

Sample Delivery of Legal Assistance Certification Letter

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[Applicant Letterhead] [Date]

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

Dear Director:

This letter serves to certify that **[applicant]** is in compliance with the following statutory requirements:

- (1) Any person providing legal assistance through a program funded under the **[insert program name]** 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 through a program funded under the **[insert program name]** 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.
- (4) The applicant'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.

Sincerely,

[Authorized Representative]