

# 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, which are statutorily identified as 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 they are proposing to serve are designated as “rural” 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.***

- If the application is proposing to serve ***a fully rural county***, it must include the one page print out from the HRSA website that identifies that county is fully eligible.
- If the application is proposing to serve ***a partially rural county***, it must include a printout from the Census Data that shows the rural and urban housing units 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.**

## 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 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>
3. Change the toggle above the Search Criteria box from “By Address” to “By State/County”.
4. Select the State or Territory in the drop-down menu.
5. Select the county in the drop-down menu.
6. Click “Search.”
7. 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.**

***No further documentation is needed for this county.*** 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.

**Note:** *This process must be completed for 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.**

***Proceed to STEP 2.***

**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.**

***Proceed to STEP 2.***

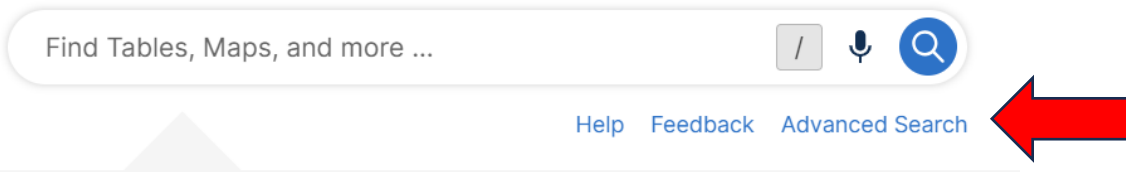
**STEP 2: Determine whether there are rural census tracts within counties that produced message 2 or 3 above, using data from the US Census.**

For counties determined not to be entirely rural by the HRSA tool, 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 process:

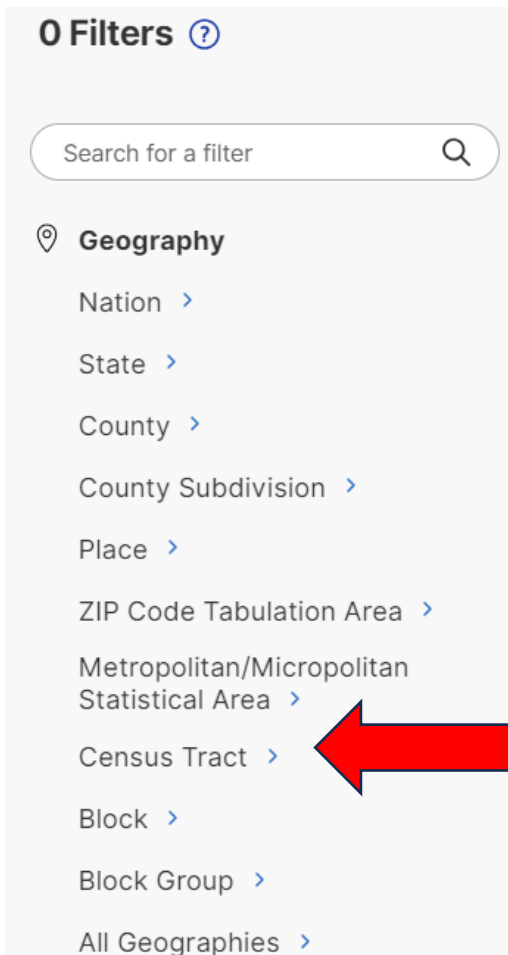
1. Proceed to the following website: <https://data.census.gov/>
2. Click on “Advanced Search.”

# Explore Census Data

Learn about America’s People, Places, and Economy



3. In the Filter panel on the left, select “Census Tract” under “Geography.”



4. Under “Select State,” select your state or territory.

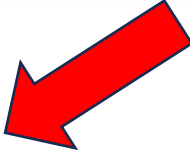
**Select State**

**+** Within other geographies

Search State Q

All Census Tracts within United States

- Alabama >
- Alaska >
- American Samoa >
- Arizona >
- Arkansas >
- California >
- Colorado >
- Commonwealth of the Northern Mariana Islands >
- Connecticut >
- Delaware >
- District of Columbia >



5. Under “Select County,” select your county.

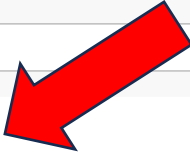
**<** Ohio / **Select County**

**+** Within other geographies

Search County Q

All Census Tracts within Ohio

- Adams County, Ohio >
- Allen County, Ohio >
- Ashland County, Ohio >
- Ashtabula County, Ohio >
- Athens County, Ohio >
- Auglaize County, Ohio >
- Belmont County, Ohio >
- Brown County, Ohio >
- Butler County, Ohio >
- Carroll County, Ohio >



6. Under “Select Census Tract,” select “All census tracts within [county name], [state or territory],” (should be the first item on the list) and then select “Search.”

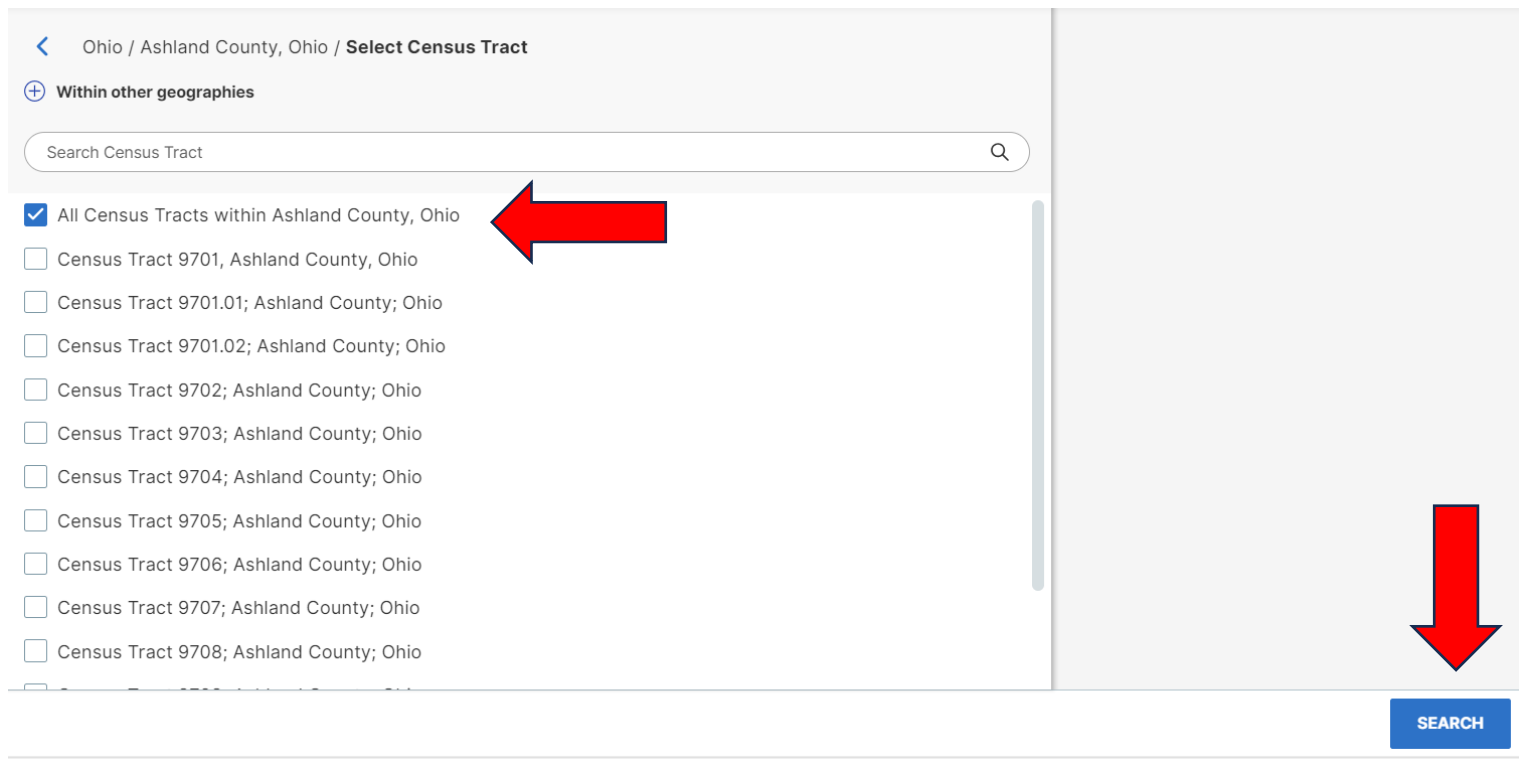
Ohio / Ashland County, Ohio / **Select Census Tract**

+ Within other geographies

Search Census Tract

- All Census Tracts within Ashland County, Ohio
- Census Tract 9701, Ashland County, Ohio
- Census Tract 9701.01; Ashland County; Ohio
- Census Tract 9701.02; Ashland County; Ohio
- Census Tract 9702; Ashland County; Ohio
- Census Tract 9703; Ashland County; Ohio
- Census Tract 9704; Ashland County; Ohio
- Census Tract 9705; Ashland County; Ohio
- Census Tract 9706; Ashland County; Ohio
- Census Tract 9707; Ashland County; Ohio
- Census Tract 9708; Ashland County; Ohio

SEARCH



7. Type “H2” into the search bar

H2

All Tables Maps Profiles Pages

1 Table, 1 Map, 28 Profiles, 10,000 Pages

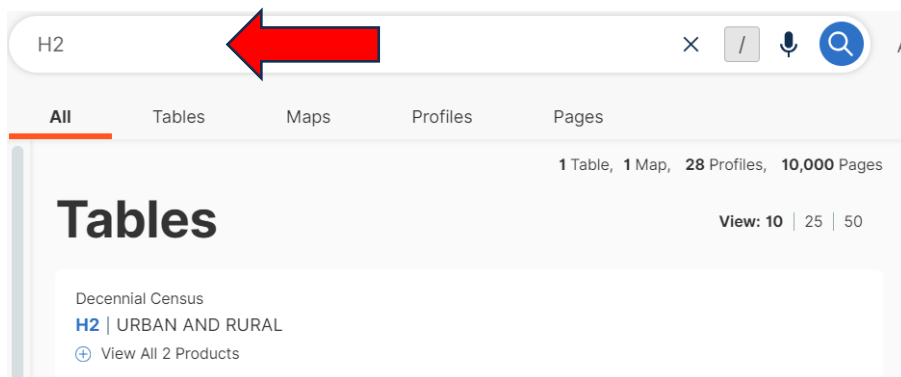
## Tables

View: 10 | 25 | 50

Decennial Census

**H2** | URBAN AND RURAL

+ View All 2 Products



8. Under “Tables,” under H2 | URBAN AND RURAL, click the “+” icon to “view all 2 products.” Select the table that says, “2020: DEC Demographic and Housing Characteristics.” *Note: This should be the 1<sup>st</sup> table on the list.*

H2

All Tables Maps Profiles Pages

1 Table, 1 Map, 28 Profiles, 10,000 Page:

# Tables

View: 10 | 25 | 50

Decennial Census  
**H2 | URBAN AND RURAL**  
 View All 2 Products

2020: DEC Demographic and Housing Chara... 2010: DEC Summary File 1

9. This will return a list of each census tract within that county, including the following details for each tract:
- the number of total housing units;
  - the number of housing units that are urban; and
  - the number of housing units that are rural.

H2 | URBAN AND RURAL

Decennial Census Universe: Housing units 2020: DEC Demographic and Housing Characteristics

Notes Geos Topics Codes Dataset Year Hide Transpose Restore Excel

Label	Census Tract 9512.01; Bro...	Census Tract 9512.02; Bro...	Census Tract 9513.01; Bro...	Census Tract 9513.02; Bro...
Total:	1,981	1,994	2,183	1,109
Urban	0	0	0	0
Rural	1,981	1,994	2,183	1,109
Not defined for this file	0	0	0	0

10. Click on “Excel” on the top right-hand side of the page.\*

H2 | URBAN AND RURAL

Decennial Census Universe: Housing units 2020: DEC Demographic and Housing Characteristics

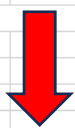
Notes Geos Topics Codes Dataset Year Hide Transpose Restore Excel CSV ZIP More Tools

Label	Census Tract 9512.01; Bro...	Census Tract 9512.02; Bro...	Census Tract 9513.01; Bro...	Census Tract 9513.02; Bro...	Census Tract 9514; Brown ...
Total:	1,981	1,994	2,183	1,109	1,789
Urban	0	0	0	0	0
Rural	1,981	1,994	2,183	1,109	1,789
Not defined for this file	0	0	0	0	0

\* If the Excel spreadsheet is too large for your computer to download, you may take screenshots or snips of the census tracts your project intends to serve. You must then attach these screenshots to your application.

11. The table will download as an Excel Spreadsheet. When you open the Excel spreadsheet, click on the second tab titled “Data.” The information should be presented as it appears on the Census website.

A	B	C
<b>URBAN AND RURAL</b>		United States <sup>®</sup> <b>Census</b> Bureau
Note: The table shown may have been modified by user selections. Some information may be missing.		
<b>DATA NOTES</b>		
TABLE ID:	H2	
SURVEY/PROGRAM:	Decennial Census	
VINTAGE:	2020	
DATASET:	DECENNIALDHC2020	
PRODUCT:	DEC Demographic and Housing Characteristics	
UNIVERSE:	Housing units	
MLA:	U.S. Census Bureau. "URBAN AND RURAL." Decennial Census, DEC Demographic and Housing Characteristics, Table H2,	
FTP URL:	<a href="https://www2.census.gov/programs-surveys/decennial/2020/data/">https://www2.census.gov/programs-surveys/decennial/2020/data/</a>	
API URL:	<a href="https://api.census.gov/data/2020/dec/dhc">https://api.census.gov/data/2020/dec/dhc</a>	
<b>USER SELECTIONS</b>		
TABLES	H2	
GEOS	All Census Tracts within Brown County, Ohio	
EXCLUDED COLUMNS	None	
APPLIED FILTERS	None	
APPLIED SORTS	None	
<b>PIVOT &amp; GROUPING</b>		
PIVOT COLUMNS	None	
PIVOT MODE	Off	
ROW GROUPS	None	
VALUE COLUMNS	None	
WEB ADDRESS	<a href="https://data.census.gov/table/DECENNIALDHC2020.H2?q=H2&amp;g=050XX00US39015\$1400000">https://data.census.gov/table/DECENNIALDHC2020.H2?q=H2&amp;g=050XX00US39015\$1400000</a>	
<b>TABLE NOTES</b>		
Note: For information on data collection, confidentiality protection, nonsampling error, subject definitions, and To protect respondent confidentiality, data have undergone disclosure avoidance methods which add "statistical Source: U.S. Census Bureau, 2020 Census Demographic and Housing Characteristics File (DHC)		
<b>COLUMN NOTES</b>		
None		



12. 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 housing units are listed as "rural" are eligible service areas.**

Label	Census Tract 9512.01; Brown County; Ohio	Census Tract 9512.02; Brown County; Ohio	Census Tract 9513.01; Brown County; Ohio	Census Tract 9513.02; Brown County; Ohio	Census Tract 9514; Brown County; Ohio	Census Tract 9515; Brown County; Ohio	Census Tract 9516; Brown County; Ohio	Census Tract 9517; Brown County; Ohio
Total:	1,981	1,994	2,183	1,109	1,789	2,580	1,663	1,284
Urban	0	0	0	0	0	0	983	0
Rural	1,981	1,994	2,183	1,109	1,789	2,580	680	1,284
Not defined for this file	0	0	0	0	0	0	0	0