



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

OVW Fiscal Year 2024 STOP Formula Grant Program - Solicitation

Assistance Listing Number: 16.588

Grants.gov Opportunity Number: O-OVW-2024-172038

Solicitation Release Date: May 8, 2024

Deadline to submit SF-424 and SF-LLL in Grants.gov: 11:59 PM Eastern Time (ET) on June 18, 2024

Deadline to submit full application in JustGrants: 8:59 PM Eastern Time (ET) on June 20, 2024

Eligibility:

Eligible applicants are limited to: any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the United States Virgin Islands, American Samoa, Guam, and the Commonwealth of the Northern Mariana Islands. Specifically, only the designated state office, pursuant to 28 C.F.R. § 90.11, may apply. For more information, see the [Eligibility Information](#) section of this solicitation.

Contact Information

For assistance with the requirements of this solicitation, email OVW at OVW.STOP@usdoj.gov. Applicants also may call OVW at 202-307-6026.

Registration Information

Organizations applying for the first time must complete registrations with multiple systems:

- i. System for Award Management (SAM) (<https://sam.gov/content/entity-registration>)
- ii. Grants.gov (<https://www.grants.gov/applicants/applicant-registration>)
- iii. JustGrants registration needs to be completed **ONLY** after successful submission of Step 1 of the application as described below.

For more information, see the [Prior to Application Submission](#) section of this solicitation.

Organizations that have applied for funding previously **must ensure their accounts with SAM, Grants.gov, and JustGrants are active and up to date.**

Applicants are strongly encouraged to begin the registration process or ensure that all accounts are active and up to date by June 12, 2024.

Submission Information: Applications must be submitted to OVW through a two-step process that begins in Grants.gov and is completed in JustGrants.

Step 1: The applicant must **submit** by the Grants.gov deadline (11:59 PM ET on June 18, 2024) the required Application for Federal Assistance standard form (SF-424) and the Disclosure of Lobbying Activities form (SF-LLL) in Grants.gov. To view the forms prior to completing them in Grants.gov, applicants can go to the Package tab under the funding opportunity that they are applying for and select Preview. The Preview then provides links to the forms.

Step 2: The applicant must then submit the **full application**, including attachments, in JustGrants at <https://justicegrants.usdoj.gov/> by the JustGrants application deadline (8:59 PM ET on June 20, 2024). OVW encourages applicants to review the [JustGrants](#) website for more information, resources, and training.

Note that the Grants.gov and JustGrants deadlines are typically only a few days apart. For more information about submission, see the [How to Apply](#) section of this solicitation.

Notification

OVW anticipates notifying applicants of funding decisions by October 1, 2024.

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Program Description

Overview of OVW

OVW is a component of the United States Department of Justice (DOJ). Created in 1995, OVW administers grant programs authorized by the Violence Against Women Act (VAWA) and subsequent legislation and provides national leadership on issues of domestic violence, dating violence, sexual assault, and stalking. OVW grants support coordinated community responses that provide services to victims and hold offenders accountable.

About this OVW Program

This program is authorized by 34 U.S. C. §§ 10441, 10446 – 10451, 10454. The Services* Training* Officers* Prosecutors (STOP) Violence Against Women Formula Grant Program (STOP Formula Grant Program) (Assistance Listing Number 16.588) supports communities, including American Indian tribes and Alaska Native villages, in their efforts to develop and strengthen effective responses to domestic violence, dating violence, sexual assault and stalking. For additional information about this program and related performance measures, including how awards contribute to the achievement of program goals and objectives, see:

- OVW grant program information: [OVW Grants and Programs Webpage](#).
- Program performance measures under the Measuring Effectiveness Initiative: [VAWA Measuring Effectiveness Initiative webpage](#).
- Program-specific sections in OVW's [most recent report to Congress](#) on the effectiveness of VAWA grant programs.

Program Scope

Activities supported by this program are determined by statute, federal regulations, and OVW policies. If an applicant receives an award, the funded project is bound by this solicitation, the [DOJ Financial Guide](#), including updates to the financial guide after an award is made, the [Solicitation Companion Guide](#), and the conditions of the award.

Purpose Areas

Pursuant to 34 U.S.C § 10441(b), funds under this program must be used for one or more of the following purposes:

1. 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 domestic violence, dating violence, sexual assault, and stalking, including the appropriate use of nonimmigrant status under subparagraphs (T) and (U) of section 101 (a)(15) of the Immigration and Nationality Act (8 U.S.C. § 1101(a)(15)).
2. 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 domestic violence, dating violence, sexual assault, and stalking.
3. 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 domestic violence, dating violence, sexual assault, and stalking, as well as the appropriate treatment of

victims including implementation of the grant conditions in section 40002(b) of the Violence Against Women Act of 1994 (34 U.S.C. 12291(b));

4. Developing, installing, or expanding data collection and communication systems, including computerized systems, linking police, prosecutors, and courts or for the purpose of identifying, classifying, and tracking arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women, including the crimes of domestic violence, dating violence, sexual assault, and stalking.
5. Developing, enlarging, or strengthening victim services and legal assistance programs, including domestic violence, dating violence, sexual assault, and stalking programs, developing or improving delivery of victim services and legal assistance 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 domestic violence, dating violence, sexual assault, and stalking.
6. Developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes in dealing with violent crimes against women, including the crimes of domestic violence, dating violence, sexual assault, and stalking.
7. 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 domestic violence, dating violence, sexual assault, and stalking.
8. 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.
9. Developing, enlarging, or strengthening programs to assist law enforcement, prosecutors, courts, and others to address the needs and circumstances of individuals 50 years of age and over, individuals with disabilities, and Deaf individuals who are victims of domestic violence, dating violence, sexual assault, or stalking, including recognizing, investigating, and prosecuting instances of such violence or assault and targeting outreach and support, counseling, legal assistance and other victim services to such individuals.
10. Providing assistance to victims of domestic violence and sexual assault in immigration matters.
11. Maintaining core victim services and criminal justice initiatives, while supporting complementary new initiatives and emergency services for victims and their families, including rehabilitative work with offenders.
12. 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:

- A. developing, in collaboration with prosecutors, courts, and victim service providers, standardized response policies for local law enforcement agencies, including the use of evidence-based indicators to assess the risk of domestic and dating violence homicide and prioritize dangerous or potentially lethal cases;
 - B. notifying persons seeking enforcement of protection orders as to what responses will be provided by the relevant law enforcement agency;
 - C. referring persons seeking enforcement of protection orders to supplementary services (such as emergency shelter programs, hotlines, or legal assistance services); and
 - D. taking other appropriate action to assist or secure the safety of the person seeking enforcement of a protection order.
13. Providing funding to law enforcement agencies, 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:
- A. 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;
 - B. 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));¹ and
 - C. the development of such protocols in collaboration with state, tribal, territorial and local victim services providers and domestic violence coalitions.

Note for Purpose Area 13: Any law enforcement, state, tribal, territorial, or local government agency receiving funding under this purpose area, the Crystal Judson Domestic Violence Protocol Program, and any subgrantee of such an agency, shall:

1. receive specialized training, on an annual basis, from domestic violence and sexual assault nonprofit organizations on the topic of incidents of domestic violence committed by law enforcement personnel, and
2. provide a report to the Department of the protocol(s) adopted in connection with the Crystal Judson Domestic Violence Protocol Program, including a summary of progress in implementing such protocol(s), once every two years.

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 and ensure that all subgrantees satisfy the requirements of this purpose area.

¹ IACP updated this model policy in 2019; the updated policy is available at: <https://www.theiacp.org/sites/default/files/2021-07/Domestic%20Violence%20FULL%20-%2006292020.pdf>

14. Developing and promoting state, local, or tribal legislation and policies that enhance best practices for responding to domestic violence, dating violence, sexual assault, and stalking.
15. Developing, implementing, or enhancing Sexual Assault Response Teams, or other similar coordinated community responses to sexual assault.
16. Developing and strengthening policies, protocols, best practices, and training for law enforcement agencies and prosecutors relating to the investigation and prosecution of sexual assault cases and the appropriate treatment of victims.
17. Developing, enlarging, or strengthening programs addressing sexual assault against men, women, and youth in correctional and detention settings.
18. Identifying and conducting inventories of backlogs of sexual assault evidence collection kits and developing protocols and policies for responding to and addressing such backlogs, including protocols and policies for notifying and involving victims.
19. Developing, enlarging, or strengthening programs and projects to provide services and responses targeting male and female victims of domestic violence, dating violence, sexual assault, or stalking, whose ability to access traditional services and responses is affected by their sexual orientation or gender identity, as defined in 18 U.S.C. § 249(c).
20. Developing, enhancing, or strengthening prevention and educational programming to address domestic violence, dating violence, sexual assault, stalking, or female genital mutilation or cutting, with not more than 5 percent of the amount allocated to a state to be used for this purpose.
21. Developing, enhancing, or strengthening programs and projects to improve evidence collection methods for victims of domestic violence, dating violence, sexual assault, or stalking, including through funding for technology that better detects bruising and injuries across skin tones and related training.
22. Developing, enlarging, or strengthening culturally specific victim services programs to provide culturally specific victim services and responses to female genital mutilation or cutting.
23. Providing victim advocates in State or local law enforcement agencies, prosecutors' offices, and courts to provide supportive services and advocacy to Indian victims of domestic violence, dating violence, sexual assault, and stalking.
24. Paying any fees charged by any governmental authority for furnishing a victim or the child of a victim with any of the following documents:
 - A. A birth certificate or passport of the individual as required by law.
 - B. An identification card issued to the individual by a State or Tribe, that shows that the individual is a resident of the State or a member of the Tribe.

OVW Priority Areas

In FY 2024, OVW has four programmatic priorities. OVW encourages states and territories to develop and support projects that:

1. Advance equity and tribal sovereignty as essential components of ending sexual assault, domestic violence, dating violence, and stalking by improving outreach, services, civil and criminal justice responses, prevention, and support for survivors from historically marginalized and underserved communities, particularly those facing disproportionate rates or impacts of violence and multiple barriers to services, justice, and safety.
2. Increase access to justice for all survivors of sexual assault, domestic violence, dating violence, and stalking, including through exploration of survivor-centered criminal justice system reform.
3. Strengthen efforts to prevent and end sexual assault, including victim services and civil and criminal justice responses.
4. Expand economic justice and financial advocacy for survivors of sexual assault, domestic violence, dating violence, and stalking, including as a tool for violence prevention.

Activities that Compromise Victim Safety and Recovery or Undermine Offender Accountability

OVW does not fund activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to avoid responsibility for their actions. States and territories will need to ensure that subgrantees do not engage in such activities. OVW grant funds may support survivor-centered alternative pathways to justice and non-criminal approaches to accountability that fall within the statutory scope of this program and do not compromise victim safety. Information on activities that compromise victim safety and recovery or undermine offender accountability may be found in the [Solicitation Companion Guide](#).

Out-of-Scope Activities

Funds under this program may not be used to conduct research, defined by 28 C.F.R. § 46.102 as a systematic investigation designed to develop or contribute to generalizable knowledge. Surveys and focus groups, depending on their design and purpose, may constitute research and therefore be out-of-scope. However, assessments conducted for internal improvement purposes only may not be considered “research” as defined above. For information on distinguishing between research and assessments, see the [Solicitation Companion Guide](#).

Any out-of-scope activities must be removed from the application. States and territories also must ensure that subgrantees do not engage in out-of-scope activities.

Activities Requiring Prior Approval

Recipients must receive prior approval before using grant funds to support surveys, regardless of the survey’s purpose. Prior approval is necessary to determine whether the activity is within the scope of the award and meets the requirements of the Paperwork Reduction Act (see the [Solicitation Companion Guide](#) for more information).

Federal Award Information

Availability of Funds

All awards are subject to the availability of appropriated funds as well as any modifications or additional requirements imposed by law. There is no guarantee that funds will be available in the future.

Type of Award

Awards will be made as grants.

Award Period(s) and Amount(s)

The award period is 24 months. The total “estimated funding” on the SF-424 must reflect 24 months. The award period will start on July 1, 2024.

By statute (34 U.S.C. § 10446(b)), of the amount appropriated for the STOP Formula Grant Program, 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.

Incentives for States to Create Sexual Assault Survivors' Bill of Rights (SASBR)

In FY 2024, states and territories may apply for additional funds (up to ten percent of the three-year average of combined STOP awards) if the state provides certain rights for sexual assault survivors. To qualify, the state or territory must have a law in effect that provides to sexual assault survivors the rights, at a minimum, under 18 U.S.C. § 3772 . States may receive the additional funding under the SASBR **up to four times**.

To apply for these additional funds, a state or territory must submit a legal opinion explaining why the state or territory meets the requirements of the law. The legal opinion must cite relevant statutes and case law or other authorities interpreting those statutes, if applicable. This legal opinion may be in the form of a letter addressed to the Director of OVW and must be signed by the state Attorney General or another state official with authority to make binding legal determinations. **Although the information provided by the state will inform OVW's decision, OVW will make the final eligibility determination.**

For states and territories that received SASBR funds in FY 2023:

States and territories that received SASBR funds in FY 2023 must submit a letter addressed to the Director of OVW certifying that no changes have been made to state law and that the state is still in compliance with the requirements of the SASBR. This certification letter must be signed by the state Attorney General or another state official with authority to make binding legal determinations.

States and territories must submit the legal opinion to OVW at OVW.SASBR@usdoj.gov by **11:59 pm ET April 19, 2024**. OVW will not be able to consider any application or certification submitted after this date.

If the state is awarded the additional funds, such funds will be subject to all of the requirements of the STOP program.

Rape Survivor Child Custody Act (RSCCA)

In FY 2024, states and territories may apply for additional funds (up to ten percent of the three-year average of combined STOP and Sexual Assault Services Program (SASP) formula grant funds, with 75 percent of that amount supplementing the SASP award and 25 percent supplementing the STOP award) if the state meets the requirements of the Rape Survivor Child Custody Act (RSCCA). To qualify, the state or territory must have a law that allows the mother of a child conceived through rape to seek court-ordered termination of the parental rights of the rapist with regard to that child, which the court is authorized to grant upon clear and convincing evidence of rape. States may receive the additional funding under the RSCCA **up to four times**.

To apply, a state or territory must submit a legal opinion explaining why the state or territory meets the requirements of the law. The legal opinion must cite relevant statutes and case law or other authorities interpreting those statutes, if applicable. This legal opinion may be in the form of a letter addressed to the Director of OVW and must be signed by the state Attorney General or another state official with authority to make binding legal determinations. **Although the information provided by the state will inform OVW's decision, OVW will make the final eligibility determination.**

For states and territories that received RSCCA funds in FY 2016, 2017, 2018, 2019, 2020, 2021, 2022 or 2023

States and territories that received RSCCA funds in FY 2016, 2017, 2018, 2019, 2020, 2021, 2022 or 2023 (and have received these funds fewer than four times) must submit a letter addressed to the Director of OVW certifying that no changes have been made to state law and that the state is still in compliance with the requirements of the RSCCA. This certification letter must be signed by the state Attorney General or another state official with authority to make binding legal determinations.

States and territories must submit the legal opinion or the certification letter to OVW at OVW.RSCCA@usdoj.gov by **11:59 pm ET April 19, 2024**. OVW will not be able to consider any application or certification submitted after this date.

If the state or territory is awarded the additional funds, such funds will be subject to all the requirements of the STOP Formula Grant Program. Because this requirement applies to both STOP and SASP, OVW encourages the state administrators for the two programs to coordinate their responses.

Eligibility Information

Eligible Applicants

Eligible entities for this program are limited to any state of the United States, the District of Columbia, the Commonwealth of Puerto Rico, the United States Virgin Islands, American Samoa, Guam, and the Commonwealth of the Northern Mariana Islands. Specifically, only the designated state office, pursuant to 28 C.F.R. § 90.11, may apply.

Applications that are submitted by ineligible entities will not be considered for funding.

Cost Sharing or Matching

There is a 25 percent match requirement imposed on grant funds under this program. Pursuant to 34 U.S.C. § 10446(f), a grant made under this program may not cover more than 75 percent of the total costs of the project being funded. Subgrants to victim service providers for victim services can be excluded from the total costs. For a subgrant to qualify under this exclusion, the subrecipient must be an organization that is recognized by the Internal Revenue Service (IRS) as a tax exempt organization described in section 501(c)(3) of Title 26 of the United States Code (unless it is a tribal governmental organization or a governmental rape crisis center not in a territory). Subgrants to tribes can also be excluded from the total costs. By the end of the award recipients must identify the source of the 25 percent non-federal portion of the award and how match funds were or will be used. Applicants may satisfy the required match with either cash or in-kind services.

In addition, victim service providers and tribes cannot be required to provide match. Such victim service providers must have IRS 501(c)(3) status (unless they are tribal governmental organizations or governmental rape crisis centers not in territories).

For more information, please contact your OVW Program Manager or consult [OVW's Frequently Asked Questions \(FAQs\) About STOP Formula Grants](#).

Further information on the calculation, documentation, and auditing of the match requirement can be found in the [DOJ Financial Guide](#) and on [OVW's website](#). For more information and ideas regarding match, please see the Match Requirement for STOP Formula Grants on [OVW's website](#).

Other Program Eligibility Requirements

In addition to meeting the eligible entity requirements outlined above, applicants for this program must also meet the requirements below. All certification and other eligibility related documents must be current and developed in accordance with the FY 2024 solicitation.

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

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 on the [OVW website](#).

Additionally, applicants must provide a written description of the status of their compliance with these statutory eligibility requirements. See the [Application and Submission Information](#) section for more information on the required application attachments.

Application and Submission Information

Address to Request Application Package

The complete application package (this solicitation, including links to required forms) is available on Grants.gov and on the [OVW website](#). Applicants wishing to request a paper copy of these materials should contact OVW at 202-307-6026 or OVW.STOP@usdoj.gov.

Content and Form of Application Submission

The information below (**Formatting and Technical Requirements** through **How to Apply**) describes the full content and form of application submission.

Formatting and Technical Requirements

Applications must follow the requirements below for all documents attached to the application, unless otherwise noted.

1. Double-spaced (charts may be single-spaced)
2. 8½ x 11 inch pages
3. One-inch margins
4. Arial font, type no smaller than 11 point, except for footnotes, which may be 9 point
5. Page numbers
6. Documents in the following formats: Microsoft Word (.doc), PDF files (.pdf), or Text Documents (.txt)
7. Headings and sub-headings that correspond to the sections identified in this section of the solicitation

Application Contents

Applications must include the required documents and meet the program eligibility requirements. For a checklist, see the [Application Checklist](#) in the Other Information section of this solicitation. Applications that do not include all the following components will be considered substantially incomplete and may result in a delay in funding:

1. Implementation Plan Update or No Amendments Letter
2. Certification of Compliance with the Statutory Eligibility Requirements of the Violence Against Women Act as Amended, STOP Formula Grant Program
3. Status of Compliance with the Statutory Eligibility Requirements of the Violence Against Women Act as Amended, STOP Formula Grant Program Compliance with Certification Requirements
4. Delivery of Legal Assistance Certification Letter (if applicable)

Application for Federal Assistance (SF-424)

Applicants must complete the SF-424 in Grants.gov as part of **Step 1 of the application submission process**. The SF-424 is generated when the applicant begins the submission process in Grants.gov. For Type of Applicant (box 9), do not select "Other". The amount in the Applicant line (box 18b) is the match provided by the applicant. The individual who is listed as "**Authorized Representative**" (box 21) must have the authority to apply for and accept grant awards on behalf of the organization or jurisdiction.

Intergovernmental Review (SF-424 Question 19): This solicitation ("funding opportunity") is subject to Executive Order (E.O.) 12372, Intergovernmental Review of Federal Programs. Applicants must check the Office of Management and Budget's website for the names and addresses of state [Single Points of Contact](#) (SPOC) under Intergovernmental Review. If the applicant's state appears on the SPOC list, the applicant must contact the state SPOC to comply with the state's process under E.O. 12372. In completing the SF-424, the applicant must make the appropriate selection in response to question 19 once it has complied with its state E.O. 12372 process. An applicant whose state does not appear on the SPOC list should answer question 19 by selecting the following response: "Program is subject to E.O. 12372 but has not been selected by the state for review."

Disclosure of Lobbying Activities (SF-LLL)

All applicants must complete and submit the *Disclosure of Lobbying Activities* (SF-LLL) form in Grants.gov as part of **Step 1 of the application submission process**. Applicants that expend any funds for lobbying activities must provide the information requested on the SF-LLL.

Applicants that do not expend any funds for lobbying activities should enter “N/A” in the required highlighted fields.

Standard Applicant Information (JustGrants 424 and General Agency Information)

This section in the JustGrants application is pre-populated with the SF-424 data submitted in Grants.gov. Applicants begin **Step 2 of the application submission process** by reviewing the Standard Applicant Information in JustGrants, making edits as needed, confirming the Authorized Representative, verifying the legal name and address, and entering the ZIP code(s) for the areas affected by the project.

Data Requested with Application

Applicants must complete two questionnaires in JustGrants: Pre-Award Risk Assessment and STOP Summary Data Sheet. Applicants should click on the questionnaire name in JustGrants to access and complete each questionnaire. Although the questionnaires must be completed in JustGrants, the questions can be viewed in Appendices A and B of this solicitation.

Implementation Plan Update or No Amendments Letter

States and territories must submit updates or changes to their four-year plans from 2022, as well as updated demographic information. Implementation plan updates must include any changes to goals or priority areas, any revisions to plans for how to use the funds, any new planning committee members and related documentation from them, and any changes to the states or territory’s grant-making strategy and efforts to meet the needs of underserved populations.

If the four-year implementation plan submitted in FY 2022 has not changed, the state or territory **must** so indicate in a letter (referred to as a No Amendments Letter) and submit that letter with the application.

Note: States or Territories that submit revised implementation plans must develop those plans through deliberative consultation and coordination with the full list of entities required for implementation plan consultation: domestic violence and sexual assault coalitions (or dual coalitions), law enforcement, prosecution, state and local courts, state and federally recognized tribes, representatives from underserved populations, including culturally specific populations, victim service providers, and population specific organizations. States and territories must demonstrate through the plan that they have consulted and coordinated in a meaningful way with this full list of entities.

Note: If a state chooses to submit a completely new plan for FY 2024, the plan should cover the two-year period of FYs 2024 - 2025. Otherwise, subsequent plans should cover a four-year period, with the next plan due to OVW in FY 2026 and covering FYs 2026 - 2029.

Funding Restrictions

The following information is provided to help applicants develop an application and administer grant funds consistent with program requirements. OVW awards are governed by the provisions of 2 C.F.R. Part 200 and the [DOJ Financial Guide](#), which include information on allowable costs,

methods of payment, audit requirements, accounting systems, and financial records. The issuance and monitoring of subawards must meet the requirements of 2 C.F.R. § 200.332, which includes oversight of subrecipient spending and monitoring performance measures and outcomes attributable to grant funds.

Unallowable Costs

The costs associated with the activities listed below are unallowable:

1. Lobbying, except with explicit statutory authorization.
2. Fundraising.
3. Purchase of real property.
4. Physical modifications to buildings, including minor renovations (such as painting or carpeting).
5. Construction.

Food and Beverage/Costs for Refreshments and Meals

Recipients **must** receive prior approval before using grant funds to provide a working meal and/or refreshments at a meeting, conference, training, or other event. Food and beverages are generally considered personal expenses for which government funds should not be used. Exceptions may be made for working meals that are necessary to accomplish official business and enhance the cost effectiveness of the meeting or conference. Examples include, but are not limited to:

1. The location of the event is not in close proximity to food establishments, despite efforts to secure a location near reasonably priced and accessible commercial food establishments.
2. Failure to serve food will significantly lengthen the day or necessitate extending the meeting to achieve meeting outcomes.
3. A special presentation at a conference requires a plenary address where there is no other time for food to be obtained.
4. Other extenuating circumstances necessitate the provision of food.

Justification for an exception listed above must be submitted to OVW with the request for prior approval, including relevant details about the recipient's community, such as a rural or remote location. For additional information on restrictions on food and beverage expenditures, see [OVW conference cost planning](#).

Conference Planning and Expenditure Limitations

Recipients must comply with all requirements (including specific cost limits and 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), and costs of attendance at such events. Information on conference planning, minimization of costs, and conference reporting is available at [OVW conference cost planning](#).

Pre-Award Costs

OVW generally does not allow pre-award costs. Costs incurred prior to the start date of the award may not be charged to the project unless the recipient receives prior approval from OVW. See the [DOJ Financial Guide](#) for more information on pre-award costs.

Indirect Cost Rate Agreement (if applicable)

Applicants that intend to charge indirect costs through the use of a negotiated indirect cost rate must have a current, signed, federally approved indirect cost rate agreement and must upload and attach a copy of the agreement to their application in JustGrants. Applicants that do not have a current negotiated (including provisional) indirect cost rate, except for those non-Federal entities described in [Appendix VII to Part 200 paragraph \(d\)\(1\)\(B\)](#), may elect to charge a de minimis rate of 10% of modified total direct costs (MTDC).

Organizations that wish to negotiate an indirect cost rate should contact OVW's Grants Financial Management Division at OVW.GFMD@usdoj.gov or 1-888-514-8556 for more information.

Additional Application Components

The following components must be included with the application. Failure to supply this information may result in a delay in access to funds. Some components will be generated during the application submission process while others will be uploaded and attached to the application in JustGrants.

Letter of Nonsupplanting

Applicants must attach a letter to OVW's Director, signed by the Authorized Representative, certifying that federal funds will not be used to supplant non-federal funds should a grant award be made. A sample [Letter of Nonsupplanting](#) is available on the OVW website.

Confidentiality Notice Form

All applicants are required to acknowledge that they have received notice that grantees and subgrantees must comply with the confidentiality and privacy requirements of VAWA, as amended. Applicants must upload and attach, under Additional Attachments in JustGrants, the completed acknowledgement form available on the [OVW website](#). This form must be signed by the Authorized Representative.

[Certification of Compliance with the Statutory Eligibility Requirements of the Violence Against Women Act as Amended, STOP Formula Grant Program](#)

Pursuant to 34 U.S.C. § 10446(d), applicants must certify compliance with the statutory eligibility requirements set forth in 34 U.S.C. §§ 10446(c), 10449, 10450, 10451, 10454, and 12291(b). The certification form can be found on the [OVW website](#). The completed certification must be signed by the Authorized Representative and uploaded as an attachment in JustGrants.

Status of Compliance with Statutory Eligibility Requirements

Pursuant to 34 U.S.C. § 10446(d)(2)-(5), applicants also must provide a brief description of the status of their compliance with the statutory requirements in 34 U.S.C. §§ 10449, 10450, 10451, and 10454 (as implemented in 28 C.F.R. §§ 90.13-90.16) and submit copies of any legislative or administrative rule changes regarding these requirements that have occurred since submission of the state's or territory's last application for STOP funds. Applicants must answer the questions below. The responses must be uploaded as an attachment in JustGrants.

Medical Forensic Examinations Payment

- 1) What government entity in the state/territory pays for sexual assault medical forensic examinations?

- 2) Are victims ever required to submit claims to private health insurance? (NOTE: If yes, this does not mean the state or territory is out of compliance, only that the state or territory cannot use STOP funds to pay for exams).
- 3) What sources of funding does the state/territory use to pay for forensic medical exams?
- 4) What aspects of the forensic and medical examination are covered by the payment (e.g., collection of evidence, STI prophylaxis, etc.)?
- 5) Do the answers to the above questions change if the victim does not report to law enforcement and if so, how?
- 6) Are there any special procedures, such as anonymous reporting for cases where the victim does not report to law enforcement? If yes, please describe.

Note: States and territories must make the exam available free of charge to victims and may not cover the costs by reimbursing victims for the costs of the exam. 34 U.S.C. § 10449(b). STOP funds may be used to pay for forensic medical exams performed by trained examiners for victims of sexual assault, except that grant funds may not be used to pay for such exams if victims are required to seek reimbursement for the exams from their insurance carriers. 34 U.S.C. § 10449(c). States or territories that require victims to submit the charges to their insurance carriers must pay any deductibles or copayments directly rather than reimbursing victims for these costs.

Judicial Notification

- 1) Describe how the state/territory notifies respondents in protection order cases, whether civil or criminal, of the requirements of 18 U.S.C. 922(g)(8) and any applicable related state or local laws.
- 2) Describe how the state/territory provides notice to criminal defendants of the requirements of 18 U.S.C. 922(g)(9) and any applicable related state or local laws.

Costs for Criminal Charges and Protection Orders

- 1) What type of protection orders are available to victims of domestic violence, dating violence, sexual assault, and stalking in the state/territory? (For example, Protection from Abuse Order, Civil Harassment Order, Anti-Stalking Order, Peace Order, etc.)
- 2) How does the state/territory ensure that victims of these crimes are not charged filing, issuance, registration, modification, enforcement, dismissal, or withdrawal fees for each type of order?
- 3) How does the state/territory ensure that victims are not charged service fees in connection with these orders?

Polygraph Testing of Sexual Assault Victims

- 1) Describe the state's/territory's law, policy, or practice that ensures law enforcement officers, prosecutors, or other government officials do not ask or require victims of sex offenses to submit to truth telling devices as a condition of proceeding with the investigation of the offense.

Prosecution certification

- 1) Describe how the state will require any subgrantees that are prosecutor's offices to meet the certification requirements within three years of the date of the subgrant.

- 2) Describe how the state will ensure that the training, policies, and protocols utilized in response to the requirement support victim centered approaches including alternative practices and procedures for material witness petitions and bench warrants.

For more information on these statutory requirements, please contact your OVW Program Manager.

Delivery of Legal Assistance Certification Letter (if applicable)

Pursuant to 34 U.S.C. § 12291(b)(12), to be eligible for an award, any recipient or subrecipient providing legal assistance with funds awarded under this program must certify in writing that:

1. any person providing legal assistance with funds through this program – (A)(i) is a licensed attorney or is working under the direct supervision of a licensed attorney; (ii) in immigration proceedings, is a Board of Immigration Appeals accredited representative; (iii) in Veterans' Administration claims, is an accredited representative; or (iv) is any person who functions as an attorney or lay advocate in Tribal court; and (B)(i) has demonstrated expertise in providing legal assistance to victims of domestic violence, dating violence, sexual assault, or stalking in the targeted population; or (ii)(I) is partnered with an entity or person that has demonstrated expertise described in clause (i); and (II) has completed, or will complete, training in connection with domestic violence, dating violence, stalking, or sexual assault and related legal issues, including training on evidence-based risk factors for domestic and dating violence homicide;
2. any training program conducted in satisfaction of the requirement of paragraph (1) has been or will be developed with input from and in collaboration with a tribal, state, territorial, local, or culturally specific domestic violence, dating violence, sexual assault or stalking victim service provider or coalition, as well as appropriate tribal, state, territorial, and local law enforcement officials;
3. any person or organization providing legal assistance with funds through this program has informed and will continue to inform state, local, or tribal domestic violence, dating violence, or sexual assault programs and coalitions, as well as appropriate state and local law enforcement officials of their work; and
4. the grantee's organizational policies do not require mediation or counseling involving offenders and victims physically together, in cases where sexual assault, domestic violence, dating violence, stalking, or child sexual abuse is an issue.

The signed certification letter should be uploaded as a separate attachment in JustGrants. Sample certification letters can be found on the [OVW website](#).

Disclosures and Assurances

All applicants must review, complete, and submit all disclosures, assurances, and certifications as described below.

Disclosure of Lobbying Activities

Applicants must complete and submit the *Disclosure of Lobbying Activities* (SF-LLL) form in Grants.gov before beginning the application process in JustGrants.

DOJ Certified Standard Assurances

Applicants must read and acknowledge the DOJ Certified Standard Assurances in JustGrants.

DOJ Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; and Drug-Free Workplace Requirements

Applicants must read and acknowledge these DOJ certifications in JustGrants.

Prior to Application Submission

Unique Entity Identifier (UEI) and System for Award Management (SAM)

Entities applying for the first time must register with the following systems:

- SAM.gov: Registration with [SAM.gov](https://sam.gov) includes receiving a UEI and takes an average of **2 to 3 weeks**.
- Grants.gov: Registration with [Grants.gov](https://grants.gov) takes an average of **1 week**.
- JustGrants: Registration with JustGrants needs to be completed **ONLY** after successful submission of Step 1 of the application as described below under [How to Apply](#).

Note: Registration time frames are estimates. Applicants experiencing registration challenges should use the contact information below for addressing technical difficulties with each system.

Entities that have previously applied for funding from DOJ must ensure their accounts with SAM, Grants.gov, and JustGrants are active and up to date.

It is the applicant's responsibility to ensure that they are registered with SAM, Grants.gov, and JustGrants. OVW strongly encourages all applicants to begin the registration process or ensure that all accounts are active and up to date, by **June 12, 2024. Failure to do so will result in a delay in an access to funds.**

Applicants experiencing technical difficulties with SAM should go to https://www.fsd.gov/gsafsd_sp.

Applicants experiencing technical difficulties with Grants.gov should contact support@grants.gov.

Applicants experiencing technical difficulties with JustGrants should contact OVW.JustGrantsSupport@usdoj.gov.

How to Apply

Submission Dates and Times

All applications must be submitted electronically first in Grants.gov (SF-424 and SF-LLL) and then in JustGrants. **Applicants must make every effort to submit their application in Grants.gov and JustGrants. Note: The Grants.Gov deadline is June 18, 2024, and the JustGrants application deadline is June 20, 2024.** If an applicant must submit their application via email due to a technical difficulty, they must do so by the JustGrants application deadline, but **no earlier than 4 hours prior to that deadline**. Applicants anticipating late submission should contact OVW.STOP@usdoj.gov to provide an explanation for the delay and an anticipated submission date. Submitting the application after the deadline may result in a delay in access to funds.

OVW strongly encourages all applicants to begin the application submission process at least 48 hours prior to the Grants.gov application deadline. Failure to do so may result in a delay in access to funds.

Submission Information and Other Submission Requirements

Applications must be submitted to OVW through a two-step process that begins in Grants.gov and is completed in JustGrants.

Step 1: The applicant must submit by the Grants.gov deadline the required Application for Federal Assistance standard form (SF-424) and the Disclosure of Lobbying Activities form (SF-LLL) in Grants.gov. To view the forms prior to completing them in Grants.gov, applicants can go to the Package tab under the funding opportunity that they are applying for and select Preview. The Preview then provides links to the forms.

Step 2: The applicant must then submit the full application, including attachments, in JustGrants at <https://justicegrants.usdoj.gov/> by the JustGrants application deadline. OVW encourages applicants to review the [JustGrants](#) website for more information, resources, and training.

Tip: JustGrants functions better using a PC with Chrome or Edge web browser.

Application Review Information

Criteria, Review, and Award Process

This is a formula grant program; therefore, applications are not subject to a peer review. Applications are subject, however, to a programmatic review to ensure that the application is complete and meets applicable statutory, regulatory, and other program requirements as described in this solicitation. Applicants must submit all information requested in the Application Contents and Additional Required Information sections of this solicitation. If any required elements are missing, OVW will contact the applicant to request prompt submission of relevant documents. Failure to include required information at the time of submission may result in a delay in funding.

Each OVW grantee agrees to follow the financial and administrative requirements in the [DOJ Financial Guide](#) as a condition of receiving grant funding. If OVW determines that a current grantee has violated any of the requirements of the [DOJ Financial Guide](#), the grantee may experience a delay in funding or may have additional conditions placed on its award under this solicitation.

Prior to making an award, OVW is required to review and consider any information about applicants included in the designated integrity and performance system accessible through SAM. Applicants may review and comment on information about themselves that another federal awarding agency has previously entered. OVW will consider the applicant's comments as well as other information available in making its judgment about the risk posed by making an award to the applicant as described in 2 C.F.R. § 200.206.

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 down 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 may not be considered for funding.

Federal Award Administration Information

Federal Award Notices

Successful applicants will receive OVW award notifications electronically from JustGrants (not Grants.gov). Recipients will be required to log into JustGrants to review and accept the award. The Authorized Representative must acknowledge having read and understood all sections of the award instrument and submit the required declaration and certification to accept the award; these steps will be completed electronically in JustGrants.

Administrative, National Policy, and Other Legal Requirements

Information for All Federal Award Recipients

Applicants selected for awards must agree to comply with additional legal, administrative, and national policy requirements. OVW strongly encourages applicants to review the information pertaining to these additional requirements prior to submitting an application. This information can be found in the section of the [Solicitation Companion Guide](#) entitled "Post-Award Requirements for All Federal Award Recipients."

Terms and conditions for OVW awards are available on the [OVW website](#). These terms are subject to change prior to the issuance of the awards.

Violence Against Women Act Non-Discrimination Provision

The Violence Against Women Reauthorization Act prohibits OVW grantees from excluding, denying benefits to, or discriminating against any person on the basis of actual or perceived race, color, religion, national origin, sex, gender identity, sexual orientation, or disability in any program or activity funded in whole or in part by OVW. Recipients may provide sex-segregated or sex-specific programming if doing so is necessary for the essential operation of a program, so long as the recipient provides comparable services to those who cannot be provided with the sex-segregated or sex-specific programming. Additional information on the civil rights obligations of OVW funding recipients can be found in the [Solicitation Companion Guide](#) under "Civil Rights Compliance."

Accessibility

Recipients of OVW funds must comply with applicable federal civil rights laws, which, among other things, prohibit discrimination on the basis of disability and national origin. Compliance with these laws includes taking reasonable steps to ensure that persons who are limited in their English proficiency have meaningful access to recipients' programs and activities. Recipients are also responsible for ensuring that their programs and activities are readily accessible to people with disabilities, including those with physical or cognitive disabilities, as well as people who are Deaf or hard of hearing. OVW encourages applicants to go beyond minimum compliance with these requirements and allot sufficient resources to ensure programs and activities are accessible. More information on these obligations is available in the [Solicitation Companion Guide](#) under "Civil Rights Compliance."

General Information about Post-Federal Award Reporting Requirements

OVW grantees are required to submit annual performance reports and quarterly Federal Financial Reports (SF-425). Performance report forms will be provided to all award recipients.

Forms will be submitted electronically. Future awards and fund drawdowns may be withheld if reports are delinquent. For more information on post award reporting requirements, including requirements for certain recipients to report information on civil, criminal, and administrative proceedings in SAM, see the [Solicitation Companion Guide](#) and the award condition on recipient integrity and performance matters available on the [OVW website](#).

Federal Awarding Agency Contact(s)

For assistance with the requirements of this solicitation, contact the following:

- Programmatic questions, contact this program at 202-307-6026 or OVW.STOP@usdoj.gov and reference this solicitation.
- Financial questions, contact 888-514-8556 or ovw.gfmd@usdoj.gov
- Technical questions:
 - Grants.gov Applicant Support at 800-518-4726 or support@grants.gov
 - OVW JustGrants Support at 1-866-655-4482 or OVW.JustGrantsSupport@usdoj.gov

Other Information

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. OVW tries to create forms and instructions that are accurate, easily understood, and not unnecessarily burdensome. The estimated average time to complete and file this form is 30 hours. Comments regarding the accuracy of this estimate or suggestions for simplifying this form can be submitted to the Office on Violence Against Women, U.S. Department of Justice, 145 N Street, NE, Washington, DC 20530.

Note: Any materials submitted as part of an application may be released pursuant to a request under the Freedom of Information Act.

Application Checklist

Applicants must submit a fully executed application to OVW, including all required supporting documentation. OVW will contact applicants for missing items.

Application Document	Date Completed
1. Application for Federal Assistance: SF-424	
2. Disclosure of Lobbying Activities (SF-LLL)	
3. Data Requested with Application a) Pre-Award Risk Assessment b) Summary Data Sheet	
4. Implementation Plan Update	
5. Indirect Cost Rate Agreement (if applicable)	
6. Letter of Nonsupplanting	
7. Confidentiality Notice Form	

8. Certification of Compliance with the Statutory Eligibility Requirements of the Violence Against Women Act as Amended, STOP Formula Grant Program	
9. Status of Compliance with Statutory Eligibility Requirements	
10. Delivery of Legal Assistance Certification Letter (if applicable)	

Appendix A

Pre-Award Risk Assessment

Pre-Award Risk Assessment

Each applicant must respond to each question. **Do not submit responses from a prior fiscal year without updating them to be responsive to all questions listed in the questionnaire.** This information will be used for a mandatory pre-award risk assessment. Failure to provide this information or to respond to questions from OVW regarding this information in a timely manner could result in the application being removed from consideration or a delay in access to funds. Provide complete responses that address all questions included for each numbered item.

1. Will all funds awarded under this program be maintained in a manner that they will be accounted for separately and distinctly from other sources of revenue/funding? Provide a brief description of the applicant's policies and procedures that ensure funds will be tracked appropriately.
2. Does the applicant have written accounting policies and procedures? How often are these policies and procedures updated? Provide a brief list of the topics covered in the applicant's policies and procedures. OVW may request a copy for review during the application/award process or as part of the grant monitoring process.
3. Is the applicant's financial management system able to track actual expenditures and outlays with budgeted amounts for each grant or subgrant? Provide a brief summary of the organization's process for tracking expenditures, including tracking budgeted versus actual amounts.
4. Does the applicant have procedures in place for minimizing the time between transfer of funds from the United States Treasury and disbursement for project activities? Provide a short summary of the applicant's policy for requesting payments for grant awards.
5. Does the applicant have effective internal controls in place to ensure that federal funds are used solely for authorized purposes? Provide a brief description of the applicant's internal controls that will provide reasonable assurance that the award funds will be managed properly.
6. Does the applicant have a documented records retention policy? If so, briefly describe the policy and confirm that the policy complies with federal regulations. Information on Record Retention and Access can be found at 2 C.F.R. 200.334-200.338.
7. Does the applicant or any of its employees have any potential personal or organizational conflicts of interest related to the possible receipt of OVW award funds? Applicants are required to disclose in writing any potential conflicts of interest to their awarding agency. See 2 C.F.R. 200.112 and Chapter 3.20, Grant Fraud, Waste and Abuse, of the [DOJ Financial Guide](#) for additional information.
8. Is the individual primarily responsible for fiscal and administrative oversight of grant awards familiar with the applicable grants management rules, principles, and regulations including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 C.F.R. Part 200)? Provide a short list of the individual's qualifications/experience. If the individual is not familiar with the applicable

rules and regulations, the applicant must contact OVW's Grants Financial Management Division at OVW.GFMD@usdoj.gov or 1-888-514-8556 immediately after the applicant is notified of its award to coordinate training.

9. Does the applicant have policies and procedures in place to manage subawards and monitor activities of subrecipients as necessary to ensure that subawards are used for authorized purposes, in compliance with laws, regulations, and terms and conditions of the award, and that established subaward performance goals are achieved (2 C.F.R. 200.331-200.333)? Provide a brief description of the organization's policies and procedures on subrecipient management and monitoring.
10. Does the applicant currently require employees to maintain time distribution records that accurately reflect the work performed on specific activities or cost objectives in order to support the distribution of employees' salaries among federal awards or other activities (2 C.F.R. 200.430)? Budget estimates do not qualify as support for charges to federal awards. Provide a brief description of the organization's established timekeeping policies and procedures.
11. Is the applicant designated as high risk by a federal agency outside of DOJ? (High risk includes any status under which a federal awarding agency provides additional oversight due to the applicant entity's past performance, or other programmatic or financial concerns with the applicant entity.) If so, provide the names(s) of the federal awarding agency, the date(s) the agency notified the applicant entity of the high risk designation, contact information for the high risk point of contact at the federal agency, and the reason for the high risk status, as set out by the federal agency.

Appendix B

Summary Data Sheet

The Summary Data Sheet questionnaire must be completed and submitted to apply for this program.

1. Provide the following information for the grant point-of-contact. This person must be an employee of the applicant.

- Name
- Title
- Address
- Telephone number
- Email address

2. Has the applicant expended \$750,000 or more in federal funds in the applicant's past fiscal year?

- Yes
- No

Specify the end date of the applicant's fiscal year.

3. Does the state work with a "passthrough organization," such as a state coalition, to award funds to the subgrantees?

- Yes
- No

Identify the passthrough organization. Check all that apply.

- Domestic Violence Coalition
- Dual Coalition
- Sexual Assault Coalition
- Other

If "Other" is checked, please identify the organization

Specify which allocation is passed through

- Courts
- Discretionary
- Law enforcement
- Prosecution
- Victim services

4. Does the applicant plan to use administrative funds

- Yes
- No

How will administrative funds be used (e.g., salary, monitoring, attend trainings)?

Will STOP administrative funds be used in conjunction with other federal funding sources?

- Yes
- No

Will the State Administrating Agency (SAA) keep all the administrative funds?

- Yes
- No

What percentage of the administrative funds will the SAA keep?

What entity will use the remaining administrative funds?

What percentage of administrative funds this entity will use?