> All Census Tracts within Alabama	<input checked="" type="checkbox"/> All Census Tracts within Autauga County, Alabama
Years	American Samoa	<b>Autauga County, Alabama</b>	<input type="checkbox"/> Census Tract 201, Autauga County, Alabama
Surveys	Arizona	Baldwin County, Alabama	<input type="checkbox"/> Census Tract 202, Autauga County, Alabama
Codes	Arkansas	Barbour County, Alabama	

Selected Filters: All Census Tracts within Autauga County, Ala... ×

CLEAR SEARCH SHOW

9. Click “Search” in the bottom right hand corner of the screen

United States Census Bureau

Search

// Search / Advanced Search

## Advanced Search

Urban and Rural ×

Narrow search with filters

FIND A FILTER

e.g. 336111 - Automobile Manufacturing

BROWSE FILTERS	WITHIN (STATE)	WITHIN (COUNTY)	AUTAUGA COUNTY, ALABAMA
Topics	Alabama	Within Other Geographies	Within Other Geographies
Geography	Alaska	<input type="checkbox"/> All Census Tracts within Alabama	<input checked="" type="checkbox"/> All Census Tracts within Autauga County, Alabama
Years	American Samoa	<b>Autauga County, Alabama</b>	<input type="checkbox"/> Census Tract 201, Autauga County, Alabama
Surveys	Arizona	Baldwin County, Alabama	<input type="checkbox"/> Census Tract 202, Autauga County, Alabama
Codes	Arkansas	Barbour County, Alabama	

Selected Filters: All Census Tracts within Autauga County, Ala... ×

CLEAR SEARCH SHOW

10. A list of six options under “Tables” should appear, each titled “URBAN AND RURAL.” Click on the table with the information that says, “Survey/Program: Decennial Census, Years: 2010, **Table: P2**” [Note: This should be the 3<sup>rd</sup> table on the list]

United States  
**Census**  
Bureau

Q Search

About 29,142 results | [Filter](#)

## Tables

**URBAN AND RURAL**  
Survey/Program: Decennial Census  
Years: 2010 Table: H2

**URBAN AND RURAL**  
Survey/Program: Decennial Census  
Years: 2010 Table: HCT1

**URBAN AND RURAL**  
Survey/Program: Decennial Census  
Years: 2010 **Table: P2**

**URBAN AND RURAL**  
Survey/Program: Decennial Census  
Years: 2010 Table: PCT2

**URBAN AND RURAL [6]**  
Survey/Program: Decennial Census  
Years: 2000 Table: H002

**URBAN AND RURAL [6]**  
Survey/Program: Decennial Census  
Years: 2000 Table: P002

11. The resulting information will show the following for each census tract within that county:
- total population
  - urban population
  - rural population

United States  
**Census**  
Bureau

Q Search

ALL TABLES MAPS PAGES

6 Results FILTER | DOWNLOAD

**URBAN AND RURAL**  
Survey/Program: Decennial Census  
Years: 2010  
Table: H2

**URBAN AND RURAL**  
Survey/Program: Decennial Census  
Years: 2010  
Table: HCT1

**URBAN AND RURAL**  
Survey/Program: Decennial Census  
Years: 2010  
Table: P2

**URBAN AND RURAL**  
Survey/Program: Decennial Census  
TableID: P2

Product: 2010: DEC Summary File 1  
Universe: Total population

CUSTOMIZE TABLE

Label	Census Tract 201, Autauga...	Census Tract 202, Autauga...	Census Tract 203, Au...
▼ Total:	1,912	2,170	
▼ Urban:	1,594	2,170	
Inside urbanized areas	1,594	2,170	
Inside urban clusters	0	0	
Rural	318	0	
Not defined for this file	0	0	

Columns  
Cell/Column Notes

12. Click on “File” and then “Print” (or ctrl/command + p on your keyboard) and then click on “Export to Excel”

United States Census Bureau

Search

ALL TABLES MAPS PAGES

URBAN AND RURAL

Survey/Program: Decennial Census  
TableID: P2

Product: 2010: DEC Summary File 1  
Universe: Total population

CUSTOMIZE TABLE

6 Results FILTER | DOWNLOAD

URBAN AND RURAL  
Survey/Program: Decennial Census  
Years: 2010  
Table: H2

URBAN AND RURAL  
Survey/Program: Decennial Census  
Years: 2010  
Table: HCT1

URBAN AND RURAL  
Survey/Program: Decennial Census  
Years: 2010  
Table: P2

Printing this table will only include the first page of data and the associated table notes.

For the complete table, click Export to Excel.

PRINT ANYWAY EXPORT TO EXCEL

13. The table will download as an Excel Spreadsheet. When you open the Excel spreadsheet, the information should be presented as it appears on the Census website.

URBAN AND RURAL				
TABLE ID:	P2			
SURVEY/PROGRAM	Decennial Census			
PRODUCT:	DEC Summary File 1			
UNIVERSE:	Total population			
Note: The table shown may have been modified by user selections. Some information may be missing.				
Label	Census Tract 201, Autauga County	Census Tract 202, Autauga County	Census Tract 203, Autauga County	Census Tract 204, Autauga County
Total:	1,912	2,170	3,373	4,386
Urban:	1,594	2,170	3,373	4,386
Inside urbanized areas	1,594	2,170	3,373	4,386
Inside urban clusters	0	0	0	0
Rural	318	0	0	0
Not defined for this file	0	0	0	0

14. In Excel, highlight each of the census tracts that the project plans to serve. Attach this documentation to the application. Any census tracts in which more than 50% of the total population is listed as “rural” are eligible service areas.
15. If the Excel spreadsheet is too large for your computer to download, you can take screenshots of the census tracts your project is intending to serve. You must then attach these screenshots to your application.
- To take a screenshot on a Windows computer, you can either click “ctrl + print screen” on your keyboard, or you can use the “snipping” tool that is built-in.
  - To take a screenshot on a Mac computer, press “command + shift + 4”
- NOTE: If you have a computer that does not have the ability to take screenshots, contact OVW for assistance.

***If the application is proposing to serve a fully rural county, it must include the one page print out from HRSA that identifies that county is fully eligible. If the application is proposing to serve a county that is partially rural, it must include a print out from the Census Data that shows the rural and urban population for each and every census tract in that county, and note which census tracts the project will serve. NO OTHER FORMS OF DOCUMENTATION WILL BE ACCEPTED.***