

Sexual Assault Services Program (SASP) CY 2023

Overview of Guidelines and Application Procedures

Agenda

- I. Introduction, Purpose, Priority Areas and Available Funding
- II. SASP Eligibility and Program Requirements
- III. Due Dates and Application Review Process
- IV. Application Forms and OGMS

Introduction

- The Sexual Assault Services Formula Grant Program (SASP) is the first federal funding stream solely dedicated to the provision of direct intervention and related assistance for victims of sexual assault.
- SASP is administered at the federal level by the U.S. Department of Justice's Office on Violence Against Women (OVW).
- Funding through SASP supports rape crisis centers and other nonprofit, nongovernmental organizations or tribal programs that provide core services, direct intervention, and related assistance to victims of sexual assault.
- The Virginia Department of Criminal Justice Services (DCJS) is the State Administering Agency for SASP in the Commonwealth of Virginia.
- Virginia's SASP Grant Program emphasizes the maintenance, expansion, and establishment of sexual assault services, including direct intervention, core services, and related assistance to adult, youth, and child victims of sexual assault.

Purpose

- Pursuant to 34 U.S.C. §12511(1), funds under this program must be used to provide intervention and related assistance to:
 - Adult, youth, and child victims of sexual assault
 - Family and household members of such victims
 - Those collaterally affected by the victimization (e.g., friends, coworkers, classmates), except for the perpetrator of such victimization

Priority Areas

Grant applicants with proposed projects that address one or more of these priority areas are eligible to apply.

1. 24-hour hotline services providing crisis intervention services and referral
 2. Accompaniment and advocacy through medical, criminal justice, and social support systems, including medical facilities, police, and court proceedings
 3. Crisis intervention, short-term (one year or less) individual and group support services, and comprehensive service coordination and supervision to assist sexual assault victims and family or household members
 4. Information and referral to assist the sexual assault victim and family or household members
 5. Community-based, culturally specific services and support mechanisms, including outreach activities for underserved communities
 6. Development and distribution of materials on issues related to the services described in numbers 1 through 5 above
- **DCJS will give additional priority to**
 - **Proposed projects that increase support to underserved populations**
 - **Proposed projects that are designed to support victims of sexual assault who are 65+**
 - **Projects in stand-alone rape crisis/sexual assault centers whose only services are those to sexual assault survivors**

Available Funding

- The total amount available for expenditures during CY 2023 is \$700,000
- Grants will be awarded through a competitive award process
- **The maximum award per applicant agency is \$30,000.**
- The grant period is one-year: **January 1 - December 31, 2023**
- **DCJS anticipates awarding 20-25 projects.**

Eligibility

- Rape crisis centers and other nonprofit, nongovernmental organizations or tribal programs that provide core services, direct intervention, and related assistance to victims of sexual assault are eligible.
- The term “rape crisis center” means a nonprofit, nongovernmental, or tribal organization, or governmental entity in a state other than a territory that provides intervention and related assistance to victims of sexual assault without regard to their age.
- In the case of a governmental entity, the entity may not be part of the criminal justice system (such as a law enforcement agency) and must be able to offer a comparable level of confidentiality as a nonprofit entity that provides similar victim services.
- Organizations that exclude, deny benefits to, or discriminate 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 are not eligible.

Eligibility

- Subgrantees may not deny services based on age
- Maintain statutorily-required civil rights statistics on victims served by race or national origin, sex, age, and disability
- Provide services to sexual assault victims at no charge
- Maintain confidentiality of victim information
- Be in good standing with all state and federal agencies with which they have had an existing grant or contractual relationship
- Where appropriate, all applicants must hold current professional and state licenses and certifications
- Have a current SAM registration and Unique Entity Identifier (UEI) Number

Program Requirements

- State and Federal Requirements and Policies concerning
 - Civil Rights and Nondiscrimination
 - Limited English Proficiency (LEP) Individuals
 - Equal Opportunity Plans
 - Department of Justice Financial Guide

(Links to details about these requirements page 5 of solicitation)

- No current recipient of funding will be considered for continuation funding if, as of the grant application due date, any of the required Financial and Progress reports for the current grant are more than 30 days overdue.

Unallowable Activities

1. Procedures or policies that exclude victims from receiving assistance based on their actual or perceived age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, or the age and/or gender of their children
2. Procedures or policies that compromise the confidentiality of information and privacy of persons receiving services
3. Policies that deny individuals access to services based on their relationship to the perpetrator
4. Materials that are not tailored to the dynamics of sexual assault or the culturally specific population to be served
5. Policies or engaging in practices that impose restrictive conditions to be met by the victim in order to receive services (e.g., mandatory counseling, seeking an order for protection)
6. Policies that require the victim to report the sexual assault to law enforcement

Unallowable Costs

1. Research projects
2. Activities focused on prevention efforts and public education
3. Criminal justice-related projects, including law enforcement, prosecution, courts, and forensic interviews
4. Sexual Assault Forensic Medical Examiner programs
5. Sexual Assault Response Team coordination
6. Providing training to allied professionals and the community
7. Domestic violence services unrelated to sexual violence
8. Lobbying
9. Fundraising
10. Purchase of real property
11. Construction
12. Physical modifications to buildings, including minor renovations

Allowability FAQ

- **May SASP Formula Program funds be used to support projects that include education and prevention activities?** No, SASP Formula Program funds may not be used for education and prevention. However funds may be used for outreach to inform persons about the services provided by a specific program. For example, a program could use pamphlets, brochures, or community presentations to announce the services available under the grant.
- **May SASP Formula Program funds be used to support projects implemented by child advocacy centers?** Generally, SASP funds cannot support child advocacy centers because the focus of the program is “establishment, maintenance, and expansion of rape crisis centers and other nongovernmental or tribal programs and projects to assist individuals who have been victimized by sexual assault, **without regard to the age of the individual** [emphasis added].” This means that funded service providers must provide services to sexual assault victims of all ages. In addition, SASP funds may not be used for prosecution or law enforcement projects such as forensic examinations or forensic interviewing, which are often components of the child advocacy centers.
- **May SASP Formula Program funds be used for a subgrant that just focuses on a particular age? For example, may a subgrant be used to hire a children’s advocate or a youth advocate?** The subgrantee organization itself must provide services to sexual assault victims of all ages. The specific subgrant, however, may focus on a particular age group, such as children, youth, or elders.
- **May SASP Formula Program funds be used for volunteer-related expenses?** Yes, SASP funds may be used to support volunteer-related activities, so long as those volunteers provide direct services for victims. Examples would include training volunteers to provide crisis intervention and supervision of those volunteers.

Allowability FAQ

- **May SASP Formula Program funds be used for trainings on sexual assault for other professionals (e.g., for law enforcement officers, mental health professionals, prosecutors, etc.)?** No, SASP funds must be used for direct services. They may not be used for general training nor may they be used to develop training curricula.
- **May SASP Formula Program funds be used to address domestic violence?** No. Funds must be used to provide services to victims of sexual assault. In cases when victims of domestic violence disclose a history of sexual assault, including by a current or former intimate partner, services may be provided with SASP funding to the extent that such victim expresses a need for services related to the sexual assault. For example, SASP funds could support accompaniment of victims to sexual assault forensic medical exams but could not be used to support a general domestic violence-related crisis shelter.
- **May SASP Formula Program funds be used for women's only or men's only support groups?** A recipient may provide women's only and men's only support groups, but only if it is necessary to the essential operation of the program that these support groups be segregated by sex. Even if a recipient can establish that sex-specific support groups are necessary to the essential operation of the program, the recipient is still required to provide "comparable services" to victims who cannot be served by the sex-specific support groups. For more information about a recipient's option to provide services in a sex-segregated or sex-specific manner and its obligation to provide comparable services, please see the FAQs on the Nondiscrimination Grant Condition in the Violence Against Women Reauthorization Act of 2013 at <http://www.ovw.usdoj.gov/docs/faqs-ngc-vawa.pdf>.

Financial and Progress Reporting

- DCJS requires online submission of financial and progress reports into the Online Grants Management System (OGMS)
- Quarterly Financial Reports
- A Progress Report for the 12-month period due by January 15, 2024
 - OVW requires grant recipients to use their Annual Progress Report Form. Additional information is available here:
<http://muskie.usm.maine.edu/vawamei/saspformulaform.htm>

Disbursement of Funds

- Disbursement of funds will occur, quarterly, on a cost reimbursement basis for actual funds expended
- Grantees will only be reimbursed for costs that have been incurred within the grant period
- Costs must be within the approved grant budget
- All obligations must be fulfilled no later than 90 days after the end of the grant period
- Requests for reimbursement must be submitted through OGMS

Match Requirement

- No match is required for SASP grant funds.



Application Deadline

- Applications must be completed in OGMS by **11:59 p.m. on August 15, 2022**. After such date and time, applicants will not be able to submit an application, even if the application has been started in OGMS.

Grant Application Review Process

- This is a **competitive** grant application process
- External/Non-DCJS staff and DCJS staff will rate each application based on the clarity, substance, and strength of the request made for funding
- Reviewers may consider past performance, geographic location, budget justification, cost effectiveness of proposed projects, and the availability of funds
- Reviewers will prioritize projects that increase services to underserved populations, projects that are designed for elderly victims of sexual assault, and applicants of stand alone rape crisis centers.
- Reviewers may be unfamiliar with the applicants and their projects, so applicants are highly encouraged to write their proposals and budget justifications with that in mind
- DCJS may amend budgets based on a review of unallowable and/or unreasonable costs, and the availability of funds

Grant Application Review Process

- Each application can earn a weighted score of 100 points, and a maximum total score, including bonus points, of 110 points. The primary grant program elements are weighted as follows:
 - Demonstration of Need, 20%
 - Project Description, 15%
 - Service Area Demographic/Target Population, 15%
 - Sustainment Plan, 10%
 - SASP Project Description Form, 15%
 - Budget, 25%
- **Bonus Points:**
 - Proposed projects increasing support to underserved populations or victims 65 years of age or older will receive 5 bonus points.
 - Proposed projects within a stand-alone sexual assault service center will receive 5 bonus points.
- Points will be subtracted if the applicant fails to include necessary attachments.

Required Attachments

1. Proof of SAM registration with UEI number is required of all applicants.
2. OVW's [Acknowledgement of Notice of Statutory Requirement to Comply with the Confidentiality and Privacy Provisions and the Violence Against Women Act](#) is required of all applicants
3. Job Descriptions are required for all positions of which the applicant is seeking funding.
4. A letter from the Authorized Representative giving signing authority to another person must be attached if someone other than the Authorized Representative is signing the application.

(The authorized representative is the organization's president, director, chief executive officer or other designated official of the applicant organization who has the authority to commit the resources of the organization.)

Awards

- The Grants Committee of the Criminal Justice Services Board (CJSB) will review grant application scores and recommendations and make funding recommendations to the full CJSB. **The CJSB will make final grant award decisions at its meeting on October 13, 2022.**
- DCJS Office of Grants Management will issue grant award packages based on the final approval of the CJSB.
- Fiscal and programmatic revisions may be required as a condition of funding.

Completing an Application in OGMS

- Please refer to the [training video](#)

Training Video Passcode: utA3!=X1