



STATE OF DELAWARE
EXECUTIVE DEPARTMENT
CRIMINAL JUSTICE COUNCIL
STATE OFFICE BUILDING – 10th FLOOR
820 FRENCH STREET
WILMINGTON, DELAWARE 19801

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ANNOUNCEMENT

TO: Prospective Applicants (*Non-Profit/Non-Governmental Victim Service Agencies*)

FROM: The VAWA Implementation Committee

DATE: October 30, 2014

SUBJECT: Competitive Solicitation for Victim Service Programs under the FFY2014 S.T.O.P Violence Against Women Formula Grant Program

The Delaware Criminal Justice Council (CJC) announces the availability of the State of Delaware's *FY2014 S.T.O.P Violence Against Women Act Formula Grant Program*. Delaware's allocation for FY2014 is \$913,366.

This competitive solicitation is specifically for programs seeking funding under the 30% (\$274,010) to NPO/NGO Victim Services. The CJC retains 5% of that amount for administrative purposes. **The total amount available under this solicitation is \$260,471.00.** At least 10% (27,401) must go to a culturally specific agency.*

Applications must be received by the CJC by 1:00PM November 25, 2014. Applications received after the deadline will not be eligible for funding. Requests may be submitted via mail or emailed (applications may not be faxed).

Applications will be reviewed by CJC staff and the VAWA Implementation Committee, which serves in an advisory capacity to the Domestic Violence Coordinating Council and the Criminal Justice Council. The Committee's recommendations will be made, for final approval, to the DVCC and CJC during the December meetings (12/08/14 and 12/15/14).

INFORMATION ABOUT THE S.T.O.P Violence Against Women Grant:

The purpose of the S.T.O.P. (Services-Training-Officers-Prosecutors) Violence Against Women Grant Program is to develop and strengthen the criminal justice system's response to violence against women and to support and enhance services for victims. The S.T.O.P. VAWA Grant Program encourages victim service providers, prosecutors, law enforcement, and the courts to implement coordinated multidisciplinary approaches to address domestic violence, sexual assault, and stalking.

By statute, the STOP (*Services*Training*Officers*Prosecutors*) Program supports communities in their efforts to hire and retain criminal justice and victim services personnel that respond to violent crimes against women as a way to develop and strengthen effective law enforcement, prosecution strategies, and victim services in cases involving violent crimes against women.

According to federal guidelines, funds will be distributed in the following:

- At least 30% will be allocated to non-profit, non-governmental victim services, of which at least 10% must be distributed to culturally specific community-based organizations
- At least 5% will be allocated to the courts
- At least 25% will be allocated for law enforcement
- At least 25% will be allocated for prosecution
- 15% of the funds may be for Discretionary projects that fall under the Statutory Purpose Areas.

Per OVW, States were required to submit new Three-Year Implementation Plans under the Reauthorization of the Violence Against Women Act (“VAWA2013”). The STOP Program has many changes as result of the reauthorization. Delaware’s plan was approved by OVW and is available on the CJC’s website: <http://cjc.delaware.gov/victim.shtml>

The amount available under this solicitation is to support direct services to victims and survivors of domestic violence, sexual assault, dating violence and stalking is \$260,471.00

Applications must be received by the CJC by 1:00PM November 25, 2014. Applications received after the deadline will not be eligible for funding. Applications must have the signature of the Authorized Official of applicant agency. Applications may not be faxed.

Applications will be reviewed by CJC staff and the VAWA Implementation Committee, which serves in an advisory capacity to the Domestic Violence Coordinating Council (DVCC) and the CJC. After review and evaluation, the Committee’s recommendations will be sent to the full Domestic Violence Coordinating Council and the Criminal Justice Council for final approval.

CJC's Electronic Grants Management System

The CJC is pleased to announce the launch of our online Grants Management System (“Egrants”). The “FFY2014 STOP Victim Services” competitive application will follow the current submission and review process (paper applications). Any programs that have been approved for funding will be awarded and processed under the CJC’s new Egrants System.

Please make sure your agency is properly registered, and the identified users are registered for the appropriate security levels. You can find Egrants information by following this link: <http://cjc.delaware.gov/Egrants.shtml>

AVAILABLE AMOUNT:

For the FY2014 STOP Victim Services the **amount requested may be less than, but cannot exceed \$260,471.00**

Programs that are selected for funding may be eligible to receive continued funding for two more years (*eligible for non-competitive funding for FFY2015 and FFY2016*).

APPLICATION KITS:

Potential applicants must submit a “CJC Subgrant Application” for the **FFY2014 STOP Victim Services**. This application is attached to the solicitation/funding announcement.

If you have trouble accessing the application, please contact: Maureen Monagle at 302-577-8442, or Maureen.Monagle@state.de.us

ELIGIBLE APPLICANTS:

Any entity that is eligible for a STOP Formula subgrant based on its status as a nonprofit organization must be an organization that is described in section 501(c)(3) of the Internal Revenue Code of 1986 and is exempt from taxation under section 501(a) of that Code. Grant funds must be awarded to Non-Profit/Non-Governmental Community-Based Organizations that provide direct services that:

- Focuses primarily on domestic violence, dating violence, sexual assault, or stalking;
- May have a recognized expertise, and/or has demonstrated capacity to work effectively, on domestic violence, dating violence, sexual assault, and stalking through collaborative efforts
- May have established/or are seeking to establish culturally specific services that addresses domestic violence, dating violence, sexual assault, or stalking;

***CULTURALLY SPECIFIC COMMUNITY-BASED ORGANIZATIONS:**

An organization is eligible to receive the 10% culturally-specific set aside if the organization is a NPO/NGO or tribal organization that serves a specific geographic community that:

- (A) Focuses primarily on domestic violence, dating violence, sexual assault, or stalking;
- (B) has established a specialized culturally specific program that addresses domestic violence, dating violence, sexual assault, or stalking;

(C) has a primary focus on underserved populations (and includes representatives of these populations) and domestic violence, dating violence, sexual assault, or stalking;

Or

(D) obtains expertise, or shows demonstrated capacity to work effectively, on domestic violence, dating violence, sexual assault, and stalking through collaboration;

And:

(E) is primarily directed toward racial and ethnic minority groups; *and*

(F) is providing services tailored to the unique needs of that population.

SUPPLANTING

STOP Grant funds **may not replace** state, local, or federal funds that have been appropriated for the same purpose.

STOP grant funds are to be used to **enhance or expand** services to victims, not to substitute (supplant) other funding sources. In other words, state and local funds presently appropriated for the project may not be decreased due to additional federal funds being made available through the CJC. STOP funds must add to, not replace, what already exists.

In those instances where a question of supplanting arises, the applicant or subgrantee will be required to substantiate that the reduction in non-Federal resources occurred for reasons other than the receipt or expected receipt of federal funds. (For example: an agency received \$10,000 from a foundation or corporate funder; during the past year and this year will only be receiving \$5,000, STOP funds could be requested to cover costs up to the amount lost- if the applicant can substantiate that funding has been lost).

AWARD PERIOD:

Grants funds can support projects for 12 months project periods. Projects should be written with an anticipated start date of January 1, 2015.

Budgets must be reasonable, and reflect the proposed project period.

MATCH REQUIREMENTS:

There is no match requirement for the 30% to NPO/NGO Victim Services category.

ALLOWABLE ACTIVITIES:

Activities supported by the STOP Formula Grant Program are determined by statute, federal regulations, and OVW policies.

PURPOSE AREAS:

STOP Formula Program funds are intended for use by states and territories; state, local, and tribal courts (including juvenile courts); Indian tribal governments; units of local government; and nonprofit, nongovernmental victim services programs, including community-based organizations. Grants and subgrants supported through this Program **must** meet one or more of the following statutory purpose areas. These purposes areas, defined under “VAWA 2013” apply for the FFY2014-FFY2018

Programs seeking funding under the STOP VAWA Program, must meet at least one of the following statutory purpose areas:

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 sexual assault, domestic violence, stalking, and dating violence, including the use of nonimmigrant status under subparagraphs (U) and (T) of section 101(a)(15) of the Immigration and Nationality Act (8 U.S.C. 1101(a));
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 sexual assault, dating violence, stalking, and domestic violence;
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 sexual assault, dating violence, stalking, and domestic violence, as well as the appropriate treatment of victims;
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 sexual assault, dating violence, stalking, and domestic violence;
5. developing, enlarging, or strengthening victim services and **legal assistance programs**, including sexual assault, domestic violence, stalking, and dating violence programs, developing or improving delivery of victim services to underserved populations, providing specialized domestic violence court advocates in courts where a significant number of protection orders are granted, and increasing reporting and reducing attrition rates for cases involving violent crimes against women, including crimes of sexual assault, dating violence, stalking, and domestic violence;
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 sexual assault, dating violence, stalking, and domestic violence;
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 sexual assault, domestic violence, stalking, and dating violence
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 older and disabled women who are victims of domestic violence, dating violence, stalking, or sexual assault, including recognizing, investigating, and prosecuting instances of such violence or assault and targeting outreach and support, counseling, and other victim services to such older and disabled individuals;
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;
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); and
- c. the development of such protocols in collaboration with state, tribal, territorial and local victim services providers and domestic violence coalitions.

Note: *Any law enforcement, state, tribal, territorial, or local government agency receiving funding under the Crystal Judson Domestic Violence Protocol Program shall, on an annual basis, receive additional training on the topic of incidents of domestic violence committed by law enforcement personnel from domestic violence and sexual assault nonprofit organizations and, after a period of two years, provide a report of the adopted protocol to the Department, including a summary of progress in implementing such protocol. As such, states and territories are responsible for ensuring that each subgrantee receiving funds under this purpose area will receive the required annual training. states are also responsible for ensuring that subgrantees submit their two-year report to the Department. States and territories must notify and provide OVW with a list of subgrantee recipients awarded STOP funds under the Crystal Judson Domestic Violence Protocol Program.*

- 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 or 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 to 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 section 249(c) of title 18, United States Code.

20. Developing, enhancing, or strengthening prevention and educational programming to address domestic violence, dating violence, sexual assault, or stalking, with not more than 5 percent of the amount allocated to a state to be used for this purpose.

Victims Services:

Gender of Victims: Under VAWA 2013, Congress added two new purpose areas that specifically included men, which means that subgrantees under those purpose areas may have projects that target male victims (purpose area must be identified in the application). STOP Funding may be directed to projects with a primary focus of combating violence against women. However, regardless of the purpose of the STOP subaward, STOP subgrantees must provide services to a male victim in need who is similarly situated to female victims the subgrantee ordinarily serves and who requests services.

If sex segregation or sex-specific programming is necessary to the essential operation of a program (example: emergency shelters for victims of DV), nothing in this paragraph shall prevent any such program or activity from consideration of individual's sex. In such circumstances, subgrantees may meet the requirements by providing **comparable services** to individuals who cannot be provided with the sex-segregated or sex-specific programming.

Age of Victims: The target of the STOP Program is adult and youth victims. Youth is defined as "a person who is 11 to 24 years old." STOP Funding will support services to youth, adult and elderly victims.

Underserved Populations and Communities:

Underserved populations and communities include victims with disabilities, elderly victims, male victims, LGBTQ victims, immigrant victims, Limited English Proficient (LEP) victims, victims who from minority groups (Hispanic, Haitian, Asian, African-American, Native American, etc). Underserved communities may also include those living in rural areas and in the City of Wilmington.

Type of Direct Services to victims and/or survivors of domestic violence, dating violence, sexual assault or stalking may include:

- **Civil legal advocacy/court accompaniment-** Does not include advocacy by attorneys and/or paralegals. Assisting a victim/survivor with civil legal issues, including preparing paperwork for a protection order and accompanying victim/ survivor to a protection order hearing, administrative hearing, or other civil court proceeding.
- **Criminal Justice Support/Advocacy** – support, advocacy, and assistance provided to victims at any stage of the criminal justice process. Assisting a victim/survivor with criminal legal issues including notifying the victim/survivor of case status, hearing dates, plea agreements, and sentencing terms; preparing paperwork such as victim impact statements; accompanying a victim/survivor to a criminal court proceeding or law enforcement interview; and all other advocacy within the criminal justice system.
- **Civil legal assistance**-** Civil legal services provided by an attorney and/or a paralegal. The primary purpose of legal representation must be to protect the victim's safety.

- Funding through the STOP Program was not intended to pay the fees/costs related to divorces, legal separations, and other actions falling outside the scope of the statute.
- **Crisis Intervention Services** – counseling to provide emotional support in crisis arising from the occurrence of crime.
- **Emergency Services** – providing, in an emergency, transportation to court, short-term childcare services, temporary housing and security measures, and assistance in participation in criminal justice proceedings.
- **Counseling** – in-person crisis intervention, emotional support, and guidance and counseling provided by advocates, professional counselors, mental health professionals, or peers. Such counseling may occur at the scene of the crime, immediately after a crime, or be provided on an on-going basis.
- **Follow-up Contact** – in-person contacts, telephone contacts, and written communications with victims to offer emotional support, provide empathetic listening, check on a victim’s progress, etc.
- **Therapy** – intensive professional treatment by licensed mental health professionals. This includes the evaluation of mental health needs as well as the actual delivery of psychotherapy.
- **Group Treatment/Support** – the coordination and provision of supportive group activities including self-help, peer, social support, etc.
- **Crisis Hotline Counseling** – the operation of a 24-hour telephone service, seven days per week, which provides counseling, guidance, emotional support, information, and referral, etc.
- **Shelter/Safe house** – short-term and long-term housing and related support services to victims and families following victimization.
- **Information and Referral** – telephone and in-person contacts with victims during which time services and available support are identified.
- **Emergency Financial Assistance** – cash outlays for transportation, food, clothing, emergency housing, etc.
- **Hospital/clinic/other medical response**- Accompanying a victim survivor to or meeting a victim/survivor at a hospital, clinic, or medical office
- **Language services**- Interpretation, translation
- **Transportation**- transporting a victim to meetings and/or appointments
- **Victim/survivor advocacy**- Actions designed to assist the victim/survivor in obtaining support, resources, or services, including employment, housing, shelter services, health care, victim’s compensation, etc. It may also include follow-up contact with an agency on behalf of the victim

**Under VAWA 2013, any subgrantee providing legal assistance must certify that:

1. any person providing legal assistance with STOP funds
 - a. has demonstrated expertise in providing legal assistance to victims of domestic violence, dating violence, sexual assault or stalking in targeted population; or
 - b.
 - i. is partnered with an entity of person that has demonstrated expertise and

- ii. has completed or will complete training in connection with domestic violence, dating violence, sexual assault, stalking, 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, or local 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 through the STOP 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 subgrantee's organizational policies do not require mediation or counseling involving offenders and victims physically together, in cases where sexual assault, domestic violence, dating violence, or child sexual abuse is an issue.

Please note: If an applicant is approved to provide legal assistance to victims of domestic violence, dating violence, sexual assault or stalking; the subgrantee will have to sign a certification as a Special condition upon award.

UNALLOWABLE ACTIVITIES:

Grant funds under the STOP Program may not be used for any unauthorized purposes, including but not limited to the following activities:

- Indirect Organizational Costs/Indirect Cost Rates: The costs of liability insurance on buildings; capital improvements; security guards and body guards; property losses and expenses; real estate purchases; mortgage payments; and construction may not be supported with these federal funds.
- The purchase or lease of a vehicle
- Fundraising activities
- Lobbying
- Research projects
- Building renovations

REPORTING REQUIREMENTS:

Awarded programs are required to submit quarterly fiscal and programmatic progress reports within twenty days following the close of each quarter:

Quarter ending March 31 – Reports are due April 20

Quarter ending June 30 – Reports are due July 20

Quarter ending September 30 – Reports are due October 20

Quarter ending December 31- Reports are due January 20

VAWA Measuring Effectiveness Initiative (Annual STOP report):

As a result of VAWA 2000, all grant recipients are statutorily required to report on the

effectiveness of their projects, and the Attorney General must report to Congress on the effectiveness of each grant program. Therefore, subgrantees funded under this program must collect and maintain data that measures their effectiveness. Subgrantees are required to submit an Annual Progress Report (based on calendar year of activity). The CJC will provide the report for all subgrantees to use. This report is due to the CJC Coordinator by February 15th every year.

Violence Against Women Act Non-Discrimination Provision

The Violence Against Women Reauthorization Act of 2013 added a new civil rights provision that applies to all FY 2014 OVW grants. This provision prohibits OVW grantees and subgrantees 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.

THRESHOLD REQUIREMENTS:

- Applicant agency must be a nonprofit corporation
 - Those agencies applying under the “Culturally Specific Agency” portion must provide the mission statement.
- Completion of the Criminal Justice Council’s FFY2014 STOP Victim Services Application (Attached).
- Applicant agency must be a registered agency with the Criminal Justice Council’s EGrants Management System (“Egrants”). The “Agency Registration Request Form” may be found on the Egrants Help page: <http://cjc.delaware.gov/Egrants.shtml>
- Project Director and Fiscal Officer identified on the cover page must be approved users in Egrants. Individuals’ Security Roles are determined by their agency/department. The “New User Security Role Request Form” must be completed, and online user created at the time this application is submitted. Forms and Instructions to complete online registration may be found: <http://cjc.delaware.gov/Egrants.shtml>
- Have the support and approval of its services by the community.
- Have a history of providing direct services in a cost-effective manner.
- Have a history of providing direct services to victims and survivors of domestic violence, dating violence, sexual assault, and/or stalking.
- Impose no income eligibility standards on individuals receiving assistance or services.
- May not charge victims for services that are supported with federal funds.
- Applicants should have established and documented Confidentiality and Privacy Policies in order to ensure the safety of adult and youth victims of domestic violence;

dating violence, sexual assault, or stalking, and their families (Subgrantees may be requested to provide CJC staff with such policies).

- Submit a signed “**Acknowledgement of Notice of Statutory Requirement to Comply with the Confidentiality and Privacy Provisions of the Violence Against Women Act.**”
- Applicant agency understands they may not exclude any person from receiving grant-funded services on a number of prohibited grounds, including that of sexual orientation or gender identity.
- Response to the CJC’s “*Declaration of Leading Practices to Protect Civil Rights and Promote Racial and Ethnic Fairness in the Criminal Justice System.*” An updated survey must be on file with the CJC. For more information, please visit: <http://cjc.delaware.gov/REFSurvey.shtml> . Or, applicants may contact Bridget Poulle at (302)577-8696 to see if agency has a submitted survey on file.
- A copy of applicant’s the most recent fiscal year audit report is on file with the Criminal Justice Council.
- DUNS # Provided
- SAM Registry Status Provided
- Applicants must have an ability to comply with all CJC reporting requirements and grant administration guidelines.

PROCESS AND FUNDING:

The VAWA Implementation Committee, with the assistance of CJC Staff, will review all applications submitted by the due date. The Committee’s recommendations will be made, for final approval, to the Domestic Violence Coordinating Council (DVCC) and the Criminal Justice Council during the December meetings (12/08/14 and 12/15/14).

Applicants will be notified of the final decision and outcome before December 31, 2014.

Programs seeking funding, that meet the above-referenced eligibility requirements, will be reviewed and scored based on the following criteria:

TOTAL POSSIBLE POINTS = 100

- ◆ **(0-20 points) Statement of Problem**
 - *Description of problem; use of research based literature; and relevant statistics.*
- ◆ **(0-50 points) Program Description**
 - *Established history in community; collaborative partners; detailed nature of services (how, what and where services will be offered); and measurable outcomes. The goal statement and measurable objectives should be directly related to the statement of the problem so that the project can be evaluated in terms of its ability to resolve the problem identified.*
- ◆ **(0-10 points) Evaluation and Sustainability Plan**
 - *Impact objectives measure the extent to which what happened was the result of the funded activity. Detailed description of how the applicant will sustain the program and services when funding period is over.*
- ◆ **(0-10 points) Budget**
 - *Are costs reasonable and allowable; source of match provided*
- ◆ **(0-10 Points) Meets Base Requirements**
 - *Follows format; program been in existence for at least a year; Does applicant have established history of providing services to victims of domestic violence; agency's performance history as a CJC subgrantee; and agency's current status to the CJC Racial and Ethnic Fairness survey (<http://cjc.delaware.gov/REFSurvey.shtml>)*

Applications must be received by the CJC by 1:00PM November 25, 2014. Applications received after the deadline will not be eligible for funding. The application must be signed by the Authorized Official of the applicant agency.

Applications may not be faxed.

Signed and scanned applications may be submitted via email to:

Maureen.Monagle@state.de.us

Or, you may mail your application to:

**Maureen Monagle
Coordinator
Criminal Justice Council
820 N. French Street, 10th Floor
Wilmington, DE 19801**



Acknowledgement of Notice of Statutory Requirement to Comply with the Confidentiality and Privacy Provisions of the Violence Against Women Act, as Amended

Under section 40002(b)(2) of the Violence Against Women Act, as amended (42 U.S.C. 13925(b)(2)), grantees and subgrantees with funding from the Office on Violence Against Women (OVW) are required to meet the following terms with regard to nondisclosure of confidential or private information and to document their compliance. By signature on this form, applicants for grants from OVW are acknowledging that that they have notice that, if awarded funds, they will be required to comply with this provision, and will mandate that subgrantees, if any, comply with this provision, and will create and maintain documentation of compliance, such as policies and procedures for release of victim information, and will mandate that subgrantees, if any, will do so as well.

(A) In general

In order to ensure the safety of adult, youth, and child victims of domestic violence, dating violence, sexual assault, or stalking, and their families, grantees and subgrantees under this subchapter shall protect the confidentiality and privacy of persons receiving services.

(B) Nondisclosure

Subject to subparagraphs (C) and (D), grantees and subgrantees shall not—

- (i) disclose, reveal, or release any personally identifying information or individual information collected in connection with services requested, utilized, or denied through grantees' and subgrantees' programs, regardless of whether the information has been encoded, encrypted, hashed, or otherwise protected; or
- (ii) disclose, reveal, or release individual client information without the informed, written, reasonably time-limited consent of the person (or in the case of an unemancipated minor, the minor and the parent or guardian or in the case of legal incapacity, a court-appointed guardian) about whom information is sought, whether for this program or any other Federal, State, tribal, or territorial grant program, except that consent for release may not be given by the abuser of the minor, incapacitated person, or the abuser of the other parent of the minor.

If a minor or a person with a legally appointed guardian is permitted by law to receive services without the parent's or guardian's consent, the minor or person with a guardian may release information without additional consent.

(C) Release

If release of information described in subparagraph (B) is compelled by statutory or court mandate—

- (i) grantees and subgrantees shall make reasonable attempts to provide notice to victims affected by the disclosure of information; and
- (ii) grantees and subgrantees shall take steps necessary to protect the privacy and safety of the persons affected by the release of the information.

(D) Information sharing

(i) Grantees and subgrantees may share—

- (I) nonpersonally identifying data in the aggregate regarding services to their clients and nonpersonally identifying demographic information in order to comply with Federal, State, tribal, or territorial reporting, evaluation, or data collection requirements;
- (II) court-generated information and law enforcement-generated information contained in secure, governmental registries for protection order enforcement purposes; and
- (III) law enforcement-generated and prosecution-generated information necessary for law enforcement and prosecution purposes.

(ii) In no circumstances may—

- (I) an adult, youth, or child victim of domestic violence, dating violence, sexual assault, or stalking be required to provide a consent to release his or her personally identifying information as a condition of eligibility for the services provided by the grantee or subgrantee;
- (II) any personally identifying information be shared in order to comply with Federal, tribal, or State reporting, evaluation, or data collection requirements, whether for this program or any other Federal, tribal, or State grant program.

(E) Statutorily mandated reports of abuse or neglect

Nothing in this section prohibits a grantee or subgrantee from reporting suspected abuse or neglect, as those terms are defined and specifically mandated by the State or tribe involved.

(F) Oversight

Nothing in this paragraph shall prevent the Attorney General from disclosing grant activities authorized in this Act to the chairman and ranking members of the Committee on the Judiciary of the House of Representatives and the Committee on the Judiciary of the Senate exercising Congressional oversight authority. All disclosures shall protect confidentiality and omit personally identifying information, including location information about individuals.

(G) Confidentiality assessment and assurances

Grantees and subgrantees must document their compliance with the confidentiality and privacy provisions required under this section.

As the duly authorized representative of the applicant, I hereby acknowledge that the applicant has received notice of that if awarded funding they will comply with the above statutory requirements. This acknowledgement shall be treated as a material representation of fact upon which the Department of Justice will rely if it determines to award the covered transaction, grant, or cooperative agreement.

Typed Name of Authorized Representative _____ Title _____

Telephone Number _____

Signature of Authorized Representative _____ Date Signed _____

Agency Name _____

Public Reporting Burden Paperwork Reduction Act Notice. Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. We try to create forms that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. The estimated average time to complete and file this form is 60 minutes per form. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you can write to the Office on Violence Against Women, U.S. Department of Justice, 145 N Street, NE, 10th Floor, Washington, DC 20530.