2026 STOP Violence Against Women Grant New Project Solicitation

Assistance Listing Number 16.588

First Award Period of Four-year Grant Cycle:
January 1, 2027 – December 31, 2027

This Solicitation is for the following applications: 1) STOP 2) Sexual Assault Set-aside

Electronic Submission Deadline
October 15, 2026
5:00 p.m. MDT

Solicitation Release Date: Sept 10, 2026

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STOP Violence Against Women Grant

(Assistance Listing Number 16.588)

Basic Information

The Idaho State Police (ISP) Pass-Through Grants & Research (PGR) division is the designated State Administering Agency (SAA) for the Services* Training* Officers* Prosecutors (STOP) Violence Against Women Formula Grant. By statute, STOP funds support communities, including American Indian tribes, in their efforts to develop and strengthen effective responses to domestic violence[1], dating violence, sexual assault, and stalking. STOP funds continue to focus on the implementation of comprehensive strategies which are sensitive to the immediate and long-term needs and safety of victims, while holding offenders accountable for their crimes.

This solicitation is for the first year of a four (4) year cycle for STOP (Services, Training, Officers, and Prosecutors) Violence Against Women Grant Program. Projects are funded on a 12-month cycle and will have an expected start date of January 1, 2027. Projects awarded for 2026 will be eligible to apply for continuation funding in Calendar Year (CY) 2027, 2028, and 2029. STOP funds may only be used to address the violent crimes of **domestic violence, sexual assault, stalking, and dating violence**, or the development and enhancement of victim services in cases involving these crimes.

Eligibility

To apply for 2026 STOP funding, applicants must be a state agency, unit of local government (city or county), faith-based organization, Indian Tribal Government, tribal victim services organization, or a non-profit organization.

In addition to being an eligible entity, applicants also must meet the eligibility requirements set forth in 34 U.S.C. §§ 10446(c), 10449, 10450,10451, 10454, and 12291(b), and discussed in the required application components of this solicitation.

Unique Entity Identifier (UEI) Number Requirement

Applicants must have a Unique Entity Identifier (UEI) number through the System for Award Management (SAM.gov). Applicants are not required to complete full registration in SAM.gov to obtain a UEI.

[1] As defined in section 40002(a) of VAWA reauthorization, domestic violence includes any felony or misdemeanor crimes committed under the family or domestic violence laws of the jurisdiction receiving grant funding. "Domestic violence" also includes, in the case of victim services, the use or attempted use of physical abuse or sexual abuse, or a pattern of any other coercive behavior committed, enabled, or solicited to gain or maintain power and control over a victim, including verbal, psychological, economic, or technological abuse that may or may not constitute criminal behavior, by any one of the following: (A) a current or former spouse or intimate partner of the victim, or person similarly situated to a spouse of the victim; (B) a person who is cohabitating, or has cohabitated, with the victim as a spouse or intimate partner; (C) a person who shares a child in common with the victim; or (D) a person who commits acts against a youth or adult victim who is protected from those acts under the family or domestic violence laws of the jurisdiction.

If an applicant does not have a valid UEI, applications will still be accepted, however, the applicant organization should immediately register online with SAM to obtain a UEI and attach documentation to their application regarding registration status. The registration process may take up to two (2) weeks.

Additional information and how to obtain a UEI can be found at SAM.gov. The UEI is a 12-character alpha-numeric value and once issued, will not change. Organizations that are currently registered in SAM already have a UEI and can be viewed by logging into their account on SAM.gov.

If an applicant is awarded, PGR will not complete the final award process until the applicant has complied with all applicable SAM and UEI requirements. Failure to do so, will result in forfeiture of their award.

Electronic Submission

Subgrantees must have an account in GMS in order to complete and submit STOP applications. To create an account or sign into GMS go to https://apps.isp.idaho.gov/gms/.

Applicants are required to certify, via an electronic acceptance, that they are the signing authority, or have been delegated as such, by the chief executive officer of the applicant agency.

Application Instructions and Forms

Unless otherwise noted in the solicitation, current instructions and forms for completing this application are located on PGR's website, on the Grant Opportunities & Programs webpage under Application Instructions & Required Forms heading.

Please note: These are general instructions that apply to all continuation applications awarded through PGR; therefore, some sections may not be applicable. All required components and forms will be outlined in this solicitation. GMS WILL allow applicants to submit an application WITHOUT all required components. Missing required components will hold up a continuation from being awarded until all are received.

Deadline

Applications are due Thursday October 15, 2026, no later than 5:00 p.m. MDT.

Experiencing Unforeseen Technical Issues Preventing Application Submission

PGR strongly encourages applicants to submit their application prior to the deadline date of March 24, 2026.

If an applicant misses the deadline due to unforeseen technical issues with GMS, the applicant may request a waiver to submit the application after the deadline. An email addressed to pgr@isp.idaho.gov, must be submitted within 24 hours, detailing the incident with a screen shot of the error.

Notification

PGR anticipates notifying applicants of funding decisions by December 16, 2026.

Note: Any materials submitted as part of this application may be released pursuant to a request under the Freedom of Information Act.

Contact and Application Information

If you have questions about applying for funding, questions about this solicitation, or need assistance submitting an application, please contact PGR at PGR@isp.idaho.gov or the grant manager at misty.kifer@isp.idaho.gov (208-884-7054).

STOP Grant Program Overview

The STOP program is authorized by 34 U.S.C. §§ 10441, 10446–10451.

Activities supported by this program are determined by statute, federal regulations, and the Office on Violence Against Women (OVW) policies. If an applicant receives a subaward, the funded project is bound by this solicitation, the DOJ Grants Financial Guide, including any updates; and the conditions of the subaward.

Applicants are expected to have an understanding of the enabling Violence Against Women Act (VAWA) statute and related legislation (see https://www.justice.gov/ovw/legislation) before applying. In addition to the program eligibility requirements stated in the Act, the Department of Justice has issued guidelines to implement the STOP funds. A complete copy of the STOP Frequently Asked Questions is available at https://www.justice.gov/ovw/page/file/1008816/download.

The grant-making strategy for STOP funding is guided by the Idaho STOP Implementation Plan: FFY2026-2029 (under Review by OVW) developed in collaboration with the STOP Implementation Planning Committee. The STOP Implementation Plan and priorities are designed to improve connections between the criminal justice system, victim services, and Idaho's marginalized and underserved communities. The funding strategy focuses on: 1) implementing community-driven projects and initiatives that address the needs and issues faced by underserved populations through victim services, training, and the development of protocols and/or policies; 2) implementing coordinated, multidisciplinary responses to violent crimes against women; 3) addressing sexual assault through victim service expansion, training, and the development of coordinated community responses to sexual assaults; and 4) reducing domestic violence related homicides through an intensely concentrated and coordinated early response to high-risk victims and incidents.

The allocation of STOP funds will be based, in part, on the applicant's demonstration of need and collaboration with underserved populations. Distribution of funds will also be dependent on the level of coordination programs have with other organizations in their communities that deal with domestic violence, dating violence, stalking, and sexual assaults. Applicants are encouraged to build in collaboration between law enforcement, prosecution, courts, and victim services, as well as resource sharing between entities in differing localities, counties, districts, regions, and jurisdictions that will allow for a more effective, comprehensive response to victims. The extension and sharing of existing community resources can lead to the development of new policies, procedures, and protocols that support appropriate responses to these crimes, ensuring that victims receive services that promote their safety and well-being. Applicants are

strongly encouraged to build in better coordination with tribal programs, including cross-jurisdictional collaboration, ensure timely report sharing, and utilizing accountability measures for high-risk cases. The following funding needs are also recognized: expanding the use of Coordinated Community Response Teams and High-Risk Teams, culturally responsive advocacy, mobile advocacy, a crisis hotline for the Deaf and Hard of Hearing, cross-jurisdictional collaboration, and training. Collaborative and training efforts should involve organizational leaders.

20% Sexual Assault Set-Aside

The VAWA Reauthorization Act requires 20% of a State's STOP allocation be set-aside for subgrant projects that **meaningfully** address sexual assault across two (2) or more allocation categories (victim services, courts, law enforcement, and prosecution). Sexual assault includes, but not limited to, stranger rape, acquaintance rape, alcohol or drug-facilitated rape, and rape within the context of an intimate partner relationship. To be funded, interventions must be tailored to meet the specific needs of sexual assault victims, have a legitimate focus on sexual assault, and personnel funded under the projects must have sufficient expertise and experience on sexual assault. Examples of programs are Sexual Assault Nurse Examiners (SANEs), Sexual Assault Forensic Examiners (SAFEs), Sexual Assault Response Teams (SARTs), or training. Please see the Minnesota Coalition Against Sexual Assault for more information and ideas. **NOTE**: **Child Advocacy Centers or services to victims (primary) younger than age 11 cannot be funded by STOP.**

The STOP Implementation Planning Committee would like to ensure that a portion of the 20% sexual assault set-aside will go toward victim services. The Committee also wished to prioritize sexual assault coordinated teams; training for sexual assault forensic medical personnel; and strengthening practices, policies, and training or developing materials criminal justice practitioners to increase criminal justice responsiveness and the appropriate treatment of victims. Funds to support Sexual Assault Nurses (SANE) or Sexual Assault Forensic Examiners (SAFE) and sexual assault coordinated teams (SARTs) may also be funded if they follow the standard guidelines and protocols.

There is not a separate solicitation for the 20% Sexual Assault Set-Aside. All of the information in this solicitation is applicable to both STOP and Sexual Assault Set-Aside applicants, unless otherwise noted.

Award Information

Term of the Award

Projects are funded on a 12-month cycle and will have a start date of January 1, 2027. STOP 2026 will be the beginning of a four (4) year. Projects awarded FY2026 funds will be eligible to apply for continuation funding operating in calendar years (CY) 2028, 2029, and 2030. If projects are not operational within 90 days of the start date, subgrantees must contact PGR or funds may be withdrawn and/or re-awarded.

Extensions beyond the 12-month period are unlikely as the four-year project cycle is due to end by December 31, 2030. Extensions may be granted on a case-by-case basis at the discretion of PGR. Extensions are requested in GMS no less than 30 days prior to the project cycle end date.

If an applicant is currently operating a STOP project that ends after December 31, 2026 and is awarded new funds under this solicitation for the same project, the applicant will have CY 2027 to spend the remaining award amount AND the first-year funds of the new award.

Availability of Funds

There is no minimum or maximum application amount; rather applicants should request adequate funding to implement the proposed project. Previous STOP awards averaged approximately $88,000, ranging from $33,000 to $140,000.

The funding available for new STOP projects for 2026 is approximately $1,438,840. There is no guarantee that funds will be available in the future. Therefore, PGR encourages all applicants to develop a plan to sustain project activities if federal funding through this program is reduced or ceases to be available.

There are two types of 2026 STOP grants available:

1. STOP Violence Against Women Grant ($1,007,188 available)
    a. Projects must meet all STOP requirements and address at least one purpose area.
2. STOP Sexual Assault Set-Aside ($287,768 available)
    a. These funds will go to programs or projects that cover two (2) or more federal allocation categories (victim services, courts, law enforcement, and prosecution) and meaningfully address sexual assault, including stranger rape, acquaintance rape, alcohol or drug-facilitated rape, and rape within the context of an intimate partner relationship.

A **separate application** must be submitted for each type of grant. Agencies may apply for both a STOP grant and a Sexual Assault Set-Aside grant. Applicants must identify which type of grant they are applying for in the project narrative.

Allocation Categories

Applications for the **STOP grant** and **Sexual Assault Set-Aside grant** will be allocated (per statutory requirement) into the following categories:

- 5% or $ 64,748 to State and local courts, including juvenile courts;
- 25% or $323,739 for law enforcement;
- 25% or $323,739 for prosecution; and
- 30% or $388,487 for non-profit, non-governmental victim services.
    - 10% or $43,165 of the funds allocated for victim services must be distributed to culturally specific community-based organizations (these organizations' primary mission is to address the needs of racial and ethnic minority groups or that they have developed a special expertise regarding a particular racial or ethnic minority group (see Culturally Specific Set-Aside for Victim Services).

Statutory allocation amounts may not be redistributed or transferred to other funding allocation categories. Discretionary funds (15%, or $194,243) are allocated at the discretion of the Idaho Grant Review Council.

Allocation categories are determined the project's purpose and beneficiaries, not by the type of agency. If an applicant applies under a category that doesn't match their agency type, a Memorandum of Understanding (MOU) will be required. This agreement must be signed by the heads of both the applicant organization and the organization receiving the benefits. The MOU must state that the benefiting entity supports the proposed project and agrees that it benefits their entity's mission or purpose. For example, a non-profit victim services agency wishes to provide training for law enforcement officers. The allocation category is law enforcement. An MOU between the victim services agency and the law enforcement agency must be signed by the chief executives (and attached to the application) stating that the law enforcement agency supports the project and agrees that it will benefit from the training. For statewide projects, a MOU with a professional association is sufficient to meet this requirement (e.g. Idaho Sheriffs' Association, Idaho Chiefs of Police Association, Prosecuting Attorneys Association).

Examples of category allocations:

- Sexual Assault Forensic Exams, SANEs, and SARTs can benefit law enforcement and prosecution;
- Victim Assistance programs in law enforcement agencies benefit law enforcement (if funds go towards housing or counseling then this portion of funds is allocated in the victim services allocation category).
- High Risk Teams or Coordinated Community Response (CCR) teams are typically in the law enforcement and prosecution allocation categories as most CCR objectives include holding offenders accountable.

STOP Purpose Areas and Idaho Priorities

The purpose of STOP funding is to assist states and territories; state, local, and tribal courts (including juvenile courts); Indian Tribal governments; units of local government; victim service provider; and culturally- and population-specific organizations. STOP funded activities **must meet one or more of the 24 statutory purpose areas,** seven (7) of which are Idaho's top priorities. See Appendix A for a full list of STOP purpose areas.

Idaho Priorities

The STOP Implementation Planning Committee for the 2026-2029 plan, decided on **seven top priorities** for STOP funds. In order to ensure these priorities are significantly addressed through STOP fund allocations, applicants who address at least one of the following priorities will receive **extra credit** (one percentage point added to the total score):

1. Developing, enlarging, or strengthening victim services and legal assistance programs, including domestic violence, dating violence, sexual assault, 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;

2. 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))
3. Developing, implementing, or enhancing Sexual Assault Response Teams, or other similar coordinated community responses to sexual assault;
4. 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;
5. 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;
6. 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;
7. 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.

Special Emphasis

The Idaho STOP Implementation Plan FFY2026-FFY2029 sets Idaho's strategies for STOP funding. The STOP Implementation Planning Committee decided to concentrate efforts on underserved populations in Idaho with the intent that serving these victims will assist all victims of domestic violence, dating violence, stalking, and sexual assault. Therefore, **special emphasis is placed on programs that specifically improve services to underserved populations who experience barriers accessing services**. Examples are culturally responsive advocacy, transportation and telehealth counseling for remote or tribal members where access to these services are limited. Two percentage points will be added to the total score of applicants whose proposed projects will significantly and meaningfully address barriers experienced by underserved populations. Underserved populations means populations who face barriers in accessing and using victim services, and includes populations underserved because of geographic location, religion, sexual orientation, gender identity, underserved racial and ethnic populations, populations underserved because of special needs (such as language barriers, disabilities, alienage status, or age). The following are the underserved populations identified in the STOP Implementation Plan: Latinx/Hispanic, Black, Tribal and indigenous peoples, Refugee, Immigrant, special needs (language barriers or physical, developmental, and/or intellectual disabilities), blindness/low vision, Deaf and Hard of Hearing, LGBTQ+, Elderly, and Remote/Isolated Areas (as demonstrated by the applicant). The Health Resources and Services Administration (HRSA) definition of rural is used, utilizing the Center for Medicare and Medicaid Services (CMS) 'Am I Rural' tool.

To receive special consideration for serving underserved populations (except for remote/isolated areas), applicants must attach a letter of support from groups representing the underserved communities they wish

to concentrate their efforts on. This letter of support must state that the group was consulted by the applicant and that the project is designed to reduce barriers the underserved population experiences in seeking or accessing services.

Applicants wishing to receive extra consideration for addressing the needs of victims in remote/isolated areas will need to demonstrate that the project will significantly and meaningfully reach victims in remote areas that are isolated from needed services (victims face significant transportation barriers, limited housing options, limited behavioral health services, and/or delayed law enforcement response times). For example, qualifying projects might incorporate satellite offices, have a traveling advocate or utilize other significant measures to reduce victim barriers to receiving services. In lieu of a letter of support, applicants addressing remote/isolated areas will need to will need to provide additional details in their project narrative.

Note: Applicants must demonstrate a reasonable funding need for the proposed project in the remote/isolated area.

Required Application Components

A. Program Narrative (limited to 16,000 characters, including spaces)

When completing the Program Narrative, be sure to:

- **Address all statements/questions in the order listed AND use section headings and numbers as provided.** Failure to do so may result in reduced scores and/or may be considered non-responsive and removed from consideration (if a section is not applicable to the project, simply state N/A);
- Spell out all acronyms at least once;
- Site data sources.

Tip: PGR highly recommends saving the Program Narrative in Word and pasting it into GMS, as not all web browsers have spell check and there is no character count in GMS.

The program narrative **must** include:

1. **Award Type**. Identify which type of award you are applying for: STOP grant, Sexual Assault Set-Aside grant.
2. **Summary**. Provide a brief summary of the proposed project and how much you are requesting (2-5 sentences).
3. **Idaho Priority/Purpose Area. All project activities must fit a statutory purpose area.**
   Identify the Idaho Priority or Purpose Area addressed by the proposed activities (e.g. Idaho priority 1 or Purpose area 8). This must be backed up in the narrative. DO NOT copy and paste the entire purpose area, only provide the number of the purpose area or Idaho priority number (e.g. Idaho priority 1 or Purpose area 8). **One (1) percentage** point will be added to the Grant Review Council's total score for addressing an Idaho Priority.
4. **Needs Statement**
   Describe the need, gaps, or problem that your program seeks to address.
   - Substantiate the problem, gaps, and needs with current or other relevant data; including crime rates, geographic location served, local demographics, and underserved populations. **Please provide agency and project specific local data.** Some data source examples include:

        - Applicant/Implementing Agency data
        - Idaho STOP Implementation Plan: FFY2026-2029
        - Crime in Idaho Report
        - ISAC Data Dashboards
        - Crime in Idaho Database
        - United States Census Bureau
        - Idaho Statistical Analysis Center Publications
- Describe the availability of existing domestic violence, sexual assault, dating violence, and stalking programs in the service area.

5. Project Design and Implementation

Describe the program and activities that will be funded with STOP funds and how they will solve the problem and/or are responsive to the needs described in the *Needs Statement* above. This should include the project activities and what personnel/positions will execute them. What population will benefit from your project and how will it benefit? Is the project/program evidence-based or best practice? Remember, STOP funding is for developing and strengthening effective responses to domestic violence, dating violence, sexual assault, and stalking (serving victims 11 years of age or older).

- If the applicant is applying for **Sexual Assault Set-Aside** funds, please address how the program **meaningfully** addresses sexual assault. How is the proposed project tailored to meet the specific needs of sexual assault victims? How do the personnel funded under the projects have sufficient expertise and experience on sexual assault? The project description must support a legitimate focus on sexual assault.

Incorporate the following into your project description:

a. **Collaboration.** Explain how the proposed project addresses collaboration and a coordinated community response to violence against women. List each organization, partner, and consultant who will collaborate on the project, along with a short description of the nature of their effort or contribution.

b. **Underserved.**
    i. Demographic information (race, ethnicity, age, etc.) for underserved victims in your service area.
    ii. Describe any strategies specific to working with and alongside marginalized communities and how the proposed project will incorporate the needs of underserved populations.

Special Emphasis:

- If the applicant wishes to receive **extra credit** for their application based on addressing the **needs of underserved populations (except remote/isolated)**, the applicant must:
    - Identify the underserved population,
    - Provide the number of underserved victims served in calendar year 2025 (if program existed),
    - Describe the barriers this population experiences and how the project will alleviate those barriers.
    - The applicant must also provide letters of support from organizations or groups that represent those underserved communities demonstrating that those communities have been consulted and they agree that the proposed project is designed to reduce access barriers for the targeted underserved population.

- Applicants wishing to receive **extra credit** for addressing the needs of **remote/isolated areas** do not need a letter of support. However, applicants must demonstrate that the project will adequately provide services to remote/isolated areas.

Special Emphasis Rural/isolated (continued)

- Describe the remoteness of the area to be served (the area they will serve, how isolated victims are from other services in the area, whether the area qualifies under the 'Am I Rural' tool).
- Describe how the project will alleviate the barriers to services (i.e. satellite offices, traveling advocate, or other significant measures to reduce victim barriers to receiving services).
- Describe how many victims are expected to receive services by alleviating service barriers.

*Applicants must demonstrate a reasonable funding need for the proposed project in the remote/isolated area.

Note: Two (2) percentage points will be added to the Grant Review Council's total score for significantly and meaningfully serving an underserved population. Points will not be doubled for serving both underserved populations AND remote/isolated areas. Points will only be given for one.

6. **If the proposed project includes funds for prevention (only 5% of applicants budget is allowed), the applicant must address the following:**
   - Describe the prevention activity.
   - Provide budget categories and amounts requested for this purpose.

7. **Pending Applications:** Address any existing funding or pending applications for funds supporting the same work proposed in this application. Identify the funding agency and grant title for pending applications submitted in the last 12 months.

A. Goals, Objectives, and Performance Measures

All applicants are required to include the Goal, Objectives, and Performance Measures (listed below) in their application and report data each quarter on the Performance Measures. Please incorporate these as best as possible into your projects. **Performance Measure data must reflect quarterly figures, not cumulative, and include only activities funded in full and/or partially funded by STOP or those used as match.** Note: If a project is awarded, the grant manager may delete some performance measures if they do not fit project activities.

Guidance for completing this section:

- Copy and paste each title and narrative into the respective fields in the Goals section in GMS.
- Do not include any of the verbiage in **bold.**
- Do not change any of the verbiage.
- Do not add other goals, objectives, or performance measures.

Note: All start dates will be 1/1/2027.

Goal 1 Title: Underserved Populations

Goal 1 Narrative: Implement community-driven initiatives to address the needs and issues faced by underserved populations impacted by domestic and sexual violence through timely and culturally responsive victim services, training, and the development of protocols and/or policies.

Objective 1 Title: Underserved Coordination

Objective 1 Narrative: Strengthen service provision and safety for underserved victims through outreach and partnerships.

Performance Measure Title 1: Underserved Outreach

Performance Measure Narrative 1: Number of outreach activities to underserved communities (including meetings with representatives).

Objective 2 Title: Underserved Access

Objective 2 Narrative: Improve access to meaningful, timely, and culturally responsive services for underserved victims.

Performance Measure Title 1: All Victims Served

Performance Measure Narrative 1: Number of all victims served with STOP funds (including match funds).

Performance Measure Title 2: Underserved Victims

Performance Measure Narrative 2: Number of victims served from underserved populations.

Performance Measure Title 3: Timeliness

Performance Measure Narrative 3: Time from initial contact with the victim to receiving services.

Performance Measure Title 4: Criminal Justice Participation

Performance Measure Narrative 4: Number of Victims voluntarily participating in the criminal justice system.

Objective 3 Title: Protocols/Policies

Objective 3 Narrative: Increase the number of protocols and/or policies developed, substantially revised, or implemented concerning appropriate responses to underserved populations.

Performance Measure Title 1: Culturally Appropriate Protocols/Policies

Performance Measure Narrative 1: Number of culturally appropriate protocols or policies developed, revised, or implemented.

Objective 4 Title: Training Concerning Underserved

Objective 4 Narrative: Improve meaningful services for underserved populations by providing or attending trainings that address their specific needs and promote appropriate, culturally responsive practices.

Performance Measure Title 1: Trainings on Underserved

Performance Measure Narrative 1: Number of people trained in appropriate and culturally responsive practices.

Goal 2 Title: Coordinated Responses

Goal 2 Narrative: Develop, enhance, or implement coordinated, multidisciplinary responses to enhancing victim services and improving the criminal justice system's response to violent crimes against women.

Objective 1 Title: Coordinated Response

Objective 1 Narrative: Increase effective coordination and collaboration among agencies and organizations by demonstrating measurable improvements in how they respond to and support victims of domestic violence, dating violence, stalking, and sexual assault.

Performance Measure Title 1: Meetings

Performance Measure Narrative 1: Number of collaborative meetings.

Performance Measure Title 2: Partnerships

Performance Measure Narrative 2: Number of new partnerships.

Objective 2 Title: Trainings Provided

Objective 2 Narrative: Increase the number of trauma-informed and victim-centered trainings provided to law enforcement, prosecutors, judges, and court personnel, resulting in improved handling of VAWA crimes and enhanced understanding of lethality factors in domestic violence cases.

Performance Measure Title 1: Trauma-informed and victim-centered trainings

Performance Measure Narrative 1: Number of trainings provided to criminal justice agencies and number of people trained.

For STOP applicants (not Sexual assault set Aside)

****Goal 3 Title**: Domestic Violence Related Homicides

Goal 3 Narrative: Reduce domestic violence related homicides through an intensely concentrated and coordinated early response to high-risk victims and incidents and increased training.

Objective 1 Title: High Risk Cases

Objective 2 Narrative: Increase the identification of high-risk cases with the use of risk assessments by law enforcement and victim services for domestic violence incidents and improve the use of effective responses based on the identified lethality factors.

Performance Measure Title: Risk Assessments

Performance Measure Narrative: Number of risk assessments completed

Objective 2 Title: Safety Planning

Objective 2 Narrative: Increase frequency or quality of safety planning with victims.

Performance Measure Title: Number of Safety Plans

Performance Measure Narrative: Number of victims receiving safety plans

Objective 3 Title: Referrals from/to Victim Services

Objective 3 Narrative: Increase communication and collaboration between law enforcement and victim service agencies resulting in improved offender accountability and victim access to shelter and other lifesaving services.

Performance Measure Title: Referrals

Performance Measure Narrative: Number of referrals to victim services or received from criminal justice agencies.

Objective 4 Title: Training on Handling Domestic Violence Cases

Objective 4 Narrative: Increase criminal justice practitioners understanding of high-risk cases, compliance with state and local laws, statewide and departmental policies, and procedures related to the enforcement of domestic violence laws and protection orders, including training for judges on appropriate sentencing and monitoring.

Performance Measure Title: Training Criminal Justice Personnel

Performance Measure Narrative: Number of trainings and number of people trained.

For Sexual Assault Set-Aside Applicants

Replace the above Goal 3 with:

****Goal 3 Title**: Address Sexual Assaults

Goal 3 Narrative: Address sexual assault through victim service expansion; training for judges, other court personnel, prosecutors, law enforcement, and community partners; and the development of coordinated community responses to sexual assaults.

Objective 1 Title: Sexual Assault Services

Objective 1 Narrative: Increase timely access to culturally responsive and identity-specific community-based sexual assault services by expanding immediate support options—such as advocacy, accompaniment, and healing services—and reducing barriers that prevent survivors from obtaining care.

Performance Measure Title 1: Immediate Services

Performance Measure Narrative 1: Number of victims receiving services and the time from initial contact to receiving services.

Performance Measure Title 2: Ongoing Services

Performance Measure Narrative 2: Number of sexual assault victims receiving ongoing support services.

Objective 2 Title: Trainings and Coordinated Sexual Assault Responses

Objective 2 Narrative: Increase the responsiveness of the criminal justice system through trauma informed victim-centered training and coordinated sexual assault responses.

Performance Measure Title 1: Trainings on Sexual Assault Responses

Performance Measure Narrative 1: Number of trainings.

Performance Measure Tite 2: Training Criminal Justice Personnel

Performance Measure Narrative 2: Number of people trained.

Performance Measure Title 3: Sexual Assault Response Team Meetings

Performance Measure Narrative 3: Number of SART/SAFE/SANE team meetings

Performance Measure Title 4: Voluntary victim participation in the criminal justice system**.**

Performance Measure Narrative 4: Number of Victims voluntarily participating in the criminal justice system.

Objective 3 Narrative: Increase access to timely survivor centered medical forensic care.

Performance Measure Title 1: Victims Receiving Medical Forensic Care

Performance Measure Narrative 1: Number of victims receiving medical forensic care.

Performance Measure Title 2: Timely Medical Forensic Care

Performance Measure Narrative 2: Time from reporting to receiving medical forensic care.

B. Budget and Budget Detail Worksheet

The required Expense/Match Budget Detail Worksheet includes sections for calculations and narratives, and **must be attached to the application as an Excel document**. The Expense/Match Budget Detail Worksheet is located at https://isp.idaho.gov/pgr/grants/. The worksheet must contain a breakdown of all requested expenses and match. The requested budget must reflect as closely as possible all costs associated with the proposed project. If funded, adjustments to the budget can be made; however, all deviations from the final approved budget must be pre-approved by PGR.

If you need more lines in a budget category, please notify PGR. If you need more room in the budget narrative section, please provide it in a word document and attach it to the application clearly identifying it as the budget category narrative.

Please note, once you are awarded all reported expenses must be in your approved budget. Any variation from the budget will not be approved until an Expense/Match or an Other Project adjustment is submitted and approved by PGR.

Budget Narratives **Must**:

- Thoroughly and clearly describe **EVERY** expense item listed under that category. PGR expects proposed budgets to be complete, cost effective, and allowable (e.g., reasonable, allocable, and necessary for project activities).

  Please beware, IF any budget item being requested is missing the above requirements under their respective budget narrative section, those items may be removed from the budget and the award amount will be reduced.
- If your project is funded under two or more allocation categories (like victim services and prosecution and/or law enforcement) **ensure the budget clearly separates these activities**. For example, if one person coordinates High-Risk Teams *and* provides victim advocacy, then their personnel costs must be on separate budget lines to account for each activity.
- Costs must be prorated/cost allocated based on the time spent on grant activities. For example, if a victim advocate spends 40% of their time on STOP activities, only 40% of costs associated with the advocate can be covered by the STOP grant. This includes equipment, general operating costs, and supplies that are not used only for the project.
- For expenses that will be costed allocated (e.g., administrative costs, general office supplies, utilities, office rent, etc.), PGR highly recommends using your approved Indirect Cost Rate or the allowable de minimis cost rate.
- Explain how funds will be allocated (if applicable) with other funding sources and what those funding sources are. If an advocate only spends 10% of their time on STOP, what other funding sources cover the remaining 90% of their time?
- Explain how the applicant estimated and calculated all costs.
- Explain how each expense item is relevant to the completion of the proposed project (e.g. what activities personnel will do, how attending a conference supports a project, what supplies will be used for).
- If funding **personnel**, name and title **MUST** be included in the Description under the Personnel and Fringe Benefits Section. Personnel and Fringe should be on separate lines.
- If requesting funding to purchase **gift cards, gas cards, bus passes**, etc., there must be an organizational procedure in place. If applicable, attach the required procedure to the application.
- If requesting funds for **travel**, it must state in the budget narrative what policy your organization follows; the organization's established travel policy, federal, state, city, or county, and the entire travel policy must be attached to the application.
- When conference/training is unknown at the time of the application, please use Washington DC as the destination and state as such in the budget narrative section. Once awarded and the conference/training and destination has been established, submit an Other Project Adjustment with a brief description of the training and associated costs for PGR's approval.

- Be mathematically sound and correspond with the information and figures provided in the Description and Calculation sections of each category.

****Read the Instructions in the Expense-Match Budget Detail Worksheet**

Once the Budget Detail Worksheet is completed, expense and match budget category totals must be entered in the Budget section in GMS (between Goals and Attachments).

Budget Considerations:

- Applicants should develop their first-year budget keeping in mind the total budget may not increase (and may decrease) after the first year. Increased operating expenses (like personnel raises) may not be covered unless program development expenses (e.g. trainings) are built into the first years expenses.
- Personnel included in your budget must be discussed and justified in the program narrative**.**
- Any position that is 100% funded through grant funds and/or match must be 100% dedicated to STOP program allowable activities.
- Supplanting Prohibition - STOP funds can be used to *supplement* existing state and local funds for program activities, but must *not replace* (supplant) those funds that have been appropriated for the same purpose and previously paid for by state or local funds. STOP subgrantees must submit a Letter of Non-supplanting with their applications.
- Review the Allowable Costs, Activities and Unallowable Activities in Appendix B.

Match Requirement:

There is a 25% match requirement. Match is NOT required for Victim Services providers[2] or tribal organizations. To qualify as match exempt for victim services, the subgrantee must be recognized by the IRS under section 501(c)(3) of title 26. Provide a copy of your agencies 501(c)(3) in the attachments. Although match is not required for victim services, any match voluntarily provided will assist PGR in meeting the overall 25% match requirement.

The following provisions apply to the match requirement:

Formula for Calculating Match:

- Award Amount ÷ 75% (federal share) = Adjusted Project Costs
- Adjusted Project Costs x 25% (subgrantee share) = Required Match

- **Match calculations and narratives, including identifying match sources (state or local funds, donations, etc.), and how matching funds will be used, must be included in the Budget Detail Worksheet.**
- Funds from other federal sources cannot be used for match.
- Funds or in-kind resources used as match must be directly related to the STOP project.

[2] The term "victim service provider" means a private non-profit organization whose primary mission is to provide services to victims of domestic violence, dating violence, sexual assault, or stalking. Such term includes rape crisis centers, battered women's shelters, domestic violence transitional housing programs, and other programs.

- **Sources of match are restricted to the same requirements as funds allocated under STOP and must be documented in the same manner as STOP funds, including financial and programmatic reports, and have back-up documentation (i.e. timesheets, meeting sign-in sheets, etc)**.
- The match requirement may be satisfied with either cash (e.g., funds contributed from private sources or state and local governments) or in-kind (e.g., services or goods donated by the applicant organization or other entities).
- Match must directly relate to the project.
- Value of Volunteers:
  The monetary value placed on volunteer services provided as in-kind match **must be consistent with the rate of compensation paid (including benefits) for similar work in the applicant's organization**.

  If the required skills are not within the organization, the rate of compensation must be consistent with the rate found in the labor market. The applicant must maintain records that indicate how the rate of compensation was determined and clearly document services delivered and hours worked.
    - Equivalent position rate for Community and Social Service occupations in Idaho (2025) is at $28.63 per hour (https://www.bls.gov/oes/current/oes_id.htm#21-0000). Volunteers in this category have or receive specialized training to perform assigned duties providing services. The average pay for a "Social and Human Service Assistant" is $23.57 and do not receive specialized training. (https://www.bls.gov/oes/current/oes211093.htm).
    - An administrative support position (i.e. filing, sorting donations, cleaning, etc.) is valued at $22.89 per hour (https://www.bls.gov/oes/current/oes_id.htm#43-0000).

Further guidance on calculating and documenting match and ideas regarding match can be found in the Match Requirements for STOP Formula Grants.pdf

C. Data Plan

Fill out the Data Plan, describing how data required for the performance measures and VAWA Impact Reporting Tool (formerly SAPR report) will be collected and the method for tracking data.

D. Financial Accounting Practices

Provide complete responses to the **Financial Accounting Practices.**

E. PGR Risk Assessment

Fill out the first two sheets of the PGR Risk Assessment titled "Applicant – Page 1" and "Applicant – Page 2." Attach to the application as an **EXCEL file**. An applicant may be designated "high-risk" based on an assessment of current or previous funding, unresolved audit issues, delinquent programmatic and financial reporting, and prior performance. Awards to high-risk applicants may carry special conditions such as increased monitoring and/or prohibitions on drawing funds until certain requirements are met.

F. Letter of Non-supplanting

All applicants must submit a Non supplanting Letter on agency letterhead signed by the Authorized Representative, certifying that federal funds will not be used to supplant state or local funds should a grant award be made.

G. Confidentiality Notice Form

"Acknowledgement of Notice of Statutory Requirement to Comply with the Confidentiality and Privacy Provisions of the Violence Against Women's Act, as Amended." All applicants must comply with the confidentiality and privacy requirements of VAWA 2013. Applicants must sign and submit the acknowledgement form as an attachment.

H. Certification Regarding Out Of Scope Activities

Applicants must attach Certification Regarding Out-of-Scope-Activities - FY2026 on agency letterhead and signed by the agency Authorized Representative. Please use this link as the one on the website is not up-to-date.

Note: This certification is the subject of federal litigation. For the most up-to-date information about the certification requirement, see the notice on OVW's funding opportunities page.

Required, if Applicable

I. Victim Services Consultation Certification (all except victim services)

Applicants who are not a victim services agency must attach A Victim Cervices Consultation Certification. Tribal, territorial, state or local prosecution, law enforcement, and courts must consult with tribal, territorial, state, or local victim service programs during the course of developing their grant applications. The consultation is to ensure that proposed services, activities, and equipment acquisitions are designed to promote the safety, confidentiality, and economic independence of victims of domestic violence, sexual assault, stalking, and dating violence.

The certification form must have the date of the meeting, a brief description of the meeting, and be signed by both the applicant and victim service provider.

J. 501(c)(3) Status Documentation (non-profit victim services)

Any entity (except tribal organizations) that wishes to be exempt from match based on their non-profit status 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 (See 42 U.S.C. § 13925(b)(16)(B)). In addition, applications for the 10% victim services set-aside for culturally specific community-based organizations must be 501(c)(3) exempt.

K. Legal Assistance for Victims Certification Letter (if providing legal assistance)

STOP funds can be used to provide a full range of legal services, such as housing, family law, public benefits, and other similar matters. Applicants providing legal assistance must certify, via a Legal Assistance for Victims Certification Letter (sample letter), 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 the targeted population; or
    B. (i) is partnered with an entity or person that has demonstrated expertise described in subparagraph (A); 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, 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 with funds through the STOP program has informed and will continue to inform state, local, or tribal domestic violence, dating violence, sexual assault, or stalking 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.

L. Memorandum of Understanding and Letters of Support

1) A signed MOU must be submitted with the application if the applicant is coordinating with another agency or organization to meet the proposed grant funded program activities.
2) If an applicant under a particular allocation category is not the type of agency the project activities benefit, a MOU signed by the chief executive of both the entity to be benefitted and the applicant agency is required. See Allocation Categories.

***Note:** If an MOU cannot be provided at the time of the application submission, a Letter of Support from participating agencies must be attached. **An MOU will be required before funds can be obligated.**

3) To receive special consideration for serving underserved populations (except remote/isolated areas), applicants must attach a **Letter of Support** from groups representing the underserved communities they wish to concentrate their efforts on. This letter must describe how and when the applicant agency consulted with the organization representing the underserved population and that the proposed project meaningfully addresses the underserved populations needs.

M. Indirect Cost Rate Agreement or De Minimis Eligibility

Applicants with a current approved indirect cost rate **must** attach a copy of the indirect cost rate agreement to the application, if they are requesting reimbursement for indirect. If an applicant does not have an existing approved indirect cost rate agreement with a federal cognizant agency, the applicant **must** attach the Standards for De Minimis Indirect Cost Rate Acknowledgement addressing their eligibility to use the "de minimis" rate and election to do so. *Indirect is considered an "Other" budget category.

N. STOP Formula Grant Program Prosecution Certification (Prosecutors)

A Prosecutor's Office receiving STOP funds must submit a STOP Formula Grant Program Prosecution Certification, regarding training, policies, and protocols for victim-centered prosecution.

A plan for meeting these requirements will be submitted to Planning, Grants, and Research of the Idaho State Police by June 1, 2027. See Prosecution Certification Status of Compliance -Template.

A list of resources have been gathered to assist meeting this requirement.

- Aequitas is a TA provider for OVW to assist prosecutors with training and resources for victim-centered prosecution. Please consider using the resources and webinars available through Aequitas at: https://aequitasresource.org/.
- Association of Prosecuting Attorneys: 5th National Domestic Violence Prosecution Conference Prosecutors and Victim Advocates: Advancing Justice.

Please consider including in your budgets costs for additional resources that are needed to meet the certification requirements. For example, travel and training costs to bring in expert trainers or to send Prosecuting Attorneys, Victim Witness Coordinators, and other staff to training regarding victim centered approaches to domestic violence, dating violence, sexual assault, and stalking cases.

O. Culturally Specific Set-Aside for Victim Services

Victim service providers that wish to be considered for the 10% culturally specific set-aside (unless they are a tribal government agency or are already receiving culturally specific set-aside funds) must attach documentation that addresses how they qualify for these funds.

An organization is eligible to receive the culturally-specific set aside if the organization is a nonprofit, nongovernmental organization or tribal organization that serves a specific geographic community that:

- focuses primarily on domestic violence, dating violence, sexual assault, or stalking;
- has established a specialized culturally specific program that addresses domestic violence, dating violence, sexual assault, or stalking;
- has a primary focus on underserved populations (and includes representatives of these populations) and domestic violence, dating violence, sexual assault, or stalking; **or**
- obtains expertise, or shows demonstrated capacity to work effectively, on domestic violence, dating violence, sexual assault, and stalking through collaboration;

and:

- is primarily directed toward racial and ethnic minority groups; and
- is providing services tailored to the unique needs of that population.

P. Disclosure of Lobbying Activities

If the application is for $100,000 or more AND the applicant agency pays for activities to influence federal officials, then applicants must complete and submit a Disclosure of Lobbying Activities form (SF-LLL). Applicants that expend any funds for lobbying activities are to provide all of the information requested on the form.

Assurances and Certifications

These must be "signed" via an electronic acceptance by the executive official, or designee, representing the applicant agency. Each agency may designate a person to complete the application; however, this person must certify they have the authority to sign on behalf of the executive official.

- Certifications Regarding Lobbying; Debarment, Suspension and Other Responsibility Matters; Drug-Free Workplace Requirements; Law Enforcement and Community Policing
- Certified Standard Assurances

Application Review Process

STOP applications will be thoroughly reviewed by PGR and evaluated by the Idaho Grant Review Council (Council) based on the 2026 STOP Evaluation Questions in **Appendix C**. The Council, formed by an Executive Order of the Governor, is designated as the decision-making body for the distribution of STOP funds. Members of the Council represent various facets of the criminal justice community, victim services, and the public. Both PGR and the Council are committed to ensuring a fair and open process for awarding grants. Applications are reviewed to make sure the information presented is reasonable, understandable, allowable, measurable, achievable, and consistent with the solicitation.

In evaluating each application, the following will be given **extra credit**:

- The program meets the qualifications for Special Emphasis as it addresses the needs of a recognized underserved group in their communities (2 percentage points). See Special Emphasis.
- The program falls under one of the seven (7) Idaho Priority Areas (1 percentage point). See Idaho Priorities.

Award Administration Requirements

Reporting Requirements

Subgrantees are required to submit quarterly expense, match, and progress reports in GMS. Progress reports will consist of a narrative and performance measure updates. All annual STOP reports are completed on the VAWA MEI Impact Reporting Tool website and are due by March 1st (unless notified otherwise). Once the website is open to receive subgrantee reports, PGR will send a link with instructions to complete and submit the report.

New STOP subgrantees may be required to attached a PDF version of the STOP Annual Report on a quarterly basis to ensure accurate data collection and reporting. This PDF form is called the STOP Subgreantee 2024 Updated Form. Subgrantee's who do not have a robust client management system that tracks the required data points may need to track data using the Updated SAPR Data Tracker. Subgrantees are required to report on the sections of the SAPR that only pertain to their project, including match activities.

The due date for all reports is no later than the 15th day of the month following the end of each quarter.

Quarterly Reporting Periods	Due Dates
January – March	April 15th
April – June	July 15th
July - September	October 15th
October – December	January 15th

Award Requirements

Applicants selected for awards by the Council must agree to comply with additional legal requirements upon acceptance of an award. PGR strongly encourages applicants to review the information pertaining to these

additional requirements prior to submitting an application. General award conditions can be found at: https://www.ojp.gov/funding/explore/legaloverview2022/mandatorytermsconditions. Additional OVW award conditions are found at: https://www.justice.gov/ovw/award-conditions#FY%202022. These terms are subject to change prior to the issuance of the awards. Award conditions requiring particular attention are listed below.

Fiscal Accountability
Federal grants are governed by the provisions of 2 C.F.R. Part 200 and the DOJ Grants Financial Guide. The DOJ Grants Financial Guide includes information on allowable costs, methods of payment, audit requirements, accounting systems, and financial records. This document outlines the successful administration of grant funds.

Any recipient/subrecipient of an award will be responsible for monitoring subgrants/contracts, including MOU partner activities, under the grant in accordance with all applicable statutes, regulations, guidelines, and the DOJ Grants Financial Guide If PGR determines a subgrantee has violated any of the requirements of the Guide, the subgrantee's award may be frozen or terminated, the subgrantee may be denied continued funding, and may be required to pay back unallowable expenses.

See Appendix B for STOP Allowable Costs and Unallowable Activities

Policy for Response to Workplace-related Incidents of Sexual Misconduct, Domestic Violence, and Dating Violence
Subgrantees (at any tier) must have a policy, or issue a policy, within 270 days of the award date, to address workplace-related incidents of sexual misconduct, domestic violence, and dating violence involving an employee, volunteer, consultant, or contractor. The details of this requirement are posted at: https://www.justice.gov/ovw/award-conditions (Award Condition: Policy for response to workplace-related sexual misconduct, domestic violence, and dating violence).

Office of Civil Rights – Pursuant to 28 C.F.R. Section 42.302, all recipients of federal funds must comply with Equal Employment Opportunity Plan (EEOP) and Civil Rights requirements. Violations may result in suspension or termination of funding, until the recipient is in compliance.

Violence Against Women Act Non-Discrimination Provision - The VAWA Reauthorization Act prohibits OVW grantees 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. Recipients may provide sex-segregated or sex-specific programming if doing so is necessary for the essential operation of a program, so long as the recipient provides comparable services to those who cannot be provided with the sex-segregated or sex-specific programming. Additional information on the civil rights obligations of OVW funding recipients can be found in the OVW Solicitation Companion Guide under "Civil Rights Compliance."

Accessibility – Subgrantees must comply with applicable federal civil rights laws, which, among other things, prohibit discrimination on the basis of disability and national origin. Compliance with these laws includes

taking reasonable steps to ensure that persons with Limited English Proficiency (LEP) have meaningful access to recipients' programs and activities and that these programs and activities are readily accessible to individuals with disabilities. More information on these obligations is available in the OVW Solicitation Companion Guide under "Civil Rights Compliance."

Determinations of Suitability to Interact with Participating Minors – If a program is designed to interact with minors, subgrantees must make determinations of suitability before certain individuals may interact with participating minors. Every five (5) years the covered individual's suitability to interact with participating minors must be reexamined. This requirement applies regardless of an individual's employment status. The details of this requirement are available at: https://www.justice.gov/ovw/award-conditions#FY%202022.

Reporting of Actual or Imminent Breach of Personally Identifiable Information (PII) – Subgrantees must have written procedures in place to respond in the event of an actual or imminent breach (as defined in OMB M-17-12) if it --1) creates, collects, uses, processes, stores, maintains, disseminates, discloses or disposes of PII (as defined in 2 C.F.R. 200.79), or 2) uses or operates a Federal information system (as defined in OMB Circular A-130). The breach procedures must include a requirement to report actual or imminent breach of PII to PGR no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

Nondisclosure of Confidential and Private Information – Subgrantees must have policies and procedures in place that protect the confidentiality and privacy of persons receiving services. Absent informed, written, reasonably time-limited consent, agencies must not disclose, reveal, or release any personally identifying information or individual information collected in connection with services requested, utilized, or denied through a subgrantee program regardless of whether the information is encoded, encrypted, hashed, or otherwise protected. The term 'personally identifying information' or 'personal information' means individually identifying information for or about an individual. This includes information likely to disclose the location of a victim of domestic violence, dating violence, sexual assault, or stalking, including:

- first and last name;
- home or other physical address;
- contact information (including postal, e-mail, or Internet protocol addresses, and telephone or facsimile number);
- social security number, driver's license number, passport number, or student identification number; and
- any other information, including date of birth, racial or ethnic background, or religious affiliation that would serve to identify any individual.

Grant Resources and Information

Applicants can always contact PGR for additional information and/or help with this solicitation at any time during the application process, as well as visiting the PGR website for information, publications, and grant writing under Resources.
This solicitation, forms and samples are available at: https://isp.idaho.gov/pgr/grants/

Application Checklist

Prior to Application

_____ UEI Number

Application Required Components

Program Narrative

- _____ Award Type
- _____ Summary
- _____ Idaho Priority/STOP Purpose Area
- _____ Needs Statement
- _____ Project Design and Implementation
  - _____ Collaboration
  - _____ Underserved Population incorporated and demographics
- _____ Prevention
- _____ Pending Applications

Goals, Objectives, and Performance Measures

- _____ Goals, Objectives, Performance Measures entered

Budget and Budget Detail Worksheet

- _____ Complete Budget Section in GMS
- _____ Expense/Match Budget Detail Worksheet Attach as an **Excel document**

Required Application Attachments for ALL Applications

- _____ Financial Accounting Practices
- _____ Non-supplanting Letter
- _____ PGR Risk Assessment
- _____ Confidentiality Notice Form
- _____ Data Plan

Additional Attachments (if applicable)

- _____ Disclosure of Lobbying Activities Form (SFLLL)
- _____ Indirect Cost Rate Agreement/Eligibility to use the "de minimis" rate
- _____ Confidentiality Acknowledgement Form
- _____ Certification Regarding Out Of Scope Activities
- _____ Victim Services Consultation Certification
- _____ 501 (c)(3) Status Documentation
- _____ Legal Assistance for Victims Certification Letter
- _____ Memorandum of Understanding
- _____ STOP Formula Grant Program Prosecution Certification
- _____ Letter(s) of Support
- _____ Documentation Supporting Culturally Specific Set-Aside for Victim Services

Assurances and Certifications (Electronic acceptance in GMS – Do not print and attach)

- _____ Certifications regarding lobbying; debarment; suspension and other responsibility matters; drug-free workplace requirements; Law Enforcement and Community Policing.
- _____ Certified Standard Assurances

Appendix A – STOP Statutory Purpose Areas

Per 34 U.S. C. §§ 10441(b) and 10446(a), funds must be used for one or more of the following purposes:

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 domestic violence, dating violence, sexual assault, and stalking, including the appropriate use of nonimmigrant status under subparagraphs (T) and (U) of section 1101(a)(15) of the Immigration and Nationality Act (8 U.S.C. § 101(a)(15)) **(Idaho Priority 2)**.
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 **(Idaho Priority 5)**.
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 domestic violence, dating violence, sexual assault, and stalking, as well as the appropriate treatment of victims including implementation of the grant conditions in section 40002(b) of the Violence Against Women Act of 1994 (34 U.S.C. 12291(b)) **(Idaho Priority 6)**.
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 domestic violence, dating violence, sexual assault, and stalking.
5. Developing, enlarging, or strengthening victim services and legal assistance programs, including domestic violence, dating violence, sexual assault, 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 **(Idaho Priority 1).**
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 domestic violence, dating violence, sexual assault, and stalking.
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 domestic violence, dating violence, sexual assault, and stalking.
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 **(Idaho Priority 7)**.
9. 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 and 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.

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, including rehabilitative work with offenders.
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.

    Any law enforcement, state, Tribal, territorial, or local government agency receiving funding under this paragraph 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(s) to the Department of Justice, including a summary of progress in implementing such protocol(s).

Note: States and territories must notify and provide OVW with a list of subrecipients awarded STOP funds under the Crystal Judson Domestic Violence Protocol Program and ensure that all such subrecipients satisfy the requirements above.

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 **(Idaho Priority 3)**.
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 **(Idaho Priority 4)**.
17. Developing, enlarging, or strengthening programs addressing sexual assault against men, women, and youth in correctional and 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 targeting 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 18 U.S.C. § 249(c).
20. Developing, enhancing, or strengthening prevention and educational programming to address domestic violence, dating violence, sexual assault, stalking, or female genital mutilation or cutting, with not more than 5 percent of the amount allocated to a state to be used for this purpose.
21. Developing, enhancing, or strengthening programs and projects to improve evidence collection methods for victims of domestic violence, dating violence, sexual assault, or stalking, including through funding for technology that better detects bruising and injuries across skin tones and related training.
22. Developing, enlarging, or strengthening culturally specific victim services programs to provide culturally specific victim services and responses to female genital mutilation or cutting.
23. Providing victim advocates in state or local law enforcement agencies, prosecutors' offices, and courts to provide supportive services and advocacy to Indian victims of domestic violence, dating violence, sexual assault, and stalking.
24. Paying any fees charged by any governmental authority for furnishing a victim or the child of a victim with any of the following documents:
    a. A birth certificate or passport of the individual as required by law.
    b. An identification card issued to the individual by a state or Tribe, that shows that the individual is a resident of the state or a member of the Tribe.

Appendix B – Allowable Costs and Unallowable Activities

Allowable Costs and Activities

Federal Financial Guidelines

Federal grants are governed by the provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR Part 200) applicable to financial assistance and the DOJ Grants Financial Guide. The Guide includes information on allowable costs, methods of payment, audit requirements, accounting systems, financial records, and outlines the successful administration of grant funds.

In general, STOP grants may support personnel; training; technical assistance; outreach; data collection; equipment costs to enhance the apprehension, prosecution, and adjudication of persons committing violent crimes against women; and to provide or improve services for victims.

STOP Program Funds Can Be Used For:

- Responding to domestic violence, dating violence, sexual assault, or stalking.
- Salaries of prosecutors, law enforcement officers, or judges are allowable costs if they are being paid to handle cases involving violence against women. If they are not working full time on violence against women cases, their time must be prorated.
- Services to victims ages 11 and older. Victims must have been age 11 or older at the time they were victimized.
- A child advocacy center if the funding only supports services for victims age 11 or older.
- 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 applicants budget going towards prevention. For example:
    - Funds may be used for media campaigns to educate the general public about violence against women, but it can be no more than 5% of the applicant's budget.
    - Funds can be used in schools if the students are 11 years of age or older and are victims, or to provide information to students about services available to help victims.
- Services to men in the following circumstances:
    - The program focuses on addressing sexual assault against men, women, and youth in correctional and detention settings.
    - The program focuses on services and responses targeting 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.
    - Offender Intervention Programs - if the program uses court monitoring to hold offenders accountable for their behavior and meets the Offender Intervention Program Standards. However, couples counseling or any intervention that requires participation by a victim or that is not designed to hold offenders accountable for their violent behavior cannot be supported. Offender Intervention is typically under the courts allocation but may be supported through the "discretionary" allocation.

    - Although other services to men may not be covered by STOP funding, a new nondiscrimination grant condition indicates that subgrantees may not exclude any person from receiving grant funded services on a number of prohibited grounds, including a person's sexual orientation, gender identity, and men who are similarly situated to female victims that the subgrantee ordinarily serves and who requests services.
- STOP funds can be used to provide services to incarcerated victims of domestic violence, dating violence, sexual assault, or stalking. Services must be limited to address the domestic violence, dating violence, sexual assault, or stalking victimization experienced by the incarcerated individual, including crimes experienced while incarcerated and crimes experienced at other points of their lives (at age 11 or older).
- Legal services for victims of domestic violence, dating violence, sexual assault, or stalking can be supported such as housing, family law, public benefits, and other similar matters (subgrantee must certify some conditions).
- To pay for health care providers' time conducting forensic examinations if 1) the exams are performed by specially trained SANEs or SAFEs and 2) the jurisdiction does not require victims of sexual assault to seek reimbursement from their insurance carriers.
- STOP can support the operational costs of a facility, such as a shelter – but if the project is supported with funds from other sources as well, they must be prorated and the rent must be reasonable.
- To purchase equipment. If the equipment will be used for the STOP project, as well as other purposes, the expenses must be prorated according to the percentage of time that the equipment is used for STOP purposes. No vehicles can be purchased.
- Reasonable transportation costs can be covered that would enhance a woman's safety, including transporting a woman safely out-of-state.
- To pay for the first month's rent for a victim of domestic violence as part of the provision of transitional housing, as well as deposits if the subgrantee has an agreement in place with the landlord that the full/remaining deposit will be returned to the subgrantee and not the victim at the end of the lease.
- Food and beverages may be purchased under some guidelines; food within victim services is permissible if the food is necessary or integral to providing services to women to enhance their safety.
- Subgrantees must receive prior approval from PGR before generating program income through grant funded activities. Program income can be used to supplement or reduce project costs, and must be used on allowable program costs. It must be expended prior to requesting a draw and any unspent income must be returned to OVW.
- Can be used for developing/promoting policies and legislation that enhances best practices for responding to domestic violence, dating violence, sexual assault, and stalking.

Indirect Costs

According to the DOJ Grants Financial Guide, "Indirect costs are costs of an organization that are not readily assignable to a particular project, but are necessary to the operation of the organization and the performance of the project. Examples of costs usually treated as indirect include those incurred for facility operation and maintenance, depreciation, and administration salaries." Applicants with a current approved

indirect cost rate must attach a copy of their indirect cost rate agreement to their application, if they are requesting reimbursement for indirect.

> Exception: Units of local government who have not been assigned a cognizant federal agency by the Office of Management and Budget, are not required to submit their indirect cost proposal, unless required by the awarding agency. They are required to prepare and retain the proposal on file for review.

Non-federal entities, other than state and local governments and tribes, that do not have a federally approved indirect cost rate, may elect to charge a de minimis rate of 10% of the modified total direct costs (MTDC), which may be used indefinitely. The MTDC base includes all direct salaries and applicable fringe benefits, materials and supplies, services, and travel. The base excludes equipment, capital expenditures, charges for patient care, rental costs, tuition remission, scholarships and fellowships, and participant support costs. When using the MTDC method, costs must be consistently charged as either indirect or direct and must not be double charged or inconsistently charged as both. If this method is chosen, it must be used consistently for all federal awards until the non-federal entity choses to negotiate an indirect cost rate, which can be done at any time. See 2 C.F.R. § 200.414(2)

Indirect costs must be included in the "Other" budget category on the Budget Detail Worksheet. The calculation in the budget narrative must include the indirect cost rate and the total direct costs used to determine indirect costs.

STOP Unallowable Activities

The following information is provided to allow applicants to develop an application and administer grant funds consistent with program requirements. OVW awards are governed by the provisions of 2 C.F.R. Part 200 and the DOJ Financial Guide, which include information on allowable costs, methods of payment, audit requirements, accounting systems, and financial records. The following is a list of unallowable activities and cannot be supported by STOP funding (include but are not limited to):

- Services to children under age 11 (unless the children's services are of a secondary nature to the primary services provided to the adult victim or if children's services are complementary emergency services, such as serving child witnesses to domestic violence).
- Lobbying **(except with explicit statutory authorization).**
- Fundraising.
- Purchase of Real Property.
- Construction.
- Physical modifications to buildings, including minor renovations (such as painting or carpeting)
- Research, defined in 28 C.F.R. § 46.102 as a systematic investigation designed to develop or contribute to generalizable knowledge.
- Prevention activities exceeding 5% of applicants budget.
- Food/Beverage costs for refreshments and meals that are not within victim services where the food is necessary or integral to providing services to women to enhance their safety (per diem or meal expense reimbursement for approved travel is allowable).
- Pre-award costs unless the applicant received prior approval from PGR.

- Placement of survivors in permanent housing after a shelter stay (including purchasing furniture or paying moving costs). However, funds can be used to cover reasonable transportation costs that would enhance a woman's safety.
- Legal or defense services for perpetrators including defense for women who assault, kill, or otherwise injure their abusers.
- Federal funds cannot be used to match other federal funds. An exception is Indian tribes who may use funds appropriated by Congress for the activities of any agency of an Indian tribal government or for the activities of the Bureau of Indian Affairs performing law enforcement functions on any Indian lands.
- Voucher programs.
- Purchase of a vehicle.
- Immigration fees

Activities that Compromise Victim Safety and Recovery

The following unallowable activities have been found to jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions:

- Procedures or policies that exclude victims from receiving services based on their actual or perceived sex, age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, income or lack of income, or the age and/or sex of their children.
- Procedures or policies that compromise the confidentiality of information and/or privacy of victims.
- Procedures or policies that require victims to take certain actions (e.g., seek an order of protection; receive counseling; participate in counseling, mediation, or restorative justice/circle processes; report to law enforcement or other authorities; seek civil or criminal remedies) or penalize them for failing to do so.
- Procedures or policies that fail to include conducting safety planning with victims.
- Project designs, products, services, and/or budgets that fail to account for the unique needs of individuals with disabilities, with limited English proficiency, or who are Deaf or hard of hearing, including accessibility for such individuals.
- Using technology without addressing implications for victim confidentiality, safety planning, and the need for informed consent.
- Partnering with individuals or organizations that support/promote practices that compromise victim safety and recovery or undermine offender accountability.

Example of Activities that compromise victim safety and recovery and undermine offender accountability including:

a) The use of pre-trail diversion programs in cases of domestic violence, dating violence, sexual assault, or stalking or the automatic placement of offenders in such programs.

b) Couples counseling, family counseling, or any other joint victim-offender counseling as a routine or required response to sexual assault, domestic violence, dating violence, or stalking, or in situation in which child sexual abuse is alleged.

c) Mediation in cases of domestic violence, dating violence, sexual assault, or stalking, except where the mediation is voluntary for the victim and there is screening for such victimization prior to the start of mediation, there is informed consent on the part of the victim, the mediators have appropriate training on such victimization issues, and the process includes ongoing safety planning for victims and flexibilities such as having the victim and offender physically separated.
d) Requiring victims to report sexual assault, stalking, or domestic violence crimes to law enforcement or forcing victims to participate in criminal proceedings.
e) Offering or ordering anger management programs for offenders as a substitute for offender intervention programs or relying on offender intervention programs that do not use court monitoring to hold batterers accountable for their behaviors.
f) Supporting policies that deny individuals access to services based on their relationship to the perpetrator.
g) Requiring survivors to meet restrictive conditions in order to receive services (e.g., background checks of victim; clinical evaluation to determine eligibility for services) or other screening processes that elicit information that is not necessary for services, such as questions about immigration status, gender identity, sexual orientation, disability, physical or mental health, and work or criminal history that the service provider does not need to know to provide services safety.
h) Developing materials not appropriately tailored to the dynamics of sexual assault or domestic violence or to the specific population(s) to be addressed by the funded project.
i) Dissemination of information, education, or prevention materials that blame the victim or focus primarily on changing victim behavior.
k) Sharing confidential victim information with outside organizations and/or individuals without the documented consent of the victim.
l) Procedures that would penalize or impose sanctions on victims of domestic violence or sexual assault for failure to testify against the abuser and/or the perpetrator.
m) Procedures or policies that do not provide for the meaningful involvement of student victims in discussions and decisions that have a direct impact on them, such as changes to class schedules or living arrangements.
n) Establishment or enhancement of a multidisciplinary collaborative community response without developing appropriate policies regarding confidentiality and information sharing for the members.
o) Policies and procedures that fail to account for the physical safety of victims
Purchases of standard issued law enforcement items such as uniforms, safety vests, shields, weapons, bullets and armory.

Appendix C – Evaluation Questions

1. **Summary – Weight 2**
    - Was the summary brief and include the amount of funds requested?

2. **Statement of the Need – Weight 25**
    - Is there a demonstration of need supported by data? Demonstration of need - availability of existing services; crime rates; victims served in the prior year; geographic area and local demographics, statistics, and underserved populations.

3. **Project Design and Implementation – Weight 50**
    - Is the project description clear, include activities, and identify the personnel responsible for those activities?
    - Does the project activities address the needs/gaps/problems identified in the 'Statement of Need' section.
    - Is the project feasible?

4. **Degree of Collaboration - Weight 5**
    - Is the project collaborative and are the collaborative efforts adequately addressed?
    - Are the collaborative partners identified?

5. **Underserved – Weight 5**
    - Does the project incorporate the needs of underserved populations?
    - Was the number of underserved populations served addressed?
    - Was demographic information for their area provided?

6. **Budget – Weight 10**
    - Are project costs appropriate and proportional to the proposed activities and objectives?
    - Are all costs broken down on the required Expense/Match Budget Detail Worksheet?
    - Do the budget narratives provide sufficient back-up for the requested costs?
    - Are expenses clearly tied to the problem and solution?
    - Do the budget narratives provide sufficient back up for the requested costs? Is the budget mathematically sound and correspond with the information and figures provided in the Description and Calculation section of each category?
    - Are match calculations included along with a match narrative? (Non-profit organizations and Tribal governments are not required to provide match.)

7. **Attachments – Weight 3**
    a. Did the applicant attach all required documents?

Extra Credit as Evaluated by PGR

1) An Idaho Priority purpose area was identified with a description of how the project fits (1 percentage point added to the total score)

2) Special Emphasis on underserved population requirements were met (2 percentage points added to the total score).