

**SUBAWARD GRANT AGREEMENT
BETWEEN
CITY OF COLUMBUS, OHIO
AND
Research Institute at Nationwide Children’s Hospital Research Institute DBA Abigail Wexner
Research Institute
FOR
OVW Fiscal Year 2021 Firearms Technical Assistance Project Pilot**

ANY ALTERATIONS OF THIS AGREEMENT WILL RESULT IN REVOCATION OF CITY ATTORNEY APPROVAL

This Grant Agreement is made and entered into by and between the City of Columbus, Columbus City Attorney (hereinafter referred to as the "City"), and Research Institute at Nationwide Children’s Hospital Research Institute DBA Abigail Wexner Research Institute (hereinafter referred to as the "Grantee or Subrecipient"). Both parties are independent contractors.

WHEREAS, the City requests services that will be paid from the U.S. Department of Justice, Office on Violence Against Women, Fiscal Year 2021 Firearms Technical Assistance Project Pilot grant project# G242203 ; and

WHEREAS, funding is requested to improve the justice system’s response to domestic violence, improve enforcement of domestic violence firearm regulations and reduce domestic violence homicides, and

WHEREAS, the Grantee is administering the **Domestic Violence Wrap Around Response** pilot. This pilot embeds domestic violence advocates directly within Columbus Division of Police first responder patrol teams and in the Franklin County Domestic Relations Court's Family Protection Center. These advocates provide safety planning, resource referrals and direct advocacy for victims of domestic violence. Advocates also provide education for law enforcement and court staff on the complexity of domestic violence, domestic violence risk factors and the power and control dynamics often keeping victims in violent and volatile relationships.

WHEREAS, the City seeks to enter into a Subaward Grant Agreement with the Grantee. The Grantee is a nonprofit. The organization is dedicated to the wellbeing of children and families. Together with their partners and communities, the Grantee supports victims of family violence and advocates for social change to prevent abuse. The Grantee’s vision is to end family violence and create safe and thriving communities; and

WHEREAS, the City has selected the Grantee to become a grant subrecipient under the U.S. Department of Justice, Office on Violence Against Women, Fiscal Year 2021 Firearms Technical Assistance Project Pilot grant project G242203; and

WHEREAS, this Grant Agreement is authorized pursuant to Ordinance No. 2030-2022 passed by City Council on [redacted]; and [redacted]

WHEREAS, this Grant Agreement provides funding to support program activities and operations occurring July 1 2022 through June 30, 2025; The Grantee principal investigator is Dr. Nancy Cunningham.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree to the following:

I. SCOPE OF SERVICE

The Grantee hereby agrees to use grant funds for the scope of services in the manner set forth by this Grant Agreement, its Exhibits, applicable program guidelines, and applicable provisions of the *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (the Uniform Guidance). The details and the definition of these services are found in **Exhibit A (SCOPE OF SERVICES)** attached hereto and hereby made a part of this Grant Agreement.

II. TERM OF AGREEMENT

This Grant Agreement shall be in force for a period commencing with July 1 2022 through June 30, 2025

III. COMPENSATION AND REPORTING

A. **X This grant is a reimbursement grant.** The City shall pay to the Grantee a sum not to exceed the total of \$500,000 as detailed on the Budget included as part of the **[SCOPE OF SERVICES]** in **Exhibit A**, and incorporated herein as if fully rewritten, for full and complete compensation, contingent upon satisfactory completion of any and all services rendered or performed pursuant to this Grant Agreement. Payment is to be made upon receipt of an invoice and receipt of performance reports as further described in attached **Exhibit B**

B. The City is not obligated to contribute more than \$500,000 to the program nor is the Grantee authorized to seek reimbursement from the City for any program expenses in excess of \$500,000. If there should be program expenses in excess of this amount that the Grantee would like the City to pay for, approval must be obtained from the appropriate City officials prior to the Grantee incurring the additional expenses. Necessary City approvals shall include approval by City Council of an ordinance to modify this grant agreement allowing additional funds to be contributed, and execution by the City of a written modification for that purpose. Should the Grantee incur any additional expenses prior to obtaining these approvals, the City is not obligated to pay said costs.

C. A final report is to be delivered detailing the results of the program as set forth in **Exhibit B** and a summary of funding spent as compared to the program Budget. (See **Exhibit A** for the program Budget.) This report constitutes a closeout report and shall be submitted to the City within 60 days following the end of the subaward period of performance.

D. **Exhibit C, Table of Required Data Elements**, contains certain information required by the Uniform Guidance and that Grantee may require in order to be compliant with certain federal reporting requirements.

IV. TERMINATION

- A. Termination of Agreement for Cause. If, through any cause, the Grantee shall fail to fulfill in a timely and proper manner its obligations under this Grant Agreement, or if the Grantee shall violate any of the covenants, agreements, or stipulations of this Grant Agreement, the City shall thereupon have the right to terminate this Agreement by giving 30 days written notice to the Grantee and specifying the effective date of such action.
- B. Termination for Convenience of City. The City may terminate this Grant Agreement at any time by giving at least thirty (30) days' notice in writing.
- C. Termination Closeout Reports. The Grantee agrees to submit to the City an Agreement closeout report not later than thirty (30) days following the termination of this Grant Agreement, notwithstanding cause.

V. SEVERABILITY

The provisions of this Grant Agreement are severable and in the event that one or more of the provisions are found to be inconsistent with legal requirements upon any party, and therefore unenforceable, the remaining provisions shall remain in full force and effect.

VI. EQUAL OPPORTUNITY CLAUSE

Organizations awarded grants from the Grantee agree to abide by all of the terms, conditions and requirements set forth in Columbus City Code Section 3906.02, Equal Opportunity Clause:

- A. The Grantee will not unlawfully discriminate against any employee or applicant for employment because of race, sex, sexual orientation, gender identity or expression, color, religion, ancestry, national origin, age, disability, familial status or military status. The Grantee will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, sex, sexual orientation, gender identity or expression, color, religion, ancestry, national origin, age, disability, familial status or military status. Such action shall include, but not be limited to, the following: employment up-grading, demotion, or termination; rates of pay or other forms of compensation; and selection for training. The Grantee agrees to post in conspicuous places, available to employees and applicants for employment, notices summarizing the provisions of this Equal Opportunity Clause.
- B. The Grantee will, in all solicitations or advertisements for employees placed by or on behalf of the Grantee, state that the Grantee is an equal opportunity employer.
- C. It is the policy of the City of Columbus that business concerns independently owned, operated, and controlled by MBE/WBEs shall have the maximum practicable opportunity to participate in the performance of contracts awarded by the City.

- D. The Grantee shall permit access to any relevant and pertinent reports and documents by the Office of Diversity and Inclusion Director for the sole purpose of verifying compliance with Title 39 and the Office of Diversity and Inclusion regulations. All such materials provided to the Office of Diversity and Inclusion by the Grantee shall be considered confidential.
- E. The Grantee will not obstruct or hinder the Office of Diversity and Inclusion Director or his/her deputies, staff and assistants in the fulfillment of the duties and responsibilities imposed by Title 39 of the Columbus City Codes.
- F. The Grantee and each subcontractor will include a summary of this Equal Opportunity Clause in every subcontract. The Grantee will take such action with respect to any subcontractor as is necessary as a means of enforcing the provisions of the Equal Opportunity Clause.
- G. The Grantee agrees to refrain from subcontracting any part of this Grant Agreement or modification thereto to a contractor not holding a valid certification number as provided for in Title 39.
- H. Failure or refusal of the Grantee or a subcontractor to comply with the provisions of Title 39 may result in cancellation of this Grant Agreement.

VII. CITY AND OTHER TAXES

The Grantee agrees to withhold and pay all City income taxes due or payable under the provisions of Chapter 362, Columbus City Codes, for wages, salaries and commissions paid to its employees and further agrees that any of its subcontractors shall be required to agree to withhold and pay any such City income taxes due under said chapter for services performed under a grant agreement. If it has been determined by the Columbus Income Tax Division that the Grantee, or any of its subcontractors, owes City income taxes, the Grantee agrees that the City may withhold the amount due to the City from any amount due to the Grantee for services performed under a grant agreement.

VIII. RECORDS

Financial records, supporting documents, statistical records, and all other non-Federal entity records pertinent to a Federal award must be retained for a period of three years from the date of submission of the final expenditure report or, for Federal awards that are renewed quarterly or annually, from the date of the submission of the quarterly or annual financial report, respectively, as reported to the Federal awarding agency or pass-through entity in the case of a subrecipient. Federal awarding agencies and pass-through entities must not impose any other record retention requirements upon non-Federal entities. The only exceptions are the following:

- a. If any litigation, claim, or audit is started before the expiration of the 3-year period, the records must be retained until all litigation, claims, or audit findings involving the records have been resolved and final action taken.
- b. When the non-Federal entity is notified in writing by the Federal awarding

agency, cognizant agency for audit, oversight agency for audit, cognizant agency for indirect costs, or pass-through entity to extend the retention period.

- c. Records for real property and equipment acquired with Federal funds must be retained for 3 years after final disposition.
- d. When records are transferred to or maintained by the Federal awarding agency or pass-through entity, the 3-year retention requirement is not applicable to the non-Federal entity.
- e. Records for program income transactions after the period of performance. In some cases recipients must report program income after the period of performance. Where there is such a requirement, the retention period for the records pertaining to the earning of the program income starts from the end of the non-Federal entity's fiscal year in which the program income is earned.
- f. Indirect cost rate proposals and cost allocation plans. This paragraph applies to the following types of documents and their supporting records: Indirect cost rate computations or proposals, cost allocation plans, and any similar accounting computations of the rate at which a particular group of costs is chargeable (such as computer usage chargeback rates or composite fringe benefit rates).
 - i. *If submitted for negotiation.* If the proposal, plan, or other computation is required to be submitted to the Federal Government (or to the pass-through entity) for negotiation purposes, then the 3-year retention period for the proposal, plan, or computation and its supporting records starts from the end of the fiscal year (or other accounting period) covered by the proposal, plan, or other computation.
 - ii. *If not submitted for negotiation.* If the proposal, plan, or other computation is not required to be submitted to the Federal Government (or to the pass-through entity) for negotiation purposes, then the 3-year retention period for the proposal, plan, or computation and its supporting records starts from the end of the fiscal year (or other accounting period) covered by the proposal, plan, or other computation.

IX. CHANGES

This Grant Agreement constitutes the entire agreement between the parties, and any changes or modifications to this Grant Agreement shall be made and agreed to in writing and approved by the appropriate City officials.

X. COMPLIANCE WITH LAWS

The Grantee agrees to comply with all applicable federal, state, and local laws in the conduct of the work hereunder. The Grantee accepts full responsibility for payment of all taxes; including, without limitation, unemployment compensation insurance premiums, all income tax deductions, social security deductions, and any and all other taxes or payroll deductions required for all employees engaged by the Grantee in the performance of the work authorized by this Grant Agreement. The City shall not be liable for any taxes under

this Grant Agreement. When required by the City, the Grantee shall furnish one (1) copy of its Workers' Compensation Insurance Certificate.

XI. RESPONSIBILITY FOR CLAIMS

The Grantee agrees to hold the City harmless from any and all claims for damages resulting from activities in furtherance of the work hereunder. The Grantee shall reimburse the City for any judgments for infringement of patent or copyright rights. The Grantee agrees to defend against any such claims or legal action if called upon by the City to do so.

XII. CAMPAIGN CONTRIBUTIONS

The Grantee hereby certifies the following: that it is familiar with Ohio Revised Code ("O.R.C.") Section 3517.13; that it is in full compliance with Divisions (I) and (J) of that Section; that it is eligible for this Grant Agreement under the law and will remain in compliance with O.R.C. Section 3517.13 for the duration of this Grant Agreement and for one year thereafter.

XIII. WAGE THEFT AND ENFORCEMENT COMMISSION

Grantee agrees to abide by all of the terms, conditions and requirements set forth in Columbus City Codes Chapter 377, Wage Theft Prevention and Enforcement, which chapter is incorporated herein by reference.

XIV. ADDITIONAL REQUIREMENTS

A. The Grantee as a Subrecipient

The Grantee, as a Subrecipient, understands that this Grant Agreement with the City of Columbus, Columbus City Attorney utilizes Federal Grant monies to compensate the Subrecipient from Assistance Listing Number 16.590 U.S. Department of Justice, Office on Violence Against Women, Fiscal Year 2021 Firearms Technical Assistance Project Pilot grant project G242203;. As such, the Subrecipient agrees to comply with all Federal laws and regulations along with the appropriate requirements of Federal Uniform Guidance. The Subrecipient agrees to provide the Columbus City Attorney with the Subrecipient's DUN and Bradstreet Data Universal Numbering System (DUNS) Number and evidence of a current, active registration within the System for Award Management (SAM) at the time of signing.

During the term of this Agreement, the Subrecipient agrees to allow the Columbus City Attorney to monitor effectively the Subrecipient's use of these Federal grant monies and to ensure that the Subrecipient's performance goals are being achieved. This monitoring may include special reporting, site visits (upon reasonable written notice and at mutually agreed upon times during Grantee's normal business hours), regular contact, or other means to provide reasonable assurance that the Subrecipient administers the Federal award in compliance with laws, regulations, and provisions of the Grant Agreement.

The City of Columbus is required to ensure that Subrecipients comply with the audit requirements of the Federal Uniform Guidance. The Subrecipient agrees to assist the City of Columbus in this effort by providing any needed information as requested and by complying with the audit requirements of the Federal Uniform Grant Guidance.

- B. **Use of City funds:** The Grantee acknowledges and agrees that the funds Grantee receives from the City are only to be for reimbursement of approved program expenses. An itemized list of approved program expenses is delineated in the attached Scope of Services (**Exhibit A**). It is understood by the City and the Grantee the dollar amounts listed for each line item in the Budget are estimates which are subject to change. The Grantee need not seek City approval to change budgeted amounts for those line items so as long as the overall amount to be reimbursed the Grantee by the City does not exceed the maximum amount the City has agreed to reimburse Grantee for the program. City approval is, however, needed for the Grantee to add new line items to the Budget that will be reimbursed by City funds, even if the total budgeted amount remains below the agreed upon maximum reimbursement amount, to ensure the City approves the use of grant funds on those Budget items. Written approval (which can be in the form of exchanged emails) must be obtained from the City contact identified in the attached Scope of Services (**Exhibit A**) or an alternate person subsequently named to replace that contact during the term of this grant agreement.

- C. **Refund of funds reimbursed by the City:** The Grantee shall keep a complete and accurate account of actual costs incurred for the program, with a final accounting to be performed following the conclusion of the program. If, after final accounting, it should be determined the program costs reimbursed Grantee by the City are more than the Grantee's actual program costs, the extra funds shall be refunded to the City. This refund is to be made within 60 days of the completion of final accounting.

- D. **Governing Law:** This Agreement shall be interpreted and enforced in accordance with the laws of the State of Ohio without regard to choice-of-law principles. The venue for the adjudication of any matter under this Agreement shall be the courts of Franklin County in the State of Ohio.

- E. This contract is considered cost reimbursable and will be billed based on expenses incurred or any specified installment amount. All Study start-up costs are non-refundable. Grantee retains the right to invoice for all non-cancellable obligations.

THE REMAINDER OF THIS PAGE WAS INTENTIONALLY LEFT BLANK

IN WITNESS WHEREOF, the duly authorized representatives of the parties have herein set their hands in _____ agreement to this Grant.

GRANTEE:

CITY:

Research Institute at Nationwide Children’s Hospital

City of Columbus
Columbus City Attorney

By Aaron Ufferman
Aaron Ufferman (Aug 9, 2022 08:20 EDT)

Aaron Ufferman, MBA
Director of Sponsored Projects

By Zach Klein / BES

City Attorney
Zach Klein

Date Aug 9, 2022

 EIN: 31-6056230
 DUNS: 147212963
 SAM UEI: EYMJXLN2MFB4

Date 8/10/2022

APPROVED AS TO FORM AND
CORRECTNESS:

By Zach Klein / BES

Zachary M. Klein
Columbus City Attorney

Date 8/10/2022

EXHIBIT A – SCOPE OF SERVICES

Project Budget- Overview

Program Director/Principal Investigator (Last, First, Middle):

Cunningham, Nancy

Budgets selected for display: **Office of Violence Against Women**

DETAILED BUDGET FOR BUDGET ALL YEARS	FROM-	THROUGH
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						7/1/2022	6/30/2025	
Budget	Name	Role On Project	Cal. Months	Inst. Base Salary	Total Salary	Salary Requested	Fringe Benefits	Total
BU00011250							23%	
	Nancy Cunningham	PD/PI				0	0	0
	Person TO BE NAMED	1 Law Enforcement Adv	56%	\$ 49,454	\$148,363	\$ 83,083	\$ 19,109	\$ 102,192
	Person TO BE NAMED	2 Law Enforcement Adv	56%	\$ 49,454	\$148,363	\$ 83,083	\$ 19,109	\$ 102,192
	Person TO BE NAMED	1 Court Advocate	55.48%	\$ 49,454	\$148,363	\$ 82,309	\$ 18,931	\$ 101,240
Subtotals:						\$ 248,476	\$ 57,149	\$ 305,625
CONSULTANT COSTS								0
SUPPLIES								0
TRAVEL - OVW Attendance								\$ 25,000
TRAINEE								0
ALTERATIONS AND RENOVATIONS								0
GENERAL COSTS								\$
Office of Violence Against Women								
85311 Miscellaneous Expense - Community Engagement								\$ 60,000
CONSORTIUM/CONTRACTUAL COSTS				DIRECT COSTS				0
MODULAR OFFSET								0
SUBTOTAL DIRECT COSTS FOR BUDGET PERIOD 3								\$390,625
FACILITIES AND ADMINISTRATIVE COSTS 28%								\$ 109,375
TOTAL DIRECT COSTS FOR BUDGET PERIOD 3								\$500,000

Scope of Service and Deliverables:

Domestic Violence Wrap Around Response: This project enhances systems coordination and coordinated community responses including multidisciplinary teams, comprehensive and co-located victim services and interdisciplinary policy development to address the increased danger for victims of domestic violence when firearms are present. The City of Columbus will subaward OVW funds to The Center for Family Safety and Healing to launch the Domestic Violence Wrap Around Response pilot. This pilot embeds domestic violence advocates directly within Columbus Division of Police first responder patrol teams and in the Franklin County Domestic Relations Court's Family Protection Center. These advocates provide safety planning, resource referrals and direct advocacy for victims of domestic violence. Advocates also provide education for law enforcement and court staff on the complexity of domestic violence, domestic violence risk factors and the power and control dynamics often keeping victims in violent and volatile relationships.

The Center for Family Safety and Healing will comply with all terms and conditions of the OVW Cooperative agreement including:

1. Designate a project coordinator to co-lead FTAP multidisciplinary team.
2. Support multidisciplinary team in working with OVW and designated training and technical assistance providers to develop and address project goals and objectives.
3. Participate in a 3 months planning process with OVW and designated OVW TA providers to establish project goals and objectives.

4. Participate in community engagement activities hosted by OVW TA providers that will prioritize the needs of the community as it relates to firearms and domestic violence.
5. In coordination with OVW, designated OVW TA providers, and local community partners, identify the culturally specific populations residing and represented in the community and provide financial support to the culturally specific organization(s) serving these communities to actively participate on the multidisciplinary team.
6. Participate in mandatory virtual and/or in-person training and technical assistance opportunities including new grantee orientation, monthly and/or quarterly site check-in calls, webinars, peer to peer learning exchanges, host on site visits, and all site meetings. Additional required trainings may be determined by OVW.
7. Participate in required in-person and/or virtual all -site meetings. The selection and number of attendees from each team attending the all-site meetings will be determined in collaboration with OVW.
8. Assist OVW and TA providers with logistical coordination of on-site meetings conducted at the grantee location.
9. Develop a plan to document project challenges and success in implementing their goals, objectives, and activities.
10. Produce a written resource to help inform jurisdictions who want to undertake similar firearms work in their community.
11. Work cooperatively with OVW on the development and implementation of this project, including providing a meaningful opportunity for OVW staff to:
 - a) participate in project-related meetings and calls, including, but not limited to, on-site and/or virtual technical assistance and trainings, national and site-specific trainings, e-learnings, and webinars;
 - b) coordinate and actively participate in a project planning period, including ensuring the timely convening of any conference calls and/or in-person meetings necessary to complete the planning process;
 - c) review and approve or disapprove all content and formats for written and web-based deliverables produced in relation to this project, including reviewing all materials in the development, editorial, and final stages;
 - d) approve or disapprove sites, dates, and agendas for all project-related activities; and
 - e) approve or disapprove any modifications to the project scope, key project partner(s), deliverables, and timeline for all project-related activities, including, but not limited to, substantive changes to previously approved educational materials or professional tools.

EXHIBIT B – GRANTEE REPORTING FORM

TCFSH will submit bi-annual program reports and quarterly fiscal reports to the Columbus City Attorney's Office according to the reporting schedule outlined below and using the templates referenced below (fillable/editable report templates will be emailed to the Court Systems Coordinator, Victim Advocate Supervisor and Sponsored Manager).

Email reports to:

- Bridget L. DeCrane, bldecrane@columbus.gov, and
- Mark Rutkus, MKRutkus@columbus.gov

Fiscal reports are due the 15th day of the month following the quarter end...		Program reports are due the 15 th day of the month following the six month reporting period ...	
Reporting Period	Due date	Reporting Period	Due date
July - September, 2022	15-Oct-22	January – June, 2023	15-Jul-23
October - December, 2022	15-Jan-23	July – December, 2023	15-Jan-24
January - March, 2023	15-Apr-23	January – June, 2024	15-Jul-24
April - June, 2023	15-Jul-23	July – December, 2024	15-Jan-25
July - September, 2023	15-Oct-23	January – June, 2025	15-Jul-25
October - December, 2023	15-Jan-24	July – December, 2025	15-Jan-26
January - March, 2024	15-Apr-24		
April - June, 2024	15-Jul-24		
July - September, 2024	15-Oct-24		
October - December, 2024	15-Jan-25		
January - March, 2025	15-Apr-25		
April- June 2025	15-July-25		

EXHIBIT B – GRANTEE REPORTING FORM

Fiscal report template:

QUARTERLY FINANCIAL INVOICE FORM

Due by the 15th day of each month following calendar quarter end

Mail two originals with supporting documents:

Columbus City Attorney's Office
 Attn: Mark Rutkus
 77 North Front Street, 4th floor
 Columbus, Ohio 43215
 614-645-2934

A. Subaward Number: 21 OVW FTAP_100

E. Implementing Agency:
 The Center for Family Safety and Healing
 655 East Livingston Avenue
 Columbus, Ohio 43205

B. Subaward Title: 2021 OVW FTAP - Domestic Violence Wrap Ar

C. Report Period Ending:

D. 1. Initial Payment Request \$ 500,000.00

Start Date 7/1/2022
 End Date 6/30/2025

2. Quarterly Payment Request \$ _____

3. Check if this is the final fiscal report _____

F. Budget Cost Categories	G. APPROVED BUDGET	H. PRIOR YTD EXPENDITURES	I. CURRENT EXPENDITURES	J. TOTAL YTD EXPENDITURES	K. TOTAL UNPAID OBLIGATIONS
Personnel	\$ 305,625.00			\$ -	
Consultants				\$ -	
Travel (OVW Mandated)	\$ 25,000.00			\$ -	
Equipment				\$ -	
Supplies				\$ -	
Other Costs (OVW Comm Eng)	\$ 60,000.00			\$ -	
Construction				\$ -	
Confidential Funds				\$ -	
Indirect Costs	\$ 109,375.00			\$ -	
TOTAL COST	\$ 500,000.00	\$ -	\$ -	\$ -	\$ -
L. FUND DISTRIBUTION	APPROVED BUDGET	PRIOR YTD EXPENDITURES	CURRENT EXPENDITURES	TOTAL YTD EXPENDITURES	TOTAL UNPAID OBLIGATIONS
Federal Funds	\$ 500,000.00			\$ -	
Cash Match	\$ -			\$ -	
In-Kind Match	\$ -			\$ -	
TOTAL	\$ 500,000.00	\$ -	\$ -	\$ -	\$ -
M. FUND CASH POSITION	FEDERAL FUNDS	LOCAL/STATE MATCH	N. FORFEITURES (A01 CATEGORY ONLY)	PROJECT INCOME EARNED FROM SUBGRANT	INTEREST EARNED FROM SUBGRANT (LEBG ONLY)
YTD Receipts					
YTD Expenditures	\$ -	\$ -			
BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -
I certify that all transactions reported above have been made in compliance with all applicable statutes and regulations, and in accordance with the approved grant award. Designated Official Signature: _____ Print Name	Prepared By:		Justice Programs Use Only:		
	Address		V#		
	Phone Number:		Purchase Order #		
		Report Reviewed and Approved By:			

Programmatic report template:

U.S. Department of Justice
Office on Violence Against Women
SEMI-ANNUAL PROGRESS REPORT FOR

**Improving Criminal Justice Responses to Sexual Assault,
Domestic Violence, Dating Violence and Stalking Grant Program**

Brief Instructions: This form must be completed for each Improving Criminal Justice Responses to Sexual Assault, Domestic Violence, Dating Violence, and Stalking Grant Program (ICJR Program) grant received. A grant administrator or coordinator must ensure that the form is completed fully with regard to all grant-funded activities. Grant partners, however, may complete sections relevant to their portion of the grant. Grant administrators and coordinators are responsible for compiling and submitting a single report that reflects all information collected from grant partners.

Following are some guidelines regarding which sections of the form must be completed by ICJR Program grantees:

- All grantees must complete sections B, F, and G and subsections A1 and C2.
- In sections D, E, and subsections A2, C1, and C3-C7, grantees must answer an initial question about whether they supported certain activities during the current reporting period. If the response is yes, then the grantee must complete that section or subsection. If the response is no, the rest of that section or subsection is skipped.

For example,

1. If you are a victim services agency providing training and victim services with staff funded under this grant, you would complete A1, A2, B, C1, C2, D, F, and G (and answer 'no' in C3-C7, and E1-E5).
2. If you are a law enforcement agency receiving funds to pay for staff who provide training to other law enforcement, you would complete A1, A2, B, C1, C2, F, and G (and answer 'no' in C3-C7, D, and E1-E5).

Information reported in sections D (Victim Services) and E5 (Batterer Intervention Program) is for grant-funded activities only. Information reported in sections E1-E4 (Law Enforcement, Prosecution, Courts, and Probation and Parole) must reflect the activities of the entire agency receiving the ICJR Program funds. All information should reflect activities for the current reporting period only.

The activities of volunteers or interns should be reported if they were coordinated or supervised by ICJR Program-funded staff or if ICJR Program funds substantially supported their activities.

For further information on filling out this form, refer to the separate instructions, which contain detailed definitions and examples illustrating how questions should be answered.

SECTION	Page Number
Section A: General Information	1
A1: Grant Information	1
A2: Staff Information	3
Section B: Purpose Areas	4
Section C: Function Areas	6
C1: Training	6
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C4: Products	15
C5: Data Collection and Communication Systems	16
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SECTION	Page Number
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E5: Batterer Intervention Program (BIP)	42
Section F: Community Measures	43
Section G: Narrative	44

SECTION
A1**GENERAL INFORMATION****Grant Information**

All grantees must complete this subsection.

1. **Date of report** (format date with 6 digits – 01/31/17)
2. **Current reporting period** January 1 - June 30 July 1 - December 31 (Year)
3. **Grantee name** _____
4. **Grant number** _____
(the federal grant number assigned to your ICJR Program grant)
5. **Type of lead agency/organization**
(Check the one answer that best describes the agency/organization ICJR Program funds. States administering ICJR Program funds should see the attached instructions for additional information.)
- Court
- Government agency (e.g., state criminal justice department)
- Law enforcement
- Probation, parole, or other correctional agency
- Prosecution
- State coalition (domestic violence)
- State coalition (dual – domestic violence/sexual assault)
- State coalition (sexual assault)
- Tribal coalition
- Tribal government
- Unit of local government
- Victim services (domestic violence)
- Victim services (dual – domestic violence/sexual assault)
- Victim services (sexual assault)
- Other (specify):
- 5a. **Type of government partner**
(If lead agency is a coalition or a victim services provider, check the government type(s) that best describe your project partners.)
- Court
- Government agency (e.g., state criminal justice department)
- Law enforcement
- Probation, parole, or other correctional agency
- Prosecution
- Tribal government
- Unit of local government
- Other (specify):
- 5b. **Is this a faith-based organization?**
- Yes No

6. Point of Contact *(person responsible for the day-to-day coordination of the grant)*

First name _____ MI _____ Last name _____
 Agency/organization name _____
 Address _____
 City _____ State _____ Zip code _____
 Telephone _____ Facsimile _____
 E-mail _____

7. Does this grant specifically address tribal populations?

(Check yes if your ICJR Program grant focuses on tribal populations and indicate which tribes or nations you served or intend to serve.)

Yes No **If yes, which tribes/nations:**

8. What percentage of your ICJR Program grant was directed to each of these areas?

(Report the area[s] addressed by your ICJR Program grant during the current reporting period and estimate the approximate percentage of funds [or resources] used to address each area [consider training, victim services, etc.]. The grantee may choose how to make this determination.)

Throughout this form, the term **sexual assault** means any nonconsensual sexual act proscribed by Federal, tribal, or State law, including when the victim lacks the capacity to consent. The term **domestic violence/dating violence** applies to any pattern of coercive behavior that is used by one person to gain power and control over a current or former intimate partner or dating partner. **Stalking** is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others, or suffer substantial emotional distress. *(See separate instructions for more complete definitions.)*

	Percentage of grant funds
Sexual assault	<input style="width: 100px; height: 20px;" type="text"/>
Domestic violence/dating violence	<input style="width: 100px; height: 20px;" type="text"/>
Stalking	<input style="width: 100px; height: 20px;" type="text"/>
TOTAL (must equal 100%)	<input style="width: 100px; height: 20px;" type="text"/>

SECTION A2

Staff Information

Were ICJR Program grant funds used to fund staff positions during the current reporting period?

Check yes if ICJR Program funds were used to pay staff, including part-time staff and contractors.

- Yes--answer question 9
- No--skip to section B

9. Staff

(Report the total number of full-time equivalent (FTE) staff funded by the ICJR Program grant during the current reporting period. Report staff by the function(s) performed, not by title or location. Include employees who are part-time and/or only partially funded with these grant funds as well as consultants/contractors. Report grant-funded overtime. If an employee or contractor was employed or utilized for only a portion of the reporting period, prorate appropriately. For example, if you hired a full-time advocate in October who was 100% funded with ICJR Program funds, you would report that as 0.5 FTE. Report all FTEs in decimals, not percentages. One FTE is equal to 1,040 hours—40 hours per week x 26 weeks. See separate instructions for examples of how to calculate FTEs.)

Staff	FTE(s)
Administrator (<i>fiscal manager, executive director</i>)	<input type="text"/>
Attorney (<i>does not include prosecutor</i>)	<input type="text"/>
Counselor	<input type="text"/>
Court personnel	<input type="text"/>
Information technology staff	<input type="text"/>
Investigator (<i>prosecution-based</i>)	<input type="text"/>
Law enforcement officer	<input type="text"/>
Legal advocate (<i>does not include attorney or paralegal</i>)	<input type="text"/>
Paralegal	<input type="text"/>
Probation officer/offender monitor	<input type="text"/>
Program coordinator (<i>training coordinator, volunteer coordinator, victim services coordinator</i>)	<input type="text"/>
Prosecutor	<input type="text"/>
Sexual assault nurse examiner/sexual assault forensic examiner (<i>SANE/SAFE</i>)	<input type="text"/>
Support staff (<i>administrative assistant, bookkeeper, accountant</i>)	<input type="text"/>
Trainer	<input type="text"/>
Translator/interpreter	<input type="text"/>
Victim advocate (<i>non-governmental, includes domestic violence, sexual assault, and dual</i>)	<input type="text"/>
Victim assistant (<i>governmental, includes victim-witness specialist/coordinator</i>)	<input type="text"/>
Other (<i>specify</i>): <input style="width: 400px;" type="text"/>	<input type="text"/>
Total	<input type="text"/>

SECTION

B

PURPOSE AREAS

All grantees must complete this section.

10. Statutory purpose areas*(Check all purpose areas that apply to activities supported with ICJR Program funds during the current reporting period.)*

Check all that apply	Purpose areas
<input type="checkbox"/>	Implement proarrest programs and policies in police departments, including policies for protection order violations and enforcement of protection orders across State and tribal lines.
<input type="checkbox"/>	Develop policies, educational programs, protection order registries, data collection systems, and training in police departments to improve tracking of cases and classification of complaints involving domestic violence, dating violence, sexual assault, and stalking. Policies, educational programs, protection order registries, and training described in this paragraph shall incorporate confidentiality, and privacy protections for victims of domestic violence, dating violence, sexual assault, and stalking.
<input type="checkbox"/>	Centralize and coordinate police enforcement, prosecution, or judicial responsibility for domestic violence, dating violence, sexual assault, and stalking cases in teams or units of police officers, prosecutors, parole and probation officers, or judges.
<input type="checkbox"/>	Coordinate computer tracking systems and provide the appropriate training and education about domestic violence, dating violence, sexual assault, and stalking to ensure communication between police, prosecutors, parole and probation officers, and both criminal and family courts.
<input type="checkbox"/>	Strengthen legal advocacy service programs and other victim services for victims of domestic violence, dating violence, sexual assault, and stalking, including strengthening assistance to such victims in immigration matters.
<input type="checkbox"/>	Educate Federal, State, tribal, territorial, and local judges, courts, and court-based and court-related personnel in criminal and civil courts (including juvenile courts) about domestic violence, dating violence, sexual assault, and stalking and to improve judicial handling of such cases.
<input type="checkbox"/>	Provide technical assistance and computer and other equipment to police departments, prosecutors, courts, and tribal jurisdictions to facilitate the widespread enforcement of protection orders, including interstate enforcement, enforcement between States and tribal jurisdictions, and enforcement between tribal jurisdictions.
<input type="checkbox"/>	Develop or strengthen policies and training for police, prosecutors, and the judiciary in recognizing, investigating, and prosecuting instances of domestic violence, dating violence, sexual assault, and stalking against older individuals (as defined in section 102 of the Older Americans Act of 1965 (42 U.S.C. 3002)) and individuals with disabilities (as defined in section 3(2) of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101(2))).
<input type="checkbox"/>	Develop State, tribal, territorial, or local policies, procedures, and protocols for preventing dual arrests and prosecutions in cases of domestic violence, dating violence, sexual assault, and stalking, and to develop effective methods for identifying the pattern and history of abuse that indicates which party is the actual perpetrator of abuse.
<input type="checkbox"/>	Plan, develop and establish comprehensive victim service and support centers, such as family justice centers, designed to bring together victim advocates from victim service providers, staff from population specific organizations, law enforcement officers, prosecutors, probation officers, governmental victim assistants, forensic medical professionals, civil legal attorneys, chaplains, legal advocates, representatives from community-based organizations and other relevant public or private agencies or organizations into one centralized location, in order to improve safety, access to services, and confidentiality for victims and families. Although funds may be used to support the collocation of project partners under this paragraph, funds may not support construction or major renovation expenses or activities that fall outside of the scope of the other statutory purpose areas.

10. Statutory purpose areas (cont.)

Check all that apply	Purpose areas
<input type="checkbox"/>	Develop and implement policies and training for police, prosecutors, probation and parole officers, and the judiciary in recognizing, investigating, and prosecuting instances of sexual assault, with an emphasis on recognizing the threat to the community for repeat crime perpetration by such individuals.
<input type="checkbox"/>	Develop, enhance, and maintain protection order registries.
<input type="checkbox"/>	Develop human immunodeficiency virus (HIV) testing programs for sexual assault perpetrators and notification and counseling protocols.
<input type="checkbox"/>	Develop and implement training programs for prosecutors and other prosecution-related personnel regarding best practices to ensure offender accountability, victim safety, and victim consultation in cases involving domestic violence, dating violence, sexual assault, and stalking.
<input type="checkbox"/>	Develop or strengthen policies, protocols, and training for law enforcement, prosecutors, and the judiciary in recognizing, investigating, and prosecuting instances of domestic violence, dating violence, sexual assault, and stalking against immigrant victims, including the appropriate use of applications for nonimmigrant status under subparagraphs (T) and (U) of section 101(a)(15) of the Immigration and Nationality Act (8 U.S.C. 1101 (a)(15)).
<input type="checkbox"/>	Develop and promote State, local, or tribal legislation and policies that enhance best practices for responding to the crimes of domestic violence, dating violence, sexual assault, and stalking, including the appropriate treatment of victims.
<input type="checkbox"/>	Develop, implement, or enhance sexual assault nurse examiner programs or sexual assault forensic examiner programs, including the hiring and training of such examiners.
<input type="checkbox"/>	Develop, implement, or enhance Sexual Assault Response Teams or similar coordinated community responses to sexual assault.
<input type="checkbox"/>	Develop and strengthen policies, protocols, and training for law enforcement officers and prosecutors regarding the investigation and prosecution of sexual assault cases and the appropriate treatment of victims.
<input type="checkbox"/>	Provide human immunodeficiency virus testing programs, counseling, and prophylaxis for victims of sexual assault.
<input type="checkbox"/>	Identify and inventory backlogs of sexual assault evidence collection kits and to develop protocols for responding to and addressing such backlogs, including policies and protocols for notifying and involving victims.
<input type="checkbox"/>	Develop multidisciplinary high-risk teams focusing on reducing domestic violence and dating violence homicides by a) using evidence-based indicators to assess the risk of homicide and link high-risk victims to immediate crisis intervention services; b) identifying and managing high-risk offenders; and c) providing ongoing victim advocacy and referrals to comprehensive services including legal, housing, health care, and economic assistance.

11. Program priority areas addressed by your grant

(In addition to the purpose areas identified above, the ICJR Program Grant Application and Program Guidelines may have identified several program priority areas that would receive priority consideration. If your program addressed any of these priority areas during the current reporting period, list them below.)



FUNCTION AREAS

Training

Were your ICJR Program funds used for training during the current reporting period?

Check yes if ICJR Program-funded staff provided training or if grant funds were used to directly support training.

- Yes—answer questions 12-15
- No—skip to C2

For the purposes of this reporting form, **training** means providing information on sexual assault, domestic violence, dating violence, and stalking that enables professionals to improve their response to victims/survivors as it relates to their role in the system.

12. Training events provided

(Report the total number of training events provided during the current reporting period that were either provided by ICJR Program-funded staff or were directly supported by ICJR Program grant funds. Do not include training provided to ICJR Program-funded staff.)

Total number of training events provided

13. Number of people trained

(Report the number of people trained during the current reporting period by ICJR Program-funded staff or supported by ICJR Program funds. Use the category that is most descriptive of the people who attended the training event. ICJR Program-funded staff who attended training events should not be counted as people trained. Do not include staff funded under your ICJR Program grant who attended staff development events. Students, community members, and victims/survivors should not be reported as people trained, since they are not professionals responding to victims/survivors.)

People Trained	Number
Advocacy organization staff (NAACP, AARP)	<input style="width: 100%; height: 20px;" type="text"/>
Attorneys/law students (does not include prosecutors)	<input style="width: 100%; height: 20px;" type="text"/>
Batterer intervention program staff	<input style="width: 100%; height: 20px;" type="text"/>
Corrections personnel (probation, parole, and correctional facilities staff)	<input style="width: 100%; height: 20px;" type="text"/>
Court personnel (judges, clerks)	<input style="width: 100%; height: 20px;" type="text"/>
Disability organization staff (non-governmental)	<input style="width: 100%; height: 20px;" type="text"/>
Educators (teachers, administrators, etc.)	<input style="width: 100%; height: 20px;" type="text"/>
Elder organization staff (non-governmental)	<input style="width: 100%; height: 20px;" type="text"/>
Faith-based organization staff	<input style="width: 100%; height: 20px;" type="text"/>
Government agency staff (vocational rehabilitation, food stamps, TANF)	<input style="width: 100%; height: 20px;" type="text"/>
Health professionals (doctors, nurses—does not include SANEs or SAFEs)	<input style="width: 100%; height: 20px;" type="text"/>
Immigrant organization staff (non-governmental)	<input style="width: 100%; height: 20px;" type="text"/>
Law enforcement officers	<input style="width: 100%; height: 20px;" type="text"/>
Legal services staff (does not include attorneys)	<input style="width: 100%; height: 20px;" type="text"/>
Mental health professionals	<input style="width: 100%; height: 20px;" type="text"/>

13. People trained (cont.)

People Trained	Number
Prosecutors	<input type="text"/>
Sex offender treatment providers	<input type="text"/>
Sexual assault nurse examiners/sexual assault forensic examiners	<input type="text"/>
Social service organization staff (<i>non-governmental—food bank, homeless shelter</i>)	<input type="text"/>
Substance abuse organization staff	<input type="text"/>
Supervised visitation and exchange center staff	<input type="text"/>
Translators/interpreters	<input type="text"/>
Tribal government/Tribal government agency staff	<input type="text"/>
Victim advocates (<i>non-governmental, includes sexual assault, domestic violence, or dual</i>)	<input type="text"/>
Victim assistants (<i>governmental, includes victim-witness specialists/coordinators</i>)	<input type="text"/>
Volunteers	<input type="text"/>
Other (<i>specify</i>): <input type="text"/>	<input type="text"/>
TOTAL	<input type="text"/>

14. Training content areas

(Indicate all topics covered in training events provided with your ICJR Program funds during the current reporting period. Check all that apply.)

Sexual assault, domestic violence, dating violence, and stalking

- Advocate response
- Child witnesses
- Confidentiality
- Dating violence overview, dynamics, and services
- Domestic violence overview, dynamics, and services
- Mandatory reporting requirements
- Response to victims/survivors who are in correctional settings
- Response to victims/survivors who have been trafficked
- Safety planning for victims/survivors
- Sexual assault overview, dynamics, and services
- Stalking overview, dynamics, and services
- Supervised visitation and exchange
- Other (specify):

Justice system

- Civil court procedures
- Criminal court procedures
- Decreasing dual arrests/identification of predominant aggressor
- Domestic violence statutes/codes
- Firearms and domestic violence
- Homicide prevention (*lethality assessment*)
- Immigration
- Judicial response
- Law enforcement response
- Pro-arrest policies
- Probation response
- Prosecution response
- Protection orders (*including full faith and credit*)
- Sexual assault evidence collection kits

- Sexual assault forensic examination
- Sexual assault statutes/codes
- Stalking statutes/codes
- Tribal Jurisdiction and Public Law 280
- Other (specify):

Underserved populations

Issues specific to victims/survivors who:

- are American Indian or Alaska Native
- are Asian
- are Black or African American
- are D/deaf or hard of hearing
- are elderly
- are Hispanic or Latino
- are homeless or living in poverty
- are immigrants, refugees, or asylum seekers
- are in correctional settings
- are lesbian, gay, bisexual, transgender, or intersex
- are Native Hawaiian or other Pacific Islander
- have disabilities
- have limited English proficiency
- have mental health issues
- have substance abuse issues
- live in rural areas
- Other (specify):

Community response

- Community response to sexual assault
- Coordinated community response
- Response teams (*DART, DVRT, SART*)
- Technology
- Other (specify):

15. (Optional) Additional information

(Use the space below to discuss the effectiveness of training activities funded or supported by your ICJR Program grant and to provide any additional information you would like to share about your training activities beyond what you have provided in the data above. Examples might include a reduction in dual arrest rates following training provided on identifying the predominant aggressor, or improved system response to victims/survivors with disabilities following a multidisciplinary training provided to advocates, law enforcement, and prosecution agencies on issues specific to victims/survivors with disabilities. If you have facilitated a multidisciplinary training event(s) – different professionals attending the same training – with ICJR Program grant funds during the current reporting period, you may elaborate here.) (Maximum 2000 characters)



Coordinated Community Response

All grantees must complete this subsection.

16. Coordinated community response (CCR) activities

(Check the appropriate boxes to indicate the agencies or organizations, even if they are not partners with which you have a memorandum of understanding [MOU], that you provided victim/survivor referrals to, received victim/survivor referrals from, engaged in consultation with, provided technical assistance to, and/or attended meetings with, during the current reporting period, according to the usual frequency of the interactions. If the interactions were not part of a regular schedule, you will need to estimate the frequency with which these interactions occurred during the current reporting period. In the last column, indicate the agencies or organizations with which you have an MOU for purposes of the ICJR Program Grant. If ICJR Program-funded staff participated in a task force or work group, indicate that under "Meetings" by checking the frequency of the meetings and the types of organizations participating.)

Agency/organization	Victim/survivor referrals, consultations, technical assistance			Meetings			MOU Partner
	Daily	Weekly	Monthly	Weekly	Monthly	Quarterly	
Advocacy organization (NAACP, AARP)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Batterer intervention program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Corrections (probation, parole, and correctional facility staff)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Court	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Domestic violence organization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Faith-based organization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Governmental agency (SSA, TANF)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Health/mental health organization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Law enforcement agency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Legal organization (legal services, bar association, law school)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Prosecutor's office	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sexual assault organization	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sex offender management/sex offender treatment provider	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Social service organization (non-governmental)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tribal government/Tribal governmental agency	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify): <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

17. (Optional) Additional information

(Use the space below to discuss the effectiveness of CCR activities funded or supported by your ICJR Program grant and to provide any additional information you would like to share about your CCR activities beyond what you have provided in the data above. Examples might include an improved judicial response to victims/survivors requesting protection orders, following meetings of a regional task force that included victim advocates, legal services attorneys, and judges; improved information to victims regarding resources and greater coordination between the prosecutor's office and the local victim services agency as a result of meetings between the governmental and non-governmental advocates.) (Maximum 2000 characters)



Policies and Legislation

Were your ICJR Program funds used to develop, substantially revise, or implement policies or protocols or to develop or promote State, local, or tribal legislation and policies during the current reporting period?

Check yes if ICJR Program-funded staff developed, substantially revised, or implemented policies or protocols or if ICJR Program-funded staff developed or promoted State, local, or tribal legislation and policies, or if ICJR Program funds were used to directly support the development, revision, or implementation of policies or protocols or to directly support the development or promotion of State, local, or tribal legislation and policies.

- Yes—answer questions 18-20
 No—skip to C4

18. Types of protocols and/or policies developed, substantially revised, or implemented during the current reporting period

(Check all that apply.)

Victim services

- Appropriate response to underserved populations
 Appropriate response to victims/survivors who are elderly or have disabilities
 Appropriate response to victim/survivors with substance abuse issues and/or mental health diagnoses
 Confidentiality
 Homicide prevention (*lethality assessment*)
 Mandatory training standards for staff and volunteers
 Procedures for anonymous, confidential, or Jane Doe reporting of sexual assault
 Sexual assault evidence collection kits
 Staff, board, and/or volunteers represent the diversity of your service area
 Victim/survivor informed about Crime Victims Compensation and Victim Impact Statements
 Victim/survivor notification and engagement
 Other (*specify*):

Law enforcement

- Appropriate response to underserved populations
 Appropriate response to victims/survivors who are elderly or have disabilities
 Homicide prevention (*lethality assessment*)
 Identifying primary aggressor/discouraging dual arrest
 Immediate access to protection order information

- Mandatory training on sexual assault, domestic violence, dating violence, and/or stalking
 No charge to sexual assault victim/survivor for any costs associated with forensic exam
 No charge to victims/survivors for any costs related to the investigation of sexual assault, domestic violence, dating violence, and/or stalking offenses
 No charge to victims/survivors for service of protection orders, warrants, or subpoenas
 No victims/survivors polygraphed
 Policies to protect victims/survivors from Internet disclosure of identifying information
 Pro-arrest/mandatory arrest
 Procedures for anonymous, confidential, or Jane Doe reporting of sexual assault
 Protection order enforcement (*including full faith and credit*)
 Providing information to victims/survivors about victim services
 Sexual assault evidence collection kits
 Sexual assault response and protocols
 Victim/survivor notification and engagement
 Other (*specify*):

Prosecution

- Appropriate response to underserved populations
 Appropriate response to victims/survivors who are elderly or have disabilities

18. Types of protocols or policies developed (cont.)

- Mandatory training on sexual assault, domestic violence, dating violence and/or stalking
- No charge to victims/survivors for any costs related to the prosecution of sexual assault, domestic violence, dating violence, and/or stalking
- No victims/survivors polygraphed
- Policies to protect victims/survivors from Internet disclosure of identifying information
- Protection order enforcement (*including full faith and credit*)
- Sexual assault evidence collection kits
- Sexual assault response and protocols
- Vertical prosecution
- Victim/survivor notification and engagement
- Other (*specify*):

Courts

- Accelerated trial schedules
- Appropriate response to underserved populations
- Appropriate response to victims/survivors who are elderly or have disabilities
- Dedicated domestic violence docket
- Full faith and credit for protection orders
- Immediate access to obtaining protection orders
- Judicial monitoring of sexual assault, domestic violence, dating violence and/or stalking offenders
- Mandatory training on sexual assault, domestic violence, dating violence, and/or stalking
- No charge to victims/survivors for any costs related to prosecution of a sexual assault, domestic violence, dating violence, and/or stalking offense or to obtaining a protection order
- Policies to protect victims/survivors from Internet disclosure of identifying information
- Policy against mutual restraining orders
- Procedures for courtroom security
- Sexual assault evidence collection kits
- Standard protection order form
- Other (*specify*):

Probation and parole

- Appropriate response for cases involving underserved populations
- Appropriate response for cases involving victims/survivors who are elderly or have disabilities
- Mandatory training on sexual assault, domestic violence, dating violence, and/or stalking
- Strategies to assist and protect victims/survivors during probation and parole
- Victim/survivor inclusion in offender supervision planning process/sex offender management
- Victim/survivor notification and engagement
- Other (*specify*):

Healthcare

- Advocate response to emergency room
- Appropriate response for underserved populations
- Appropriate response to victims/survivors to avoid or eliminate re-traumatization
- Appropriate response to victims/survivors who are elderly or have disabilities
- Forensic exams not billed to victim/survivor
- HIV testing programs, counseling, and prophylaxis for victims/survivors of sexual assault
- Mandatory training on sexual assault, domestic violence, dating violence, and/or stalking
- Routine screening and referrals for sexual assault, domestic violence, dating violence, and/or stalking
- Sexual assault evidence collection kits
- Victim/survivor notification and engagement
- Other (*specify*):

19. Development or promotion of State, local, or tribal legislation and policies

(If ICJR Program funds were used to support the development or promotion of State, local, or tribal legislation and policies that enhance best practices for responding to domestic violence, dating violence, sexual assault, and stalking during the current reporting period, please discuss those activities in the space below.) (Maximum 2000 characters)

20. (Optional) Additional information

(Use the space below to discuss the effectiveness of policies you have developed or implemented that were funded or supported by your ICJR Program grant and to provide any additional information you would like to share about your activities relating to developing, revising, or implementing policies beyond what you have provided in the data above. An example might include a significant increase in victim/survivor contact with, and input to the specialized probation officer/unit following the implementation of a policy on victim/survivor involvement.) (Maximum 2000 characters)

SECTION C4

Products

Were your ICJR Program funds used to develop or substantially revise products during the current reporting period?

Check yes if ICJR Program-funded staff developed or revised products or if ICJR Program funds directly supported the development or revision of products.

- Yes—answer question 21
- No—skip to C5

21. Use of ICJR Program funds for product development or substantial revision

(Report the number of products developed or substantially revised with ICJR Program funds during the current reporting period, the title/topic, and the intended audience for each product developed or revised. If a product was created in or translated into a language other than English, including Braille, indicate the language. Do not report the number of products printed or copied; only report the number developed or revised—in most cases that number will be one for each product described. See separate instructions for examples of how to report under “developed or revised.”)

Products	Number developed or revised	Title/topic	Intended audience	Other languages
Brochures	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Manuals	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Training curricula and materials	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other (specify): <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>



Data Collection and Communication Systems

Were your ICJR Program funds used to develop, install, or expand data collection and/or communication systems during the current reporting period?

Check yes if ICJR Program funds or ICJR Program-funded staff were used to develop, install, or expand data collection and/or communication systems.

- Yes—answer questions 22-23
 No—skip to C6

22. Use of ICJR Program funds for data collection and/or communication systems

(Check all that apply.)

- Develop new data collection/communication systems
 Install data collection/communication systems
 Expand existing data collection/communication systems
 Link existing data collection/communication systems
 Share information with other community partners
 Manage data collection and communication
 Purchase computers and other equipment

23. Purpose of data collection and/or communication systems

(Indicate all types of information identified or tracked with this technology by checking all that apply.)

- Arrests/charges
 Bail/bond orders
 Case management
 Compliance with court-ordered sanctions
 Convictions
 Court docket management
 Evaluation/outcome measures
 Incident reports
 Probation conditions/violations
 Prosecutions
 Protection orders
 Recidivism
 Sentencing
 Sexual assault evidence collection kits
 Stalking and harassment orders
 Victim notification
 Victim services availability
 Violations of protection orders
 Warrants
 Other (specify):

SECTION C6

Specialized Units

Were your ICJR Program funds used for specialized units in the criminal justice system during the current reporting period?

Check yes if any ICJR Program-funded staff were part of a specialized unit in any of the categories listed below or if ICJR Program funds were used to directly support a specialized unit.

- Yes—answer questions 24-25
- No—skip to C7

A **specialized unit** is a centralized or coordinated group, unit, or dedicated staff of police officers, prosecutors, probation officers, or judges or other court personnel responsible for handling sexual assault, domestic violence, dating violence, and/or stalking cases. A specialized unit may consist of one person, even if that person is partially funded by your ICJR Program grant.

24. Use of ICJR Program funds for specialized units

(Check all that apply for the current reporting period.)

	Law enforcement	Prosecution	Court	Probation or parole
Develop a new unit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Support, expand, or coordinate an existing unit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Train a specialized unit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify): <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

25. Victimization addressed by ICJR-funded specialized units

(Check all victimizations addressed by your specialized unit during the current reporting period.)

	Law enforcement	Prosecution	Court	Probation or parole
Sexual assault	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Domestic violence/dating violence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stalking	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SECTION C7

System Improvement

Were your ICJR Program funds used for system improvement during the current reporting period?

Check yes if any ICJR Program-funded staff engaged in system improvement activities or if ICJR Program funds directly supported system improvements (e.g., interpreters, safety audits, security).

- Yes—answer questions 26
- No—skip to Section D

26. Use of ICJR Program funds for system improvement

(Check all that apply for the current reporting period.)

	Victim services	Law enforcement	Prosecution	Court	Probation or parole
Evaluation or performance management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fatality review	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interpreters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Language access plan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Language lines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Meetings between tribal and non-tribal entities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Safety audits	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Security personnel or equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Translation of forms and documents	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (specify): <input type="text"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



VICTIM SERVICES

Were your ICJR Program funds used to provide victim services?

Check yes if ICJR Program-funded staff provided victim services or if ICJR Program funds were used to support victim services during the current reporting period. Report all victims served and victim services provided with ICJR Program funds, whether by a victim services agency or victim services within law enforcement, prosecution, or the court system in this section. Report criminal justice activities, such as 911 calls, cases investigated, and cases prosecuted, in Section E only.

- Yes—answer questions 27-35
- No—skip to Section E

27. Number of victims/survivors served, partially served, and victims/survivors seeking services who were not served

Please do not answer this question without referring to the separate instructions for further explanation and examples of how to distinguish among these categories.

(Report the following, to the best of your ability, as an unduplicated count for each category during the current reporting period. This means that each victim/survivor who was seeking or who received services during the current reporting period should be counted only once in that reporting period. For purposes of this question, victims/survivors are those against whom the sexual assault, domestic violence, dating violence, and/or stalking was directed. If the victim/survivor experienced more than one victimization, that person should be counted only once under the presenting victimization. Do not report secondary victims/survivors here.)

	Presenting victimization			
	Sexual assault	Domestic violence/dating violence	Stalking	TOTAL
A. Served: <i>Victims/survivors who received the service(s) they requested, if those services were funded by your ICJR Program grant</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
B. Partially served: <i>Victims/survivors who received some service(s), but not all of the services they requested, if those services were funded by your ICJR Program grant</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL SERVED and PARTIALLY SERVED (27A + 27B)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
C. Victims seeking services who were not served: <i>Victims/survivors who sought services and did not receive the service(s) they were seeking, if those services were funded by your ICJR Program grant</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

28. Number of new victims/survivors served and partially served during the current reporting period
(For each victim/survivor reported in 27A and 27B, report the number of victims/survivors who began receiving ICJR Program-funded services during the current reporting period. If this is your first time using ICJR Program funds to provide victim services, then all victims/survivors in 27A and 27B should be reported as new. If the victim/survivor has been counted as served or partially served in a previous reporting period do not include them here, even if the victim/survivor sought services for a new victimization. For example, if you provided services to a domestic violence victim during the previous reporting period, and that victim returned during the current reporting period after being sexually assaulted, you would not report them in this question, and instead would report the additional victimization in question 29.)

Presenting victimization	Number of victims/survivors
Sexual assault	<input type="text"/>
Domestic violence/dating violence	<input type="text"/>
Stalking	<input type="text"/>
TOTAL	<input type="text"/>

29. Number of victims/survivors served for all types of victimizations
(For each victim reported as served or partially served in question 27A and 27B, report any additional types of victimizations for which they received ICJR Program-funded services during the current reporting period. Report a victim under each additional victimization in the row that corresponds to the victimization you reported that victim under in question 27A and 27B. Report a victim only once under each additional victimization.)

Trafficking is defined as sex trafficking in which a commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age; and/or the recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subsection to involuntary servitude, peonage, debt bondage, or slavery.

Presenting victimization	Additional victimizations			
	Sexual assault	Domestic violence/dating violence	Stalking	Trafficking
Presenting victims/survivors of sexual assault	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Presenting victims/survivors of domestic violence/dating violence	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Presenting victims/survivors of stalking	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL VICTIMIZATIONS	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

30. Reasons that primary victims/survivors seeking services were not served or were partially served

(Check all that apply, indicating whether the reason applies to victims/survivors who were partially served, victims/survivors who were not served, or both.)

Partially served	Not served	Reasons not served or partially served
<input type="checkbox"/>	<input type="checkbox"/>	Conflict of interest
<input type="checkbox"/>	<input type="checkbox"/>	Did not meet statutory requirements
<input type="checkbox"/>	<input type="checkbox"/>	Hours of operation
<input type="checkbox"/>	<input type="checkbox"/>	Insufficient or lack of culturally appropriate services
<input type="checkbox"/>	<input type="checkbox"/>	Insufficient or lack of language capacity (<i>including sign language</i>)
<input type="checkbox"/>	<input type="checkbox"/>	Insufficient or lack of services for people with disabilities
<input type="checkbox"/>	<input type="checkbox"/>	Lack of childcare
<input type="checkbox"/>	<input type="checkbox"/>	Program reached capacity
<input type="checkbox"/>	<input type="checkbox"/>	Program rules not acceptable to victim/survivor
<input type="checkbox"/>	<input type="checkbox"/>	Program unable to provide service due to limited resources/priority-setting
<input type="checkbox"/>	<input type="checkbox"/>	Services inappropriate or inadequate for victims/survivors with mental health issues
<input type="checkbox"/>	<input type="checkbox"/>	Services inappropriate or inadequate for victims/survivors with substance abuse issues
<input type="checkbox"/>	<input type="checkbox"/>	Services not appropriate for victim/survivor
<input type="checkbox"/>	<input type="checkbox"/>	Services not available for victims/survivors accompanied by male adolescents
<input type="checkbox"/>	<input type="checkbox"/>	Transportation
<input type="checkbox"/>	<input type="checkbox"/>	Other (<i>specify</i>): <input data-bbox="711 1171 1477 1213" type="text"/>

31. Demographics of primary victims/survivors served or partially served

(Based on the primary victims/survivors reported in 27A and 27B, report the total numbers for all that apply. Because victims/survivors may identify in more than one category of race/ethnicity, the “Total race/ethnicity” may exceed the total number of victims/survivors reported in 27A and 27B, however, victims/survivors may not be counted more than once in each individual category. The total number of victims/survivors reported under “Race/ethnicity” should not be less than the total number of victims/survivors reported in 27A and 27B. The total number of victims/survivors reported under “Gender” and the total number reported under “Age” should equal the total number of victims/survivors reported in 27A and 27B. Those victims/survivors for whom gender, age, and/or race/ethnicity are not known should be reported in the “unknown” category.)

Race/ethnicity	Number of victims/survivors
American Indian or Alaska Native	<input type="text"/>
Asian	<input type="text"/>
Black or African American	<input type="text"/>
Hispanic, Latino, or Spanish origin	<input type="text"/>
Native Hawaiian or Other Pacific Islander	<input type="text"/>
White	<input type="text"/>
Some other race, ethnicity, or origin	<input type="text"/>
Unknown	<input type="text"/>
TOTAL RACE/ETHNICITY (should not be less than)	<input type="text"/>

Gender	Number of victims/survivors
Female	<input type="text"/>
Male	<input type="text"/>
Transgender or gender nonconforming	<input type="text"/>
Unknown	<input type="text"/>
TOTAL GENDER (should equal)	<input type="text"/>

Age	Number of victims/survivors
0 – 6	<input type="text"/>
7 – 10	<input type="text"/>
11 – 17	<input type="text"/>
18 – 24	<input type="text"/>
25 – 59	<input type="text"/>
60 +	<input type="text"/>
Unknown	<input type="text"/>
TOTAL AGE (should equal)	<input type="text"/>

31. Demographics of primary victims/survivors served or partially served (cont.)

Other demographics	Number of victims/survivors
Lesbian, gay, bisexual, transgender, or queer (LGBTQ) individuals	<input type="text"/>
People with disabilities	<input type="text"/>
People with limited English proficiency	<input type="text"/>
People who are D/deaf or hard of hearing	<input type="text"/>
People who are immigrants/refugees/asylum seekers	<input type="text"/>
People who live in rural areas	<input type="text"/>

32. Victims/survivors' relationships to offender by victimization

(For those primary victims/survivors reported as served and partially served in 27A and 27B, report the victim/survivor's relationship to the offender by type of victimization. If a victim/survivor experienced more than one type of victimization and/or was victimized by more than one perpetrator, count the victim/survivor in all categories that apply. The total number of relationships in the sexual assault column must be at least _____; the total number in the domestic violence/dating violence column must be at least _____; and the total number in the stalking column must be at least _____.)

Victims/survivors' relationships to offender	Number of victim/survivor relationships by victimization		
	Sexual assault	Domestic violence/dating violence	Stalking
Current or former spouse or intimate partner	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other family or household member	<input type="text"/>	<input type="text"/>	<input type="text"/>
Current or former dating relationship	<input type="text"/>	<input type="text"/>	<input type="text"/>
Acquaintance (neighbor, employee, co-worker, student, schoolmate, etc.)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Stranger	<input type="text"/>	<input type="text"/>	<input type="text"/>
Relationship unknown	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL	<input type="text"/>	<input type="text"/>	<input type="text"/>

33a. Victim services

(Report the number of primary victims/survivors from 27A and 27B who received ICJR Program-funded services. Count each victim/survivor only once for each type of service they received during the current reporting period under the “Number of victims/survivors served” column. Under the “Number of times service was provided” column, report the total number of times victims/survivors received the ICJR Program-funded service. The number of victims/survivors served for each type of service should not be higher than the total of 27A and 27B.)

Type of service	Number of victims/survivors served	Number of times service was provided
Civil legal advocacy/court accompaniment <i>(Assisting a victim/survivor with civil legal issues, including preparing paperwork for a protection order and accompanying victim/survivor to a protection order hearing, administrative hearing, or other civil court proceeding. Does not include advocacy by attorneys and/or paralegals.)</i>	<input type="text"/>	<input type="text"/>
Civil legal assistance <i>(Civil legal services provided by an attorney and/or a paralegal.)</i>		
Counseling services/support group <i>(Individual or group counseling or support provided by a volunteer, peer, or professional.)</i>	<input type="text"/>	<input type="text"/>
Criminal justice advocacy/court accompaniment <i>(Assisting a victim/survivor with criminal legal issues including notifying the victim/survivor of case status, hearing dates, plea agreements, and sentencing terms; preparing paperwork such as victim impact statements; accompanying a victim/survivor to a criminal court proceeding or law enforcement interview; and all other advocacy within the criminal justice system.)</i>	<input type="text"/>	<input type="text"/>
Crisis intervention <i>(Crisis intervention is a process by which a person identifies, assesses, and intervenes with an individual in crisis so as to restore balance and reduce the effects of the crisis in her/his life. In this category, report crisis intervention that occurs in person and/or over the telephone.)</i>	<input type="text"/>	<input type="text"/>
Forensic exam <i>(Exam conducted by a sexual assault nurse examiner or by a sexual assault forensic examiner.)</i>	<input type="text"/>	<input type="text"/>
Hospital/clinic/other medical response <i>(Accompanying a victim survivor to or meeting a victim/survivor at a hospital, clinic, or medical office.)</i>	<input type="text"/>	<input type="text"/>
Language services <i>(Interpretation, translation)</i>	<input type="text"/>	<input type="text"/>
Transportation	<input type="text"/>	<input type="text"/>
Victim/survivor advocacy <i>(Actions designed to assist the victim/survivor in obtaining support, resources, or services, including employment, housing, shelter services, health care, victim’s compensation, etc.)</i>	<input type="text"/>	<input type="text"/>
Other (specify): <input type="text"/>	<input type="text"/>	<input type="text"/>

33b. Hotline support, information, and referral

(Report the number of hotline requests received from primary victims/survivors, and the total number of hotline requests received, on phone lines paid for with ICJR Program funds or answered by ICJR Program-funded staff, during the current reporting period. Primary victims/survivors whose requests are reported here should not be reported as victims served in question 27 unless they also received at least one of the services listed in question 33a. Victims/survivors who receive services such as crisis intervention or victim advocacy, in addition to basic hotline information and/or referrals, should also be reported in question 33a. Hotline requests that include victim advocacy or crisis intervention services are those that require more time than average and involve a more intensive focus on the immediate needs and situation of the victim. For examples of when to report only the hotline request and when to report both hotline requests and services in question 33a, see separate instructions.)

	Requests from victims/survivors	Total number of requests
Hotline support, information, and referral (Support or information and referral provided over an agency's hotline, telephone, or web-based communication.)	<input type="text"/>	<input type="text"/>

33c. Victim witness notification/outreach to victims

(Report the number of unsolicited letters, phone calls, or visits to victims/survivors of specific incidents of sexual assault, domestic violence, dating violence, or stalking identified in police reports or court documents, informing them of services and/or providing information about the criminal justice system. Victims/survivors who are the recipients of these notification/outreach activities should not be reported as victims/survivors served in question 27 unless they also received at least one of the services reported in question 33a. Victims/survivors who receive services such as criminal justice advocacy over the telephone should be reported in question 33a.)

	Number of notification/outreach activities to victims
Victim-witness notification/outreach to victims (unsolicited letters, phone calls, or visits)	<input type="text"/>

34. Protection orders

(Report the total number of temporary and/or final protection orders requested and granted for which ICJR Program-funded victim services staff provided assistance to victims/survivors during the current reporting period. These orders may also be referred to as protection from abuse, protection from harassment or anti-harassment orders, restraining orders, or no-contact or stay-away orders.)

Sexual assault protection orders	Temporary orders	Final orders
Number requested	<input type="text"/>	<input type="text"/>
Number granted	<input type="text"/>	<input type="text"/>

Domestic violence/dating violence protection orders	Temporary orders	Final orders
Number requested	<input type="text"/>	<input type="text"/>
Number granted	<input type="text"/>	<input type="text"/>

Stalking protection orders	Temporary orders	Final orders
Number requested	<input type="text"/>	<input type="text"/>
Number granted	<input type="text"/>	<input type="text"/>

35. (Optional) Additional information

(Use the space below to discuss the effectiveness of victim services funded or supported by your ICJR Program grant and to provide any additional information you would like to share about your victim services activities beyond what you have provided in the data above. Examples might include that your agency, as a result of ICJR funding, was able to provide medical accompaniment to an increased percentage of sexual assault survivors, or as a result of ICJR Program funding you are able to provide services to men and women who are in correctional settings.) (Maximum 2000 characters.)



CRIMINAL JUSTICE SYSTEM Law Enforcement

Were your ICJR Program funds used for law enforcement activities during the current reporting period?
Check yes if your ICJR Program funded law enforcement activities. If ICJR Program funds supported only a victim-witness assistant or victim advocate located in a law enforcement agency, then only Section D Victim Services should be completed.

- Yes—answer questions 36-39, provide information for your entire law enforcement agency, even if ICJR Program funds were not used to fund all of the activities
- No—skip to E2

36. Activities

(Report the number of ICJR Program-funded activities related to sexual assault, domestic violence, dating violence, and/or stalking cases/incidents for the current reporting period.)

Activity	Sexual assault	Domestic violence/ dating violence	Stalking
Calls for assistance <i>(All 911 and other calls made to law enforcement)</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Incident reports <i>(All responses to an incident as reported on an incident report)</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Cases/incidents investigated <i>(All cases in which evidence was collected/witnesses interviewed relating to an incident)</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Forensic medical evidence <i>(All cases in which rape kits were processed)</i>	<input type="text"/>		
Arrests <i>(All arrests made by law enforcement, except dual arrests)</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Dual arrests <i>(Responses by law enforcement in which the two parties involved in the incident are arrested)</i>		<input type="text"/>	
Protection/ex parte/temporary restraining orders served <i>(All instances in which these types of orders were served on offenders)</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Arrests for violation of bail bond <i>(All instances in which arrests were made of offenders who violated conditions set out in their bail bonds)</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Enforcement of warrants <i>(All instances in which warrants relating to these incidents were enforced)</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Arrests for violation of protection order	<input type="text"/>	<input type="text"/>	<input type="text"/>
Protection orders issued <i>(All orders directly issued by law enforcement in jurisdictions where law enforcement officers are so authorized)</i>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Referrals of cases to prosecutor	<input type="text"/>	<input type="text"/>	<input type="text"/>
Referred for federal prosecution	<input type="text"/>	<input type="text"/>	<input type="text"/>

37. Victim/survivor referrals to victim services

(Report the total number of victim/survivor referrals to victim services during the current reporting period. "Governmental" refers to victim services provided by victim assistants or victim-witness specialists/coordinators employed by criminal justice agencies, such as law enforcement, prosecution, courts, or probation that are targeted to victims/survivors of domestic violence, dating violence, sexual assault, and/or stalking. "Non-governmental" refers to services provided by non-profit community-based agencies to victims/survivors of domestic violence, dating violence, sexual assault, and/or stalking.)

	Governmental victim services	Non-governmental victim services
Number of victim/survivor referrals	<input type="text"/>	<input type="text"/>

38. Protection orders

(Report the total number of temporary and/or final protection orders requested and granted for which ICJR Program-funded law enforcement staff provided assistance to victims/survivors during the current reporting period. These orders may also be referred to as restraining orders, anti-harassment orders, or no-contact or stay-away orders.)

Sexual assault protection orders	Temporary orders	Final orders
Number requested	<input type="text"/>	<input type="text"/>
Number granted	<input type="text"/>	<input type="text"/>

Domestic violence/dating violence protection orders	Temporary orders	Final orders
Number requested	<input type="text"/>	<input type="text"/>
Number granted	<input type="text"/>	<input type="text"/>

Stalking protection orders	Temporary orders	Final orders
Number requested	<input type="text"/>	<input type="text"/>
Number granted	<input type="text"/>	<input type="text"/>

39. (Optional) Additional information

*(Use the space below to discuss the effectiveness of law enforcement activities funded or supported by your ICJR Program grant and to provide any additional information you would like to share about these activities beyond what you have provided in the data above. An example might include an increase in the number of cases accepted for prosecution as the result of a ICJR Program-funded specialized investigator focused on domestic violence, dating violence, sexual assault, and/or stalking.)
(Maximum 2000 characters)*



Prosecution

Were your ICJR Program funds used for prosecution activities during the current reporting period?

Check yes if your ICJR Program funded prosecution activities. If ICJR Program funds supported only a victim assistant/victim-witness specialist or victim advocate located in a prosecution office, then only Section D Victim Services should be completed.

- Yes—answer questions 40-46, provide information on domestic violence, dating violence, sexual assault, and stalking-related cases for your entire prosecution office, even if ICJR Program funds were not used to fund all of the activities
- No—skip to E3

40a. Number of cases received, accepted for prosecution, declined, transferred, or referred

(Report the number of domestic violence, dating violence, sexual assault, or stalking-related case referrals received during the current reporting period—including cases already charged before reaching the prosecutor’s office. Of those cases received, report the number that were accepted and the number that were declined for prosecution during the current reporting period. A case should be characterized by the most serious offense and may include numerous charges or counts. In most instances, a case will refer to one victim, one offender, and one incident. It is strongly suggested that you refer to the separate instructions for examples of how to count and characterize cases.)

Misdemeanor and felony domestic violence cases may include any assaults, battery, vandalism, or other offenses that occurred in a domestic violence incident. Your state law does not have to name an offense “domestic violence” for a case addressing that offense to be counted here. Similarly, cases addressing sexual assault and stalking offenses should be counted, even if your state law uses other names for these types of offenses, such as “sexual battery” or “harassment.”

Received/accepted/declined/transferred	Domestic violence/dating violence	Sexual assault	Stalking
a. Number of cases received	<input type="text"/>	<input type="text"/>	<input type="text"/>
b. Number of cases accepted for prosecution	<input type="text"/>	<input type="text"/>	<input type="text"/>
c. Number of cases declined	<input type="text"/>	<input type="text"/>	<input type="text"/>
d. Transferred to higher or lower court that is outside grant-funded jurisdiction	<input type="text"/>	<input type="text"/>	<input type="text"/>
e. Referred for federal prosecution (e.g., firearms charges, interstate protection orders)	<input type="text"/>	<input type="text"/>	<input type="text"/>

40b. Reasons for declining cases

(Of those cases reported as declined in question 40a(c), report only the primary reason for the decision to decline prosecution. Please see separate instructions for further explanation of the reasons and for examples of how to apply them.)

Reason for declining	Domestic violence/dating violence	Sexual assault	Stalking
Insufficient evidence (returned for further investigation)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Insufficient evidence/victim unavailable (no further action requested)	<input type="text"/>	<input type="text"/>	<input type="text"/>
Request of victim/victim safety	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other (specify): <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

41. Disposition of cases

(Report the dispositions of all cases resolved during the current reporting period. Please refer to separate instructions for definitions and examples on: dismissed, deferred adjudication, convicted, and acquitted.)

Type of case	Number dismissed	Number of deferred adjudications	Number convicted						Number acquitted	TOTAL
			Plead as charged	Plead to lesser charge in same category	Plead to lesser charge in lower category	Guilty as charged	Guilty of lesser charge in same category	Guilty of lesser charge in lower category		
Domestic violence/dating violence ordinance	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Misdemeanor domestic violence/dating violence	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Felony domestic violence/dating violence	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Domestic violence/dating violence homicide	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Misdemeanor sexual assault	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Felony sexual assault	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sexual assault homicide	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Stalking ordinance	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Misdemeanor stalking	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Felony stalking	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Stalking homicide	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Violation of bail	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Violation of probation or parole	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Violation of protection order	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Violation of other court order	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other (specify): <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

42. (Optional) Other issues present in cases that reached disposition

(If possible, use the space below to discuss the extent to which cases that were characterized as domestic violence/dating violence, sexual assault, and/or stalking also included additional charges or elements of domestic violence, dating violence, sexual assault, and/or stalking. For example, cases reported above as domestic violence felony cases may also have included counts of misdemeanor sexual assault, and cases reported as felony sexual assaults may also have included stalking charges. The purpose of this question is to gather information on how often multiple crimes were present in the cases reported. If detailed information is not available, feel free to provide estimates based on your experience.) (Maximum 2000 characters)

43. Tribal grantees

(Report the total number of sexual assault, domestic violence, dating violence, and stalking cases referred for state or federal prosecution during the current reporting period.)

	Number
Cases referred to federal entity for prosecution	<input type="text"/>
Cases referred to state entity for prosecution	<input type="text"/>
TOTAL	<input type="text"/>

44. Victim/survivor referrals to victim services

(Report the total number victim/survivor referrals to victim services during the current reporting period. "Governmental" refers to victim services provided by victim assistants or victim-witness specialists/coordinators employed by criminal justice agencies, such as law enforcement, prosecution, courts, or probation that are targeted to victims/survivors of domestic violence, dating violence, sexual assault, and/or stalking. "Non-governmental" refers to services provided by non-profit community-based agencies to victims of domestic violence, dating violence, sexual assault, and/or stalking.)

	Governmental victim services	Non-governmental victim services
Number of victim/survivor referrals	<input type="text"/>	<input type="text"/>

45. Protection orders

(Report the total number of temporary and/or final protection orders requested and granted for which prosecutors provided assistance to victims/survivors during the current reporting period. These orders may also be referred to as protection from abuse or protection from harassment orders, restraining orders, or no-contact or stay-away orders.)

Sexual assault protection orders	Temporary orders	Final orders
Number requested	<input type="text"/>	<input type="text"/>
Number granted	<input type="text"/>	<input type="text"/>

Domestic violence/dating violence protection orders	Temporary orders	Final orders
Number requested	<input type="text"/>	<input type="text"/>
Number granted	<input type="text"/>	<input type="text"/>

Stalking protection orders	Temporary orders	Final orders
Number requested	<input type="text"/>	<input type="text"/>
Number granted	<input type="text"/>	<input type="text"/>

46. (Optional) Additional information

(Use the space below to discuss the effectiveness of prosecution activities funded or supported by your ICJR Program grant and to provide any additional information you would like to share about those activities beyond what you have provided in the data above. An example might include expedited prosecution of felony domestic violence and sexual assault cases as a result of funding a specialized prosecutor to handle those cases. You may also use the space to explain high numbers of cases declined or dismissed or the impact of a “no drop” policy on conviction rates.) (Maximum 2000 characters)



Courts

Were your ICJR Program funds used for courts during the current reporting period?

Check yes if your ICJR Program funded court activities. If ICJR Program funds supported only a victim advocate located in a court, then only Section D Victim Services would be completed.

- Yes--answer questions 47-53, providing information for domestic violence/dating violence, sexual assault, and stalking-related cases in your entire court jurisdiction, even if ICJR Program funds were not used to fund all of the activities
- No--skip to E4

47. Disposition of criminal cases

(Report the disposition of any sexual assault, domestic violence, dating violence, or stalking cases resolved during the current reporting period.)

Misdemeanor and felony domestic violence cases include any assaults, battery, vandalism, or other offenses that occurred in a domestic violence incident. Your state law or tribal code does not have to name the offense “domestic violence” for it to be counted here. Similarly, sexual assault and stalking cases should be counted under the appropriate sexual assault or stalking offense listed below (e.g., *felony sexual assault*), even if your state law uses another name for these types of offenses, such as “sexual battery” or “harassment.”

Type of case	Number dismissed	Number of deferred adjudications	Number convicted	Number acquitted
Domestic violence/dating violence ordinance	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Misdemeanor domestic violence/dating violence	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Felony domestic violence/dating violence	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Misdemeanor sexual assault	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Felony sexual assault	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Stalking ordinance	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Misdemeanor stalking	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Felony stalking	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Violation of bail	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Violation of probation/parole	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Violation of protection order	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Violation of other court order	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

48. Judicial monitoring

(Report the number of sexual assault, domestic violence, dating violence, and/or stalking offenders whose cases were reviewed by the court for compliance with conditions of probation or other court-ordered conditions, or for violations of those conditions, during the current reporting period. Also report the total number of individual review hearings conducted. The number of review hearings is the number of individual hearings held for each offender, even when that offender is reviewed during the same monitoring sessions as other offenders. For example, if 10 offenders were reviewed at the same three sessions during the reporting period, the number of offenders reviewed would be 10 and the number of review hearings conducted would be 10 multiplied by 3, or 30.)

	Number of offenders reviewed	Number of individual review hearings conducted
TOTAL	<input type="text"/>	<input type="text"/>

49. Dispositions of violations

(Report the number of sexual assault, domestic violence, dating violence, and stalking cases in which there were dispositions of violations during the current reporting period. The violation does not have to have occurred during this reporting period, only the disposition. A case may be counted more than once if there were multiple violations.)

Violation	No action taken	Verbal/written warning	Fine	Conditions added	Partial or full revocation of probation
Protection order	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
New criminal behavior	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Failure to attend batterer intervention program (BIP)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Failure to attend mandated offender treatment (does not include BIP)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other conditions of probation or parole	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

50. Victim/survivor referrals to victim services

(Report the total number of victim/survivor referrals to victim services during the current reporting period. "Governmental" refers to victim services provided by victim assistants or victim-witness specialists/coordinators employed by criminal justice agencies, such as law enforcement, prosecution, courts, or probation that are targeted to victims/survivors of domestic violence, dating violence, sexual assault, and/or stalking. "Non-governmental" refers to services provided by non-profit community-based agencies to victims of domestic violence, dating violence, sexual assault, and/or stalking.)

	Governmental victim services	Non-governmental victim services
Number of victim/survivor referrals	<input type="text"/>	<input type="text"/>

51. Civil protection orders

(Report the total number of temporary and/or final civil protection orders requested and granted by the court during the current reporting period. These orders may be referred to as protection from abuse, protection from harassment, anti-harassment, or restraining orders. Include only civil orders.)

Sexual assault protection orders	Temporary orders	Final orders
Number requested	<input type="text"/>	<input type="text"/>
Number granted	<input type="text"/>	<input type="text"/>

Domestic violence/dating violence protection orders	Temporary orders	Final orders
Number requested	<input type="text"/>	<input type="text"/>
Number granted	<input type="text"/>	<input type="text"/>

Stalking protection orders	Temporary orders	Final orders
Number requested	<input type="text"/>	<input type="text"/>
Number granted	<input type="text"/>	<input type="text"/>

52. Criminal protection orders

(Report the total number of temporary and/or final criminal protection orders requested and granted by the court to victims/survivors of sexual assault, domestic violence, dating violence, and stalking during the current reporting period. These orders may be referred to as no-contact or stay-away orders.)

	Requested	Granted
Number of protection orders	<input type="text"/>	<input type="text"/>

53. (Optional) Additional information

(Use the space below to discuss the effectiveness of court activities funded or supported by your ICJR Program grant and to provide any additional information you would like to share about those activities beyond what you have provided in the data above. An example might include an increased percentage of court-monitored offenders complying with mandated offender treatment and batterer intervention programs.) (Maximum 2000 characters)

SECTION E4

Probation and Parole

Were your ICJR Program funds used for probation and parole during the current reporting period?

Check yes if your ICJR Program grant funded probation and parole activities.

- Yes—answer questions 54-58, providing information for your entire probation and parole office, even if ICJR funds were not used to fund all of the activities
- No—skip to E5

54. Number of offenders

(Report the number of sexual assault, domestic violence, dating violence, and/or stalking offenders monitored by ICJR Program-funded staff during the current reporting period under the “Number of offenders” column. This is an unduplicated count. Report the number of offenders who completed supervision without any violations. Also, report the number of offenders who completed supervision with at least one violation during the time they were under supervision.)

	Number of offenders	Number who completed probation	
		Without violations	With violations
Domestic violence/dating violence offenders	<input type="text"/>	<input type="text"/>	<input type="text"/>
Sexual assault offenders	<input type="text"/>	<input type="text"/>	<input type="text"/>
Stalking offenders	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL	<input type="text"/>	<input type="text"/>	<input type="text"/>

55. Monitoring activities

(For offenders reported in question 54, report the number of the monitoring activities engaged in during the current reporting period. Report only those offenders who were monitored using the specific activity under “Number of offenders.” Report the total number of contacts for all offenders for the specific activity under “Total contacts.” For example, out of a total caseload of 150, a probation officer has face-to-face contact with 100 of those offenders during the reporting period. Multiplying those offenders by the number of face-to-face meetings the officer had with each offender, the total contacts amount to 900. The number of offenders reported as having face-to-face meetings would be 100, and the number of total face-to-face contacts would be 900.)

Activity	Number of offenders	Total contacts
Face-to-face meeting with offender	<input type="text"/>	<input type="text"/>
Telephone contact with offender	<input type="text"/>	<input type="text"/>
Unscheduled surveillance of offender	<input type="text"/>	<input type="text"/>
Electronic monitoring (GPS, radio frequency)	<input type="text"/>	<input type="text"/>

Activity	Number of victims/survivors	Total contacts
Outreach to victims/survivors	<input type="text"/>	<input type="text"/>

56. Dispositions of violations

(Report the total number of sexual assault, domestic violence, dating violence, and/or stalking cases in which there were dispositions of violations during the current reporting period. The violation does not have to have occurred during this reporting period, only the disposition. A case may be counted more than once if there were multiple violations.)

Violation	No action taken	Verbal/written warning	Fine	Conditions added	Partial or full revocation of probation
Protection order	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
New criminal behavior	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Failure to attend batterer intervention program (BIP)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Failure to attend mandated offender treatment (does not include BIP)	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Other condition of probation or parole	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
TOTAL	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

57. Victim/survivor referrals to victim services

(Report the total number of victim/survivor referrals to victim services during the current reporting period. "Governmental" refers to victim services provided by victim assistants or victim-witness specialists/coordinators employed by criminal justice agencies, such as law enforcement, prosecution, courts, or probation that are targeted to victims/survivors of domestic violence, dating violence, sexual assault, and/or stalking. "Non-governmental" refers to services provided by non-profit community-based agencies to victims of domestic violence, dating violence, sexual assault, and/or stalking.)

	Governmental victim services	Non-governmental victim services
Number of victim/survivor referrals	<input type="text"/>	<input type="text"/>

58. (Optional) Additional information

(Use the space below to discuss the effectiveness of probation activities funded or supported by your ICJR Program grant and to provide any additional information you would like to share about those activities beyond what you have provided in the data above. An example might include a decrease in caseload and higher number of contacts with offenders as a result of funding a specialized domestic violence probation officer.) (Maximum 2000 characters)



Batterer Intervention Program (BIP)

Were your ICJR Program funds used for BIP during the current reporting period?

Check yes if ICJR Program-funded staff or ICJR Program funds directly supported BIP activities.

- Yes—answer questions 59-61, providing information for grant-funded activities
- No—skip to section F

59. Offenders in program

(Report the number of offenders in your batterer intervention program during the current reporting period.)

Number of offenders in BIP program:

60. Outcomes

(Report the total number of domestic violence/dating violence offenders in your program who completed the program, who were terminated from the program, or who returned to the program after termination during the current reporting period.)

	Number of offenders
Completed program	<input type="text"/>
Terminated from program	<input type="text"/>
Returned to program after termination	<input type="text"/>
Other (specify): <input type="text"/>	<input type="text"/>

61. Length of BIP in weeks

(Report the number of weeks batterers are expected to remain in the program in order to complete it. If your BIP has more than one program length and/or curriculum, provide the length for each type of program.)

	A	B	C
Number of weeks	<input type="text"/>	<input type="text"/>	<input type="text"/>

SECTION **F**

COMMUNITY MEASURES
All grantees must complete this section.

62. Domestic violence, dating violence, sexual assault, and stalking civil protection orders in grant jurisdiction

(Report the total number of requests received for temporary and final protection orders and the total number granted in the grant jurisdiction during the current reporting period. Include only civil orders. To the extent possible, please do not include protection orders that are not related to domestic violence, dating violence, sexual assault, or stalking.)

	Temporary orders	Final orders
Number of protection orders requested	<input type="text"/>	<input type="text"/>
Number of protection orders granted	<input type="text"/>	<input type="text"/>

63. Exceptions

(If the data provided in question 62 is not jurisdiction-wide, describe the variance. If it includes protection orders that are not related to domestic violence, dating violence, sexual assault, or stalking, or if the requested data is unavailable, please report that here.)



NARRATIVE

All grantees must answer questions 64.

Please limit your response to the space provided for each question.

64. Report on the status of your ICJR Program grant goals and objectives as of the end of the current reporting period.

(Report on the status of the goals and objectives for your grant as of the end of the current reporting period, as they were identified in your grant proposal or as they have been added or revised. Indicate whether the activities related to your objectives for the current reporting period have been completed, are in progress, are delayed, or have been revised. Comment on your successes and challenges, and provide any additional explanation you feel is necessary for us to understand what you have or have not accomplished relative to your goals and objectives. If you have not accomplished objectives that should have been accomplished during the current reporting period, you must provide an explanation.)

All grantees must answer questions 65 and 66 on an annual basis. Submit this information on the January to June reporting form only.

Please limit your response to the space provided (8,000 characters).

65. What do you see as the most significant areas of remaining need, with regard to improving services to victims/survivors of sexual assault, domestic violence, dating violence and stalking, increasing victims/survivors safety, and enhancing community response (including offender accountability for both batterers and sex offenders)?

(Consider geographic regions, underserved populations, service delivery systems, types of victimization, and challenges and barriers unique to your jurisdiction.)

66. What has ICJR Program funding allowed you to do that you could not do prior to receiving this funding?

(e.g., expand coordination and cross-referrals with victim/survivor services, or track data on arrests and prosecutions)

Questions 67 and 68 are optional.

Please limit your response to the space provided (8,000 characters).

67. Provide any additional information that you would like us to know about your ICJR Program grant and/or the effectiveness of your grant.

(If you have any other data or information that you have not already reported in answer to previous questions that demonstrate the effectiveness of your ICJR Program-funded program please provide it below. Feel free to discuss any of the following: reduction of domestic homicides; institutionalization of staff positions, policies, and/or protocols; systems-level changes; community collaboration; the removal or reduction of barriers and challenges for victims/survivors; promising practices; and positive or negative unintended consequences. Refer to separate instructions for a fuller explanation and examples.)

68. Provide any additional information that you would like us to know about the data submitted.

(If you have any information that could be helpful in understanding the data you have submitted in this report, please answer this question. For example, if you submitted two different progress reports for the same reporting period, you may explain how the data was apportioned to each report; or if you reported staff—e.g., victim advocates, law enforcement officers, etc.—but did not report any corresponding victim services or law enforcement activities, you may explain why; or if you did not use ICJR Program funds to support either staff or activities during the reporting period, please explain how program funds were used, if you have not already done so; or you might explain that though you were able to report all protection orders requested for which you provided assistance, you were not able to report accurately on how many of those were granted.)

Public Reporting Burden

Paperwork Reduction Act Notice. Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. The estimated average time to complete and file this form is 60 minutes per form. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you can write to the Office on Violence Against Women, U.S. Department of Justice, 145 N Street NE, Washington, DC 20530. Additional information that you would like us to know about the data submitted.

Report on the status of your ICJR Program grant goals and objectives as of the end of the current reporting period. - **Question #64**

Status (100 characters)

Goals/Objectives (1,750 characters)

Key Activities (1,750 characters)

Comments (500 characters)

Status (100 characters)

Goals/Objectives (1,750 characters)

Key Activities (1,750 characters)

Comments (500 characters)

Report on the status of your ICJR Program grant goals and objectives as of the end of the current reporting period. - **Question #64 (cont. 1)**

Status (100 characters)

Goals/Objectives (1,750 characters)

Key Activities (1,750 characters)

Comments (500 characters)

Status (100 characters)

Goals/Objectives (1,750 characters)

Key Activities (1,750 characters)

Comments (500 characters)

Report on the status of your ICJR Program grant goals and objectives as of the end of the current reporting period. - **Question #64 (cont. 2)**

Status (100 characters)

Goals/Objectives (1,750 characters)

Key Activities (1,750 characters)

Comments (500 characters)

Status (100 characters)

Goals/Objectives (1,750 characters)

Key Activities (1,750 characters)

Comments (500 characters)

What do you see as the most significant areas of remaining need, with regard to improving services to victims/survivors of sexual assault, domestic violence, dating violence and stalking, increasing victims/survivors safety, and enhancing community response (including offender accountability for both batterers and sex offenders)? - **Question #65**

What has ICJR Program funding allowed you to do that you could not do prior to receiving this funding? -

Question #66

Provide any additional information that you would like us to know about your ICJR Program grant and/or the effectiveness of your grant. - **Question #67**

Provide any additional information that you would like us to know about the data submitted.

- Question #68

EXHIBIT C – TABLE OF REQUIRED DATA ELEMENTS

Required Data Element	Response / Reference
Subrecipient Name	Refer to agreement cover page.
Subrecipient's Unique Entity Identifier	<input type="checkbox"/> EIN: 31-6056230 <input type="checkbox"/> DUNS: 147212963 <input type="checkbox"/> SAM UEI: EYMJXLN2MFB4
Federal Award Identification Number (FAIN)	15JOVW-21-GK-04700-HOMI
Federal Award Date	June 30, 2022
Subaward Period of Performance Start and End Date	July 1, 2022 – June 30, 2025
Subaward Budget Period Start and End Date	July 1, 2022 – June 30, 2025
Amount of Federal Funds Obligated by this action by the pass-through entity to the subrecipient	\$500,000
Total Amount of Federal Funds Obligated to the subrecipient by the pass-through entity including the current financial obligation	\$500,000
Total Amount of the Federal Award committed to the subrecipient by the pass-through entity	\$500,000
Federal award project description, as required to be responsive to the Federal Funding Accounting and Transparency Act (FFATA)	<p>Domestic Violence Wrap Around Response: This project enhances systems coordination and coordinated community responses including multidisciplinary teams, comprehensive and co-located victim services and interdisciplinary policy development to address the increased danger for victims of domestic violence when firearms are present. The City of Columbus will subaward OVW funds to The Center for Family Safety and Healing to launch and manage the Domestic Violence Wrap Around Response pilot. This pilot embeds domestic violence advocates directly within Columbus Division of Police first responder patrol teams and in the Franklin County Domestic Relations Court's Family Protection Center. These advocates provide safety planning, resource referrals and direct advocacy for victims of domestic violence. Advocates also provide education for law enforcement and court staff on the complexity of domestic violence, domestic violence risk factors and the power and control dynamics often keeping victims in violent and volatile relationships.</p>
Name of Federal awarding agency, pass-through entity, and contact information for awarding official of the Pass-through entity	<p>Federal awarding agency - U.S. Department of Justice, Office on Violence Against Women</p> <p>Pass through entity- City of Columbus City Attorney's Office Bridget L. DeCrane 614-645-7915 bldecrane@columbus.gov</p>
Assistance Listing Number and Title	Assistance Listing Number 16.590, OVW Fiscal Year 2021 Firearms Technical Assistance Project Pilot
Identification of whether the award is Research & Development (R&D)	This is not an R&D award
Indirect cost rate	Federally approved negotiated indirect rate = 28%

City of Columbus- Subrecipient risk assessment

U.S. Department of Justice, Office for Violence Against Women, Improving Criminal Justice Response FTAP funds awarded to City of Columbus will be subawarded to the Nationwide Children’s Hospital Research Institute (NCHRI- doing business as Abigail Wexner Research Institute) to support direct victim advocacy provided by NCHRI’s Center for Family Safety and Healing.

After Council approval, Nationwide Children’s Hospital Research Institute (NCHRI) information will be submitted through the Federal Funding Accountability and Transparency Act reporting system (<https://www.fsr.gov/>).

Assistance Listing Number #16.526 Program year: 2022-2025 Subrecipient: Nationwide Children’s Hospital Research Institute (NCHRI)	Risk Levels			
Risk Questions:	1	2	3	4
Is entity new to managing grant funds?	x			
What is the rate of staff turnover?	x			
Is entity involved in active lawsuits?	x			
Were there findings in the prior year audit?	x			
Does their accounting system track receipts and expenditures of program funds separately?	x			
How complex is the grant?	x			
Has the entity met its performance objectives historically?	x			

Risk Levels:

- 1 – Low risk
- 2 – Medium low risk
- 3 – Medium high risk
- 4 – High risk

Pre-Award Risk Assessment

1. All funds awarded under this program will be maintained in a manner that they will be accounted for separately and distinctly from other sources of revenue/funding. Each individual award is assigned unique identifier.
2. The Research Institute at Nationwide Children's Hospital has written accounting policies and procedures. Policies and procedures are reviewed as needed and updated with new federal regulations. Topics from grant management, payroll, time & efforts, accounting, capital management are to name a few. We are subject to an annual single audit and adhere to federal uniform guidance.
3. Our financial management system is able to track actual expenditures and outlays with budgeted amounts for each grant or subgrant. Each award is assigned a unique identifier under which only assigned grants personnel may have access to and order from. Grants Management works with the PI and reviews/approves expenses on an on-going basis.
4. The Research Institute has procedures in place for minimizing the time between transfer of funds from the United States Treasury and disbursement for project activities. Grants are billed monthly, or on the schedule put forth within the contract.
5. The Research Institute has effective internal controls in place to ensure that federal funds are used solely for authorized purposes. Each award is assigned a unique identifier under which only assigned grants personnel may have access to and order from. Grants Management staff works with the PI and reviews/approves expenses on an on-going basis. Expenses must be allowable and allocable.
6. The Research Institute has a documented records retention policy which complies with federal regulations. The entire policy can be provided upon request.
7. Neither The Research Institute or any of its employees have any potential personal or organizational conflicts of interest related to the possible receipt of OVW award funds.
8. The individuals primarily responsible for fiscal and administrative oversight of grant awards familiar with the applicable grants management rules, principles, and regulations including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 C.F.R. Part 200) The PI, Sponsored Projects Officer, and Research Business Coordinator manage the grant. There are many staff in this department and all are trained and managed by those with experience and expansive knowledge in this federal and non-federal grants. More specific questions can be answered as needed.

The Research Institute has policies and procedures in place to manage subawards and monitor activities of subrecipients as necessary to ensure that subawards are used for authorized purposes, in compliance with laws, regulations, and terms and conditions of the award, and that established subaward performance goals are achieved (2 C.F.R. §§ 200.331-200.333). As a pass-through entity of federal funds that expends \$750,000 or more per fiscal year, The Research Institute takes steps to ensure subrecipients comply with the Uniform Guidance and sponsor guidelines. The Research Institute will make sure subawards are clearly identified, contain current information, and include the best information available to describe the Federal award to the subrecipient. Each subrecipient will be evaluated using the risk assessment tool for compliance with Federal statutes,

City of Columbus- Subrecipient risk assessment

regulations, and the terms and conditions of the subaward for purposes of determining the appropriate subrecipient monitoring. The Research Institute monitors the activities of the subrecipient as necessary to ensure that the subaward is used for authorized purposes, in compliance with Federal statutes, regulations, and the terms and conditions of the subaward; and that the subaward performance goals are achieved. The entire policy may be provided upon request.

The Research Institute currently requires employees to maintain time distribution records that accurately reflect the work performed on specific activities or cost objectives in order to support the distribution of employees' salaries among federal awards or other activities (2 C.F.R. § 200.430) Our time and effort policy can be provided upon request.

The Research Institute at Nationwide Children's Hospital is not designated as high risk by a federal agency outside of DOJ.



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Final Audit Report

2022-08-09

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