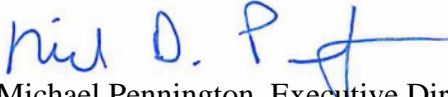




Date: November 1, 2024

Subject: STOP Violence Against Women Formula Grant Program SART Development 2024 (Competitive)

To: Interested Parties

From: 
Michael Pennington, Executive Director
Pennsylvania Commission on Crime and Delinquency

The Office of Victims' Services (OVS) of the Pennsylvania Commission on Crime and Delinquency (PCCD) is pleased to announce the availability of up to \$870,000 in federal STOP Violence Against Women Formula Grant funding for projects beginning July 1, 2025. County governments and non-profit victim service agencies are eligible to apply for up to three years of funding, with projects not to exceed a total of \$145,000 per year for a total of \$435,000. Under this solicitation, applicants will submit a budget for an initial year of funding, with Years Two and Three awarded as continuation applications.

Under this solicitation, funds are being made available to improve coordinated responses to sexual assault through 1) supporting the creation of multi-disciplinary Sexual Assault Response Teams (SARTs) in communities without one or 2) enhancing SARTs in communities that have an established one. Please note that funding under the STOP Violence Against Women Formula Grant Program is limited to response to victims of sexual assault aged 11 and older.

Applications must be submitted in PCCD's Egrants system no later than Monday, December 2, 2024.

Questions concerning the Egrants system should be made directly to the Egrants Help Desk at either (717) 787-5887 or you may call toll-free at (800) 692-7292 and select option 9 and then option 6 when prompted. The Help Desk is available Monday through Friday, 8:00 a.m. to 4:00 p.m.

Your interest in developing programs that strengthen the cross-system, collaborative response to sexual assault is greatly appreciated.



Pennsylvania
**Commission on Crime
and Delinquency**

Office of Victims' Services

STOP Violence Against Women SART Funding (Competitive)

Fiscal Year 2024 Solicitation

Please Note: Applications are *only* accepted through PCCD's Egrants system. Applicants must register in Egrants prior to submitting an application. Applicants are strongly encouraged to familiarize themselves with the Egrants system and allow adequate time to prepare and submit an application.

Prior to starting an application in Egrants, your agency must be registered in Egrants, and at least two individuals from your agency must register as Egrants users and have Egrants user roles for your agency.

Every agency must also have at least one person with the e-signature role in Egrants.

Please refer to the [Getting Started in Egrants](#) page on our website for Egrants registration information and guides.

Egrants Application Deadline:

12/02/2024

This funding guideline contains information not appearing in the Egrants application. Applicants are advised to review this document and refer to it while completing your Egrants application.

PCCD staff may only respond to questions to clarify the funding announcement. Questions must be sent via email to: RA-OVSSTOPGRANTS@pa.gov with "STOP Violence Against Women SART" in the subject line. All questions regarding this funding announcement must be received by close of business on Tuesday, **November 26, 2024**. PCCD staff will post responses to questions, as they are received, on [PCCD's website](#). Select the appropriate funding announcement to view questions and answers.

For any technical or system questions, contact and ask for the Egrants Help Desk at (717) 787-5887 or (800) 692-7292, or by emailing RA-eGrantsSupport@pa.gov.

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
Office of Victims' Services

Funding Stream: STOP Violence Against Women

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PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
Office of Victims' Services

Funding Announcement Title: STOP Formula Grant SART Funding (Competitive)

Funding Stream: STOP Violence Against Women Formula Grant

Submission Requirements for Applications:

- **Scoring** – All applications received will be [competitively reviewed and scored](#) based on the applicant's adherence to the funding announcement guidelines and timely submission in the PCCD Egrants system.
- **Due Date** – Applications must be submitted electronically through PCCD's Egrants system no later than 11:59 PM on **Monday, December 2, 2024**.
- **Technical Assistance** – Grant application and administrative guides can be accessed on [PCCD's website](#) under the Funding section. Applicants are strongly encouraged to review the application and administrative guides before calling the Egrants Help Desk for assistance. The Egrants Help Desk is available to assist with technical or system questions Monday through Friday, 8:00 AM to 4:00 PM, and may be reached by calling (717) 787-5887 or (800) 692-7292, or by emailing RA-eGrantsSupport@pa.gov.
- **Egrants Submission** – An application submitted in Egrants by the deadline is not considered complete until the application has been electronically signed in Egrants, and PCCD has received any required documents. Successful applications will be presented for consideration at the March 12, 2025, Commission meeting.
- **Administrative Rejection** – An application that does not meet all the listed requirements in this funding announcement may be administratively rejected.
- **Corrections** – If PCCD returns an application for corrections, the final application (including all corrections and required documents) must be returned to and approved by PCCD for the requested funding to be awarded.
- **Non-supplantation** – Funding must not be used to supplant/replace state, federal, or local funds that would otherwise be available to provide for program-related services. PCCD funding is to be used in addition to other funds that are made available for services.
- **Keywords** – Applicants are required to select "Keywords" from the dropdown menu located on the Main Summary screen in Egrants. The required keywords are below.

Keyword: Sexual Assault

PENNSYLVANIA COMMISSION ON CRIME AND DELINQUENCY
Office of Victims' Services

1. Overview:

The Pennsylvania Commission on Crime and Delinquency (PCCD) is now accepting applications for funding under the "STOP Violence Against Women SART Funding" competitive solicitation. The primary purpose of the **S**ervices **T**raining **O**fficers **P**rosecutors (STOP) Violence Against Women Formula Grant Program, hereafter referred to as the STOP Program, is to support communities in their efforts to develop and strengthen effective responses to domestic violence, sexual assault, stalking, and dating violence through multidisciplinary collaboration.

The STOP Program mandates that states allocate STOP funding using a strict formula, based on percentages. To ensure Pennsylvania meets this requirement, PCCD requires each project funded under the "STOP Violence Against Women SART" competitive solicitation to dedicate 25% of the total amount of STOP funding requested for law enforcement; 25% for prosecution; 30% for victim services; and 20% discretionary. The discretionary portion may be added to any of the other three initiatives.

This targeted competitive solicitation under STOP is focused on improving the multidisciplinary collaborative response to sexual assault. It corresponds to Goal 4 in Pennsylvania's [STOP Violence Against Women Program FFY 2022-2025 Implementation Plan, As Amended](#). Goal 4 in the Plan calls for improving coordinated responses to sexual assault through increasing the number of multi-disciplinary Sexual Assault Response Teams (SARTs) across the Commonwealth by providing funding for counties to start or enhance existing SART Programs. Please note that funding under the STOP Formula Grant Program is limited to response to victims of sexual assault aged 11 years and older.

Sexual Assault Response Teams

A Sexual Assault Response Team (SART) is a group of specially trained members of health care, law enforcement, prosecution, and victim advocates that work together to provide a cross-system, collaborative response to victims of sexual assault. SARTs focus on improving the coordination of services from local agencies – law enforcement, advocacy and victim service organizations, health care providers, prosecution, and others – that respond to sexual assault, both immediately after a disclosure of sexual assault and across the lifespan of the victim. This coordination strives to better protect victim rights, increase prosecution rates, and decrease the short- and long-term costs of sexual assault on victims, systems, and communities. SARTs meet on a regular basis to engage in procedural reviews to ensure that services to victims of sexual assault are delivered by all systems in a comprehensive, sensitive, and coordinated manner that is victim-centered and trauma-informed, while also addressing offender accountability. A successful SART fosters a community or jurisdiction-wide response to sexual assault that mitigates the harm and trauma that victims experience and allows individual survivors to experience justice regardless of the legal outcomes of their case.

Sexual Assault Nurse Examiners

Sexual Assault Nurse Examiners, commonly referred to as "SANEs", are an essential personnel component of the SART process. A SANE is a registered nurse who has received specialized training and education to conduct a "SAFE Exam". The Sexual Assault Forensic Exam (SAFE) is the care and evidence collection process performed at the hospital in the

aftermath of a sexual assault. The SAFE is often commonly referred to as a “rape exam” or “rape kit”. Click [here](#) to learn more about SAFEs.

Sexual Assault Response Protocols

A crucial task of a SART is development of a cross-system, collaborative response protocol for sexual assault. PCCD has developed a [guide](#) that outlines the requirements for a Sexual Assault Response Protocol that utilizes a victim centered response and incorporates trauma informed approaches for each component of the response. Below is a brief overview of these approaches.

Victim Centered Response

In developing response protocols, SARTs consider the experiences of victims in an effort to remove barriers and increase services and supports available to victims. This “victim centered approach” integrates knowledge of best practices while allowing flexibility within those practices to best meet the unique needs and circumstances of victims.

Trauma-Informed Approach

A SART Protocol that embraces a trauma-informed approach outlines a cross-system, collaborative response to sexual assault that is grounded in the understanding of the impact of trauma on both victims and responders. It acknowledges the profound neurological, biological, psychological, and social effects of trauma and creates opportunities for survivors to rebuild a sense of control and empowerment. A trauma-informed SART Protocol integrates knowledge about trauma into policies, procedures, and practices so that each response component functions in a trauma-informed manner.

Federal Purpose Areas and Funding Requirements

The regulations governing the STOP Violence Against Women Program identify 20 intentionally broad “purpose areas” under which STOP-funded projects must follow. Each state has the ability to choose the particular federal purpose areas that best meet needs identified in its Plan. This solicitation aligns with the following Federal Purpose Areas:

1. 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.
2. Developing, implementing, or enhancing Sexual Assault Response Teams, or other similar coordinated community responses to sexual assault.
3. 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.

Federal Sexual Assault Set-Aside Requirements

This solicitation assists Pennsylvania in complying with the sexual assault set aside requirement under the STOP Violence Against Women Program. This requires each state to dedicate up to 20% of its funding allocation across at least two funding categories for the purpose of meaningfully responding to sexual assault.

VAWA 2022 Evidence-Based Prosecution Certification

The federal Violence Against Women Act, which is the legislation that governs the STOP Formula Grant Program, was reauthorized by Congress in 2022. As part of the reauthorization, a new federal certification was added to existing requirements. This new certification requires Prosecutor's Offices receiving STOP Formula Grant funding to adopt evidence-based prosecution strategies and adopt policies that outline alternative strategies to be exhausted before compelling a victim to testify against their offender.

A robust SART process can help a community comply with this new federal certification. Building a comprehensive, multi-disciplinary approach that prioritizes victim safety, provides law enforcement the tools necessary to gather and preserve evidence that prosecutors can use to present an evidence-based case, which may reduce the possibility of having to compel the testimony of a victim.

The anticipated impacts resulting from this solicitation include improving responses to victims of sexual assault through strengthening the capacity of communities to institutionalize a trauma-informed, victim-centered approach that prioritizes evidence-based investigation and prosecution.

2. Funding Availability:

A total of \$870,000 over the three-year project period in federal STOP Formula Grant funds is being announced to support this initiative. PCCD expects to fund two grants with budgets not to exceed \$145,000 per 12-month project period. Under this solicitation, applicants will submit an application for an initial year of funding, and following successful completion on the initial year, applicants will submit separate applications for years 2 and 3 to continue the project.

PCCD is not liable for costs incurred prior to the official start date of the award.

3. Project Dates:

Applications approved at the March 2025 Commission meeting will be 12-month projects and have a start date of July 1, 2025 and an end date of June 30, 2026. Continuation applications will be required to commence years 2 and 3.

4. Eligible Applicants:

Eligibility for these funds is open to county governments and non-profit agencies.

Applicants must be in good standing with PCCD to be eligible for these funds.¹ The applicant and recipient agencies' historical success in implementing PCCD-funded programs/initiatives that met their intended goals will be considered in the review process. Applicants are not required to have a prior funding history with PCCD to be eligible.

Federal Certifications and Conditions

Federal Certifications

¹ This may include, but is not limited to, compliance with PCCD program and fiscal reporting requirements, State and Federal funding guidelines, and acceptable risk rating as determined by PCCD.

Applicants for STOP Program funds must certify that they comply with the statutory eligibility requirements of the federal Violence Against Women Act (VAWA) as summarized below:

1. Applicant does not charge victims for filing criminal charges or obtaining protection orders;
2. Applicant does not make victims of sexual assault bear the cost for forensic medical exams;
3. Applicant coordinates with healthcare providers and allied professionals to notify victims of sexual assault of the availability of rape exams at no cost and without regard to whether the victim cooperates in the criminal justice system or cooperates with law enforcement;
4. Applicant complies with judicial notification requirements regarding firearms;
5. Applicant does not ask or require, as a condition for proceeding with a criminal investigation or prosecution, a victim of an alleged crime to submit to a polygraph examination, or any form of mechanical or electrical lie detector examination, or psychological stress evaluation examination; and
6. The prosecution component within the applicant's project will, during the grant project period, engage in planning, developing, and implementing the following: training regarding victim-centered approaches to VAWA cases, the development of policies that support a victim-centered approach, and implement protocols that support the use of evidence-based prosecution practices. The intent of this new federal certification is to ensure that alternative practices and procedures for material witnesses and bench warrants are exhausted before compelling victim testimony.

For the full text of and additional resources on the federal certifications under STOP, please refer to Appendix A.

Prohibited Practices

Applicants for STOP funds must agree to refrain from the following practices that have been found to jeopardize victim safety, retraumatize victims, and/or undermine offender accountability:

1. 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, income or lack of income, or the age and/or gender of their children;
2. Procedures or policies that compromise the confidentiality of information and privacy of victims;
3. Procedures or policies that require victims to take certain actions (e.g., seek an order of protection; receive counseling; participate in counseling, mediation, or restorative justice/circle processes; report to law enforcement or other authorities; seek civil or criminal remedies) or penalize them for failing to do so;
4. Procedures or policies that fail to include conducting safety planning with victims;

5. Project designs, products, services, and/or budgets that fail to account for the unique needs of individuals with disabilities, with limited English proficiency, or who are Deaf or hard of hearing, including accessibility for such individuals;
6. Using technology without addressing implications for victim confidentiality, safety planning, and the need for informed consent; and
7. Partnering with individuals or organizations that support/promote practices that compromise victim safety and recovery or undermine offender accountability.

Confidentiality and Privacy Protections

STOP program grantees must satisfy specific requirements regarding nondisclosure of confidential or private information of persons receiving services and must document their compliance. A set of frequently asked questions about the VAWA confidentiality requirements may be found [here](#).

Requirement to Report Actual or Imminent Breach of Personally Identifiable Information (PII)

The applicant and any subrecipient must have written procedures in place to respond in the event of an actual or imminent "breach" (OMB M-17-12) if it (or a subrecipient) 1) creates, collects, uses, processes, stores, maintains, disseminates, discloses, or disposes of "personally identifiable information (PII)" (2 CFR 200.79) within the scope of a PCCD-funded grant program or activity, or 2) uses or operates a "Federal information system" (OMB Circular A-130). Guidance regarding data breach response policies from the National Network to End Domestic Violence may be found [here](#).) The applicant's breach procedures must include a requirement to report an actual or imminent breach of PII to PCCD no later than 24 hours after an occurrence of an actual breach, or the detection of an imminent breach.

Delivery of Legal Assistance

1. Any person providing legal assistance through a program funded under the STOP Violence Against Women Formula Grant Program must meet the following criteria:
 - (a) (i) is a licensed attorney or is working under the direct supervision of a licensed attorney;
 - (ii) in immigration proceedings, is a Board of Immigration Appeals accredited representative;
 - (iii) in Veteran's Administration claims, is an accredited representative; or
 - (iv) is any person who functions as an attorney or lay advocate in Tribal court; and;
 - (b) (i) has demonstrated expertise in providing legal assistance to victims of domestic violence, dating violence, sexual assault, or stalking in the targeted population; or
 - (ii)(I) is partnered with an entity or person that has demonstrated expertise described in clause (i); and

(II) has completed, or will complete, training in connection with domestic violence, dating violence, stalking, or sexual assault and related legal issues, including training on evidence-based risk factors for domestic and dating violence homicide.

2. Any training program conducted in satisfaction of the requirement of paragraph (1) has been or will be developed with input from and in collaboration with a tribal, state, territorial, local, or culturally specific domestic violence, dating violence, sexual assault, or stalking victim service provider or coalition, as well as appropriate tribal, state, territorial, and local law enforcement officials.
3. Any person or organization providing legal assistance through a program funded under the STOP Formula Grant Program has informed and will continue to inform state, local, or tribal domestic violence, dating violence, or sexual assault programs and coalitions, as well as appropriate state and local law enforcement officials of their work.
4. The applicant's organizational policies do not require mediation or counseling involving offenders and victims physically together, in cases where sexual assault, domestic violence, dating violence, stalking, or child sexual abuse is an issue.

Policy for response to workplace-related incidents of sexual misconduct, domestic violence, and dating violence

Applicants, and any pass-through organizations, must have a policy, or issue a policy to address workplace-related incidents of sexual misconduct, domestic violence, and dating violence involving an employee, volunteer, consultant, or contractor. The details of this requirement are posted on the OVW web site at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Policy for response to workplace-related sexual misconduct, domestic violence, and dating violence), and are incorporated by reference here.

Determination of suitability required, in advance, for certain individuals who may interact with participating minors

This condition applies to an applicant whose proposed project has some or all of the activities to be carried out under the award whether by the direct recipient or passthrough to benefit victims under 18 years of age.

The applicant, and any passthrough agencies, must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status. The details of this requirement are posted on the OVW web site at <https://www.justice.gov/ovw/award-conditions> (Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors), and are incorporated by reference here.

OVW Training Guiding Principles

The recipient 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 <https://www.justice.gov/ovw/resources-and-faqs-grantees#Discretionary>.

Prohibited conduct by recipient and subrecipients related to trafficking in persons

The applicant, and any pass-through agencies, must comply with all applicable requirements (including requirements to report allegations) pertaining to prohibited conduct related to the trafficking of persons, whether on the part of the applicant, a passthrough agencies, or individual employees of either.

The details of the recipient's obligations related to prohibited conduct related to trafficking in persons are posted on the OVW web site at <https://www.justice.gov/ovw/award-conditions> (Award Condition: Prohibited conduct by recipients and subrecipients related to trafficking in persons (including reporting requirements and OVW authority to terminate award)), and are incorporated by reference here.

Blocking of pornography on computer networks

Funds appropriated under the Department of Justice Appropriations Act, 2020, and awarded by OVW are not legally available, and may not be used, to maintain, or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography. Nothing in this provision 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, adjudication, or other law enforcement- or victim assistance-related activity.

Certification of employment eligibility verification for hiring under the award

Applicants must ensure that, as part of the hiring process for any position within the United States that is or will be funded (in whole or in part) with award funds, the recipient (or any subrecipient) properly verifies the employment eligibility of the individual who is being hired, consistent with the provisions of 8 U.S.C. § 1324a(a)(1) and (2). The details of the recipient's obligations under this condition are posted on the OVW website at <https://www.justice.gov/ovw/award-conditions>.

Faith-Based Organizations

Department of Justice regulation 28 C.F.R. Part 38, "Equal Treatment of Faith-Based Organizations" provides in part that Department of Justice grant awards of direct funding may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of direct grants may still engage in inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from the grantee or subgrantee must be voluntary. The Equal Treatment Regulation also makes clear that organizations participating in programs directly funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.

In reference to Pennsylvania's competitive solicitation for STOP Violence Against Women Program funding, faith-based organizations whose primary mission is not serving crime victims may be eligible for funding. Such applicants must submit a signed Memorandum of Understanding with a partnering victim service agency and a letter of support, signed by the chair of their county's STOP Coordinating Team. If the county does not currently have a formalized STOP Coordinating Team in place, a signed Memorandum of Understanding with law enforcement, prosecution, and victim services is required.

Pennsylvania Specific Eligibility Requirements

Standards for Victim Services

Victim service programs receiving STOP Grant funding must meet the Program Service Standards established by the relevant state level oversight organizations, e.g., Pennsylvania Coalition Against Domestic Violence (PCADV), Pennsylvania Coalition to Advance Respect (PCAR), and PCCD. Programs not meeting these standards will be deemed ineligible to receive STOP funding. Sexual Assault Response Team (SART) programs applying for STOP Grant funding must adhere to the SART Standards established through PCAR. All eligible community-based victim service programs must have at least two years of experience serving victims of crime as the principal mission of their organization. As in the past, rape crisis centers and domestic violence centers are required to maintain compliance with the relevant confidentiality laws as per 42 Pa. C.S.A. §5945.1 and 23 Pa. C.S.A. §6102.

5. Eligible Program Activities and Expenses:

Funding under this solicitation may be used to 1) support the development of a SART in a region/county/community that does not currently have a SART; or 2) Enhance the collaborative efforts of an existing SART.

The chart below outlines the requirements for each type of project and describes the eligible activities/enhancements under each and outlines the desired outcomes.

<i>SART Development</i>	<i>Enhancement of Existing SART</i>
<p>Purpose: To establish a multi-disciplinary, collaborative team to improve the response to, investigation and prosecution of sexual assault.</p> <p>NOTE: Applicants should submit with their application signed letters of support from organizations committed to participating on the team. Key partner organizations include:</p> <ul style="list-style-type: none"> • Prosecutor’s Office • Leadership of Participating Police Departments • The Pennsylvania Coalition to Advance Respect (PCAR) member sexual assault center • Hospital or Healthcare Facility where Sexual Assault Forensic Exams will take place • Any other stakeholder organizations and response agencies as determined appropriate by the applicant <p>Year 1 Outcomes:</p> <ul style="list-style-type: none"> • Formalize SART membership with signed MOUs with stakeholder organizations 	<p>Purpose: To support the work of an existing SART by providing additional resources that enhance the multi-disciplinary response to victims of sexual assault.</p> <p>NOTE: Applicants should submit the following with their application:</p> <ul style="list-style-type: none"> • Current team membership listing • Mission Statement • Minutes from last two SART meetings • Current Sexual Assault Response Protocol <p>Types of Enhancements Supported:</p> <ol style="list-style-type: none"> 1. Training for SART Members <ul style="list-style-type: none"> - Attendance at state/national conferences on Sexual Assault - Training for Prosecutorial staff to improve prosecution of sexual assault cases - SANE Certification - SANE training (basic and/or advanced) - Training for victim advocates and SANEs on expert witness testimony - Training for law enforcement on trauma informed-interviewing,

<ul style="list-style-type: none"> • Set meeting schedule for life of the project • Produce a mission statement for the SART • Define roles/responsibilities of member organizations including any statutory or legal limitations on sharing of information • Recruit and train at least one Sexual Assault Nurse Examiner (SANE) • Purchase equipment and supplies for SART operations • Conduct baseline training for SART Members. Topics include, but are not limited to: <ul style="list-style-type: none"> - Dynamics of Sexual Assault - Impact of Trauma - Victim Behavior - Sexual Assault Laws - Confidentiality - Trauma Informed Care - Orientation to each response system on the SART <p>Year 2 Outcomes:</p> <ul style="list-style-type: none"> • Draft written Sexual Assault Response Protocol using PCCD Sexual Assault Protocol Development Guide • Deploy SANEs to conduct Sexual Assault Forensic Exams • Recruit and train at least one SANE • Conduct specialized training for SART members. Topics include, but are not limited to: <ul style="list-style-type: none"> - Trauma informed investigations - Evidence-based prosecution - Expert witness testimony - Other advanced topics as identified by the SART <p>Year 3 Outcomes:</p> <ul style="list-style-type: none"> • Test, refine and finalize written Sexual Assault Protocol • Recruit and train at least one SANE • Institutionalize team presence in the community 	<p>evidence gathering and preservation strategies for sexual assault cases</p> <ol style="list-style-type: none"> 2. Protocol/Policy Enhancement <ul style="list-style-type: none"> - Development/Institutionalization of protocols or policies that ensure that compelling sexual assault victim testimony is <i>LAST</i> in the list of strategies to be employed in prosecution of sexual assault cases. - Development/Institutionalization of protocols for hospital response to sexual assault that clearly outline roles and responsibilities of system-based advocates, PCAR affiliated center advocates, law enforcement, and SANEs. - Development of protocols for the effective preservation of chain of custody, transportation, and/or storage of sexual assault forensic evidence. - Development of victim centered and trauma informed notification protocols for follow-up on sexual assault kit test results. 3. Equipment/Supplies <ul style="list-style-type: none"> - Technology to document injuries - Participation in online SANE Technical Assistance for rural providers - Evidence collection supplies for law enforcement 4. Other activities related to improving the collaborative response to sexual assault as identified by the existing SART and supported through documentation. <p>Outcomes Anticipated:</p> <ul style="list-style-type: none"> • SART adoption of national, evidence-based practices as a result of member training attendance • Restoration of SANEs lost through attrition or loss of prior funding • Certification of existing SANEs • Compliance with the VAWA 2022 federal Certification Regarding Compelling Victim Testimony • Increased availability of Sexual Assault Expert Testimony • Effective Gathering and Preservation of Sexual Assault Evidence
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	<ul style="list-style-type: none"> • Effective use of evidence-based prosecution strategies
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Funds for the proposed program may be used to support any, all, or one of the following:

- a. Personnel and benefit costs associated with specialized units in law enforcement and/or prosecution.
Examples: Maintaining a specialized Assistant District Attorney position dedicated to prosecution of sexual assault cases. Maintaining a specialized detective or law enforcement position to respond to and/or investigate sexual assault.
- b. Personnel and benefit costs associated with a SART Coordinator.
- c. Personnel and benefit costs associated with direct service to victims of sexual assault and/or provision of training to stakeholder agencies to improve their response to sexual assault.
Example: Medical advocate to respond to sexual assault victims at healthcare facility and provide accompaniment during a Sexual Assault Forensic Exam; advocate to train healthcare personnel on appropriate responses to sexual violence and services available.
- d. Supplies and operating expenses related to the SART and/or provision of sexual assault forensic exams.
- e. Equipment to document injuries due to sexual assault and/or to gather evidence.
Note: Requests for technology and equipment are subject to additional review and must be related to the work of the SART, reasonable in cost and justifiable considering the goals of the project. PCCD has approval of all final budgets and may require budget adjustments.
- f. Consultants.
- g. Training and/or certification of Sexual Assault Nurse Examiners.
- h. Training for SART members.
Note: STOP funds can be used to support (1) Professional Development and/or (2) Multidisciplinary training events.

(1) Professional Development

OVS supports the use of STOP funds for SART team members and project staff to attend trainings that impart nationally recognized best practices that are known to improve the systemic response to sexual assault. In receiving requests to use STOP funds for professional development, the relevance of the training topics to the Project’s goals and objectives will carry significant weight in the approval process.

(2) Multidisciplinary Training

Applicants proposing to use STOP funds to train law enforcement, healthcare, victim services, prosecution, courts, allied professionals, and underserved populations within their jurisdiction **must include copies of signed letters of support from such stakeholders in the “Required Attachments” section of Egrants stipulating that they agree to be meaningfully involved with the development of the training and will send their staff to the STOP-funded training when it is held.**

Additionally, the applicant must obtain prior approval for multidisciplinary trainings or professional development costs budgeted over \$1,500 by emailing the request to RA-OVSSTOPGRANTS@pa.gov. Information provided in the email must include the proposed date(s) of the training, name and qualifications of the training presenter(s), training topic(s), target audience, total training hours, and itemized breakdown of costs. This request will be reviewed by program and grants management staff for cost effectiveness, adherence to federal and state guidelines/conditions, relevancy to the project’s goals and objectives, and the number of participants estimated to attend/benefit from the training.

6. Ineligible Program Activities and Expenses:

The following items, activities, and/or objectives are not eligible for funding under the STOP Program:

- Services that focus exclusively on children, with STOP defining children as age 0-10;
- Developing prevention curricula for schools;
- Payment for Forensic Exams;
- Purchasing of voice stress analyzers, polygraph equipment, and any other type of mechanical or electrical lie detection equipment or psychological stress evaluation equipment, or training programs associated with the use of such equipment;
- Immigration fees for battered immigrant women;
- Food and beverages associated with trainings;
- Lobbying;
- Fundraising;
- Research projects;
- Construction/building renovation;
- Prevention Programs;
- General public awareness campaigns (Grant funds may be used to support, inform, and provide outreach to victims about available services);
- Batterer Treatment/Offender Rehabilitation Programs;
- Local Protection Order Registries;
- Vehicle Purchase;
- Home office workspace & related utilities; and
- Honoraria when the primary intent is to confer distinction on, or to symbolize respect, esteem, or admiration for the recipient of the honorarium. A payment for services rendered, such as a speaker's fee under an award is allowable.

7. Required Egrants Sections/Documents:

- a. Required Egrants Sections – All sections identified in Egrants are required. Applicants will not be able to submit their grant application in Egrants until all sections are marked as complete.

8. Scoring:

Applicants must submit the requested information for each section specified below within the defined response fields provided in Egrants. Responses should not be duplicated in multiple sections.

Please Note: Each scoring section contains several text boxes, which have size limitations. The size limitations are shown on the right once you click on the gavel symbol. A box called "Question Validation Rules" will open and indicate the character limits. Size limitations in Egrants are based on the following: 5,000 characters is approximately two pages of text. Please note that this is an estimate. It is the applicant's responsibility to go back and check each section to ensure that all their narrative is contained in Egrants prior to submitting the application. It may be helpful to prepare your responses outside of Egrants and paste them into the sections.

Applicants should also note the time limitations within Egrants. If you are not active in Egrants for 19 minutes, Egrants will time out. Any information entered after Egrants has timed out will not save to the application. Applicants will have to go back and check each section to ensure that all their narrative is contained.

The following application sections in Egrants have a point value associated with them and will be scored as described below:

a. **Executive Summary - Maximum of [5] points**

All applicants should fill out the following script and paste into the executive summary section:

The name of applicant is requesting \$_____ to [provide a single sentence or two of what you are seeking to implement with your grant funding].

These funds will be used for the following: [provide bullet points of what the funds will be used for].

b. **Budget Detail - Maximum of [30] points**

PCCD's [Applicant's Manual](#) mandates that all costs must be allowable, necessary for the performance of the project, reasonable, allocated to the project consistently, and claimed against only one grant award.

In this section, the applicant must provide a reasonable and accurate budget for the first year of the project that is directly related to the Sexual Assault Response Team project. This includes projected line-item costs and the computations used to arrive at those amounts. The applicant should also provide a justification in the budget detail section showing the relationship between the budgeted expenditure and the proposed operation of the project. A justification must be provided for each agency and/or component of the proposed STOP project. **Restatement of computations is not permissible.** Applicants should submit a budget only for the first year of the project. The amount of the budget for the first year of the SART Project is left to the discretion of the applicant. Please note that total SART project costs over the three years of the project cannot exceed \$435,000.

As previously explained in the allocation section, the STOP Violence Against Women Program mandates that states allocate STOP funding using a strict formula, based on percentages. To ensure Pennsylvania meets this requirement, PCCD requires each project funded under this competitive solicitation to dedicate 25% of the total amount of STOP funding requested for law enforcement; 25% for prosecution; 30% for victim services; and 20% discretionary. The discretionary portion may be added to any of the other three initiatives.

Each component of funding (i.e. law enforcement, prosecution, and victim services) will require a separate budget within the Master Budget of the applicant agency. Each agency or department that will receive funding should be added as a recipient agency in the Main Summary section of Egrants. Departments within the applicant agency (such as county district attorney offices, county victim/witness offices, etc.) should designate their budgets as agency budgets in the Budget Detail section of Egrants under Budget Setup. Agencies that are not part of the applicant agency should designate their budgets as pass-through budgets in the Budget Detail section of Egrants under Budget Setup.

Budget Detail Example

The following is an example of how to set up a typical STOP application budget:

XYZ County is applying for STOP funds. The District Attorney's Office will be responsible for the prosecution piece of the project. The ABC Victim Service

Agency will be responsible for the victim service piece of the project. Three police departments (D, E, and F Township Police Departments) will be responsible for the law enforcement piece of the project.

In the Main Summary section, XYZ County would be listed as the applicant agency and the following agencies would be listed as recipient agencies: XYZ County District Attorney's Office, ABC Victim Service Agency, D Township Police Department, E Township Police Department, and F Township Police Department. In the Budget Detail section, XYZ County District Attorney's Office would be designated as Agency Budgets and all other recipient agencies would be designated as pass-through budgets.

c. **Problem Description - Maximum of [25] points**

This section is designed to allow the applicant to provide information specific to their service area to establish the need for the proposed project.

1. Is the proposed jurisdictional area of the SART (check one):
 - o Regional (encompassing more than three counties)
 - o Joint (two counties)
 - o Single County

2. Is your county currently receiving STOP Violence Against Women Program Funds? If yes, provide a succinct summary of what STOP funding has allowed your county to achieve to improve the cross-system, collaborative response to VAW crimes. (limit 5,000 characters/approximately 2 printed pages)

3. Is there a formalized SART operating anywhere within the proposed jurisdiction? By "formalized", does it have a recognized/regular membership that convenes on a regularly scheduled timetable? Does the membership include individuals from prosecution, law enforcement, victim services, and healthcare (including SANEs) who are able to make decisions and affect change at their organizations? Does it discuss cross-system issues around the response to sexual assault and recommend policy changes to address such issues?

(Y/N)

- 3.a. If "yes", provide an overview of the existing SART to include the following:
 - o Years operational
 - o Agencies/organizations represented on the SART
 - o Prosecution's roles and responsibilities on current SART
 - o Law Enforcement's roles and responsibilities on current SART
 - o Victim Services roles and responsibilities on current SART (please identify name of agency)
 - o Hospital/Healthcare Facility – Identify the hospital(s)/healthcare facilities at which forensic rape exams are performed
 - o Number of active SANEs

4. Describe the demographic composition (i.e. race, age, gender, disability) of the area to be served by the proposed SART. PCCD strongly encourages applicants to consult [census data](#) when preparing the response to this question. (limit of 2,500 characters/approximately 1 printed page)

5. Discuss the geographic and socio-economic conditions in your service area. Is it urban, suburban, rural, or a mixture of the three? Consider factors such as employment, income levels, access to public transportation and technology, unique

cultural or social beliefs, and any other factors considered relevant. (limit 7,500 characters/approximately 3 printed pages)

6. Discuss the nature and extent of sexual assault in your service area. Be sure to identify and discuss the challenges that local systems encounter in investigation and/or prosecution of sexual assault as well as challenges to responding to the needs of sexual assault victims. (limit 7,500 characters/approximately 3 printed pages)
7. Describe the extent of cross-system collaboration among law enforcement, prosecution, victim services, and healthcare to address sexual assault in your service area. (limit 2,500 characters/approximately 1 printed page)
8. Explain how the formation of a SART or the expansion of an existing SART could address the challenges identified in Question 6.

d. **Project Description - Maximum of [30] points**

This section asks applicants to explain how they will use this funding in the identified jurisdiction.

1. Identify by name and title the representatives of each system on the SART:
 - o Prosecutor's Office
 - o Law Enforcement
 - o PCAR contracted Sexual Assault Agency
 - o Hospital/healthcare Facility
 - o Other agency/organization as determined by the applicant
2. The core services to be provided on this project by each component (i.e. law enforcement, prosecution, victim services, and healthcare). (limit 7,500 characters/approximately 3 printed pages)
3. Provide the specific goals, objectives, and activities that this project will undertake to achieve the outcomes identified in Section 5: "Eligible Activities and Expenses" of this solicitation for each of the three years. (limit 7,500 characters/approximately 3 printed pages)
4. Explain how the SART will meet the requirements of a victim-centered and trauma-informed approach throughout the project. (limit 2,500 characters/approximately 1 printed page)

e. **Evaluation - Maximum [10] points**

In this section, the applicant must discuss how it plans to measure progress towards achieving the deliverables specified for each year of the project. Additionally, the applicant must describe how each system will collect, report, and maintain statistics requested in the STOP Annual Report from the Muskie School of Social Work (i.e. case management system, spreadsheet, etc.). Applicants are encouraged to review the [STOP Formula Grant Program Reporting page](#) on the website for the Muskie School of Social Work for reference. (limit 2,500 characters/approximately 1 printed page)

f. **Required Attachments**

While there are no points attached to this section, applicants must be sure to attach the following:

- Signed Certification of Compliance with the Statutory Eligibility Requirements of the Violence Against Women Act as Amended (Appendix A).

- *For Existing SARTs Only* - Listing of SART Members.
- *For New SARTs Only* - Signed Letters of Commitment for Participation on the SART from key partner organizations.
- Job descriptions for all STOP funded positions.
- Pass-through contract (if applicable).

9. Performance Measures:

Under this funding announcement, the funding recipient must agree to collect data and ensure that valid and auditable source documentation is available to support all data collected and reported on the STOP Formula Grant Annual Progress Report as required by the [VAWA Measuring Effectiveness Initiative](#).

10. Competitive Bidding/Sole Source Procurement:

All procurement transactions shall be conducted in a manner that provides open and free competition. Grant recipients must follow the Procurement Standards section in PCCD's [Applicant's Manual](#).

Procurements by noncompetitive proposal are strongly discouraged and must demonstrate an economic benefit or lack of alternate resources to be justified. If a request is made, the prospective applicant must identify the request as a procurement by noncompetitive proposal and provide a substantial justification for the request within their funding request (See PCCD's [Applicant's Manual](#) for Procurement by Noncompetitive Proposal Approval Procedure).

11. Administrative Requirements:

a. Egrants Agency and User Registration:

Prior to submitting a grant application, both the applicant agency and at least two users from the applicant agency must be registered in Egrants. Applicants are strongly advised to allow adequate time to work on application documents in Egrants prior to the submission deadline. Please go to the [Registering in Egrants](#) page on PCCD's website for further information.

b. Fiscal Accountability:

See the [Fiscal Accountability](#) page on PCCD's website for further information.

c. Time and Effort Reporting:

See the [Time and Effort Reports](#) page on PCCD's website for further information.

d. Grant Payments:

- Payments will not be released until all applicable special conditions on the grant award have been satisfied.
- All grantees are required, at a minimum, to submit quarterly fiscal reports. PCCD will only make payments to reimburse actual expenditures reported on the fiscal reports. An agency experiencing cash flow problems may submit fiscal reports monthly and PCCD will reimburse reported expenditures. Non-submission or late submission of the required reports will result in payment delays.
- ACH Payments:
 - All payments to grant recipients will be made through ACH.
 - Either before or at the time an application is submitted to PCCD, the applicant agency must [register as a Non-Procurement Vendor](#) with the Commonwealth of Pennsylvania.

- e. Federal Transparency Act Certification:
This section is required for both state and federal funding streams. See the [Federal Application Requirements](#) page on PCCD's website for further information.
- f. Reporting Requirements:
- Programmatic reports are due annually.
 - Fiscal reports are due quarterly.
 - Late submission of programmatic and fiscal reports may delay payments.
 - All reports must be submitted through the Egrants system.
- g. UCR Reporting:
Every criminal justice entity which is required to submit Uniform Crime Report (UCR) data and is participating in this project must submit UCR data to the Pennsylvania State Police. If a required entity is not submitting UCR data, they may be ineligible for funding.

12. PCCD Contact Information and Resources:

Staff are only able to clarify the funding announcement and are not able to answer any questions about how a potential applicant should respond to any particular section. Questions regarding this funding announcement should be directed as follows:

- E-mail your funding announcement questions to RA-OVSSTOPGRANTS@pa.gov with "STOP Violence Against Women SART" in the subject line.
 - Questions must be received by close of business on Tuesday, November 26, 2024.
 - All questions and answers will be posted under this funding announcement title on the [Funding Announcement Q&A](#) page of the PCCD website.
- a. Egrants Funding Announcement:
Log into the Egrants system and search under the "Funding Announcement" tab for STOP SART Development.
- b. PCCD Guidelines and Documents:
Applicants should be familiar with the [Applicant's Manual](#), Standard Subgrant Conditions, and other documents common to PCCD's grant application process, all of which are available on the [Grant Information](#) page of the PCCD website. Additionally, grant application and administrative guides can be accessed on [PCCD's website](#) under the Funding link.
- c. Egrants Technical Questions:
For any technical or system questions, contact and ask for the Egrants Help Desk at (717) 787-5887 or (800) 692-7292, or by emailing RA-eGrantsSupport@pa.gov.
- d. PCCD Webmaster:
Please address any technical problems you may have with the website or online forms to the [PCCD Web Master](#).
- e. Reporting Potential Fraud, Waste and Abuse:
Information about waste, fraud, abuse, conflict of interest, bribery, gratuity, or other similar misconduct, or whistleblower reprisal relating to a PCCD employee, program, contract or grant, may be reported to the PCCD Fraud Hotline at (717) 525-5031. For more information, visit the [Reporting Fraud, Waste and Abuse](#) page on PCCD's website.

13. Submission Information:

The application must be entered into Egrants **no later than Monday, December 2, 2024, by 11:59 PM.**

The grant application must be electronically signed within Egrants. To electronically sign the application, at least one person from your organization must have the E-signature role in Egrants. Please use the link below to access instructions which explain how to request the E-signature role.

[E-signature Access Request Instructions](#)

[E-signature Access Request Form](#) (This must be attached to your access request in Egrants)

Please note that you cannot request the e-signature role on behalf of someone else.