



Tennessee Office of Criminal Justice Programs STOP Violence Against Women Formula Grant Program FFY 17, 18, 19, 20 Implementation Plan

Prepared by:
State of Tennessee
Office of Criminal Justice Programs
Department of Finance and Administration
Rosa L. Parks Blvd.
William R. Snodgrass Tennessee Tower 18th Floor
Nashville, Tennessee 37243-1102

Table of Contents

I.	INTRODUCTION	3
II.	DESCRIPTION OF PLANNING PROCESS	6
III.	NEEDS AND CONTEXT	10
IV.	PLAN PRIORITIES AND APPROACHES	17
V.	CONCLUSION	33

I. Introduction

- A. Plan Approval – The Plan was approved by the State on May 15, 2017.
- B. Time Period – Time period covered by this plan is state FY 2017-FY 2020.
- C. Overview of Tennessee STOP Implementation Plan – The STOP Violence Against Women Act (VAWA) Formula Grant Program “promotes a coordinated, multidisciplinary approach to enhancing advocacy and improving the criminal justice system’s response to violent crimes against women. It encourages the development and improvement of effective law enforcement and prosecution strategies to address violent crimes against women and the development and improvement of advocacy and services in cases involving violent crimes against women.”
(<http://www.ovw.usdoj.gov/ovwgrantprograms.htm#17>)

The Office of Criminal Justice Programs (OCJP) under the State Department of Finance and Administration functions as a strategic planning agency that secures, distributes, and manages federal and state funds for Tennessee. OCJP utilizes strategic program management, a structured process that looks three to five years ahead of daily grants management activities at the changing needs of Tennessee’s justice system and the needs of its victims of violent crime. OCJP tracks problems surfacing in the criminal justice system, monitors trends in Tennessee’s communities, assesses the condition of the state’s resources, and measures the recent performance of OCJP-funded programs. To address crime and victimization in Tennessee, OCJP manages a systematic, year-round cycle for determining the communities’ needs, identifying the justice system’s problems, setting program priorities, making grant allocation decisions, managing those funded projects, and evaluating the results of those decisions. Federal grant sources administered by the OCJP include: Services• Training• Officers• Prosecution (STOP), Sexual Assault Services Program (SASP), Grants to Encourage Arrest (Arrest), Family Violence Prevention and Services Act (FVPSA), Victims of Crime Act (VOCA), Edward Byrne Justice Assistance Grant (JAG) Program, National Criminal History Improvement Program (NCHIP), Paul Coverdell Forensic Science Improvement Grant (Coverdell), and the Residential Substance Abuse Treatment for State Prisoners (RSAT).

OCJP leverages all of the state and federal funds it oversees to implement a comprehensive strategic plan for criminal justice activities and victim services. As part of its strategic plan, OCJP is responsible for implementing pieces of the Governor’s Public Safety Plan. This public safety plan includes increasing the number of Family Justice Centers in Tennessee, implementing a statewide lethality assessment with local law enforcement and domestic violence service providers, and implementing a statewide public awareness project addressing domestic violence. The STOP Implementation Plan that is described in this document was part of OCJP’s strategic planning process. The full strategic plan can be found at this link:

Tennessee's 2017-2020 STOP Implementation Plan reflects a continuation of the service priorities set in place in our previous three-year Plan. However, this current plan will build upon efforts of the previous STOP Plan. The Goals for this plan are:

- Maintain funding for current STOP nonprofit, nongovernmental victim service agencies.
- Emphasize community based, culturally specific services and services to unserved, underserved and inadequately served populations.
- Increase the percentage of subgrantee projects that meaningfully address sexual assault.
- Identify new projects for law enforcement and probation services to insure victim safety and offender accountability.
- Continued statewide efforts to reduce domestic violence related homicide.

D. Explanation of Plan Organization – The Tennessee STOP Implementation Plan will include the following required components:

- **Description of the Planning Process:** The Plan will describe how OCJP worked with the STOP Implementation Plan review committee and key stakeholders. Description of how OCJP coordinated with FVPSA, VOCA and RPE are also included in this section.
- **Needs and Context:** Population demographics are presented, and areas of the state where the needs are the greatest due to unavailable or inaccessible services are highlighted. The Plan includes related crime statistics for domestic violence, sexual assault, stalking and dating violence in Tennessee. The Plan analyzes grant distributions and service gaps and examines the underserved populations.
- **Plan Priorities and Approaches:** The Plan includes goals, priority areas, grant-making strategies, addressing underserved populations and monitoring procedures. This section will include information related to statewide efforts to reduce domestic violence related homicides in Tennessee

E. State Allocation Summary for STOP Funds – While coordinating with public and non-profit agencies, OCJP uses the STOP Formula Grant to fund programs that encourage the development and strengthening of effective law enforcement, prosecutorial, and judicial strategies to combat violent crimes against women as well as the development and strengthening of victim services in response to those crimes. Tennessee also strives to support innovative projects across the state in efforts to reduce violence against women, provide services for victims of domestic violence, sexual assault, stalking and dating violence and promote overall enhancement of the criminal justice system in Tennessee.

Tennessee's 2017-2020 STOP Implementation Plan reflects a continuation of the service priorities set in place in our previous three-year Plan. However, this current plan will build upon efforts of the previous STOP Plan. OCJP has been able to leverage increased

VOCA funding and FVPSA funding, freeing STOP funding to implement innovative new projects. This process of innovating with STOP funds has included three campus based projects to address sexual assault, increased training and technical assistance for Tennessee Sexual Assault Programs, and focused projects to increase the coordinated community response to interpersonal violence. The STOP Plan will have increased emphasis in these areas, as well as the following areas based on the re-evaluation of the previous Plan alongside the updated STOP Regulations:

- Emphasis on meaningful sexual assault services in current and new projects.
- Emphasis on community based, culturally specific services.
- New projects for law enforcement and probation services to insure victim safety and offender accountability.
- Continued statewide efforts to reduce domestic violence related homicide.

The 2017-2020 STOP Implementation Plan will continue the efforts of our previous plan including:

- Increased accountability for all STOP projects with a focus on logical project designs, accurate data collection, reporting and measurable outcomes
- Improvement and enhancement of STOP subrecipient's delivery of culturally specific services
- Continued technical assistance for subrecipients

II. Description of Planning Process

- A. Planning Process Summary – The Office of Criminal Justice Programs (OCJP) under the State Department of Finance and Administration functions as a strategic planning agency that secures, distributes, and manages federal and state funds for Tennessee. OCJP utilizes strategic program management, a structured process that looks three to five years ahead of daily grants management activities at the changing needs of Tennessee’s justice system and the needs of its victims of violent crime. OCJP tracks problems surfacing in the criminal justice system, monitors trends in Tennessee’s communities, assesses the condition of the state’s resources, and measures the recent performance of OCJP-funded programs.

To address crime and victimization in Tennessee, OCJP manages a systematic, year-round cycle for determining the communities’ needs, identifying the justice system’s problems, setting program priorities, making grant allocation decisions, managing those funded projects, and evaluating the results of those decisions. Federal grant sources administered by the OCJP include: Services• Training• Officers• Prosecution (STOP), Sexual Assault Services Program (SASP), Grants to Encourage Arrest (Arrest), Family Violence Prevention and Services Act (FVPSA), Victims of Crime Act (VOCA), Edward Byrne Justice Assistance Grant (JAG) Program, National Criminal History Improvement Program (NCHIP), Paul Coverdell Forensic Science Improvement Grant (Coverdell), and the Residential Substance Abuse Treatment for State Prisoners (RSAT).

OCJP leverages all of the state and federal funds it oversees to implement a comprehensive strategic plan for criminal justice activities and victim services. As part of its strategic plan, OCJP is responsible for implementing pieces of the Governor’s Public Safety Plan. This public safety plan includes increasing the number of Family Justice Centers in Tennessee, implementing a statewide lethality assessment with local law enforcement and domestic violence service providers, and implementing a statewide public awareness project addressing domestic violence. The STOP Implementation Plan that is described in this document was part of OCJP’s larger strategic planning process and helped to set the stage for the initial meeting with the STOP Implementation Plan Committee. The full strategic plan can be found at this link:
<https://www.tn.gov/finance/office-of-criminal-justice-programs/ocjp/fa-ocjp-planning/fa-ocjp-annual-plans.html>

The STOP Implementation Plan committee met twice, once on March 31, 2017 and again on April 28, 2017, and the feedback from those meetings guided the development of this plan through incorporation of their identified priorities, suggestions and feedback. The final draft was sent to the Committee Members on May 8, 2017, and additional comments led to the final product submission.

The Committee included representation from agencies including:

- the dual domestic violence and sexual assault coalition
- law enforcement entities
- prosecution
- state and local courts
- representatives from underserved/culturally-specific populations
- victim service providers including representatives of population specific organizations
- OCJP (state administrators for VOCA, SASP, and FVPSA); and
- Tennessee Department of Health (state administrators for RPE)

Committee members represented all geographic parts of the state and included both rural and urban areas of the state.

This group was extremely supportive of the planning process and provided important insights into the victim experience and needs. Non-profit, non-governmental committee member agencies included: Tennessee Coalition to End Domestic and Sexual Violence; Legal Aid Society of Middle Tennessee and the Cumberland; West Tennessee Legal Services, Inc.; Wo/men's Resource and Rape Assistance Program; Sexual Assault Center.

- B. Documentation - Each member of the planning committee as to their participation in the planning process: Located in Appendix A
- C. Summary of the Major Concerns of the Committee: Committee members provided input and approval for the 2017-2020 Plan during email communications and a conference call in March and April of 2017 and a review of the final plan in May. The Group was provided a draft copy of the Plan and participants were encouraged to provide feedback on this draft. The feedback to the plan was very positive.

The group assisted in identifying needs for victims in our state and shared ideas on the following topics described in this Plan:

- Expanding services to culturally-specific victim/survivors through culturally specific programs, especially the need for language services;
- Implementation of Lethality Assessment Protocol (LAP) statewide, and training and technology needs related to LAP implementation;
- Efforts to reduce domestic violence related homicide in the state, focusing on LAP and Intimate Partner Fatality Review Teams,
- New projects for law enforcement and probation services to insure victim safety and offender accountability, and additional training needs related to these topics to include trauma informed training for these groups in particular; and

- Increasing meaningful sexual assault services through current and new projects; which would include training, increased coordinated community response to this issue, and increase SANE and SART services.

The Office of Criminal Justice Programs will seek out opportunities to address the Committee's concerns with STOP funding and continue to leverage the other state and federal funding received by this Office to supplement these needs thus providing a comprehensive and complimentary approach in response to these identified concerns.

- D. Consultation with Other Collaboration Partners – STOP planning will continue throughout the duration of the Plan time period 2017-2020. Conference calls with STOP subgrantees, as well as annual review of strategic planning issues, emerging trends, and new laws will all be part of continuing planning activities.

OCJP is also a member of the Tennessee Governor's Public Safety Subcabinet. This subcabinet, which began in 2011, is comprised of 11 State Departments and Agencies within the executive branch that impact public safety. (See: A Safer Tennessee, The 2016-2018 Public Safety Action Plan) With planning assistance from the National Governors' Association, the Subcabinet identified three major challenges and believes that addressing these challenges aggressively can have a significant impact on crime in Tennessee communities: Drug Abuse and Trafficking, Violent Crime, and the Number of Repeat Offenders. Areas of need and support identified by this Subcabinet may impact STOP Planning during the 2017-2020.

To promote coordination of all the work that is being done in Tennessee on the topic of interpersonal violence, OCJP's STOP Implementation Plan Committee members came from those who participate on other committees and planning groups, or their designees.

In addition, OCJP staff is involved with many state level committees that assist in the planning of resources. Some of these state level groups include:

- Governor Haslam's Public Safety Subcabinet
- Tennessee Dangerous Drugs Task Force
- Tennessee Coordinated Community Response to Vulnerable Adults
- Tennessee Human Trafficking Task Force
- Tennessee Domestic Violence State Coordinating Council
- Building Strong Brains: ACEs Initiative; Public Sector Steering Group

In the Fall of 2015, OCJP hosted two large victim services planning committees to provide valuable insight into our planning for the STOP Implementation Plan, VOCA Plan, and JAG Strategic Plan – all of which funnel into the OCJP Strategic Plan (D.5.). At that time, OCJP also held a meeting of Executive and Legislative Branch State Agency Leaders to discuss Interpersonal Violence and the work that each agency does to

address this violence. This group has formed a smaller group that meets at least quarterly to coordinate state resources to address interpersonal violence.

In addition to these committees, OCJP coordinates a Sexual Assault Services Advisory Committee (D.1.) and a Family Violence Advisory Committee (D.2.) that provide insight into the needs of these populations. Each of these advisory committees include victim representation; an important voice for all strategic planning. Furthermore, OCJP conducts quarterly Domestic Violence Service Provider Calls to address current needs, provide training and identify resources to assist in the provision of services to victims. Likewise, OCJP convenes quarterly conference calls with the leadership of the Family Justice Centers. A specific group of service providers was created to look at the need for increased sexual assault services, SANE development, and SART development. This group has also formed a Subcommittee to further address inclusivity of all populations for services, (D.4.). The Subcommittee was formed in March of 2017 and will begin providing valuable insight. The Tennessee Coalition to End Domestic and Sexual Violence serves on this committee.

Tribes have not been included in the STOP planning process. There are no state or federally recognized tribes in Tennessee. There are neither tribal lands nor a tribal coalition in Tennessee, (D.3.).

- E. Coordination with FVPSA, VOCA and RPE – OCJP is the State Administrating Agency for FVPSA, VOCA and SASP. The Department of Health is the State Administrating Agency for RPE funds. OCJP is working closely with the State Administrator for RPE on the development of a comprehensive SANE implementation plan, and DOH participates in the State Agency Committee to address interpersonal violence. The coordination of planning between OCJP and the Department of Health RPE Director has had a positive impact on both agencies' planning and id included in IV Grant Making Strategy section of this Implementation Plan.

III. Needs and Context

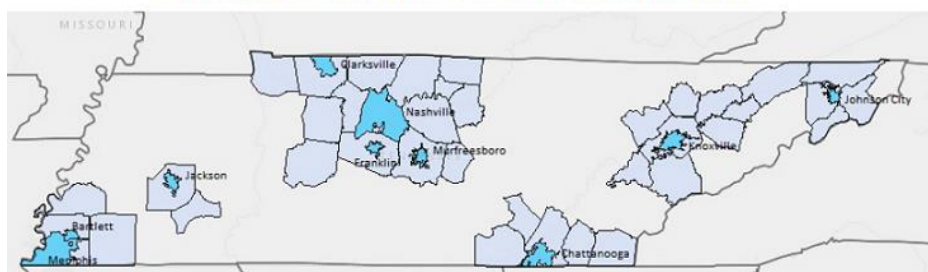
- A. Demographics - The following tables give an overview of Tennessee's population and demographics. The tables used 2011-2015 American Community Survey 5-Year Estimates data from <https://www.census.gov/quickfacts/fact/table/TN/PST045216>

Population	2011-2015 American Community Survey 5-Year Estimates
Total Population, 2015 Estimate	6,499,615
Age	
% persons under age 5	6.17%
% persons under age 18	19.39%
% persons ages 19-64	59.82%
% persons age 65 and over	14.62%
Gender	
Female Persons, %	51.26%
Male Persons, %	48.74%
Race	
American Indian/Alaskan Native Persons, %	0.27%
Asian Persons, %	1.57%
Black Persons, %	16.79%
Native Hawaiian/Other Pacific Islander, %	0.05%
White Persons, %	77.85%
Persons reporting two or more races, %	3.47%
LEP	
% English	93%
% Non-English	7%
Ethnicity	
% Hispanic	5%
% Non-Hispanic	95%
Disability	
% with a Disability (Non-institutionalized)	15%
% without a Disability (Non-institutionalized)	85%

Geography

The map below shows the ten largest cities with turquoise. The urban/suburban counties and cities are shaded blue and the rural counties are in green.

Tennessee Urban Cities and Counties 2017





- B. Underserved Populations – OCJP has been working with the Women of Color Network to identify culturally specific and underserved/unserved populations. OCJP staff and community members met with WOCN in 2016 to brainstorm and plan for future outreach. As a result of the WOCN meetings, OCJP relooked at its focus on culturally specific outreach and met with stakeholders from across a myriad of state agencies and victim services agencies to develop an intentional plan for addressing culturally specific groups and underserved populations.

The diversity of age, ethnicity, race, ability and geography presents unique challenges to the agencies and organizations working to address domestic violence, sexual assault, stalking and dating violence in Tennessee. STOP funded agencies are working hard to provide services to limited and non-English speakers, to urban and rural victims, to victims living in poverty, to victims with disabilities, to Black victims, LGBTQ victims, Hispanic victims and to victims with other barriers that impact how she or he might access services from victim service agencies. While mainstream agencies are doing everything they can to meet the needs of all victims, OCJP is working with them and community based agencies to address the individual needs of each victim. The first part of the OCJP plan was to look at the data and the work that was currently being done in the state to address culturally specific groups. Outcomes of this include:

- Tennessee has implemented Vulnerable Adult Protection Intervention Teams (VAPIT). These teams were deployed in each of the judicial districts beginning in January of 2017. OCJP began meeting with these groups. The State Department of Human Services received federal funding to implement Tennessee Coordinated Community Response to Vulnerable Adults. OCJP Deputy Director Daina Moran sits on this committee. As a part of this work, OCJP will be targeting VOCA funding to reach vulnerable adults by funding advocates for vulnerable adults, including the elderly and those with disabilities (15% of Tennessee's population is has a disability) throughout the state. The data from this project and the groups OCJP is working with will continue our commitment to developing meaningful relationships to address needs through STOP funding in the future.
- OCJP has looked at the crime data and the race data. The largest race, at 77% is white/Caucasian. Tennessee's Black population is almost 17%, with Tennessee being in the top 15 states for percentage of total population being Black. West Tennessee, with Memphis/Shelby County, comprises the majority of the Black population. As detailed in the above tables, Tennessee

domestic violence victims are 58% Caucasian, 41% Black; Tennessee sexual assault victims are 68% white, 30% black; and Tennessee stalking victims are 62% white, 36% Black. OCJP has made the plan to focus resources and attention to developing programming to reach the Black community.

- In strategic planning and advisory committee meetings, Tennessee's rural population, and the poverty that exists in the rural communities, continues to rise to the forefront of the discussion of needing added resources. As noted on the map above, the majority of the state is considered rural, with 33% of the state living in a rural community. OCJP will continue to look for new and innovative ways to address the needs of the rural communities across all funding priorities.

OCJP will continue its work to developing meaningful relationships and to meaningfully address other culturally specific and underserved populations, such LEP, LGBTQ, Hispanic and other populations. OCJP released an open VOCA solicitation for community based culturally specific and underserved populations in March 2017. Contracts will begin July 1, 2017. OCJP plans to use these projects, and our recently formed Inclusivity Committee, to continue our planning for more projects to meaningfully serve culturally specific and underserved communities.

Data describing Tennessee's culturally specific and underserved/unserved populations includes:

Tennessee Underserved Populations	Estimate
People Living in Rural Settings, % 2011-2015 American Community Survey 5-Year Estimates	33%
People with Disabilities, % 2011-2015 American Community Survey 5-Year Estimates	15%
Language other than English Spoken at Home, % 2011-2015 American Community Survey 5-Year Estimates	6.9%
Persons below poverty, % 2011-2015 American Community Survey 5-Year Estimates	17.6%

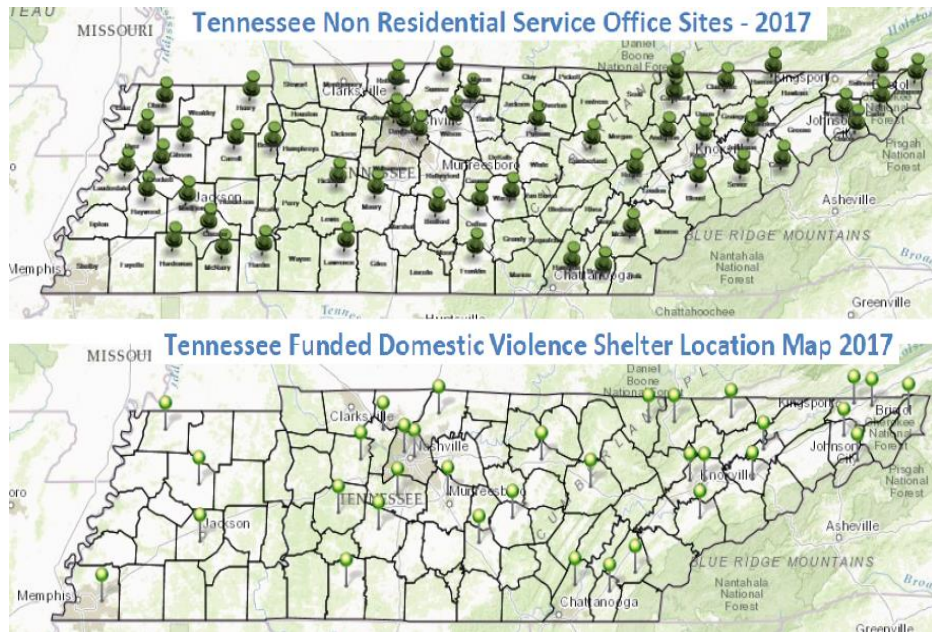
The data provided in the section below shows how OCJP currently distributes funding for its STOP, FVPSA, and VOCA fund sources. OCJP leverages these fund sources to maximize the resources available throughout the state. Because OCJP also administers the FVPSA and the VOCA funds, we are able to easily coordinate strategic planning work.

Analysis of current STOP projects across Tennessee's 95 counties indicates that projects are funded in each of the three grand divisions, in rural, suburban and urban areas. At the time this Plan was drafted:

- 3 court projects (one of which was a training grant), supporting 10 counties;

- 10 law enforcement projects (7 law enforcement officer grants and 2 law enforcement training grants and 1 hybrid officer/training grant), supporting 13 counties;
- 8 prosecutor projects and one training grant, supporting 22 counties; and
- 13 victim services projects (including 1 grant to a culturally specific project; and two training grants), supporting 48 counties.

The FVPSA map below depicts the counties being served by Domestic Violence shelter programs.



- C. Criminal Justice Data – The Tennessee Bureau of Investigation’s (TBI) Crime Statistics Unit, housed within the Information Systems Division, compiles and publishes Crime in Tennessee based upon crime statistics submitted by all law enforcement agencies across the state. The crimes are reported to the Tennessee Incident Based Reporting System (TIBRS) which is the state’s version of the FBI’s National Incident Based Reporting System (NIBRS.)

The State of Tennessee is not a unified court system, therefore data pertaining to the number of OOPs issued for domestic violence, sexual assault and stalking as well as the violations of those orders, is difficult to obtain. The state Administrative Office of the Courts is working on a long term plan to automate General Sessions data (generally misdemeanor cases, including domestic violence and stalking, as well as the majority of OOPs), but this will take years. OOPs are entered into NCIC, and OCJP is working with the Tennessee Bureau of Investigation to enhance the training for those who enter the OOPs and to also have a specific code for a violation of an OOP so all violations (technical probation, as well as OOP violations) are not coded the same way. OCJP is leveraging its National Criminal History Improvement Program for this work, as this data is important to local communities when working as a CCR to address violent offenders.

State of Tennessee, FFY 17, 18, 19, 20 STOP Implementation Plan
Office of Criminal Justice Programs

STOP law enforcement officers repeatedly report that the data is missing sometimes, and they could have intervened differently on calls such as traffic stops, had the information been entered more quickly.

STOP Prosecutors have reported that domestic violence data must be entered into TIBRS more quickly because there is only a ten day period between the arrest and when a court date is set. Because of the quick turn-around, prosecutors do not always have data needed for a court case, especially when violations occur in neighboring counties. OCJP is working with TBI and our STOP funded criminal justice agencies to address the ongoing data needs.

The data below outlines the criminal justice data that informs this STOP Implementation Plan.

2010-2016 Summary of Domestic Violence, Sexual Assault and Stalking Offenses

<i>Type Of Offense</i>	<u>2010</u> <u>Offenses</u> <u>% of Total</u>	<u>2011</u> <u>Offenses</u> <u>% of Total</u>	<u>2012</u> <u>Offenses</u> <u>% of Total</u>	<u>2013</u> <u>Offenses</u> <u>% of Total</u>	<u>2014</u> <u>Offenses</u> <u>% of Total</u>	<u>2015</u> <u>Offenses</u> <u>% of Total</u>	<u>2016</u> <u>Offenses</u> <u>% of Total</u>
Domestic Violence	85,070	84,517	82,382	87,473	84,432	83,282	77,573
	92%	92%	92%	92%	92%	92%	92%
Sexual Assault	5,860	5,752	5,626	5,675	5,707	5,906	5,584
	6%	6%	6%	6%	6%	7%	6%
Stalking	1,548	1,546	1,631	1,618	1,558	1,584	1,715
	2%	2%	2%	2%	2%	2%	2%
Total	92,478	91,815	89,639	94,766	91,697	90,772	84,872

Domestic Violence

Domestic violence offenses include: murder, kidnapping/abduction, forcible rape, forcible sodomy, sexual assault w/ object, forcible fondling, incest, statutory rape, aggravated assault, simple assault, intimidation and stalking.

2016 Tennessee Domestic Violence Crimes	Total Offenses
Murder	70
Aggravated Assault	11489
Simple Assault	51755
Intimidation	10700
Stalking	923
Forcible Rape	604
Forcible Sodomy	158
Sexual Assault w/ Object	82
Forcible Fondling	706
Incest	23
Statutory Rape	126
Kidnapping/Abduction	937
Total	77,573

2016 Tennessee Domestic Violence Victims	Sex Number	Sex %
Male	22,070	28.45%
Female	55,436	71.46%
Unknown	67	0.09%
Total	77,573	100.00%
2016 Tennessee Domestic Violence Victims	Race Number	Race %
African-American	31,619	40.76%
Asian	342	0.44%
Native American	136	0.17%
White	45,196	58.26%
Unknown	280	0.37%
Total	77,573	100.00%
2016 Tennessee Domestic Violence Victims	Age Number	Age %
Under 18	7,088	9.13%
18-24	15,940	20.55%
25-34	22,565	29.09%
35-44	15,403	19.86%
45-54	9,748	12.57%
55-64	4,676	6.03%
Over 64	2,153	2.77%
Total	77,573	100.00%

Sexual Assault

Sexual assault offenses include: forcible rape, forcible sodomy, sexual assault with an object, forcible fondling and statutory rape. The following sexual assault statistics do not include sexual assault offenses already reported in the domestic violence table.

2016 Tennessee Sexual Assault Crimes	Total Offenses
Forcible Rape	2,048
Forcible Sodomy	423
Sexual Assault w/ Object	228
Forcible Fondling	2,475
Statutory Rape	410
Total	5,584

2016 Tennessee Sexual Assault Victims	Sex Number	Sex %
Male	721	12.91%
Female	4,859	87.02%
Unknown	4	0.07%
Total	5,584	100.00%

State of Tennessee, FFY 17, 18, 19, 20 STOP Implementation Plan
Office of Criminal Justice Programs

2016 Tennessee Sexual Assault Victims	Race Number	Race %
African-American	1,695	30.35%
Asian	21	0.34%
Native American	16	0.34%
White	3,777	67.63%
Unknown	75	1.34%
Total	5,584	100.00%
2016 Tennessee Sexual Assault Victims	Age Number	Age %
Under 18	3,191	57.14%
18-24	891	15.95%
25-34	720	12.89%
35-44	373	6.68%
45-54	243	4.36%
55-64	108	1.94%
Over 64	38	0.69%
Unknown	20	0.35%
Total	5,584	100.00%

Stalking

The following stalking statistics do not include stalking offenses already reported in the domestic violence table.

2016 Tennessee Stalking Crimes	Total Offenses
Stalking	1,715
Total	1,715

2016 Tennessee Stalking Victims	Sex Number	Sex %
Male	318	18.54%
Female	1,395	81.34%
Unknown	2	0.12%
Total	1,715	100.00%
2016 Tennessee Stalking Victims	Race Number	Race %
African-American	620	36.15%
Asian	12	0.69%
Native American	4	0.24%
White	1070	62.39%
Unknown	9	.53%
Total	1715	100.00%
2016 Tennessee Stalking Victims	Age Number	Age %
Under 18	76	4.43%
18-24	361	21.04%
25-34	560	32.65%
35-44	360	20.99%
45-54	234	13.64%
55-64	94	5.48%
Over 64	29	1.69%
Unknown	1	0.08%
Total	1,715	100.00%

IV. Plan Priorities and Approaches

- A. Identified Goals – Tennessee’s STOP Implementation Plan goals focus on increasing performance and accountability by STOP subrecipients and ensuring compliance with VAWA requirements and the recently released STOP Regulations. The Plan relates the goals below to the needs agreed upon by the STOP Implementation Plan committee. The Plan describes the objectives that will be completed to meet the goal and the time-frame during which the activities will be completed.
- 1.1. Need: Maintain existing victim services projects while continuing to improve the quality of services for victims. Increase the community’s awareness and involvement in domestic violence, sexual assault, stalking and dating violence issues.
 - 1.2. Goal: **Maintain funding for current STOP nonprofit, nongovernmental victim service agencies.** Tennessee will continue to fund law enforcement, prosecution and court projects. OCJP will leverage increased VOCA funding to allow for innovation with STOP funds, adding new sub recipients as available funding allows.
 - 1.3. Objective: OCJP will give priority to existing evidence-informed victim services projects. Evaluating the projects’ impact and continued need. A solicitation for new law enforcement projects will be released in the Spring of 2018.
 - 2.1. Need: Identify areas in the state where culturally specific victims of domestic violence, sexual assault, stalking and/or dating violence are unserved, underserved, and/or inadequately served and examine a possible service response.
 - 2.2. Goal: **Fund new culturally specific projects targeting services to victims of sexual assault.** Culturally specific projects must serve members of a specific underserved population and have demonstrated experience and expertise in providing targeted services to members of that specific underserved population.
 - 2.3. Objective: Work with the Inclusivity Committee to continue to grow meaningful relationships with culturally specific and underserved service providers. Offer new STOP grant funding to projects, through an open solicitation, that serve culturally specific populations – primarily directed toward racial and ethnic minority groups. OCJP will work with newly funded VOCA culturally specific sub recipients to identify more culturally specific projects. OCJP will continue its work with Vulnerable Adults, the African American community, and rural communities to develop innovative programming.
 - 3.1. Need: Enhance services for victims of sexual assault through current and new STOP subgrantee projects.

- 3.2. Goal: **Increase the percentage of subgrantee projects that meaningfully address sexual assault**, including stranger rape, acquaintance rape, alcohol or drug facilitated rape, and rape within the context of an intimate partner relationship.
- 3.3. Objective: Tennessee will allocate a minimum of 20% of the total STOP award to programs providing meaningful sexual assault services. Many current STOP subgrantees already incorporate sexual assault services as a component of their projects, but as a part of the 2017-2020 STOP Implementation Plan, OCJP will be working with subgrantees to enhance their ability to provide comprehensive sexual assault services. With no substantial funding increases, OCJP could not expand its emphasis on sexual assault. With the VOCA funding increase, OCJP has released a VOCA open solicitation prioritizing sexual assault for funding. Tennessee has also recognized the need for additional support for isolated sexual assault advocates and has implemented a STOP project to provide additional support and training.
- 4.1. Need: Increasing the quality of STOP subgrantee services, thus enhancing outcomes for victims.
- 4.2. Goal: **Manage STOP projects for results and accountability.**
- 4.3. Objective: OCJP Program Managers provide technical assistance, monitoring and general grant management. They are responsible to review output and outcome information annually. Program Managers work directly with the subgrantee programs to ensure that output data makes sense when compared with the project logic model and that accurate data collection methods are used. OCJP Program Managers will conduct annual desk reviews pertaining to reporting issues.

Goals and Objectives for Reducing Domestic Violence Related Homicides

Governor Haslam's Public Safety Plan has implemented action steps to address Tennessee's high rate of domestic violence related homicides. OCJP is tasked with implementing this plan. In 2016, Tennessee had 70 domestic violence related homicides. According to the When Men Murder Women Report, Tennessee has been in the top 15 states for domestic violence homicides involving a weapon, since the reports inception in 1998. Note the criminal justice data in the Needs and Context section of this plan. Tennessee has strong laws to support victims throughout the criminal justice process. In implementing the Maryland Lethality Assessment Project, the state learned that the majority of victims who are murdered have not had assistance from an advocate. Tennessee is implementing the following to address the need to increase access to advocates and resources.

- 1.1. Promote statewide efforts and STOP projects that address the reduction of domestic violence related homicide.

1.2. Goal: **Reduce domestic violence-related homicide deaths in Tennessee.**

Tennessee will continue to implement evidence informed and evidence based programming through: increasing the number of Family Justice Centers in the State; promoting access to domestic violence services; enhancing Coordinated Community Response (CCR) Teams; implementing the Maryland Lethality Assessment Project (LAP) across Tennessee; and coordinating a project to begin in July 2017 to enhance the state's Fatality Review Team process.

1.3. Objective: Tennessee will leverage JAG funds to implement new Family Justice Centers (FJs). In 2013, there were two operating FJs. Today, there are seven FJs in operation, with two more scheduled to open in 2018. OCJP plans to start the planning phase with at least two more communities in 2018. OCJP has implemented a technical assistance project with to enhance the coordinated community response of our STOP and VOCA funded victim services projects. In addition to this, OCJP is working with domestic violence agencies and law enforcement agencies to implement the Maryland Lethality Assessment Project (LAP) across Tennessee. Currently there are 9 domestic violence programs and 24 law enforcement agencies implementing the LAP. OCJP will also coordinate a project to begin in July 2017 to enhance the state's Fatality Review Team process.

B. Priority Areas

1. Funding Priorities OCJP will focus its funding priorities for 2017-2020 on Expanding services to culturally-specific victim/survivors through culturally specific programs; efforts to reduce domestic violence related homicide in the state, focusing on LAP and Intimate Partner Fatality Review Teams; new projects for law enforcement and probation services to insure victim safety and offender accountability; increasing sexual assault allocation through current and new projects;

Tennessee has five priorities for its STOP grant awards process during 2017-2020:

- To manage Tennessee's strategic planning and resource management process effectively, leveraging funds across fund sources to increase victim safety and offender accountability;
- To achieve maximum benefits from the federal funding source for the public benefit;
- To ensure equitable distribution of the resources within the priorities set by OVW and VAWA;
- To demonstrate accountability for achieving results for the victims who receive these services, encouraging victim input in the process; and
- Support efforts to reduce domestic violence-related homicide deaths in Tennessee.

2. Grant-making strategies for this planning period include:

State of Tennessee, FFY 17, 18, 19, 20 STOP Implementation Plan
Office of Criminal Justice Programs

- OCJP will adhere to the allocation requirements set forth in the STOP formula award, including the requirements set out in VAWA.
 - OCJP will require that all STOP applicant project activities fall under at least one STOP federal purpose area.
 - OCJP will work to increase the number of community based organizations supported with STOP funds that address sexual assault and work with culturally specific organizations.
 - OCJP will identify new projects for the following categories:
 - Culturally Specific projects
 - Projects to state and local Courts.
 - Projects to law enforcement and probation agencies
 - New and current funded subgrantee programs will have increased emphasis on sexual assault service and response.
 - **At this time, Tennessee will not be providing funding for a Crystal Judson Domestic Violence Protocol Program.**
3. General Project Descriptions – Below are general descriptions of the types of programs and projects that will be supported with STOP grant dollars. This table represents the continuation projects that are currently supported with STOP funds:

Type of Agency	Project Type	# Grants
Government Victim Services	Discretionary Direct Victim Services	3
Nonprofit, nongovernmental Victim Services	Direct Victim Services	4
Nonprofit, nongovernmental Legal Services	Direct Victim Services	5
Nonprofit, nongovernmental Victim Services	DV/SA Training and Law Enforcement Training	2
Law Enforcement Services	Dedicated Officer	8
Law Enforcement Training	SANE Training and DV-SA Training	2
Prosecution	Dedicated Prosecutor and training	9
Court	DV Court Advocate and training	3
Total Projects		36

Allocation Description and Required Set-Asides

Below is a general description of how STOP funds will be distributed to programs across the required allocation types. The allocations match the statutory allocation percentages for law enforcement, prosecution, victim services, courts, and discretionary programs.

Court	5%
Law Enforcement	25%
Prosecution	25%
Nonprofit, nongovernmental Victim Services (30% Total)	20%
Set-aside for Cultural Specific Victim Services	10%
Discretionary	15%
Total	100%

Sexual Assault Set Aside: The table does not show the required 20% sexual assault set aside. Tennessee will have at least 20% of the total award allocated to programs with meaningful sexual assault services. The 20% allocation will be part of at least two of the project type categories: victim services, courts, law enforcement, and/or prosecution. Please see section five (5) below for more information.

Administrative Funds for OCJP – Tennessee utilizes 10% of the STOP award for administrative expenses. STOP administrative expenses include salaries and related benefits of those employees who perform direct services. STOP administrative expenses also include a proportionate share of indirect costs incurred to support the program and fiscal management of Tennessee's STOP Violence Against Women Grant Program. Administrative expenses include, but are not limited to, salaries, benefits, rent, indirect costs, monitoring, and computer related expenses.

4. Documentation of Support – See Appendix B – Letters of Support from prosecution, law enforcement, court, and victim service programs.
5. Sexual Assault Set Aside – Tennessee will have **at least** 20% of the total award allocated to programs with sexual assault services. The 20% allocation will be part of at least two of the project type categories: victim services, courts, law enforcement, and/or prosecution. OCJP is funding projects that provide training and technical assistance to law enforcement, victim services and courts in the area of sexual assault at the writing of this Plan. At the time of the 2017-2020 Implementation Plan, OCJP has successfully allocated 20% of the total award to programs with sexual assault services in the areas of victim services and law enforcement. OCJP's focus for the 2017-2020 Implementation Plan is to emphasize **meaningful comprehensive** sexual assault services. OCJP will increase funding for both sexual assault direct services and training for law enforcement, prosecution, courts and victim service providers on meaningful comprehensive services, thus increasing the capacity of current providers.
6. Subgrantee Listing The 2016-2017 STOP Subrecipient Award Summary List provides the agency name, brief project description, name and contact information for the

project director and the STOP allocation type. **See Appendix C – STOP Subrecipient Award Summary List.**

C. Grant-making Strategy

1. Description of how the State will address the needs of victims and hold offenders accountable – Governor Haslam’s Public Safety Plan has incorporated two action steps that OCJP is responsible for implementing. The primary goal of the public safety action steps is to connect victims of domestic violence with an advocate. One action step is to create a public awareness campaign to reach victims of domestic violence and share information with them on how to reach a domestic violence program. This campaign was funded with JAG funding, and was launched statewide in 2016, sharing the statewide domestic violence hotline number in the public service announcements and posters. The other action step intended to connect victims to an advocate, and reduce domestic violence related homicides, is to implement the Maryland Lethality Assessment statewide. OCJP currently has 9 domestic violence programs and 24 law enforcement agencies utilizing the LAP and will be bringing more on in the next year.

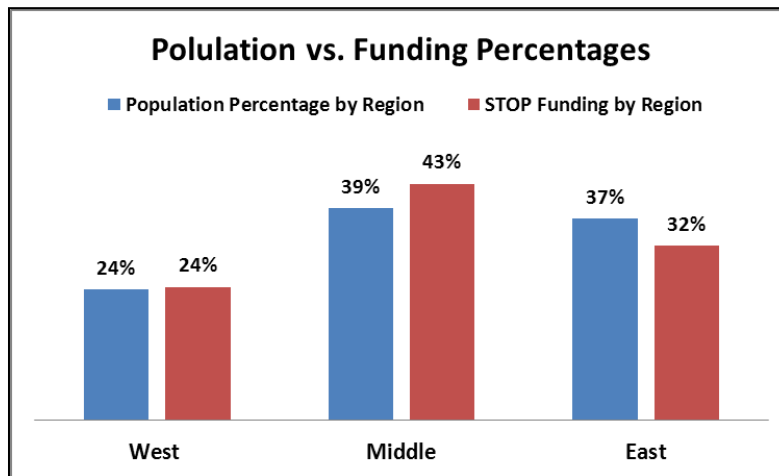
In regard to sexual assault, OCJP has formed a committee comprised of the Department of Health’s Women’s Health Division and the Rape Prevention Education Director, OCJP staff, and SANE nurses to address the need for increasing the number of SANEs in the state. At the same time this is occurring, OCJP is giving priority for both VOCA funding and STOP funding for sexual assault direct services. Three projects addressing Campus Sexual Assault began in 2016. OCJP will continue to prioritize sexual assault in its planning to ensure the 20% minimum allocation is met.

Offender accountability is a primary focus in the coordinated community response projects that OCJP is prioritizing. Tennessee has many model laws on domestic violence and sexual assault. Continual training and collaboration is what is needed. Projects, such as the Family Justice Centers, must have law enforcement and prosecution as Memorandum of Understanding partners to be considered for funding, and this must include contributions of staff time to the projects. OCJP will continue to fund training for law enforcement, prosecution and courts, to insure that these professionals are aware of the domestic violence and sexual assault laws and how to enforce them. Further, OCJP will continue to educate providers and criminal justice professionals on avoiding activities that may compromise victim safety.

2. Population/Geographic Considerations for Award Decisions – OCJP balances the STOP award among the three regions of the state per population totals and works to balance subrecipient awards between rural and urban geographic areas of the state.

It is estimated that the Tennessee has a population of 6,499,615. In state FY2016-2017, the Office of Criminal Justice programs awarded \$2,431,364 in STOP funding across the three state regions.

- **West TN:** There is estimated to be 1,622,273 people living in the West Tennessee region. This region is made up of 21 counties. This region accounts for 25% of the total state population. Across this region, \$429,142.00 in subgrants to existing STOP projects will be awarded, making up 18% of the total STOP awards in the state.
- **Middle TN:** There is estimated to be 2,675,462 people living in the Middle Tennessee region. This region is made up of 40 counties. This region accounts for 41% Of the total state population. Across this region, \$1,203,771.00 in subgrants to existing STOP projects will be awarded, making up 50% of the total STOP awards in the state. The Tennessee Coalition is a dual coalition with projects serving victims statewide. Their STOP subgrants are included in Middle TN amounts because the organization is located in Nashville.
- **East TN:** There is estimated to be 2,514,270 people living in the East Tennessee region. This region is made up of 40 counties. This region accounts for 33% of the total state population. Across this region, \$798,451.00 in subgrants to existing STOP projects will be awarded, making up 33% of the total STOP awards in the state.



Determination of Subgrants – STOP funding will be determined based on population, geographic area, and in certain instances crime data. OCJP will also look at amount of current funding for domestic violence and/or sexual assault that is currently allocated across fund sources (FVPSA, VOCA, STOP, SASP, JAG) administered by OCJP when determining allocations to more equitable leverage funds to meet the needs of the state.

Equitable Statewide Distribution – STOP funding is making an impact across the state of Tennessee in both urban and rural areas of the state and counties that have both high and low populations. STOP funding is also spread across the three regions of Tennessee with an emphasis on providing STOP funding based on population. See “Population/Geographic Considerations for Award Decisions” and chart in previous section.

OCJP funding priorities to areas of varying geographic size and population have not changed significantly since the last Implementation Plan. OCJP will use STOP funding to provide grants to victim service programs with a history of providing needed services to victims of domestic violence, sexual assault, and stalking and/or dating violence. STOP funding for FY2017 projects currently provides services to 60 out of 95 or 63% of the counties in Tennessee, plus one statewide program funding through the Coalition. OCJP also administers VOCA, SASP, JAG and FVPSA funding to help fill gaps in services and to ensure service coverage statewide for victims.

3. Solicitation Process/Review of Proposals – There have been no fundamental changes to the solicitation process since the last STOP Implementation Plan was approved. OCJP will alert eligible organizations and/or agencies of the availability of funds by means of OCJP website announcements or email. Applications are emailed and/or made available online. **See Appendix D – FY16 STOP Subgrant Solicitation.**

STOP subrecipients are notified in the early spring of the year their contract expires that continuation applications are being accepted for their STOP project. Subrecipients receive a STOP Solicitation Booklet which includes federal language, a project logic model template, a budget template and required certifications. The subrecipients have three to four weeks to complete the application packet and return to OCJP. Potential new STOP subgrantees going through the open solicitation process follow this same timeline.

Upon receipt of the completed application packet, OCJP Program Managers review each application paying close attention to the application’s relationship to the federal purpose area, the logic model design, and the budget line items and the signed certifications. The agency must describe how their project will work to benefit the targeted group. The project description must tie goals, activities, outputs and outcomes together in a logical fashion. Applications are reviewed for financial and programmatic completeness by OCJP staff with expertise in grant requirements and program design. Open solicitations are competitive and are reviewed and scored by a review team comprised of experts in the field.

Applications are awarded based on proposals that meet the above evaluation criteria and in consideration of geographic distribution and current funding patterns and obligations.

6. Timeline for STOP Grant Cycle – The OCJP timeline for the STOP grant cycle starts in October of each year and ends with the STOP contract start dates of July 1. The following timeline breaks down important STOP grant cycle functions as conducted by OCJP:

October – December

- Strategic Planning meeting with OCJP Roundtable
- Program Unit to discuss funding priorities and current funding patterns across all formula grants (STOP, SASP, VOCA, JAG and FVPSA)
- OCJP Program Unit meets with executive leadership to discuss funding priorities
- Develop funding priorities for the year

January – February

- Update subgrant solicitation
- Update application review tool, if needed
- Prepare announcement to applicants
- Prepare information for OCJP website funding announcements

March

- Funding announcements are released
- Technical assistance is provided to applicants

April

- Applications are due to OCJP
- Review of applications :
Each application will be rated, utilizing a “weighted” review tool, based on the applicant agency’s ability to provide a logical description of how their project theoretically works to benefit the target group. The project description must tie goals, activities, outputs and outcomes together in a logical fashion. Applications will be reviewed for financial and programmatic completeness by OCJP staff with expertise in grant requirements. Program design will be rated and funding will be determined through a competitive review process by a review team of Victim Services Professionals, in accordance with the following evaluation criteria:
 - Compliance with specific program priorities as detailed in the grant solicitation notice.
 - A description of the problem to be addressed, identifying specific needs to be met including how and why these needs are appropriately or uniquely addressed by the proposed program.
 - A statement of the program purpose and goals, the needs to be addressed and the benefits to the client that the program seeks to accomplish.
 - A description of the inputs including information the applicant depends on to make the program successful (i.e. staff, budget, volunteers, equipment, collaborative efforts, supplies etc).

- A description of the activities that will be performed to fulfill the mission of the program including strategies and techniques that comprise a program's service and methodology.
- The intended outputs of the program including a description of the internal measures of the amount of work to be done within the program, (i.e. number of clients served and number of people trained etc.).
- The intended outcomes of the program.
- The data collection procedures for both output and outcomes, identifying specific measurement tools that will be used to measure, collect and report intended changes to be made.
- A description of how the program will collaborate with other agencies to improve the response to violence against women and explain the nature of the relationship and what the results of the relationships are expected to achieve.

May – June

- Approved applications are processed by OCJP and other state offices.
- Executed contracts are returned to grant subrecipients.

July

- Contract start date.

Ongoing Timeline Activities: Technical Assistance

- OCJP Program Manager – OCJP has made a strong commitment to subrecipient agencies to help them succeed by providing technical assistance in effective project design, quality fiscal practices, compliance with program standards, collection and reporting of STOP output data and OCJP victim outcome reports. Each STOP subgrantee has an assigned OCJP Program Manager contact within the Program Unit. OCJP Program Managers and fiscal staff are available by phone or email for questions and technical assistance pertaining to the application process and for ongoing management of grants. Program managers provide on-site technical assistance to assist programs with specific needs.
- Conference Calls – OCJP frequently uses conference calls to provide technical assistance to STOP subrecipients. This format has been used to conduct annual training for subrecipients on the STOP Annual Progress Report. Conference calls have also been used discuss the requirements of the STOP Chapter in the OCJP Administrative Manual. OCJP will continue to use conference calls as a low cost way to speak directly to all STOP subrecipients. This format encourages questions and information sharing among the participants.

- Report Reviews – OCJP Program Manager’s review each of their subrecipient’s STOP Annual Progress Reports. If necessary, Program Managers will call/email the subrecipients to correct/clarify parts of the report. The Program Manager uses this communication as an opportunity to provide technical assistance on the report.
 - Subgrantee Monitoring – See section E.4 of this Plan for more information about on-site subgrant monitoring of project activities.
 - Closeout Process for Subgrants – It is the policy of OCJP to close a grant file within 90 days after the end of the grant period. OCJP Program Managers first determine that all required reports have been received. Copies of all necessary reports and documentation of the reports will be located in the paper or electronic grant file.
7. Multi-Year Subgrants – The contract year runs from July 1 through June 30 of each grant year. The STOP projects are generally funded for three years.
 8. Victim Service Consultation Requirement – OCJP requires that prosecution, law enforcement and court applicants consult with victim service programs during the course of developing their grant application in order to ensure that proposed 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. Documentation must include dates and content of planning meetings with the victim services program(s). This is a requirement for new and continuation projects. Prosecution, law enforcement and court applicants receive a copy of the Certificate of Consultation as a separate attachment with their STOP solicitation booklet. **See Appendix E – Certificate of Consultation with Victim Services.**
 9. Eligible Entity Notification – OCJP has a multi-pronged approach to notification to insure a broad distribution of notice. OCJP posts all open solicitations on its website. OCJP releases press releases on available funding, and asks various statewide organizations, such as the Tennessee Coalition to End Domestic and Sexual Violence, Tennessee Department of Health, Tennessee Department of Human Services, Tennessee Association of Chiefs of Police, Tennessee Sheriff’s Association and others to share with their partners and constituents. Further, OCJP staff arrange to speak at various conferences and membership organizations. In Tennessee, there are not many statewide organizations that organize culturally specific groups. OCJP does share information with *Tennessee Immigrant and Refugee Rights Coalition* and *Tennessee Equality Project*, as well as some regional or local groups, such as *Connexion Americas*. Beginning in 2017, OCJP also requested that private funders, such as local United Ways and Community Foundations share the information with their agencies, which distributed our information to new programs.

10. Projects the State plans to fund – OCJP will be planning future project funding in the next fiscal year. It is anticipated that there will be an open solicitation for law enforcement projects in 2018. A project to enhance Fatality Review Teams will begin in 2017, as well as a court project to look at firearm disposition.

D. Addressing the Needs of Underserved Victims

1. Recognizing and Addressing Needs of Underserved Populations Recognizing and Addressing Needs of Underserved Populations – VAWA 2013 defines underserved populations as those including “populations who face barriers in accessing and using victims 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 (language, disabilities, alienage status, or age), and any other population determined to be underserved by the Attorney General or by the Secretary of Health and Human Services”.

Tennessee’s statewide approach is to support programs that are effectively serving these underserved populations while also recognizing that there are pockets of underserved populations which may need increased attention by a particular program(s).

STOP continuation subrecipients are actively working to accommodate the needs of culturally specific populations. Efforts among agencies include: offering weekly support groups for Spanish speakers, establishing relationships with agencies, such as Head Start, the Health Department, and churches that serve culturally specific populations to improve service delivery, hiring bilingual and bicultural staff, printing brochures in multiple languages, collaborating with the League of Deaf and Hard of Hearing, and using the Language Line to communicate with non-English speakers.

The following table shows, for each of the ten largest Tennessee cities, the percentage of Hispanic population and the percentage of the population that speaks a language other than English at home county selection
<https://www.census.gov/quickfacts/fact/table/TN/PST045216>

Ten Largest Cities in Tennessee (2013 Census)	Non-English Speakers at Home, % of City Population	Persons of Hispanic or Latino Origin, % of City Population
Memphis	9.0%	6.5%
Nashville	15.9%	10%
Knoxville	6.3%	4.6%
Chattanooga	7.7%	5.5%
Clarksville	10.8%	9.3%
Murfreesboro	9.2%	5.9%
Jackson	6.3%	4.0%
Franklin	12.1%	7.6%
Johnson City	6.4%	4.2%
Bartlett	6.1%	2.7%

This table emphasizes that there continues to be a great need for resources to serve the numerous culturally specific populations across Tennessee. Agencies see a need for specialized counseling for non-English speaking victims, funding court interpreters and specialized services for both urban and rural populations and adding additional bilingual staff.

OCJP knows that the best way to reach culturally specific groups is to bring resources to the communities and organizations that they trust. In 2017, OCJP executed an open VOCA solicitation for community based organizations to provide services in their communities. OCJP promoted this solicitation through meetings in West Tennessee, the area with the largest Black population. OCJP also publicized the solicitation in the cities with the largest non-English speaking populations. In 2017, OCJP also used JAG funding to increase the number of court interpreters through a JAG grant with the Administrative Office of the Courts and similar project will be supported in FY 2018 as well. OCJP is serving on a committee to address the needs of Vulnerable Adult Victims, including the elderly and disabled. This committee will impact planning for OCJP's 2018 strategic planning process. These projects help inform how future STOP funding may be allocated.

2. Meeting Culturally Specific Set Aside and Distribution Plan – In the last plan, OCJP was beginning its process to reach culturally specific populations. Throughout the last plan, OCJP learned the following lessons:
 - a. Meaningful relationships and meaningful services take time to develop. OCJP released an open solicitation and received few applications from community based organizations, most were from main stream providers. OCJP is now working on a plan to develop more meaningful relationships and has chosen to focus its efforts on Vulnerable Adults, the Black Community and rural outreach.
 - b. Some communities have resources and relationships with other culturally specific community based organizations. These projects should be nurtured. OCJP is supporting these projects with VOCA and STOP funding and will continue to.
 - c. Many community based organizations are small and do not have the fiscal and programmatic resources to administer federal grants with multiple requirements. OCJP must continue to strategize on how to support these smaller organizations without burdening them.

OCJP's plan is to continue to work with the planning groups to address needs in the identified populations and support ongoing projects. OCJP plans to increase the number of community based organizations receiving culturally specific set aside funds in future open solicitations. An organization will be 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, dating violence, sexual assault, or stalking;
 - Has a primary focus on underserved populations (and includes representatives of these populations) and domestic violence, dating violence, dating violence, sexual assault, or stalking; or
 - Obtains expertise, or shows demonstrated capacity to work effectively, on domestic violence, dating violence, dating violence, sexual assault, or stalking; and
 - Is primarily directed toward racial and ethnic minority groups, prioritizing Vulnerable Adults (Elderly and Disabled), Blacks, LGBTQ and Hispanics; and
 - Is providing services tailored to the unique needs of that population.
3. Equitable Distribution to Underserved Populations – OCJP will send the culturally specific solicitation to all subgrant agencies statewide that received STOP, VOCA, FVPSA, and SASP funding. Subgrantees will be encouraged to forward the solicitation to potential new granttees that serve underserved, culturally-specific, communities. The solicitation will also be posted on OCJP’s web site. An applicant organization will qualify for funding if its primary mission is to address the needs of racial and ethnic minority groups or if it has developed a special expertise regarding a particular racial and ethnic minority group. The organization must do more than merely provide services to the targeted group; rather, the organization must provide culturally competent services designed to meet the specify needs of the target population.

In reviewing applications, OCJP will pay special attention to not only the numbers of victims that will be served, but also at how the services will be provided, whether the community to be served has been involved in planning for the delivery of the services, and whether there will be outreach to that community regarding the availability of the services. Equitable distribution for underserved victims across the state will be a factor during the review team process for new applications.

4. Current Culturally Specific Subgrantee Projects – Currently there is one subgrant project that provides culturally specific services with STOP funds. The Sexual Assault Center of Nashville supports a bi-lingual therapist and advocate to provide therapy and advocacy to Hispanic victims of sexual assault who are living in the Nashville/Middle Tennessee area and are over the age of 13. Services include: 1) Clinical therapist will provide evidence-based and evidence-informed therapy/counseling, including Trauma-Focused Cognitive Behavioral Therapy, Cognitive Processing Therapy, ARC (Attachment, Self-Regulation and Competency), EMDR (Eye Movement, Desensitization and Reprocessing), Play Therapy and Art Therapy, to reduce trauma symptoms of Hispanic sexual assault survivors served; 2) Clinical therapist and Advocate will provide trauma informed care, psycho-education and information and referrals to Hispanic sexual assault survivors served; 3) Clinical therapist will create a unique individual treatment plan with each sexual assault

survivor served to identify trauma symptoms they would like to address; 4) Clinical therapist will provide the following direct services: crisis intervention, individual and/or group therapy, personal/victim advocacy, information and referrals, Civil/Legal Advocacy/Court Accompaniment, and Criminal Justice Advocacy/Court Accompaniment, as needed to all sexual assault survivors served; and All services will be provided in a culturally competent and linguistically appropriate manner.

While there are other subgrantee projects working with culturally specific populations, this is currently the only subgrant that is categorized in this STOP allocation. See previous sections two (II) and three (III) for more information.

E. Subgrantee Management, Monitoring, and Assessment

OCJP has a four pronged approach to project monitoring and evaluation:

- 1) Program logic model review
 - 2) Collection of output and outcome reports
 - 3) Desk reviews of annual reports
 - 4) Onsite monitoring visits
- 1) Program Logic Model Review: OCJP requires its STOP grant contracts to contain clear and logical descriptions of project purposes, goals, objectives and intended victim outcomes. These performance expectations clarify the standards we will use to monitor and evaluate a project.
- 2) Collection of Annual Reports (Outputs and Outcomes): All STOP subrecipient Annual Output Reports are reviewed by the STOP State Administrator as well as by the OCJP Program Manager assigned to the grant. Discrepancies in reporting are noted and agencies are contacted directly for input on corrections. Additionally, all STOP subrecipients are required to submit an Annual Outcome Report. Outcome measures include *making clients aware of the benefits and resources available in the community* and *asking if clients are satisfied with the services they received*. Surveys are collected from victim/survivors who participate in the STOP funded program during the grant year.
- 3) Desk Reviews of Annual Reports: OCJP Program Managers conduct an annual desk review based upon the output and outcome reports submitted for each STOP project. Program Managers directly contact subrecipients if there are questions about the data reported in order to better understand the data or to correct the data if needed. Program Managers also offer technical assistance on the reports during this review process. Paying close attention to this performance data provides a better view of the program and allows for a check that the data is in line with the project logic model. The Program Manager provides feedback, technical assistance or congratulations based on the desk review.
- 4) Onsite Monitoring Visit: Every STOP grant is reviewed on-site at least once during each grant cycle. The OCJP Program Manager completes a risk assessment tool

annually for each grant in order to determine risk level for an agency or for a particular grant. Risk assessment questions focus on three broad areas including staffing, history of meeting administrative requirements and history of meeting fiscal requirements/fiscal performance. The risk assessment tool rates program and fiscal questions into low, moderate or high risk. A score is determined for both the program risk and the fiscal risk. Grants and/or agencies with the highest scores are slated for an onsite review. In addition to the scores, Program Managers can at any time override the risk assessment score to request an onsite visit if, for example, the agency has not been monitored during the 3-year cycle and the cycle is ending or if other factors not included on the risk assessment increase the risk for the agency.

See Appendix F – OCJP Risk Assessment Tool.

After the site visit is completed, a report is issued within 30 business days. The report will identify all fiscal and/or program areas that do not comply with criteria found in state or federal statutes, rules and regulations, contract requirements, policy or good business practices. If the report contains any 'findings,' the agency will have 30 calendar days to submit a corrective action plan to OCJP outlining how the agency plans to correct the findings. The OCJP Program Manager reviews the corrective action plan. If further action is needed the Program Manager and supervisors, if required, work directly with agency officials to assist them as the agency works towards compliance.

V. Conclusion

Tennessee is committed to the principles and goals of the STOP Violence Against Women Formula Grant Program and VAWA 2013. OCJP administers STOP funds to provide subgrants to agencies that are providing vital victim services across the state. STOP funds also support coordinated community response efforts, training, policy development, brochures, system improvements and improved data collection systems.

Tennessee will provide funding for programs with a proven track record of providing quality services to victims of domestic violence, sexual assault, stalking and dating violence. Priority for funding will include victims in areas of the state where service providers are few, and include unserved and underserved victims and culturally specific victims.

STOP funded agencies are challenged to provide quality services to a diverse population including rural and geographically isolated victims, immigrants and refugees and those who have limited English proficiency. In order to serve these populations agencies are improving their culturally specific services and expanding and enhancing existing services in order to reach as many victims as possible. As part of the project expansion mentioned above, STOP services in Tennessee will expand to additional projects. New projects will include those providing culturally-specific victim/survivor services through culturally specific programs, as well as, new projects to state/local courts and law enforcement/probation. Another focus of the subawards will be to increase services to sexual assault victims by providing meaningful sexual assault services.

Tennessee will continue to make every effort to award STOP subgrants fairly and equitably using regional population totals as a guide for STOP funding decisions. OCJP will also address the needs of the entire state including rural as well as urban area for STOP funding decisions.

Efforts to maintain compliance with VAWA 2013 will be a primary focus of the 2017-2020 Plan. Tennessee will allocate subgrant funding to support the required statutory allocation percentages for law enforcement, prosecution, victim services, courts, and discretionary programs. STOP funding will also be prioritized for meaningful sexual assault projects that will contribute to meeting the required 20% sexual assault set aside.

Tennessee is using state and federal resources to fund initiatives that complement STOP formula funding by enhancing the state's response to violence against women, including domestic violence related homicide projects. OCJP will continue to coordinate STOP efforts with the other eight federal funds administered by our office, including VOCA, FVPSA, JAG and SASP. In addition, OCJP is working at the agency level and as part of statewide planning groups to identify gaps in services, unserved and underserved areas in the state, emerging issues and best practices.

Appendix A

Name	Planning Committee Member or Full Consultation Participant?	Type of Entity	Contact Method	Attempted Contact Date(s) (m/db/yy)	Responded?	Response Date (m/db/yy)	Participation Opportunity #1 (3/31/2018)	Participated?
Kathy Walsh; Heather Herrmann;	Full Consultation	State domestic violence coalition	email		yes		Planning com'ee conf. call	Yes
Craig Hamilton	Full Consultation	Law enforcement entity or State law enforcement org.	email		yes		Planning com'ee conf. call	Yes
Robert Green	Full Consultation	Prosecution entity or State prosecution org.	email		yes		Planning com'ee conf. call	Yes
Amy Weirich	Full Consultation	Prosecution entity or State prosecution org.	email		yes		Planning com'ee conf. call	Yes
Jane Jarvis	Full Consultation	Underserved pop. rep.	email		yes		Planning com'ee conf. call	Yes
Amy Stockwell	Full Consultation		email		yes		Planning com'ee conf. call	Yes
Dilliette Murry-Drobot	Full Consultation	Underserved pop. rep.	email		yes		Planning com'ee conf. call	Yes
Rachel Cook Freeman	Full Consultation	State sexual assault coalition	email		yes		Planning com'ee conf. call	Yes
DARYL CHANSUTHUS	Full Consultation	Underserved pop. rep.	email		yes		Planning com'ee conf. call	Yes
Elokin CaPece	Full Consultation	Population specific org.	email		yes		Planning com'ee conf. call	Yes
Camila Fyler	Full Consultation	Culturally specific pop. rep.	email		yes		Planning com'ee conf. call	Yes
Mary Rose Zingale	Full Consultation	Court or State Admin. Office of Courts	email		yes		Planning com'ee conf. call	Yes
Michelle Richter	Full Consultation	Law enforcement entity or State law enforcement org.	email		yes		Planning com'ee conf. call	Yes
Jessica Bourne	Full Consultation	Prosecution entity or State prosecution org.	email		yes		Planning com'ee conf. call	Yes
Sam Lee	Full Consultation	Prosecution entity or State prosecution org.	email		yes		Planning com'ee conf. call	Yes
Lynn Armstrong	Full Consultation	Underserved pop. rep.	email		yes		Planning com'ee conf. call	Yes
Stacy Miller	Full Consultation	Law enforcement entity or State law enforcement org.	email		yes		Planning com'ee conf. call	Yes
Amy Griffith Taylor	Full Consultation	Law enforcement entity or State law enforcement org.	email		yes		Planning com'ee conf. call	Yes

Name	Participation Opportunity #2	Participated?	Participation Opportunity #3	Participated?	Participated?	Sent Draft IP?	Received Final Plan?	Received Documentation of Collaboration Form?	Returned Documentation of Collaboration Form?	Title
Kathy Walsh; Heather Herrmann;	Planning com'ee conf. call	Yes				Yes	Yes	Yes		Executive Director

Craig Hamilton	Planning com'ee conf. call	Yes				Yes	Yes	Yes		Chief
Robert Green	Planning com'ee conf. call					Yes	Yes	Yes		Director

Amy Weirich	Planning com'ee conf. call					Yes	Yes	Yes		General
Jane Jarvis	Planning com'ee conf. call	Yes				Yes	Yes	Yes	Yes	Attorney

Amy Stockwell	Planning com'ee conf. call					Yes	Yes	Yes	Yes	Director
---------------	----------------------------	--	--	--	--	-----	-----	-----	-----	----------

Olliette Murry-Drobot	Planning com'ee conf. call					Yes	Yes	Yes		Director
Rachel Cook Freeman	Planning com'ee conf. call	Yes				Yes	Yes	Yes		Vice President

DARYL CHANSUTHUS	Planning com'ee conf. call					Yes	Yes	Yes		Director
------------------	----------------------------	--	--	--	--	-----	-----	-----	--	----------

Elokin CaPece	Planning com'ee conf. call					Yes	Yes	Yes		Director
---------------	----------------------------	--	--	--	--	-----	-----	-----	--	----------

Camila Fyler	Planning com'ee conf. call					Yes	Yes	Yes		Director
--------------	----------------------------	--	--	--	--	-----	-----	-----	--	----------

Mary Rose Zingale	Planning com'ee conf. call	Yes				Yes	Yes	Yes	Yes	STOP Courts Liaison
-------------------	----------------------------	-----	--	--	--	-----	-----	-----	-----	---------------------

Michelle Richter	Planning com'ee conf. call					Yes	Yes	Yes	Yes	Captain
------------------	----------------------------	--	--	--	--	-----	-----	-----	-----	---------

Jessica Bourrie	Planning com'ee conf. call	Yes				Yes	Yes	Yes		ADA - STOP
-----------------	----------------------------	-----	--	--	--	-----	-----	-----	--	------------

Sam Lee	Planning com'ee conf. call					Yes	Yes	Yes		Chief Deputy District Attorney General
---------	----------------------------	--	--	--	--	-----	-----	-----	--	--

Lynn Armstrong	Planning com'ee conf. call	Yes				Yes	Yes	Yes		Director
----------------	----------------------------	-----	--	--	--	-----	-----	-----	--	----------

Stacy Miller	Planning com'ee conf. call	Yes				Yes	Yes	Yes	Yes	Regional Manager
--------------	----------------------------	-----	--	--	--	-----	-----	-----	-----	------------------

Amy Griffith Taylor	Planning com'ee conf. call					Yes	Yes	Yes		Therapist
---------------------	----------------------------	--	--	--	--	-----	-----	-----	--	-----------

Name	Organization/Agency	Address	Ph. #	Email
Kathy Walsh, Heather Harrmann;	The Coalition	2 International Plaza # 425, Nashville, TN 37217	(615) 386-9406	kwalish@trcoalition.org
Craig Hamilton	University of Tennessee at Chattanooga	Administrative Services Building Dept 3954 400 Palmetto St Chattanooga, TN 37403-2598	(423) 425-5290	craig.hamilton@utc.edu
Robert Green	Metro Nashville Probation	100 James Robertson Parkway, Suite 10 Nashville, TN 37201	(615) 862-8380	robert.green@nashville.gov
Amy Weirich	30th Judicial District Attorney General's Office	201 Poplar Ave #301, Memphis, TN 38103	(901) 222-1300	amy.weirich@sdcag.com
Jane Jarvis	West Tennessee Legal Services	210 W. Main Street Jackson, Tennessee 38301	(731) 426-1301	jane@wtls.org
Amy Stockwell	UpperCumberland Family Justice Center	269 S Willow Ave, Cookeville, TN 38501	(931) 528-1512	familyjusticecenteruc@gmail.com
Olliette Murry-Drobot	Family Safety Center of Memphis and Shelby Co.	6th Floor, 1750 Madison Ave, Memphis, TN 38104	(901) 222-4405	olliette@familysafetycenter.org; mable@familysafetycenter.org; vernetta@familysafetycenter.org
Rachel Cook Freeman	Sexual Assault Center	101 French Landing Dr, Nashville, TN 37228	(615) 259-9055	rfreeman@sacenter.org
DARYL CHANSUTHUS	WRAP	512 Roland Ave, Jackson, TN 38301	(731) 658-0411	dchansuthus@wraptn.org
Elokin CaPece	Memphis Gay and Lesbian Community Center	892 Cooper St, Memphis, TN 38104	901-278-6422	ecapece@mgccc.org
Camilla Fyler	TN Immigrant and Refugee Rights Coalition	2195 Nolensville Pike, Nashville, TN 37211	615-833-0384	camila@tnimmigrant.org
Mary Rose Zingale	TN Administrative Officer of the Courts	511 Union Street, Suite 600 Nashville, TN 37219		mzingale@tncourts.gov
Michelle Richter	Nashville Police Department	3055 Lebanon Pike Nashville, TN 37214	(615)880-3000	michelle.richter@nashville.gov
Jessica Bourne	21st Judicial District	421 Main St, Suite 102 Franklin, TN 37064	(615) 790-4425	jbourne@indagc.org
Sam Lee	6th Judicial District	400 Main Street, Ste. 168 Knoxville, TN 37901-1468	(865) 215-3274	sam.lee@knoxcounty.org
Lynn Armstrong	FTHRA - Safe Passage	704 Rolling Hills Dr. Johnson City, TN 37604	(423) 232-8920	larmstrong@fthra.org
Stacy Miller	Tennessee Correctional Services - Jackson	204 W Main St, Jackson, TN 38301	(731) 427-4155	stacytcs@yahoo.com
Amy Griffith Taylor	Nashville Police Department	3055 Lebanon Pike Nashville, TN 37214		amy.griffith@nashville.gov

Appendix B



Supreme Court of Tennessee

Administrative Office of the Courts

Nashville City Center, Suite 600

511 Union Street

Nashville, Tennessee 37219

615 / 741-2687 or 800 / 448-7970

FAX 615 / 741-6285

DEBORAH TAYLOR TATE
Director

May 8, 2017

Office on Violence Against Women
U.S. Department of Justice
950 Pennsylvania Avenue, NW
Washington, DC 20530-0001

Dear Director/Acting Director,

The Tennessee Office of Criminal Justice Programs administers **STOP** (Stop Violence Against Women) grants, to improve the coordination of the response of state law enforcement agencies, prosecutors, courts, victim service agencies, and other state agencies and departments to violent crimes against women, including the crimes of sexual assault, domestic violence, and dating violence.

The **Administrative Office of the Courts (AOC)** provides support to the Tennessee Supreme Court as well as the entire state court system. The AOC prepares the court system's annual budget, provides equipment training and technical assistance for judges and other court personnel, and conducts orientation for new judges and staff members. The AOC has recently implemented a STOP funded training grant designed to train judges on the dynamics of domestic violence including best practices and emerging issues so as to more effectively adjudicate domestic violence and order of protection cases.

We would like to formally request the continuation of this STOP grant funding in order to further enhance and build upon our strong progress in order to insure the effective disposition of domestic violence cases.

The expected result of the grant funds is a more collaborative effort made between law enforcement, prosecutors, judges, and victim service providers aimed at providing victims an increased sense of safety, access to appropriate services as well as holding offenders more accountable. In addition we would continue to provide the entire state judicial system the highest quality of enhanced training to equip them to address complexities found in domestic violence cases.

The demographic characteristics of the population to be served in the current STOP funded project are judges in the state of Tennessee, many of whom serve in rural counties with extreme poverty and as you are aware in the epicenter of the current national opioid crisis, which certainly compounds violent crimes against women.

Thank you for your consideration and we look forward to furthering this important work for judges and for our citizens.

Sincerely,


Deborah Taylor Tate



530 Church Street
Suite 702
Nashville, TN 37219

PHONE
615.726.8227

FAX
615.244.0057

E-MAIL
maggi@tacp.org

VISIT US AT
www.tacp.org

PRESIDENT
Jeff Hughes

1ST VICE PRESIDENT
Kevin Arnold

2ND VICE PRESIDENT
Rick Scarbrough

PAST PRESIDENT
David Rausch

EXECUTIVE DIRECTOR
Maggi McLean Duncan

SACOP REPRESENTATIVE
Steve Isbell

TREASURER
Tim Christol

DIRECTORS
Chief Blaine Wade
Chief Troy Lane
Chief Jim Akagi
Chief Randall Bowden
Chief Randy Evans
Chief Paul Blackwell
Chief Don Bandy
Chief Samuel Livingston
Chief George Smith
Chief Roger Loftin
Chief Craig Moates
Chief Buddy Lewis
Chief Jack Cotrel
Chief William Roehl

Office on Violence Against Women
U.S. Department of Justice
950 Pennsylvania Avenue, NW
Washington, DC 20530-0001

Director/ Acting Director,

The Tennessee Office of Criminal Justice Programs administers **STOP** (Stop Violence Against Women) grants, which coordinate the response of state law enforcement agencies, prosecutors, courts, victim service agencies, and other state agencies and departments to violent crimes against women, including the crimes of sexual assault, domestic violence, and dating violence.

The **Tennessee Association of Chiefs of Police (TACP)** works to shape public safety policy and provide executive level training to law enforcement executives from agencies statewide. As a response to the rise in number of sexual and dating violence offenses on campuses, the TACP has implemented a technical assistance project to assist Campus Law Enforcement, which serves as a collaborative effort to network, train, and provide technical assistance on Tennessee specific campus safety-related issues with a focus on sexual assault intervention. In this effort, campus law enforcement agencies connect with municipal and county law enforcement agencies, the judicial system, and victim service providers for the safety of the victim.

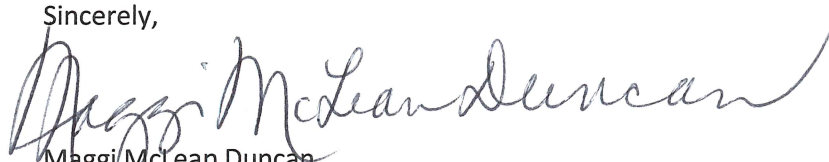
The area of law enforcement has a need for STOP grant funds in order to identify statewide training needs and determine opportunities for both local law enforcement and school campus law enforcement. These efforts help to ensure that policies are followed and domestic violence and sexual assaults to be reported and investigated properly.

The intended use for STOP grant funds is to improve opportunities for local law enforcement and campus law enforcement to network and collaborate with victim advocates on best practices, training, and to better understand each other's responsibilities.

The expected result of the grant funds is to increase victim safety and offender accountability. STOP Law Enforcement grants benefit all Tennesseans. While sexual assault in Tennessee is primarily women under age 24, domestic violence in the state is primarily ages 24-44. Both of these crimes affect individuals regardless of Disability, race, ethnicity, and language background.

TACP is proud to work with the Tennessee office of Criminal Justice Programs and supports the planning for future STOP funds.

Sincerely,


Maggi McLean Duncan
Executive Director



Office on Violence Against Women
U.S. Department of Justice
950 Pennsylvania Avenue, NW
Washington, DC 20530-0001

Director/ Acting Director,

The Tennessee Office of Criminal Justice Programs administers STOP (Stop Violence Against Women) grants, which coordinate the response of state law enforcement agencies, prosecutors, courts, victim service agencies, and other state agencies and departments to violent crimes against women, including the crimes of sexual assault, domestic violence, and dating violence.

The mission of the Sexual Assault Center (SAC) is to provide healing for children, adults, and families affected by sexual assault and to end sexual violence through counseling, education, and advocacy. Through OCJP's administered STOP grants, the SAC offers two projects that aim to assist victims in Tennessee. One project provides statewide technical assistance to victim service programs providing sexual assault services across the State to create, improve, expand, and evaluate existing services through specialized training, support, and consultation. Additionally, the SAC offers a project that provides Hispanic outreach to focus on culturally competent and sensitive services for Hispanic sexual assault.

The area of victim services programs for sexual assault technical assistance has a need for these grant funds in order to aid victim service programs providing sexual assault services across the state to create, improve, expand, and evaluate existing services through specialized training, support, and consultation. In the area of Hispanic outreach, SAC has a need for this funding to create a culture of safety for Hispanic sexual assault victims/survivors.

The intended use for the grant funds is in the area of technical assistance is that the SAC will provide a minimum of quarterly trainings to participating sexual assault and dual programs across the State, as well as colleges and universities, to enhance, create, expand and/or evaluate their existing services provided to sexual assault survivors. The intended use for these grant funds in the area of Hispanic outreach is to increase Hispanic survivors' awareness of sexual assault issues, community resources available to victims, and the criminal justice system. In addition, it aims to increase culturally competent services available to Hispanic sexual assault survivors.

The expected result of the grant funds in the area of technical assistance is to develop a mentoring program amongst the programs across the state to receive mutual support, assistance and growth/learning opportunities from each other. In doing this, sexual assault victim service agencies will



Main Office: 101 French Landing Drive · Nashville, TN 37228 · (615) 259-9055 · Fax (615) 244-6855
Clarksville Office: 1725-I Wilma Rudolph Boulevard · Clarksville, TN 37040 · (931) 241-4143
24-Hour Crisis Line · 1-800-879-1999
WWW.SACENTER.ORG



be equipped to maintain a focus on combating compassion fatigue and vicarious trauma, in addition to the commitment to providing quality and effective services to sexual assault survivors, by enhancing the collaborative work and mutual support of sexual assault and dual programs across the state. The expected result of the grant funds in the area of Hispanic outreach is to increase culturally competent, sensitive and relevant information and resources offered to Hispanic survivors including brochures, literature, therapeutic materials, standardized measures and information from other community resources.

The demographic characteristics of the population to be served through the technical assistance grant are sexual assault and dual programs, serving both domestic and sexual assault victims/survivors, and colleges and universities throughout the state of any age, race, disability, or language. The demographic characteristics of the population to be served through the Hispanic outreach grant include Hispanic sexual assault victims and the greater Hispanic community in Middle Tennessee.

Receiving funding for these two STOP projects is extremely instrumental to increasing appropriate, accessible and trauma-informed services for sexual assault victims across our state, as well as assisting the SAC in fulfilling our mission. We appreciate the opportunity to work with the OCJP and OVW in this way.

Sincerely,

A handwritten signature in cursive script that reads "Rachel C. Freeman, LCSW". The signature is written in dark ink and is positioned above the printed name.

Rachel C. Freeman, LCSW
Executive Vice President

Appendix C

IMPLEMENTING AGENCY	PROJ_TITLE	FUND_SOURCE	BEGDATE	ENDDATE	ALL_FUNDS	Victim Services Core Outcome	STOP_TYPE
Rutherford County Domestic Violence Court	Victim Advocacy for Rutherford County Domestic Violence Court	STOP	01-Jul-15	30-Jun-18	\$136,476.00	Victim/Legal Advocate-Victim/Witness	Court
Scott County General Sessions Court2745	STOP DV Officer Grant	STOP	01-Dec-15	30-Jun-18	\$150,000.00	Law Enforcement Domestic Violence Units	Court
Tennessee Administrative Office of the Courts Hamilton County Chattanooga Family Justice Center	Domestic Violence Training for Judges	STOP	01-Oct-16	30-Jun-17	\$30,000.00		Court
Fayette Cares, Inc.	STOP 2018 Chattanooga FJC	STOP	01-Jul-15	30-Jun-18	\$180,000.00	Comp Vic Services	Discretionary
Helen Ross McNabb Center, Inc.	Violence Victim Advocacy Services	STOP	01-Jul-15	30-Jun-18	\$89,453.00	Comp Vic Services	Discretionary
	SART Coordination and Sexual Assault Training/Outreach	STOP	01-Jul-15	30-Jun-18	\$238,449.00	Sexual Assault	Discretionary
Legal Aid of East Tennessee	Legal Advocacy for Victims of Domestic Violence	STOP	01-Jul-16	30-Jun-18	\$227,875.00	Legal Services	Discretionary
Metropolitan Government of Nashville and Davidson County	Civil Legal Advocacy Program	STOP	15-Aug-15	30-Jun-18	\$225,000.00	Victim/Legal Advocate-Victim/Witness	Discretionary
Upper Cumberland Family Justice Center	UCFJC Director	STOP	01-Jul-15	30-Jun-18	\$180,000.00	Comp Vic Services	Discretionary
Sexual Assault Center	Statewide Sexual Assault Training and Capacity Building	STOP	01-Jan-16	30-Jun-19	\$392,385.00	Sexual Assault	Discretionary
Jackson Police Department	Comprehensive Violence Against Women SANE/SART/Domestic Violence Unit	STOP	01-Jul-15	30-Jun-18	\$315,000.00	Law Enforcement Officer	Law Enforcement
Ripley Police Department	Ripley Police Department Domestic Violence Program	STOP	01-Jul-15	30-Jun-18	\$163,611.00	Law Enforcement Domestic Violence Units	Law Enforcement
Spring Hill Police Department	Spring Hill Domestic Violence Program	STOP	01-Jul-15	30-Jun-18	\$113,184.00	Law Enforcement Domestic Violence Units	Law Enforcement
Middle Tennessee State University	Campus Administration/Student Liaisons for Sexual Assault Intervention	STOP	01-Jul-15	30-Jun-18	\$180,000.00	Law Enforcement Domestic Violence Units	Law Enforcement
Rutherford County Sheriff's Office	Domestic Violence Enforcement and Education	STOP	01-Jul-15	30-Jun-18	\$131,463.00	Law Enforcement Domestic Violence Units	Law Enforcement
Shelby County Sheriff's Office	Shelby County Sheriff STOP	STOP	01-Jul-15	30-Jun-18	\$118,514.00	Law Enforcement Domestic Violence Units	Law Enforcement
Sullivan County Sheriff's Office	Sullivan County Domestic Violence Investigations and Special Services Project	STOP	01-Jul-15	30-Jun-18	\$181,764.00	Law Enforcement Domestic Violence Units	Law Enforcement
Tennessee Association of Chiefs of Police	Statewide Training and Technical Assistance Provider for Campus Sexual Assault Intervention	STOP	01-Jul-15	30-Jun-18	\$180,000.00	Law Enforcement Training	Law Enforcement
UT Law Enforcement Innovation Center	Domestic Violence & Sexual Assault 40-Hour Law Enforcement School	STOP	01-Jul-15	30-Jun-20	\$449,160.00	Law Enforcement Training	Law Enforcement
University of Tennessee at Chattanooga	MOCS: Making Our Campus Safer	STOP	01-Jul-15	30-Jun-18	\$180,000.00	Law Enforcement Domestic Violence Units	Law Enforcement

14th Judicial District Attorney General's Office	14th DAG's STOP DV Prosecutor	STOP	01-Jul-15	30-Jun-18	\$218,808.00	Prosecution DV Units	Prosecution
23rd Judicial District Attorney General's Office	STOP 23rd Judicial District	STOP	01-Jul-15	30-Jun-18	\$224,964.00	Prosecution DV Units	Prosecution
30th Judicial District Attorney General's Office	30th DAG Domestic Violence Prosecutor	STOP	01-Jul-15	30-Jun-18	\$236,682.00	Prosecution DV Units	Prosecution
21st Judicial District Attorney General's Office	21st Judicial District STOP Prosecutor	STOP	01-Jul-15	30-Jun-18	\$217,026.00	Prosecution DV Units	Prosecution
Tennessee District Attorneys General Conference	National STOP Prosecutor Domestic Violence Training	STOP	15-Jan-17	30-Jun-17	\$33,750.00	Prosecution DV Units	Prosecution
13th Judicial District Attorney General's OfficeThere	13th Judicial District Attorney General's DV Prosecutor	STOP	01-Jul-15	30-Jun-18	\$210,717.00	Prosecution DV Units	Prosecution
6th Judicial District Attorney General's Office	Domestic Violence Prosecution Project	STOP	01-Jul-15	30-Jun-18	\$273,348.00	Prosecution DV Units	Prosecution
1st Judicial District Attorney General's Office	1st Judicial District Violence Against Women Prosecutor	STOP	01-Jul-15	30-Jun-18	\$216,000.00	Prosecution DV Units	Prosecution
2nd Judicial District Attorney General's Office	2nd DAG STOP Domestic Violence Prosecutor	STOP	01-Jul-15	30-Jun-18	\$293,796.00	Prosecution DV Units	Prosecution
Legal Aid Society of Middle Tennessee and the Cumberlands	Domestic Violence and Sexual Assault Legal Services	STOP	01-Jul-15	30-Jun-18	\$213,525.00	Legal Services	Victim Services
Memphis Area Legal Services, Inc.	MALS Domestic Violence Program	STOP	01-Jul-15	30-Jun-18	\$375,000.00	Legal Services	Victim Services
Southeast Tennessee Legal Services	Domestic Violence, Sexual Assault, and Stalking Civil Legal Advocacy	STOP	01-Jul-15	30-Jun-18	\$250,000.00	Legal Services	Victim Services
Tennessee Coalition to End Domestic & Sexual Violence	Training and Technical Assistance Project	STOP	01-Jul-15	30-Jun-18	\$339,636.00	Training	Victim Services
West Tennessee Legal Services, Inc.	Legal Intervention for Victim Empowerment	STOP	01-Jul-15	30-Jun-18	\$195,965.00	Legal Services	Victim Services
	Bilingual, Bicultural Sexual Assault Services for the Hispanic/Latino Community in Middle Tennessee						
Sexual Assault Center		STOP	01-Jul-15	30-Jun-18	\$300,000.00	Sexual Assault	Victim Services-CC

IMPLEMENTING AGENCY	PROJ_TITLE	FUND_SOURC	BEGDATE	ENDDATE	ALL_FUNDS	Victim Services Core Outcome	STOP_TYPE
Rutherford County Domestic Violence Court	Victim Advocacy for Rutherford County Domestic Violence Court	STOP	01-Jul-15	30-Jun-18	\$136,476.00	Victim/Legal Advocate-Victim/Witness	Court
Scott County General Sessions Court 2745	STOP DV Officer Grant	STOP	01-Dec-15	30-Jun-18	\$150,000.00	Law Enforcement Domestic Violence Units	Court
Tennessee Administrative Office of the Courts Hamilton County Chattanooga Family Justice Center	Domestic Violence Training for Judges	STOP	01-Oct-16	30-Jun-17	\$30,000.00		Court
	STOP 2018 Chattanooga FJC	STOP	01-Jul-15	30-Jun-18	\$180,000.00	Comp Vic Services	Discretionary
Fayette Cares, Inc.	Violence Victim Advocacy Services	STOP	01-Jul-15	30-Jun-18	\$89,453.00	Comp Vic Services	Discretionary
Helen Ross McNabb Center, Inc.	SART Coordination and Sexual Assault Training/Outreach	STOP	01-Jul-15	30-Jun-18	\$238,449.00	Sexual Assault	Discretionary
Legal Aid of East Tennessee	Legal Advocacy for Victims of Domestic Violence	STOP	01-Jul-16	30-Jun-18	\$227,875.00	Legal Services	Discretionary
Metropolitan Government of Nashville and Davidson County	Civil Legal Advocacy Program	STOP	15-Aug-15	30-Jun-18	\$225,000.00	Victim/Legal Advocate-Victim/Witness	Discretionary
Upper Cumberland Family Justice Center	UCFJC Director Statewide Sexual Assault Training and Capacity Building	STOP	01-Jul-15	30-Jun-18	\$180,000.00	Comp Vic Services	Discretionary
Sexual Assault Center	Comprehensive Violence Against Women SANE/SART/Domestic Violence Unit	STOP	01-Jan-16	30-Jun-19	\$392,385.00	Sexual Assault	Discretionary
Jackson Police Department	Ripley Police Department Domestic Violence Program	STOP	01-Jul-15	30-Jun-18	\$315,000.00	Law Enforcement Officer	Law Enforcement
Ripley Police Department		STOP	01-Jul-15	30-Jun-18	\$163,611.00	Law Enforcement Domestic Violence Units	Law Enforcement
Spring Hill Police Department	Spring Hill Domestic Violence Program	STOP	01-Jul-15	30-Jun-18	\$113,184.00	Law Enforcement Domestic Violence Units	Law Enforcement
Middle Tennessee State University	Administration/Student Liaisons for Sexual Assault Intervention	STOP	01-Jul-15	30-Jun-18	\$180,000.00	Law Enforcement Domestic Violence Units	Law Enforcement
Rutherford County Sheriff's Office	Domestic Violence Enforcement and Education	STOP	01-Jul-15	30-Jun-18	\$131,463.00	Law Enforcement Domestic Violence Units	Law Enforcement
Shelby County Sheriff's Office	Shelby County Sheriff STOP	STOP	01-Jul-15	30-Jun-18	\$118,514.00	Law Enforcement Domestic Violence Units	Law Enforcement
Sullivan County Sheriff's Office	Sullivan County Domestic Violence Investigations and Special Services Project	STOP	01-Jul-15	30-Jun-18	\$181,764.00	Law Enforcement Domestic Violence Units	Law Enforcement
Tennessee Association of Chiefs of Police	Statewide Training and Technical Assistance Provider for Campus Sexual Assault Intervention	STOP	01-Jul-15	30-Jun-18	\$180,000.00	Law Enforcement Training	Law Enforcement
UT Law Enforcement Innovation Center	Domestic Violence & Sexual Assault 40-Hour Law Enforcement School	STOP	01-Jul-15	30-Jun-20	\$449,160.00	Law Enforcement Training	Law Enforcement
University of Tennessee at Chattanooga	MOCS: Making Our Campus Safer	STOP	01-Jul-15	30-Jun-18	\$180,000.00	Law Enforcement Domestic Violence Units	Law Enforcement

IMPLEMENTING AGENCY	PROJ_TITLE	FUND_SOURCE	BEGDATE	ENDDATE	ALL_FUNDS	Victim Services Core Outcome	STOP_TYPE
14th Judicial District Attorney General's Office	14th DAG's STOP DV Prosecutor	STOP	01-Jul-15	30-Jun-18	\$218,808.00	Prosecution DV Units	Prosecution
23rd Judicial District Attorney General's Office	STOP 23rd Judicial District	STOP	01-Jul-15	30-Jun-18	\$224,964.00	Prosecution DV Units	Prosecution
30th Judicial District Attorney General's Office	30th DAG Domestic Violence Prosecutor	STOP	01-Jul-15	30-Jun-18	\$236,682.00	Prosecution DV Units	Prosecution
21st Judicial District Attorney General's Office	21st Judicial District STOP Prosecutor	STOP	01-Jul-15	30-Jun-18	\$217,026.00	Prosecution DV Units	Prosecution
Tennessee District Attorneys General Conference	National STOP Prosecutor Domestic Violence Training	STOP	15-Jan-17	30-Jun-17	\$33,750.00	Prosecution DV Units	Prosecution
13th Judicial District Attorney General's Office	13th Judicial District Attorney General's DV Prosecutor	STOP	01-Jul-15	30-Jun-18	\$210,717.00	Prosecution DV Units	Prosecution
6th Judicial District Attorney General's Office	Domestic Violence Prosecution Project	STOP	01-Jul-15	30-Jun-18	\$273,348.00	Prosecution DV Units	Prosecution
1st Judicial District Attorney General's Office	1st Judicial District Violence Against Women Prosecutor	STOP	01-Jul-15	30-Jun-18	\$216,000.00	Prosecution DV Units	Prosecution
2nd Judicial District Attorney General's Office	2nd DAG STOP Domestic Violence Prosecutor	STOP	01-Jul-15	30-Jun-18	\$293,796.00	Prosecution DV Units	Prosecution
Legal Aid Society of Middle Tennessee and the Cumberland	Domestic Violence and Sexual Assault Legal Services	STOP	01-Jul-15	30-Jun-18	\$213,525.00	Legal Services	Victim Services
Memphis Area Legal Services, Inc.	MALS Domestic Violence Program	STOP	01-Jul-15	30-Jun-18	\$375,000.00	Legal Services	Victim Services
Southeast Tennessee Legal Services	Domestic Violence, Sexual Assault, and Stalking Civil Legal Advocacy	STOP	01-Jul-15	30-Jun-18	\$250,000.00	Legal Services	Victim Services
Tennessee Coalition to End Domestic & Sexual Violence	Training and Technical Assistance Project	STOP	01-Jul-15	30-Jun-18	\$339,636.00	Training	Victim Services
West Tennessee Legal Services, Inc.	Legal Intervention for Victim Empowerment	STOP	01-Jul-15	30-Jun-18	\$195,965.00	Legal Services	Victim Services
Sexual Assault Center	Bilingual, Bicultural Sexual Assault Services for the Hispanic/Latino Community in Middle Tennessee	STOP	01-Jul-15	30-Jun-18	\$300,000.00	Sexual Assault	Victim Services-CC

Appendix D

OFFICE OF CRIMINAL JUSTICE PROGRAMS

STOP Violence Against Women Grant Program

2015/2016

Competitive Grant Solicitation
CFDA 16.588



Prepared by:
Office of Criminal Justice Programs
Department of Finance and Administration
William R. Snodgrass Tennessee Tower
Suite 1800, 312 Rosa L. Parks Avenue
Nashville, Tennessee 37243-1700

Competitive Grant Application Instructions

I. INTRODUCTION

This solicitation provides program and application guidelines for Fiscal Year 2015-2016 Services*Training*Officers*Prosecutors (STOP) Violence Against Women Grant Program funding, including guidelines for complying with requirements of the Violence Against Women Act (VAWA), as amended. The STOP Violence Against Women Grant Program was authorized through the Violence Against Women Act (VAWA) of 1994 and reauthorized and amended by the Violence Against Women Act of 2000, 2005 and 2013. **This solicitation includes amended VAWA 2013 information – read all sections carefully.** By statute, the STOP Program supports communities in their efforts to develop and strengthen effective law enforcement and prosecution strategies to combat violent crimes against women and to develop and strengthen victim services in cases involving violent crimes against women.

The purpose of the STOP Program is to promote a coordinated, multi-disciplinary approach to improving the criminal justice system's response to violence against women. It envisions a partnership among law enforcement, prosecution, courts and victim advocacy organizations to enhance victim safety and hold offenders accountable for their crimes of violence against women.

The emphasis of the STOP Program continues to be on the implementation of comprehensive strategies addressing violence against women that are sensitive to the immediate and long-term needs and safety of victims and hold offenders accountable for their crimes.

Each state must allocate STOP Program funds in the following manner:

- 5% to court programs,
- 15% is allocated at each state's discretion, within the parameters of the Act,
- 25% for law enforcement programs,
- 25% for prosecution programs and
- 30% for nonprofit, non-governmental victim services programs (of which 10% must go to culturally specific, community based organizations).

The Office of Criminal Justice Programs in the Tennessee Department of Finance and Administration has been designated as the state agency responsible for administering the STOP Formula Grant Program in Tennessee.

II. PROJECT PRIORITIES & APPLICANT ELIGIBILITY

Domestic Violence and Sexual Assault 40-Hour Law Enforcement School

Eligible projects must be designed to deliver a 40-hour specialized domestic violence and sexual assault school in at least one or more of the following Judicial Districts: the 1st Judicial District, the 10th Judicial District, the 13th Judicial District, the 19th Judicial District, 22nd Judicial District, and/or the 26th Judicial District.

Preference will be given to **state agencies**, units of **local government**, and **nonprofits** with a primary responsibility of training law enforcement.

Other training project application recommendations include the following:

- Preference will be given to applications using local experts and trainers.

- All applicants who complete the required intent to apply form will receive a copy of the 2014 State approved Domestic Violence and Sexual Assault Curriculum.
- The following training topics from the State approved Domestic Violence and Sexual Assault Curriculum must be included:
Overview of Violence Against Women; Assessing Lethality and Threats / Officer & Victim Safety; Tennessee Law Review; Civil Liability in Stalking, Domestic Violence & Sexual Assault; Strangulation; Witness Intimidation; Victim Interviewing; High Profile Offenders/Officer Involved Cases; Orders of Protection; Coordinated Community Response; Courtroom Testimony; Techniques for Building and Presenting the Domestic Assault Case; Report Writing for Domestic Violence; Dual Arrest; Stalking and Counter Stalking; Dynamics of Sexual Assault; Documenting Sexual Assault Evidence; Human Trafficking; and a Survivor Panel. Small Group Exercises should be incorporated to cover the following: Agency Self-Assessment; Impact of Arrest; Victim Assistance; Intervention & investigation/Case Scenarios; Action Planning; and Role Play Scenarios. Testing of participants should take place at course conclusion.
- Enhancements to the curriculum to also include the following topics are strongly encouraged:
Local First Responder Panel; Violence Against Women Act - Forensic Compliance requirements overview; Review of TN Best Practices Guidelines for Sexual Assault Response for Adult Survivors; Rape kits and Reporting Options; Responding to vulnerable populations (ex: elderly, LEP); Campus Assaults.
- Each 40-hour response training must include a minimum of 50 law enforcement participants.

Each grant will be awarded for a **one-year** funding cycle. Total project costs to provide training in each Judicial District may not exceed a total of \$20,000 (\$15,000 STOP Federal + \$5,000 Grantee Match).

- Presenter fees and staff time may not exceed \$7,000 per training.
- Travel reimbursements for attendees may not be reimbursed as a part of the grant budget.
- Preference will be given to projects that supply cameras to specialized sexual assault and domestic violence investigators that are not provided such cameras by their local law enforcement agency.

Campus Administration/Student Liaisons for Sexual Assault Intervention

Eligible applicants are four-year, **higher education institution campus law enforcement agencies**, though their unit of local government. Institutions of higher education are defined under the Higher Education Amendments of 1998. Liaisons must be positioned at the campus law enforcement agency. Preference will be given to schools with a with a student population of over 7,000. A Letter of Commitment from the University President is a required application component.

Projects should encourage a comprehensive coordinated community approach that enhances victim safety, provides services for victims and supports efforts to hold offenders accountable. The funding supports activities that develop and strengthen victim services and strategies to prevent, investigate, respond to and prosecute these crimes. The development of campus-wide coordinated responses involving campus victim service providers, law enforcement officers, health providers, housing officials, administrators, student leaders, faith-based leaders, representatives from student organizations, and disciplinary board members is critical. To be effective, campus responses must also link to local off-campus criminal justice agencies and service providers, including local law enforcement agencies, prosecutors' offices, hospitals, courts, and nonprofit, nongovernmental victim advocacy and victim services organizations.

Campus intervention project applications must include the following activities:

- Creation or enhancement of Sexual Assault Response Teams (SART) and policies and protocols.
- Demonstrated expertise in requirements of Title IX, Clery Act, and Tennessee statutes.

- Coordination of relevant campus departments (at a minimum, medical, law enforcement, student affairs, housing, women's centers) in the creation of coherent and consistent policies and procedures to insure compliance with both campus administrative responsibilities as well as state and federal criminal investigation responsibilities. Policies will be required as an output of the project.
- Creation of an advisory board to meet quarterly comprised of leaders of relevant departments.
- Coordination of campus law enforcement activities with local municipal and county law enforcement to insure the proper handling of investigations and reporting occurs of sexual assault. MOUs will be required as an output of the project.
- Coordination with social service and medical providers both on and off campus to assist victims with advocacy and safety planning.
- Creation of guidelines for reporting an incident of sexual assault to law enforcement, with procedural steps outlined for following through on the report.
- Creation of guidelines for reporting an anonymous incident of sexual assault to law enforcement, with procedural steps outlined for following through on the report.
- Creation of training for campus staff on sexual assault on campus, clear definitions of different terms used to specifically describe the incident (rape, harassment, assault), how to assist victims and reporting to the proper entities.
- Oversee and coordinate the many responsibilities associated with allegations of sexual assault. These duties include: responding to incident reports, coordinating communication and record keeping among offices and agencies, disseminating information to the campus through materials and training sessions, establishing procedures for classifying and counting incidents, and filing Clery reports that are as comprehensive and accurate as possible.
- Serve as a responder to sexual assault victims reporting the crime, providing information and referrals, as well as information on the criminal investigative process.

Each grant will be awarded for a **three-year** funding cycle. The annual total project amount may not exceed a total of \$80,000 (\$60,000 STOP Federal + \$20,000 Grantee Match).

Statewide Training and Technical Assistance Provider for Campus Sexual Assault Intervention

Eligible projects must be designed to deliver statewide specialized sexual assault training on campus and technical assistance to campus law enforcement agencies at higher education institutions. **Preference will be given to agencies with a demonstrated history of providing training and technical assistance on relevant law enforcement policy to law enforcement Chiefs and Second in Command.** Preference will be given to projects that provide technical assistance to campus law enforcement agencies and collaborate with agencies that assist victims of sexual assault, domestic violence, dating violence, and stalking.

The project would provide training and networking abilities between Campus Chiefs of Police and Municipal Chiefs and to increase collaboration and their understanding of the roles and responsibilities of each department. Training would also include assisting Campus Chiefs of Police to better understand federal and state requirements for addressing sexual assault on campus.

Outputs of this project would include coordinating trainings for campus law enforcement on appropriate sexual assault response, creation of model policies and procedures that would be used by TN campuses, and providing technical assistance to the campuses funded as part of the Campus Administration/Student Liaisons for Sexual Assault Intervention projects.

One grant will be awarded for a **three-year** funding cycle. The annual total project amount may not exceed a total of \$80,000 (\$60,000 STOP Federal + \$20,000 Grantee Match).

Additional Requirements – STOP Law Enforcement Applicants

In order for law enforcement agencies to qualify for grant funds, they must comply with the following:

1. Fingerprint Reporting Requirement. The Agency shall ensure that they will comply with Tennessee Code Annotated (TCA) 38-3-122 and will submit all fingerprints taken to the Tennessee Bureau of Investigation (TBI).
2. TIBRS Reporting Requirement. The Agency shall ensure that they comply with the rules and regulations of the Tennessee Bureau of Investigations (TBI) as empowered by Tennessee Code Annotated (TCA) 38-10-101 et seq. with regard to the Tennessee Incident Based Reporting System (TIBRS). The agency will at all times maintain TBI certification of their compliance with those rules and regulations.

Funding to Faith-based and Community organizations:

Consistent with Executive Order 13279, December 12, 2002 and 28 CFR Part 38, faith-based and community organizations that statutorily qualify as eligible applicants are invited and encouraged to apply for assistance awards to fund eligible grant activities. Faith-based and community organizations will be considered for awards on the same basis as other eligible applicants and, if they receive assistance awards, will be treated on an equal basis with all other grantees in the administration of such awards. No eligible applicant or grantee will be discriminated against on the basis of its religious character or affiliation, religious name, or the religious composition of its board of directors or persons working in the organization. Faith-based organizations are required to abide by the same regulations and requirements specifically associated with the program under which they were awarded a grant as any other agency awarded funding.

III. PROGRAM PURPOSES

The purpose of the STOP Violence Against Women Grant Program is to assist state agencies, units of local government, nonprofit or faith-based and community organizations in carrying out specific projects which offer a high probability of improving the functioning of the criminal justice system. This grant program provides funding for projects which assist local and state government agencies and non-profit organizations in their efforts to support victims of domestic violence, sexual assault, stalking, and dating violence.

Changes and new purpose areas from VAWA 2013 are highlighted in **bold** below. **Applicants must identify one or more of the following statutory purpose areas when requesting grant funds as part of the Logic Model/Application Narrative:**

1. Training law enforcement officers, judges, other court personnel, and prosecutors to more effectively identify and respond to violent crimes against women, including the crimes of sexual assault, domestic violence, **stalking**, and dating violence, **including the use of nonimmigrant status under subparagraphs (U) and (T) of section 101(a)(15) of the Immigration and Nationality Act (8 U.S.C. 1101(a))**;
2. Developing, training, or expanding units of law enforcement officers, judges, other court personnel, and prosecutors specifically targeting violent crimes against women, including the crimes of sexual assault, **dating violence, stalking**, and domestic violence;
3. Developing and implementing more effective police, court, and prosecution policies, protocols, orders, and services specifically devoted to preventing, identifying, and responding to violent crimes against women, including the crimes of sexual assault, **dating violence, stalking**, and domestic violence, **as well as the appropriate treatment of victims**;

4. Developing, installing, or expanding data collection and communication systems, including computerized systems, linking police, prosecutors, and courts or for the purpose of identifying, **classifying**, and tracking arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women, including the crimes of sexual assault, **dating violence**, **stalking**, and domestic violence;
5. Developing, enlarging, or strengthening victim services **and legal assistance** programs, including sexual assault, domestic violence, **stalking**, and dating violence programs, developing or improving delivery of victim services to underserved populations, providing specialized domestic violence court advocates in courts where a significant number of protection orders are granted, and increasing reporting and reducing attrition rates for cases involving violent crimes against women, including crimes of sexual assault, **dating violence**, **stalking**, and domestic violence;
6. Developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes in dealing with violent crimes against women, including the crimes of sexual assault, **dating violence**, **stalking**, and domestic violence;
7. Supporting formal and informal statewide, multidisciplinary efforts, to the extent not supported by State funds, to coordinate the response of state law enforcement agencies, prosecutors, courts, victim services agencies, and other state agencies and departments, to violent crimes against women, including the crimes of sexual assault, domestic violence, **stalking**, and dating violence;
8. Training of sexual assault forensic medical personnel examiners in the collection and preservation of evidence, analysis, prevention, and providing expert testimony and treatment of trauma related to sexual assault;
9. Developing, enlarging, or strengthening programs to assist law enforcement, prosecutors, courts, and others to address the needs and circumstances of older and disabled women who are victims of domestic violence, **dating violence**, **stalking**, or sexual assault, including recognizing, investigating, and prosecuting instances of such violence or assault and targeting outreach and support, counseling, and other victim services to such older and disabled individuals;
10. Providing assistance to victims of domestic violence and sexual assault in immigration matters;
11. Maintaining core victim services and criminal justice initiatives, while supporting complementary new initiatives and emergency services for victims and their families;
12. Supporting the placement of special victim assistants (to be known as “Jessica Gonzales Victim Assistants”) in local law enforcement agencies to serve as liaisons between victims of domestic violence, dating violence, sexual assault, and stalking and personnel in local law enforcement agencies in order to improve the enforcement of protection orders. Jessica Gonzales Victim Assistants shall have expertise in domestic violence, dating violence, sexual assault, or stalking and may undertake the following activities—
 - (A) developing, in collaboration with prosecutors, courts, and victim service providers, standardized response policies for local law enforcement agencies, including **the use of evidence-based indicators to assess the risk of domestic and dating violence homicide and prioritize dangerous or potentially lethal cases**;
 - (B) notifying persons seeking enforcement of protection orders as to what responses will be provided by the relevant law enforcement agency;
 - (C) referring persons seeking enforcement of protection orders to supplementary services (such as emergency shelter programs, hotlines, or legal assistance services); and
 - (D) taking other appropriate action to assist or secure the safety of the person seeking enforcement of a protection order.

13. Providing funding to law enforcement agencies, victim services providers, and state, tribal, territorial, and local governments (which funding stream shall be known as the Crystal Judson Domestic Violence Protocol Program) to promote—

- (A) the development and implementation of training for local victim domestic violence service providers, and to fund victim services personnel, to be known as “Crystal Judson Victim Advocates,” to provide supportive services and advocacy for victims of domestic violence committed by law enforcement personnel;
- (B) the implementation of protocols within law enforcement agencies to ensure consistent and effective responses to the commission of domestic violence by personnel within such agencies such as the model policy promulgated by the International Association of Chiefs of Police (“Domestic Violence by Police Officers: A Policy of the IACP, Police Response to Violence Against Women Project” July 2003); and
- (C) the development of such protocols in collaboration with state, tribal, territorial and local victim services providers and domestic violence coalitions.

Note: Any law enforcement, state, tribal, territorial, or local government agency receiving funding under the Crystal Judson Domestic Violence Protocol Program shall, on an annual basis, receive additional training on the topic of incidents of domestic violence committed by law enforcement personnel from domestic violence and sexual assault nonprofit organizations and, after a period of two years, provide a report of the adopted protocol to the Office of Criminal Justice Programs, including a summary of progress in implementing such protocol.

14. Developing and promoting state, local, or tribal legislation and policies that enhance best practices for responding to domestic violence, dating violence, sexual assault, and stalking.

15. Developing, implementing, or enhancing Sexual Assault Response Teams, or other similar coordinated community responses to sexual assault.

16. Developing and strengthening policies, protocols, best practices, and training for law enforcement agencies and prosecutors relating to the investigation and prosecution of sexual assault cases and the appropriate treatment of victims.

17. Developing, enlarging or strengthening programs addressing sexual assault against men, women, and youth in correctional or detention settings.

18. Identifying and conducting inventories of backlogs of sexual assault evidence collection kits and developing protocols and policies for responding to and addressing such backlogs, including protocols and policies for notifying and involving victims.

19. Developing, enlarging, or strengthening programs and projects to provide services and responses to male and female victims of domestic violence, dating violence, sexual assault, or stalking, whose ability to access traditional services and responses is affected by their sexual orientation or gender identity, as defined in section 249(c) of title 18, United States Code.

IV. PROGRAM REQUIREMENTS

Requirements for ALL STOP Applicants

A. Confidentiality: Subrecipients receiving STOP funds must protect the confidentiality and privacy of persons receiving services to ensure their safety and their families' safety. Subrecipients are prohibited from disclosing personally identifying information collected in connection with services requested, utilized, or

denied through the grantee's program, to any third party or third party database without informed, written, reasonably time-limited, consent of the person, unless compelled by statutory or court mandate. Subrecipients intending to share aggregate information with other organizations must ensure that such information does not identify specific individuals. Please see the *OCJP Administrative Manual*, STOP Section for more information pertaining to 'personally identifying information.'

B. Evidence-based Programming: Agencies should make efforts to employ evidence-based and/or evidence-informed programming in their grant project or use best practices (as identified in research) in the implementation of their proposed project.

C. Mandatory Reporting of Child Abuse and Adult Abuse: All agencies must comply with Tennessee Code Annotated, Sections 37-1-403 and 37-1-605 by reporting suspected cases of child abuse to the Department of Children's Services and with Tennessee Code Annotated 71-6-103 by reporting cases of adult abuse to the Department of Human Services as required by law.

D. Limited English Proficiency: National origin discrimination includes discrimination on the basis of limited English proficiency (LEP). To ensure compliance with Title VI of the Civil Rights Act and the Omnibus Crime Control and Safe Streets Act, recipients are required to take reasonable steps to ensure that LEP persons have meaningful access to their programs. Meaningful access may entail providing language assistance services, including interpretation and translation services, where necessary. Subrecipients are encouraged to consider the need for language services for LEP persons served or encountered both in developing their proposals and budgets and in conducting their programs and activities. Reasonable costs associated with providing meaningful access for LEP individuals are considered allowable program costs. The U.S. Department of Justice has issued guidance for subrecipients to assist them in complying with Title VI requirements. The guidance document can be accessed at <https://www.lep.gov/> or by contact the OJP's Office for Civil Rights at 202-307-0690.

E. Civil Rights Compliance: All recipients of STOP grant funds are required to comply with nondiscrimination requirements contained in various State and Federal laws. In the event that a court or administrative agency makes a finding of discrimination on grounds of race, color, religion, national origin, sex, handicap or disability, age, gender identity or sexual orientation against a recipient of funds after a due process hearing, the recipient must agree to forward a copy of the finding to the Office of Criminal Justice Programs within 45 days. All applicants should consult the Certifications and Assurances required with the application funds to understand the applicable legal and administrative requirements. Additional information and requirements can be found in Chapter XXII of the *OCJP Administrative Manual* located at <https://www.tn.gov/finance/office-of-criminal-justice-programs/ocjp/ocjp-grants-manual.html>

F. Federal Funding Accountability and Transparency Act of 2006 (FFATA), Public Law 109-282: All applicants are required to have a DUNS number, register via SAM, and provide employee compensation information (if applicable) to be eligible for this funding.

1. DUNS Number: To enable state agencies that receive federal awards to report this information, subgrantees (i.e., Subrecipients) are required to obtain and report a DUNS number. A DUNS number is obtained through Dun & Bradstreet (D&B) and is a unique nine digit identification number that is assigned for FREE for all businesses required to register with the US Federal government for contracts or grants A DUNS number is required for this grant and is reported on Attachment A of your application. For more information and/or to obtain a DUNS number go to the following website: <http://fedgov.dnb.com/webform>.

2. System for Award Management (SAM) Registration: To enable OCJP to report subawards in a timely manner, Subrecipients are also required to register with System for Award Management (SAM). SAM is a federally owned and operated **free** website that consolidates the capabilities of CCR/Fed Reg, ORCA and EPLS, and it will be used to populate the information needed to report subaward information. In order to register you must have a DUNS number. Registration can be

done at <https://www.sam.gov/portal/public/SAM/>. **Your SAM expiration date must be reported on Attachment A – Intent to Apply form.**

3. Executive Compensation Reporting: FFATA now requires a subgrantee of a federal award to report the names and total compensation of the most highly compensated executives (i.e., officers, managing partners, or any other employees in management positions) if they meet all of the following criteria:

- 80 percent or more of the subgrantee's annual gross revenues from Federal procurement contracts and Federal financial assistance subject to the Transparency Act, as defined at 2 CFR 170.320; and
- \$25,000,000 or more in annual gross revenues from Federal procurement contracts, and Federal financial assistance subject to the Transparency Act; and
- The public does not have access to information about the compensation of the executives through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986. (To determine if the public has access to the compensation information, see the U.S. Security and Exchange Commission total compensation filings at <http://www.sec.gov/answers/execomp.htm>).

G. ACORN: Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express written approval of the federal Office of Justice Programs.

H. Text Messaging While Driving: Pursuant to Executive Order 13513 of October 1, 2009, "Federal Leadership on Reducing Text Messaging While Driving," all Department of Justice (DOJ) recipients and subrecipients are encouraged to adopt and enforce policies that ban text messaging while driving a vehicle when performing work funded under DOJ grant programs.

I. Religious and Moral Beliefs: The subrecipient understands and agrees that award funds may not be used to discriminate against or denigrate the religious or moral beliefs of students who participate in programs for which financial assistance is provided from those funds, or of the parents or legal guardians of such students.

J. Additional Federal Funds Received: The subrecipient agrees that if it currently has a contract with OCJP and receives additional federal funding, outside OCJP, and those funds are to be used, in whole or in part, for one or more of the identical cost items for which funds are being provided under the OCJP contract, the subrecipient will promptly notify the OCJP program manager in writing.

K. Computer Network Requirements: The subrecipient understands and agrees that (a) No award funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography, and (b) Nothing in subsection (a) limits the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.

L. License and Copyright: Pursuant to 28 CFR §66.34, the Office on Violence Against Women reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, in whole or in part (including in the creation of derivative works), for Federal Government purposes:

1. any work that is subject to copyright and was developed under this award, subaward, contract or subcontract pursuant to this award; and
2. any work that is subject to copyright for which ownership was purchased by a recipient, subrecipient or a contractor with support under this award.

In addition, a subrecipient must obtain advance written approval from the Office on Violence Against Women program manager assigned to this award, and must comply with all conditions specified by the program manager in connection with that approval before: 1) using award funds to purchase ownership of, or a license to use, a copyrighted work; or 2) incorporating any copyrighted work, or portion thereof, into a new work developed under this award.

M. STOP Publications Statement: All materials and publications (written, visual, or sound) resulting from STOP grant activities shall contain the following statements:

“This project was supported by subgrant No. _____ awarded by the State of Tennessee, Department of Finance and Administration, Office of Criminal Justice Programs for the STOP Formula Grant Program. The opinions, findings, conclusions and recommendations expressed in this publication/program/exhibition are those of the author (s) and do not necessarily reflect the views of the state or the U.S. Department of Justice, Office on Violence Against Women.”

N. Training for Allied Professionals: The subrecipient understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OVW Training Guiding Principles for Grantees and Subgrantees, available at <http://www.justice.gov/sites/default/files/ovw/legacy/2012/06/28/ovw-training-guiding-principles-grantees-subgrantees.pdf>.

Compliance with Federal STOP Special Conditions – ALL STOP Applicants

Compliance with federal STOP Special Conditions is required for all subgrantees. The STOP federal grant award received by OCJP contains a list of special conditions which must be adhered to by both the OCJP and all subrecipients. These special conditions are addressed within the OCJP Administrative Manual and more formally listed as a certification packet with this application for funding. As an agency receiving federal dollars from OCJP, you are required to acknowledge and comply with these special conditions. The Certification Regarding STOP Special Conditions packet must be signed by the Authorized Official and returned with the application packet.

V. FINANCIAL REQUIREMENTS

General Financial Requirements:

OCJP grants awarded under the STOP grant program are governed by the provisions of the Office of Management and Budget (OMB) circulars applicable to financial assistance. These circulars, along with additional information and guidance, can be found by referring to the OCJP Administrative Manual and the STOP section located at <http://www.tn.gov/finance/adm/ocjp/manuals.shtml>. This policy manual provides information on allowed costs, methods of payment, audit requirements, accounting systems and financial records. Specific requirements include:

A. Match: Federal funds may be used to pay for up to 75% of the cost of the project. There is a 25% match requirement imposed on non-victim service provider grantees funded under the STOP Program. Applicants may satisfy the required match with either cash or in-kind contributions. **Victim service providers* are not required to provide a match.**

** The term ‘victim service provider’ means a nonprofit, nongovernmental or tribal organization or rape crisis center, including a State or tribal coalition, that assists or advocates for domestic violence, dating violence, sexual assault, or stalking victims, including domestic violence shelters, faith-based organizations, and other organizations, with a documented history of effective work concerning domestic violence, dating violence, sexual assault, or stalking.*

All match must be STOP allowable and is subject to the same requirements, restrictions and conditions as the federal STOP funds. Subrecipients must maintain records that clearly show the source, the amount, and the period during which the match was allocated. The basis for determining the value of personal services, materials, equipment, and space must be documented.

Match Formula:

Total Project Costs X **75%** (Federal Share) = Federal Funds Requested

Total Project Costs x **25%** (Subrecipient Share) = Total Match Amount

1. Cash match includes actual cash spent by the subrecipient for project related costs. Funds required to pay the non-federal portion of the cost of each project must be in addition to funds that would otherwise be available for the project.

2. In-kind match is a non-cash contribution recognized at conservative market value, such as the value of donated time, donated equipment, or donated space. In-kind match may include donations of expendable equipment, office supplies, workshop or classroom materials, work space, or monetary value of time contributed by professional and technical personnel and other skilled and unskilled labor if the services they provide are an integral and necessary part of a funded project. The value placed on donated services must be consistent with the rate of compensation paid for similar work in the organization or the labor market. Fringe benefits may be included in the valuation. Volunteer services must be documented, and to the extent feasible, supported by the same methods used by the subrecipient organization for its own employees. The value of donated space may not exceed the fair rental value of comparable space as established by an independent appraisal of comparable space and facilities in a privately owned building in the same locality. The basis for determining the value of personal services, materials, equipment and space must be documented. Volunteer services must be documented, and to the extent feasible, supported by the same methods used by the subrecipients for its own paid employees.

Subrecipients must maintain records that clearly show the source, the amount, and the period during which the match was allocated.

B. General Accounting Principles: All grant subrecipients are required to establish and maintain grant accounting systems and financial records to accurately account for funds awarded to them. (OMB Circular A-87, "Cost Principles for State, Local and Indian Tribal Governments." OMB Circular A-122, "Cost Principles for Nonprofit Organizations.")

Grantees should be aware that the Office of Management and Budget (OMB) has issued new Uniform Guidance on Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards (Uniform Guidance) was effective December 26, 2013, and is to be implemented by federal agencies one year from its effective date, December 26, 2014. This new guidance, 2 CFR part 200, can be found on the Electronic Code of Federal Regulations website. The guidance provides a streamlined government-wide framework for grants administration and management that supersedes requirements from eight existing grants-related OMB Circulars, as well as U.S. Department of Justice (DOJ) regulations. A table of the Circulars and guidance that have been consolidated into the Uniform Guidance can be found in the Office of Justice Programs (OJP) Financial Guide's Resources Section 1.2. A new DOJ Financial Guide will be published in Spring 2015, which will include guidance from all DOJ grant making components: OJP, the Office on Violence Against Women, and the Office of Community Oriented Policing Services.

OJP has established a Uniform Guidance Updates page as a one-stop resource to provide more answers to your questions. From this page you will be able to navigate to more specific Uniform Guidance-related resources and training material produced by OJP throughout the FY 2015 funding cycle. For more information on the Uniform Guidance, please go to the COFAR page (<https://cfo.gov/cofar/>).

Subrecipients must make themselves award of all the above federal requirements. Grantees will be notified when they must comply with the new Uniform Guidance on Administrative Requirements.

C. Multiple Year Contracting: Multiple year contracting reduces unneeded paperwork and duplication for OCJP, as well as the subrecipient's office. This allows the subrecipient more time to spend on project implementation and evaluation while allowing OCJP more time to provide oversight, technical assistance and evaluation of individual projects and OCJP programs. *Multiple year contracts will remain contingent, as always, on the availability of U.S. Department of Justice federal appropriations.*

D. State Agency Applicants: State agency applicants (executive, judicial, or legislative branch agencies) must notify their Department of Finance and Administration budget analyst at the time the OCJP application is submitted of their intentions to apply for a grant. This budget office notification is required so that necessary steps can be taken to include the grant in the agency's state budget should the state agency receive an award granted from OCJP.

VI. ALLOWABLE USE OF STOP FUNDS

STOP funding may be used by the subrecipient for personnel, training, technical assistance, evaluation, data collection and equipment costs to enhance the apprehension, prosecution and adjudication of persons committing violent crimes against women. Children's services must be inextricably linked to providing services to victims of domestic violence. For example, STOP funds may support the expansion of shelter services for battered women to include programs for their children. Costs must be reasonable, allocable, and necessary to the project and comply with the STOP program requirements. Any questions about allowable use of funds should be directed to OCJP prior to application submission.

Allowable costs are those cost principles identified in the OMB Circular A-87 for State and Local Governments and OMB Circular A-122 for Non-Profit Organizations and in the grant program's authorizing legislation. In addition, costs must be reasonable, allocable, necessary to the project, and comply with the funding statute requirements.

Please reference the Allowable Costs section of the OCJP Administrative Manual for full explanations/restrictions regarding generic Allowable Costs: <https://www.tn.gov/finance/office-of-criminal-justice-programs/ocjp/ocjp-grants-manual.html>

A. Items Requiring Pre-Approval: The following budget items must be **pre-approved** prior to being included in the application budget: capital purchases, depreciation, Sensitive Minor Equipment, furniture, and clothing.

B. General Salaries and Personnel Costs: Payment of personnel costs are allowable if costs are a part of an approved project and are necessary and incidental to project implementation and operation. *Overtime pay will only be approved by OCJP on a case by case basis.*

C. Professional Fees: Individual consultant fees, under STOP, are limited to \$650 per day or \$81.25 per hour; this includes legal, medical, psychological, training and accounting consultants. A subcontract with individual consultants or another entity providing direct services is required whenever this budget section is utilized. The subcontract must be pre-approved by OCJP. STOP funds can be used to support consultant rates up to \$650 for an 8-hour day or \$81.25 per hour (excluding travel and subsistence). An 8-hour day may include preparation, evaluation and travel time in addition to the time required for actual performance. Please note, however, that this does not mean that the rate can or should be \$650 for all consultants. Compensation for individual consultant services is to be reasonable and consistent with that paid for similar services in the marketplace and consistent with the individual's experience and expertise. Rates should be

developed and reviewed on a case-by-case basis and must be reasonable and allowable in accordance with OMB cost principles.

1. Funds budgeted for professional consultant or subcontracting entity employees should be detailed under the "Professional Fee, Grant & Award" line of the budget.
2. Speaker fees for Conferences must be detailed under the "Travel, Conferences & Meetings" line of the budget. All projects providing training instructors/speakers with STOP funds will need to submit a Notification of Speakers Agreement for each instructor/speaker 15 days prior to the training event. See Chapter 9 OCJP Administrative Manual.

D. Operational Costs: Payment of operational costs is allowable if costs are part of an approved project and are necessary to the project implementation and operation. Operational costs may include supplies, telecommunication costs, postage and shipping, printing and publication costs, rent, equipment rental costs and insurance costs. **Costs for a program must be prorated across all fund sources.** It is acceptable for STOP funding to support the operational costs of a facility, such as a shelter, however if the project is supported with funds from other sources the rent and operational expenses must be prorated among the different funding sources. If the shelter owns its own facility, rent for use of that facility may not be charged to the grant at all; however, related expenses such as utilities and building security may be charged to the grant.

E. Equipment: Equipment expenses, which are part of an approved project, if necessary and incidental to that project, are allowable expenses. Equipment is defined as tangible non-expendable personal property having a useful life of more than one year and an acquisition cost of \$5,000 or more per unit. **NOTE:** "Sensitive Minor Equipment" is detail under the **Supplies Line** of the budget and is defined as moveable, high-risk, sensitive property items purchased with a cost between \$500.00 and \$5,000.00 such as tablets, laptops, desktop computers, printers, projectors, external computer peripherals, weapons, TVs, cameras, and small office machines.

E. Publication of Documents and Electronic Media: All materials and publications (written, visual, or sound) resulting from STOP grant activities shall contain the following statement:
"This project was supported by subgrant No. ____ awarded by the State of Tennessee, Department of Finance and Administration, Office of Criminal Justice Programs for the STOP Formula Grant Program. The opinions, findings, conclusions and recommendations expressed in this publication/program/exhibition are those of the author (s) and do not necessarily reflect the views of the state or the U.S. Department of Justice, Office on Violence Against Women."

F. Travel: Expenses and reimbursements for in-state and out-of-state travel must follow the most current comprehensive State of Tennessee Rules and Regulations (www.tn.gov/finance/act/documents/policy8.pdf).

G. Specific Assistance To Individuals:

1. Gift cards to clients are only allowable to the extent that they are used for allowable costs under STOP such as the purchase of emergency food for STOP clients or gas for victims to attend court, appointments etc. related to the victimization. However, agencies must acquire a receipt from the client which documents only allowable items (food or gas-in the example) were purchased. Without copies of these receipts, these costs will be deemed unallowable by OCJP and repayment of these funds will be required.
2. STOP funds may be used to cover a victim's first month's rent. Deposits are also allowable if the subrecipient has an agreement with the landlord that the full/remaining deposit will be returned to the subrecipient and not the victim at the end of the lease.

3. STOP funds may be used, in limited circumstances, to cover reasonable transportation costs that would enhance a woman's safety, including transportation out-of-state.

H. Additional STOP Allowable Use of Funds:

- Grant funds may be used to support, inform, and provide outreach to victims about available services. For example, a shelter could distribute brochures listing the signs of domestic violence, describing the services available, and providing a hotline number to access the services. Initiatives designed to reach victims, rather than raise awareness generally, may be supported with STOP funds.
- Pro-rated share of food for emergency client needs and the pro-rated share of food purchases for domestic violence shelter resident's use.
- STOP funds can be used to provide services to incarcerated victims but only to address the domestic violence, dating violence, sexual assault, or stalking victimization experienced by the incarcerated individual, including both crimes experienced while incarcerated and crimes experienced at other points in their youths and adult lives.
- Applicants are encouraged to allocate grant funds to support activities that help to ensure individuals with disabilities and Deaf individuals and persons with limited English proficiency have meaningful and full access to their programs. For example, grant funds can be used to support American Sign Language (ASL) interpreter services, language interpretation and translation services, or the purchase of adaptive equipment. Applicants proposing to use grant funds to create websites, videos and other materials must ensure that they are accessible to persons with disabilities and grant funds must be allocated for these purposes.
- STOP funds may be used to support civil legal assistance and advocacy services including legal information and resources and divorce for: 1) victims of domestic violence and 2) non-offending parents in matters that involve allegations of child sexual abuse. Applicants should contact OCJP prior to including divorce services in their STOP project.
- STOP can pay for co-location of services, such as Family Justice Centers. However, if any of the underlying services at the center cannot be funded through STOP, such as substance abuse counseling, then the staffing for those services still cannot be supported through this purpose area, just the co-location. For example, co-location costs might include a centralized intake person, rent, or security.
- STOP funds may be used to support SANE/SAFE programs and related activities including: SANE/SAFE personnel; expert testimony of SANE/SAFE personnel; forensic evidence collection kits ("rape kits"); equipment, such as colposcopes, swab dryers, and lights; outreach efforts to inform victims about available services; victim advocate personnel to accompany victims through the forensic examination process; on-going counseling services for victims; and/or on-call time of the SANE/SAFE personnel.

VII. UNALLOWABLE USE OF STOP FUNDS

Please reference the Unallowable Costs section of the OCJP Administrative Manual for full explanations and restrictions regarding generic Unallowable Costs at <http://www.tn.gov/finance/adm/ocjp/manuals.shtml>.

A. Generic Unallowable Costs:

- Construction,
- Land acquisition (Purchase of real property),
- Supplanting,
- Compensation of federal employees,
- Travel of federal employees,
- Bonuses or commissions,
- Military type equipment,
- Lobbying,

- Fundraising (including financial campaigns, endowment drives, solicitation of gifts and bequests, and similar expenses incurred solely to raise capital or obtain contributions),
- Corporate formation,
- State and Local taxes,
- Conferences and workshops have numerous unallowable cost restrictions,
- Legal fees,
- Cost in applying for this grant,
- Any expenses prior to the grant award date,
- First class travel,
- Management or administrative training,
- Sole source contracts (without the prior written approval from the OCJP),
- Depreciation or a use allowance on idle or excess facilities, and
- Cost incurred outside the project period.

B. Age Restrictions: STOP funds may not be used to support services that focus exclusively on children. STOP funding may not be used to support services provided to children **less than 11 years of age**.

C. Education Materials: STOP funds may not be used to support the development or presentation of a domestic violence, sexual assault, dating violence and/or stalking curriculum for primary or secondary schools. Funds may not be used to teach primary or secondary school students from an already existing curriculum.

D. Prevention and Awareness: STOP funds may not be used to conduct prevention, public awareness, media campaigns or community education campaigns or related activities. Grant funds may be used to support, inform, and conduct outreach to victims about available services.

E. Services for Offenders: STOP funding may not support legal or defense services for perpetrators of violence against women. But they may support batterers' intervention programs, if the intervention is part of a graduated range of sanctions that use the coercive power of the criminal justice system to hold abusers accountable for their criminal actions and for changing their behavior.

F. Religious Activities: STOP funding may not be used to support inherently religious activities.

G. Vehicles: STOP funding cannot be used to lease and/or purchase vehicles.

H. Renovations: STOP funds cannot be used for renovations, including minor renovations such as painting or replacing carpeting.

I. Moving Expenses: STOP funds may not be used to pay for moving household goods to a new location or acquiring furniture or housing in a new location when a survivor is leaving a shelter.

J. Immigration Fees: STOP funds may not be used to pay for immigration fees for battered immigrant women.

H. Law Enforcement Equipment: STOP funds may not be used to pay for law enforcement equipment including uniforms, safety vests, shields, weapons, bullets, and/or armory.

I. Substance Abuse Counseling and Services: STOP funds may not be used to pay for chemical dependency or alcohol abuse programs that are not an integral part of a STOP supported court-mandated batterer intervention program. STOP funding may not be used for substance abuse counseling.

J. Research: STOP funds may not be used to conduct research. This does not include program assessments conducted only for internal improvement purposes.

K: Activities that Compromise Victim Safety and Recovery: STOP funds may not be used to support any activities that compromise victim safety and recovery. The following 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 safe shelter, advocacy services, counseling, and other assistance based on their actual or perceived age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, relationship to the perpetrator, or the age and/or gender of their children;
- Procedures or policies that compromise the confidentiality of information and privacy of persons receiving OVW-funded services;
- Offering perpetrators the option of entering pre-trial diversion programs or placing batterers in anger management programs;
- Requiring mediation or counseling for couples as a systemic response to domestic violence or sexual assault, or in situations in which child sexual abuse is alleged;
- Requiring victims to report sexual assault, stalking, or domestic violence crimes to law enforcement or forcing victims to participate in criminal proceedings;
- Relying on court-mandated batterer intervention programs that do not use the coercive power of the criminal
- Supporting policies or engaging in practices that impose restrictive conditions to be met by the victim in order to receive services (e.g., attending counseling, seeking an order of protection).

VIII. REPORTING REQUIREMENTS

The necessary reporting forms are included in the STOP Fund Source Section of the OCJP Administrative Manual at <https://www.tn.gov/finance/office-of-criminal-justice-programs/ocjp/ocjp-grants-manual.html>. It is the subrecipient's responsibility to obtain and submit reports to OCJP. OCJP subrecipients are expected to participate in all report training events.

Programmatic Reporting

A. STOP Annual Progress Report for Outputs: The STOP Annual Progress Report is due no later than July 31. This report is emailed to the subrecipient agency.

B. Client Outcome Survey Report: The Client Outcome Survey Report is due no later than July 31. This report is submitted online.

C. Training Participant Survey Report: The Training Participant Survey Report is required if you will use STOP funds to provide training to allied professionals. This does not include community education. The report is due no later than July 31. This report is submitted online.

- Note: Activity records must be kept in order to document that a STOP staff is providing STOP allowable training services/activities. All training sign-in participation sheets must be available to send to OCJP upon request.

Fiscal Reporting

D. Invoice for Reimbursement: The invoice is used to request monthly reimbursement. Funds can only be distributed to subrecipients upon receipt of a properly prepared and signed invoice. The invoices are emailed to the Office of Business and Finance of the Department of Finance and Administration. **NOTE:** Subrecipient agencies must request reimbursement at least once per quarter based on expenditures

incurred. However, it is recommended that agencies invoice monthly, when monthly expenditures are incurred.

E. Inter/Unit Journals (State Agencies Only): The Department of Finance and Administration Policy Statement Number 18 establish the timeline for the submission of Inter/Unit Journals. Refer to www.tennessee.gov/finance/act/documents/policy18.pdf for additional information.

F. Quarterly Program Income Summary Report (State and Local Governments Only): The Quarterly Program Income Summary Report is due quarterly no later than fifteen (15) calendar days after the close of each State fiscal year quarter. If the STOP project does not earn income, then the agency may submit an annual report due no later than fifteen (15) days after the end of the fiscal year or end of the grant period. This report is submitted online.

G. Policy 03 Quarterly Expense and Revenue Report (Non-profit Agencies Only): The Policy 03 Report is due quarterly no later than thirty (30) calendar days following the end of the quarter for which the report is completed. The report is emailed to the OCJP Fiscal Manager.

H. Project Equipment Summary Report: The Project Equipment Summary Report is due no later than July 31 if equipment or “Sensitive Minor Equipment” was purchased with STOP grant funds. This report is submitted online.

IX. LENGTH OF PROJECT SUPPORT

- Domestic Violence and Sexual Assault 40-Hour Law Enforcement School Projects may apply for **one year of grant** funding for **FY 2016**.
- Campus Administration/Student Liaisons for Sexual Assault Intervention Projects may apply for **three years of grant** funding for **FY 2016 – FY 2018**.
- Statewide Training and Technical Assistance Provider for Campus Sexual Assault Intervention Projects may apply for **three years of grant** funding for **FY 2016 – FY 2018**.

X. FISCAL AND PROGRAM MONITORING

The Office of Criminal Justice Programs employs program and fiscal monitors to provide routine, program and fiscal monitoring of all OCJP contracts. This monitoring provides program and fiscal contract compliance review, much needed information on how the program is actually being implemented, and assistance to the OCJP Grants Program Manager in identifying subrecipients experiencing problems requiring corrective action. If a monitor identifies a problem area and corrective action is requested, OCJP subrecipients must adhere to the corrective action requirements identified in the OCJP Administrative Manual within the time period required.

XI. REVIEW AND EVALUATION OF PROPOSALS

Each application will be rated, utilizing a “weighted” review tool, based on the applicant agency’s ability to provide a logical description of how their project theoretically works to benefit the target group. The project description must tie goals, activities, outputs, and outcomes together in a logical fashion. Applications will be reviewed for financial and programmatic completeness.

Proposals which are approved for funding but do not meet OCJP standards for contracting such as those including unallowable activities or unallowable costs may have a start date of later than July 1, 2015 if further work is required on the proposal.

If approved, the contract between the state and the subrecipient will be emailed to the subrecipient agency. The contract must be signed by the Authorized Official* and returned to the Office of Criminal Justice Programs. After the Commissioner approves the contract, an executed original contract will be emailed to the subrecipient.

* For non-profit agencies, the authorized official must be the President/Chairperson of the Board of Directors who will be signing the grant on behalf of the agency governing board. If necessary, the Board President may legally designate another board officer or the Executive Director to sign the contract in his/her absence.

XII. STOP PROGRAM CONTACTS

Justine Bass, (615) 253-1983, Justine.Bass@tn.gov

Jeremiah Morton, (615) 532-2988, Jeremiah.Morton@tn.gov

Susan French, (615) 532-5822, Susan.French@tn.gov

Tom Pitt, (615) 741-9954, Tom.Pitt@tn.gov

XIII. APPLICATION REQUIREMENTS / CHECKLIST

Applications for funding are due by **April 6, 2015**. The applicant should print and maintain a copy of the completed application in their grant file. Late applications will not be accepted.

All applicants must submit an online intent to apply form no later than **March 20, 2015**. The Attachment A - Cover Page indicating intent to apply for funding may be completed here at http://ocjpsurveys.state.tn.us/ocjpsurveys/attachmenta_2015-2016.htm.

To complete the FY2016 STOP Logic Model you can use Adobe Acrobat or Adobe Reader version 9.0 or newer. When you are finished, save a copy of the form to your computer and attach a copy via email back to Justine Bass, (615) 253-1983, Justine.Bass@tn.gov.

Do not use the Submit by Email Button on the last page of the form to submit.

Get the free Adobe Reader from:
<http://www.adobe.com/go/reader>

All required application documents must be submitted via email to Justine Bass at Justine.Bass@tn.gov:

- ☐ [Logic Model/Project Narrative](#)
- ☐ Budget Summary/Detail for each fiscal year of the project;
 - Use the budget template included with this application. Other budget formats **will not be accepted**.
 - A separate budget Excel document is to be submitted for each grant contract year. Do not combine multiple years into one budget document.
 - [Budget](#) for Victim Services Providers (No Match)
 - [Budget](#) for all other applicants (Match required)
- ☐ [Other Grant Funding Table](#)
- ☐ Agency Organizational Chart
- ☐ Job Descriptions for Grant Funded Staff (including any Staff supported with Cash Match)
- ☐ Draft Training Agendas must be submitted for any project including a STOP funded training component.
- ☐ Proof of 501(c)(3) status must be submitted by any nonprofit organization applying for STOP funding.
- ☐ Draft Subcontracts, if agency will hire contract staff providing direct services with grant funds. (Agencies must include required subcontract language provided in [Appendix E](#) of the OCJP Administrative Manual.)
- ☐ [Certificate of Consultation Form](#) – Court, Law Enforcement and Prosecution projects must submit a completed Certificate of Consultation which requires consultation with a non-profit/non-governmental victim services agency prior to submitting the STOP application. Documentation must include dates and content of planning meetings with the victim services program(s).
- ☐ [Certification Regarding STOP Special Conditions](#) – Each federal grant award received by the Office of Criminal Justice Programs (OCJP) contains a list of special conditions which must be adhered to by both the OCJP and their subrecipients. As an agency receiving federal dollars from OCJP, you are required to acknowledge and comply with these special conditions.
- ☐ [Certifications and Assurances](#) – All applicants must submit the completed Certifications and Assurances packet. This packet includes compliance information for the following topics: Debarment and Suspension; Lobbying Certification; Civil Rights; EEOP; Diversity Self Survey for Nonprofits; Transparency Act (FFATA); Violence Against Women Act Requirements; and Confidentiality and Privacy Provisions.

Appendix E

Court, Law Enforcement or Prosecution Applicant Agency Name:

In satisfaction of the requirements under this grant program, this agency certifies that it has consulted with a local, **non-profit and non-governmental victim service program** during the course of developing this proposal in order to ensure that the proposed 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.**

Applicant must provide a brief description of the consultation between the applicant and the local victim services organization identified below. **Include the dates and content of planning meetings with the victim services program and advocates.**

Authorized Signature of the Applicant Agency:

Date:

To be completed by local victim services organization.

As a designated representative of _____, a recognized local, **non-profit and non-governmental victim services organization**, I certify that the above is an accurate description of the consultation between my agency and that applicant agency identified above.

Name of Organization:

Name & Title of Signing Authority:

Signature of the Local, Non-Profit, Non-Governmental
Victim Services Organization:

Date:

CERTIFICATE OF JUDICIAL NOTIFICATION

COURT PROJECTS

(PAGE 1 OF 1)

Agency Name:

In satisfaction of the requirements under the STOP federal grant program, this agency certifies that before the court accepts the guilty plea of a defendant charged with a domestic violence offense, it shall inform the defendant that it is a federal offense for a person convicted of a domestic violence offense to possess or purchase a firearm and that from the moment of conviction for such an offense the defendant will never again be able to lawfully possess or buy a firearm of any kind. After so informing the defendant, the court may accept the plea of guilty if the defendant clearly states on the record that the defendant is aware of the consequences of a conviction for a domestic violence offense and still wishes to enter a plea of guilty. If a defendant is not represented by an attorney but wishes to proceed to the trial of a charge of committing a domestic violence offense, the court shall also inform the defendant of the consequences of a conviction for a domestic violence offense. See TCA 40-14-109 for more information.

Agency Name:

Agency Address:

Agency Phone:

Authorized Official's Name:

Authorized Official's Email Address:

Authorized Signature of the Applicant Agency:

Date:

Appendix F

**OFFICE OF CRIMINAL JUSTICE PROGRAMS
2017 SUBRECIPIENT MONITORING RISK ASSESSMENT FORM**

Subrecipient Name:

Contract Numbers:

Program Manager Completing Form

Date Completed:

Instructions: Enter a score for each line based on the statement that best describes the subrecipient agency. Total each section. Then add each section for the overall total. Check the appropriate score in the smaller tables in the bottom left. Monitoring will be determined based on risk score along with Policy 2013-007 requirements.

Risk Level							
	Low Risk		Moderate Risk		High Risk		
Criteria	Description	Weighting	Description	Weighting	Description	Weighting	Score
A. Program							
1. Service Delivery	Agency has provided services and met program objectives within the last 2 years	0	Program Manager suspects possible weaknesses in service delivery/program objectives based on information received in the past fiscal year OR Agency is in its first year of funding (no basis for evaluation)	10	Program history within the past 2 years includes weaknesses in service delivery/program objectives.	20	<input type="text" value="0"/>
2. Governing Board	NO MEASURE		The agency has a governing board.	5	The governing board chairperson is new to the agency.	10	<input type="text" value="5"/>
3. Staff	No change in grant funded positions during the previous year.	0	New or no staff in 1 or more grant funded positions.	10	The project director is new to the agency OR Agency is new to OCJP.	15	<input type="text" value="0"/>
4. Reports	NO MEASURE		Agency is new to this fund source.	4	Agency project is new or significantly different than previous project(s).	8	<input type="text" value="0"/>
5. Findings	Agency has been monitored with no program findings within the past 2 years.	0	Monitored with minor program findings within past 2 years OR Agency is new to OCJP.	20	Significant program findings within past 2 years OR has not been monitored in the past 2 years.	60	<input type="text" value="60"/>
6. Complaints	NO MEASURE		NO MEASURE		OCJP has been contacted regarding significant complaints or possible legal action against the agency related to the grant funded program.	60	<input type="text" value="0"/>
7. Report Timeliness	Program and fiscal reports are consistently submitted in a timely and accurate manner.	0	Routine reports are not submitted on time OR Agency is new to OCJP.	4	Routine reports are submitted timely but contain errors or information is omitted.	8	<input type="text" value="0"/>
PROGRAM REVIEW TOTAL							<input type="text" value="65"/>

B. Fiscal:

1. Management NO MEASURE	0	Fiscal Director has less than one year experience in their current position or the agency is new to OCJP.	15	Program Manager suspects possible weaknesses in fiscal grant management.	60	0
2. Grant Funds All Federal Funds granted to the agency from OCJP are less than \$25,000 per fiscal year.	5	All Federal Funds granted to the agency from OCJP are from \$25,000 to \$99,999 per fiscal year.	10	All Federal Funds granted to the agency from OCJP are \$100,000 or over per fiscal year.	15	10
3. Grant Budget Grant Budget includes only equipment or training line items.	0	Grant Budget includes only personnel line items.	4	Grant Budget includes more than personnel line items.	8	8
4. Subcontract NO MEASURE		NO MEASURE		The grant(s) budget includes a subcontract(s).	8	0
5. Match Requirements NO MEASURE		The grant budget includes in-kind match.	5	The agency has had difficulty meeting match requirements.	10	5
6. Findings Agency has been monitored with no fiscal findings within the past 2 years.	0	Minor fiscal findings in the most recent monitoring OR the agency is new to OCJP.	5	Significant fiscal finding(s) in the most recent monitoring AND/OR had a finding for questioned costs OR In the last 2 years, agency did not receive a fiscal review.	60	60
7. Expenditures		At the end of the previous fiscal year the agency had a large amount of unspent funds.	6	The agency had unusual expenditures in the last quarter of the previous fiscal year.	10	6
8. Fund Source NO MEASURE		NO MEASURE		The agency is receiving funds from a new source this year.	15	0

FISCAL REVIEW TOTAL	89
OVERALL TOTAL	154

Program Risk Total	
Low Risk =/< 35	
Moderate Risk = 36-59	
High Risk =/> 60	65

Fiscal Risk Total	
Low Risk =/< 35	
Moderate Risk = 36-59	
High Risk =/> 60	89