



Executive Office of Public Safety and Security

Office of Grants and Research

FFY 2022 VAWA STOP Grant Application

Please complete each individual field as directed. Note: "same as above" is not considered a valid response.

Section I:			
Applicant Information		Authorizing Official	
Applicant Name:		Name:	
Program Name:		Title:	
Address:		Address:	
City:	State:	City:	State:
Zip:	+4:	Zip:	+4:
Telephone:		Telephone:	
Website:		Fax:	
UEI Number:		Email:	
Applicant System for Award Management (SAM) registered? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Fiscal Contact Information		Programmatic Contact Information	
Name:		Name:	
Title:		Title:	
Address:		Address:	
City:	State:	City:	State:
Zip:	+4:	Zip:	+4:
Telephone:		Telephone:	
Email:		Email:	
Funding Request		Federally Approved Indirect Cost Rate	
Program Name:	Does applicant have a federally approved rate?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Funding Request:	If yes, what is the rate?		
Match Contribution (if applicable):	If no, will applicant be requesting the de minimis rate?	<input type="checkbox"/> Yes <input type="checkbox"/> No	
Non-Supplant			
<p>If the Executive Office of Public Safety and Security (EOPSS) should award funds to the applicant, the funds will be used to supplement, not supplant, other federal, state, or local funding sources during the period of contract with the Office of Grants and Research. We have been informed by EOPSS that the supplanting of funds is strictly prohibited.</p>			
Signature of Authorizing Official:			
Title:		Date:	

Eligibility Requirements				
Applicant certifies that it is an Indian tribe or non-profit w/501(c)(3) status.				<input type="checkbox"/> Yes <input type="checkbox"/> No
Applicant certifies that it has reviewed and is in full compliance with state and federal regulations governing STOP funding.				<input type="checkbox"/> Yes <input type="checkbox"/> No
STOP Program Summary: <i>Describe a brief summary of the STOP program</i>				
Section II:				
Counties Served by Program			Percentage of Funding Allocated to Crime	
<input type="checkbox"/> Barnstable	<input type="checkbox"/> Franklin	<input type="checkbox"/> Norfolk	Domestic Violence	
<input type="checkbox"/> Berkshire	<input type="checkbox"/> Hampshire	<input type="checkbox"/> Plymouth	Sexual Assault	
<input type="checkbox"/> Bristol	<input type="checkbox"/> Hampden	<input type="checkbox"/> Suffolk	Dating Violence	
<input type="checkbox"/> Dukes	<input type="checkbox"/> Middlesex	<input type="checkbox"/> Worcester	Stalking	
<input type="checkbox"/> Essex	<input type="checkbox"/> Nantucket	<input type="checkbox"/> Statewide	Total (must equal 100%):	
Organization Type				
<input type="checkbox"/> Court	<input type="checkbox"/> Law Enforcement	<input type="checkbox"/> Prosecution	<input type="checkbox"/> Victim Services/Tribal	
Describe the targeted population(s) this program will serve. Use demographic data where possible.				

Purpose Area(s) Addressed

Please select which purpose areas will be addressed with your program funds (select all that apply):

- ☐ 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, dating violence, 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, as well as the appropriate treatment of victims, including implementation of the grant conditions in section 12291(b) of this title;
- ☐ 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, domestic violence, dating violence, and stalking, as well as the appropriate treatment of victims.
- ☐ 4. Developing, enlarging, or strengthening victim services and legal assistance programs, including sexual assault, domestic violence, dating violence, 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.
- ☐ 5. 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, domestic violence, dating violence, and stalking.
- ☐ 6. 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.
- ☐ 7. 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 or 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;
- ☐ 8. Providing assistance to victims of domestic violence and sexual assault in immigration matters.
- ☐ 9. 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.
- ☐ 10. 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.
- ☐ 11. Developing, enlarging, or strengthening programs addressing sexual assault against men, women, and youth in correctional and detention settings.
- ☐ 12. Developing, enlarging, or strengthening programs and projects to provide services and responses targeting male and female victims of sexual assault, domestic violence, dating violence, 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 [of the United States Code.]

Section 1. Project Narrative

1. Executive Summary (1 page limit): Provide a summary of the agency's history providing services to victims of domestic violence, sexual assault, dating violence, or stalking, capacity and qualifications to implement the proposed project, and its role within the community(ies) being served.

Culturally specific community-based organizations must address the following:

If you are submitting an application as a culturally specific community-based organization, please also include a description of your agency's experience serving the identified population, experience of staff in working with said population, language proficiency, and integration of staff within the target community(ies).

- 2. Statement of the Problem and Needs Assessment (3 page limit):** This section should clearly identify the problem and support the stated issues with relevant data to justify the request for the programs, services, or activities being proposed.

The following items must be addressed in your response:

- a. Applicants must describe the need, nature, and extent of domestic violence, sexual assault, dating violence, or stalking within the proposed community, region, and/or population to be served. At a minimum, responses should include the number of victims served or are seeking services from the applicant, incidents responded to and/or investigated, and/or cases prosecuted by the applicant within the last twelve months;
- b. Describe the intended target population using demographic and other data where possible; and
- c. Statements should be supported with up to date statistical or other factual information/data or relevant literature. The sources or methods used for assessing the problem should also be identified and described.

Statement of the Problem and Needs Assessment (continued)

Statement of the Problem and Needs Assessment (continued)

- 3. Program Description (5 page limit):** This section should address both the scope and intent of the program, strategy, or activity, and how it will address the problem and needs previously identified.

The following items must be addressed in your response:

- a. Types of services and/or activities to be provided by the proposed project;
- b. Describe any risk factors to be addressed and protective factors; and
- c. Detailed description of applicant and/or project's collaboration with victim service, criminal justice and community-based partners that reflects a regional and coordinated approach in addressing domestic violence, sexual assault, dating violence, or stalking. Please include the names of collaborating agencies or partners.

Program Description (continued)

Program Description (continued)

Program Description (continued)

Program Description (continued)

Program Description (continued)

Law Enforcement Applicants
If you are not a law enforcement agency, proceed to the next page.

1. Has your agency implemented the following:

2017 EOPSS Domestic Violence Law Enforcement Guidelines	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2017 EOPSS Adult Sexual Assault Law Enforcement Guidelines	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Protocol for informing victims of their rights under MGL ch.209A	<input type="checkbox"/> Yes	<input type="checkbox"/> No

2. How will confidentiality be handled if a civilian advocate is not an employee of a victim service provider (if applicable)?

3. Does your agency have a public website where information and referral services for community-based domestic violence and sexual assault programs can be accessed? ☐Yes ☐No

4. How does your agency respond to requests for U Visa certificates (supplement B of Form I-918)?

Prosecution Applicants

If you are not a prosecution agency, proceed to the next page.

1. How will your agency utilize the *Massachusetts Prosecutors' Domestic Violence and Sexual Assault Trial Notebooks for prosecutors* and the *Victim-Witness Advocate Reference Manual for training victim witness advocates supported with STOP funds*?

2. How does your agency respond to requests for U Visa certificates (supplement B of Form I-918)?

4. Goals, Objectives, Activities, Timeline and Performance Measures and Evaluation

Goal 1	Objective(s)	Activities	Timeline
Performance Measures and Evaluation			

Goal 2	Objective(s)	Activities	Timeline
Performance Measures and Evaluation			

Goal 3	Objective(s)	Activities	Timeline

Performance Measures and Evaluation

Goal 4	Objective(s)	Activities	Timeline

Performance Measures and Evaluation

Section 2: Budget Narrative Summary

Applicants must submit an operating budget for up to 12 months. In addition to the Budget Narrative, applicants must complete the Excel Budget Worksheet (refer to Attachment B) and submit as directed (hard copy and electronically).

The Budget Narrative shall provide a justification on the basis of each proposed cost category in the budget and how the cost supports the goals and objectives of the proposed project(s). Please describe each cost category, the amount requested for the category, and the purpose of the cost/purchase. All costs must be justified in this section.

Application Attachments Checklist

- ☐ Application
- ☐ Excel Budget Worksheet
- ☐ IRS 501(c)(3) Exemption Determination Letter (if applicable)
- ☐ Contractor Authorized Signatory Form (state agencies are exempt)
- ☐ Federally Approved Indirect Cost and Fringe Rate Agreements (if applicable)
- ☐ Certification of Consultation/Memorandum of Agreement
- ☐ Legal Assistance for Victims Certification Letter (if applicable)
- ☐ Subgrantee Risk Assessment

Submission of Completed Application

Applicants will submit their application by utilizing two methods:

1. Hard Copy

One hard copy of all application documents and required attachments must be submitted either via U.S. Post Office, UPS, or FedEx to OGR. Applicants are encouraged to use tracking numbers when submitting via U.S. Post Office, UPS, or FedEx. NOTE: Please DO NOT HAND DELIVER applications. We are accepting mailed applications that are postmarked by the due date.

Mail applications to:

Jenny Barron
VAWA Administrator
VAWA STOP Grant Program
Executive Office of Public Safety and Security
10 Park Plaza, Suite 3720-A
Boston, MA 02116

2. Electronic Copy

Applicants must submit all documents as separate attachments to VAWASTOPAGF@mass.gov. The PDF grant application is fillable and can be saved. It is strongly encouraged that applicants save their progress as they complete their applications. Application documents created by OGR must be received in their respective formats (PDF, Excel) and cannot be accepted in an alternative format (i.e., scanned copies). Applicants may use read receipts to ensure delivery of applications.

Ensure that attachments are clearly labeled (see page 19 of the AGF for additional information).

Applications are due no later than October 26, 2022.