

Sample Assurance Letter: SAMFE Training Standards and Protocols

Instructions

- All applicants for the Sexual Assault Forensic Exam Grant Program must confirm that their proposed project will adhere to the most recent [National Protocol for Sexual Assault Medical Forensic Examinations – Adults/Adolescents](#) and/or the [National Protocol for Sexual Abuse Medical Forensic Examinations –Pediatric](#).
- Applicants intending to provide SANE/SAFE clinical education in their proposed project must confirm that such education will be provided by a program that meets the statutory requirements of a qualified SANE and SAFE training program:
 - is qualified to prepare current and future sexual assault nurse examiners to be profession-ready and meet the applicable State and National certification and licensure requirements, through didactic, clinical, preceptor, or capstone programs that include longer-term training;
 - provides that preparation under a health care model that uses trauma-informed techniques; and
 - is approved as meeting the most recent [National Training Standards for Sexual Assault Medical Forensic Examiners](#). (34 U.S.C. § 40723(a)(6))
- The assurance must take form of a letter, on letterhead, signed, and dated by the Applicant's Authorized Representative.
- The letter must be uploaded as a separate attachment under the Additional Components section in JustGrants.
- Use of the following sample letter is highly encouraged.

[Applicant Letterhead]

Sample Assurance Letter: SAMFE Training Standards and Protocols

[Date]

Director
Office on Violence Against Women
145 N Street, NE Suite 10 W.
Washington, DC 20530

Dear Director:

This letter serves to provide assurance that [Applicant Name] will implement the proposed project in accordance with the Department of Justice's most recent National Protocol for Sexual Assault Medical Forensic Examinations – Adults/Adolescents and/or the National Protocol for Sexual Abuse Medical Forensic Examinations – Pediatric (available on the OVW website at <https://www.justice.gov/ovw/sexual-assault-medical-forensic-examination-safe-information>).

This letter also provides assurance that [Applicant Name] either does not propose to provide SANE/SAFE training or will provide training through a program that meets the following definition of a “qualified SANE and SAFE training program” under 34 U.S.C. § 40723(a)(6):

- is qualified to prepare current and future sexual assault nurse examiners to be profession-ready and meet the applicable State and National certification requirements, through didactic, clinical, preceptor, or capstone programs that include longer-term training,
- provides that preparation under a health care model that uses trauma-informed techniques; and
- is approved as meeting the most recent National Training Standards for Sexual Assault Medical Forensic Examiners.

[Select the applicable sentence below.]

[Applicant Name] assures that all SANE/SAFE clinical education in the proposed project will be provided by a qualified SANE/SAFE training program.

[Applicant Name] does not intend to provide SANE/SAFE clinical education in its proposed project.

Sincerely,

[Signature: Applicant Authorized Representative]