



Sexual Assault Services Program (SASP) Grant

2026

REQUEST *for* PROPOSALS

State of Indiana

Governor
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Indiana Criminal Justice Institute

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2026 SEXUAL ASSAULT SERVICES PROGRAM (SASP) GRANT

REQUEST FOR PROPOSALS

The Indiana Criminal Justice Institute (ICJI) is now accepting applications for the 2026 SASP grant program. This grant is being released through IntelliGrants. All applications must be submitted online through this system. Late or incomplete applications will not be accepted.

HOW TO APPLY



Applicants must be registered in IntelliGrants in order to access the electronic application.

[Register](#)

or

[Log in](#)

WHEN TO APPLY



Applications must be submitted via IntelliGrants on or before:

11:59 P.M. (ET) on October 22, 2025.

Applicants are strongly encouraged to submit applications at least 48 hours prior to the deadline.

AWARD PERIOD



January 1, 2026 – December 31, 2026

TECHNICAL ASSISTANCE



For technical assistance with submitting an application, contact the ICJI Helpdesk at CJIHelpDesk@cji.in.gov. ICJI Helpdesk hours are Monday – Friday 8:00 am to 4:30 pm ET, except state holidays.

ICJI is not responsible for technical issues with grant submission within 48 hours of grant deadline.

Questions



For questions related to the components and requirements of the application, contact the Victim Services Division at victimservices@cji.in.gov.



Webinar on the 2026 Sexual Assault Services Program (SASP) Grant

Date: September 17th, 2025

Time: 10:00 AM EST

ICJI's Victim Services Division is conducting a webinar on the 2026 Sexual Assault Services Program (SASP) Grant Program request for proposal. The webinar will include a basic overview of the program, important highlights, and what to know before applying. There will also be an opportunity to ask questions from the division. Registration is not required.

Meeting ID: 277 018 618 236 8

Passcode: jb7gd7nn

[Join Here](#)

TABLE OF CONTENTS

OVERVIEW.....	5
PROGRAM SCOPE.....	5
ELIGIBILITY	5
FUNDING AVAILABILITY.....	6
APPLICATION SUBMISSION	6
AWARD PERIOD.....	6
PURPOSE AREAS.....	7
PRIORITY AREAS	7
PROGRAM REQUIREMENTS	8
ALLOWABLE ACTIVITIES AND COSTS	9
UNALLOWABLE ACTIVITIES	10
UNALLOWABLE COSTS	10
OUT-OF-SCOPE ACTIVITIES.....	10
UNALLOWABLE ACTIVITIES	12
CONTRACTORS & CONSULTANTS.....	13
INDIRECT COSTS.....	13
ATTACHMENTS REQUIRED WITH APPLICATION.....	14
TRAVEL COSTS.....	15
PROGRAM COSTS.....	15
APPLICATION REVIEW	15
CONTRACT REQUIREMENTS.....	16
SUPPLANTING	16
MONITORING	16
AUDIT REQUIREMENTS	17
APPENDIX A: SASP Formula Program Frequently Asked Questions	19
APPENDIX B: APPLICABLE LAWS AND MANDATORY REQUIREMENTS.....	22
APPENDIX C: Out of Scope Certification Letter	29

OVERVIEW

The Sexual Assault Services Program (SASP) was created by the Violence Against Women and Department of Justice Reauthorization Act of 2005, 34 U.S.C. § 12511. The program directs grant dollars to states to assist them in supporting rape crisis centers and other nonprofit, nongovernmental organizations or tribal programs that provide direct intervention, and related assistance to victims of sexual assault, without regard to age.

PROGRAM SCOPE

Activities supported by this program are determined by state and federal statutes, federal regulations, state and federal executive orders, and ICJI policies. If an applicant receives an award, the funded project is bound by the provisions of this solicitation, any applicable special conditions, 2 CFR 200, and the DOJ Grants Financial Guide, including updates to the guide after an award is made. All grants from ICJI Victim Services are **reimbursement grants**. Verification of expenses along with verification of payment of expenses must be provided to ICJI on a **monthly or quarterly basis** prior to reimbursement of expenses.

ELIGIBILITY

Eligible applicants include the entity types listed below that assist victims (and their dependents) of sexual assault and have a documented history of effective work involving sexual assault victims.

- Rape Crisis Centers- a nonprofit, nongovernmental, or tribal organization, or governmental entity in a state other than a territory that provides intervention and related assistance to victims of sexual assault without regard to their age.
 - In the case of a governmental entity, the entity may not be part of the criminal justice system (such as a law enforcement agency) and must be able to offer a comparable level of confidentiality as a nonprofit entity that provides similar victim services.
- Other nongovernmental or tribal programs and projects to assist individuals who have been victimized by sexual assault.

An entity may apply, but will not be eligible for a grant until the entity has prequalified through a series of threshold requirements including, but not limited to:

1. *Unique Entity ID*: A Unique Entity ID (UEI) issued through the System for Award Management (SAM) is required to receive funding. The UEI is entered in the Project Information section of the grant application. For more information and/or to obtain a UEI, please visit the following [website](#).
2. *System for Award Management (SAM) Registration*: To enable ICJI to report subawards in a timely manner, subgrantees are also required to register with the System for Award Management (SAM). SAM is a federally owned and operated free website, and it is used to reference the information needed to report subaward information to the federal government. When registering, please ensure you do not mark your agency as private, which will prohibit ICJI from verifying your registration and ensuring that

your agency has an active SAM registration during the entirety of the grant period if funding is awarded. In order to register, you must have a UEI number. Registration can be done by clicking [here](#).

3. Review of the entity's good standing with Indiana Department of Revenue (DOR), Indiana Department of Workforce Development (DWD), and Secretary of State (SOS).

FUNDING AVAILABILITY

ICJI has approximately \$1,400,000 available in funding for this one-year grant award period. ICJI estimates providing 10-16 grants ranging from \$30,000 to \$150,000.

The applicant should be aware that the award of funding to an applicant in one year does not guarantee or create a legal obligation to award funding in subsequent years to an applicant.

APPLICATION SUBMISSION

Completed applications and all required documentation shall be submitted through IntelliGrants no later than **11:59 pm (ET) on Wednesday, October 22nd, 2025**.

IntelliGrants is an end-to-end solution for the administration of grants. Everything from the grant application, reports, and fiscal drawdowns will occur online within IntelliGrants. Applicants must register in IntelliGrants in order to apply for funding opportunities. Instructions can be found on the ICJI [website](#).

It is recommended that subgrantees review IntelliGrants training materials before logging in for the first time. The Training Webinar and Subgrantee User Manual are available on the ICJI website and on the training tab in IntelliGrants. **ICJI is not responsible for applicants who fail to submit a timely application due to technical difficulties that occur within 48 hours of the deadline.**

AWARD PERIOD

The award period for this grant shall be January 1, 2026 – December 31, 2026. Projects should begin on January 1, 2026, and must be in operation **no later than sixty (60) days** after this date. Failure to have the funded project operational **within sixty (60) days will result in termination of the grant and the de-obligation of all awarded funds.**

All projects must conclude, and all funding obligations must be made no later than December 31, 2026. All outstanding expenses must be paid, and the final fiscal report must be submitted via IntelliGrants **within thirty (30) days of December 31, 2026**. Proof of payment for all expenses must be provided with the final fiscal report. Any expenses that have **not been paid within thirty (30) days after December 31, 2026, will not be reimbursed**. Late fiscal and programmatic reports will not be accepted.

PURPOSE AREAS

Pursuant to 34 U.S.C. § 12511 (a) (1), funds under this program must be used to provide intervention, advocacy, accompaniment, support services and related assistance to:

1. Adult, youth, and child victims of sexual assault;
2. Family and household members of such victims; and
3. Those collaterally affected by the victimization, except for the perpetrator of such victimization.

Funds under this program must be used to support the establishment, maintenance, and expansion of rape crisis centers and other nongovernmental or tribal programs and projects to assist individuals who have been victimized by sexual assault, without regard to the age of the individual.

Intervention and related assistance may include:

- 24-hour hotline services providing crisis intervention services and referral.
- Accompaniment and advocacy through medical, criminal justice, and social support systems, including medical facilities, police, and court proceedings;
- Crisis intervention, short-term individual and group support services, direct payments, and comprehensive service coordination and supervision to assist sexual assault victims and family or household members;
- Information and referral to assist sexual assault victims and family or household members;
- Community-based, culturally specific services and support mechanisms, including outreach activities for underserved communities; and
- Development and distribution of materials on issues related to the services described above.

In cases when victims of domestic violence or human trafficking disclose a history of sexual assault, including by a current or former intimate partner, services may be provided with SASP funding to the extent that such victim expresses a need for services related to the sexual assault.

PRIORITY AREAS

States and territories are encouraged to develop and support projects, to the extent consistent with the program's authorizing statute, that substantively address one or more of the priorities listed below:

1. Measures to combat human trafficking and transnational crime, particularly crimes linked to illegal immigration and cartel operations, that support safety and justice for trafficking victims who have also suffered sexual assault.

2. Projects to provide victim services, especially housing, and improve law enforcement response in rural and remote areas, Tribal nations, and small towns that often lack resources to effectively combat sexual assault.

PROGRAM REQUIREMENTS

I. CONFIDENTIALITY AND PRIVACY PROVISIONS

All grantees and subgrantees providing services to victims and receiving VAWA funding from the Office on Violence Against Women must comply with the VAWA Confidentiality Provision. The VAWA Confidentiality Provision refers to 34 U.S.C. § 12291(b)(2), a provision of the Violence Against Women Act (VAWA) that requires all grantees and subgrantees receiving VAWA funding from the Department of Justice, Office on Violence Against Women, to protect the confidentiality and privacy of persons to whom those grantees and subgrantees are providing services.

Subgrantees may not disclose, reveal, or release personally identifying information or individual information collected in connection with services requested, utilized, or denied through grantees' and subgrantees' programs, regardless of whether the information has been encoded, encrypted, hashed, or otherwise protected.

Personally identify information or personal information means individually identifying information for or about an individual including information likely to disclose the location of a victim of domestic violence, dating violence, sexual assault, or stalking, regardless of whether the information is encoded, encrypted, hashed, or otherwise protected, including— (A) a first and last name; (B) a home or other physical address; (C) contact information (including a postal, e-mail or Internet protocol address, or telephone or facsimile number); (D) a social security number, driver license number, passport number, or student identification number; and (E) any other information, including date of birth, racial or ethnic background, or religious affiliation, that would serve to identify any individual.

Please see this [resource](#) for more information on best practices on protecting the confidentiality and privacy of all persons receiving services. All applicants must sign and attach to their application [Acknowledgement of Notice of Statutory Requirement to Comply with the Confidentiality and Privacy Provisions of the Violence Against Women Act, as Amended](#).

II. DETERMINATION OF SUITABILITY TO INTERACT WITH PARTICIPATING MINORS

The recipient must make determinations of suitability before certain individuals may interact with participating minors. This requirement applies regardless of an individual's employment status. The details of this requirement are posted on the OVW website in a PDF titled "Award condition: Determination of suitability required, in advance, for certain individuals who may interact with participating minors" and can be found [here](#).

In addition, an information sheet further explaining this condition and the steps that must be taken to be in compliance if awarded SASP funds can be found [here](#). A completed certification form must be attached to your application in IntelliGrants under **miscellaneous section** in the attachments, the certification form can be found [here](#).

ALLOWABLE ACTIVITIES AND COSTS

The activities and associated costs for the activities below are allowable.

- 24-hour hotline services providing crisis intervention services and referral;
- Accompaniment and advocacy through medical, criminal justice, and social support systems, including medical facilities, police, and court proceedings;
- Crisis intervention, short-term individual and group support services, direct payments, and comprehensive service coordination and supervision to assist sexual assault victims and family or household members;
- Information and referral to assist sexual assault victims and family or household members;
- Community-based, culturally specific services and support mechanisms, including outreach activities for underserved communities; and
- Development and distribution of materials on issues related to the services described above.
- If applicant is requesting reimbursement for equipment or supplies, the applicant shall reveal in their application and budget narrative whether they are purchasing, renting, or leasing all listed and proposed equipment or supplies. The applicant shall comply with 2 C.F.R. § 200.216 when renting, purchasing, or leasing any telecommunications, video surveillance systems and service, or equipment. The applicant shall comply with 2 C.F.R. § 200.465 regarding the lease and or rental of real property and equipment.

Direct payments to victims and their family or household members must be for costs related to the sexual assault. OVW encourages payments to be paid to vendors directly. Examples of costs that direct payments may cover include, but are not limited to:

- Replacement bedding, clothing, or other household items;
- Securing new or temporary housing, including paying a security deposit, first month's rent, or moving expenses;
- Travel expenses;
- Childcare expenses;
- Emergency food, including culturally appropriate food;
- Utility assistance (other than utilities in arrears); and
- Security measures such as re-keying locks, replacing a cell phone, or purchasing a motion detector or security camera that does not require installation (see funding restrictions on minor renovations).

UNALLOWABLE ACTIVITIES

- Education and prevention activities;
- Trainings on sexual assault for other professionals or the development of training curricula.
- Sexual Assault Response Teams (SART) Coordination.
- Activities that are conducted by or inherent to the criminal justice system such as sexual assault nurse/forensic examiner programs, law enforcement investigation, and/or prosecution of sex crimes.

UNALLOWABLE COSTS

The following budget items listed below are ineligible and will not be supported by this program's funding:

- Food and beverages except emergency food and beverages for victims.
- Lobbying.
- Fundraising (including financial campaigns, endowment drives, solicitation of gifts and bequests, and similar expenses incurred solely to raise capital or obtain contributions) and time spent procuring funding including completing federal and state funding applications.
- Purchase of real estate or vehicles.
- Construction and physical modification to buildings, including minor renovations (such as painting or carpeting).

OUT-OF-SCOPE ACTIVITIES

The activities listed below are out of the program scope, and they will not be supported by this program's funding. Applicants must certify that grant funds will not be used for the out-of-scope activities listed, except for those stayed by order of the court in *Rhode Island Coalition Against Domestic Violence, et al., v. Pamela Bondi, et al.* The stayed out-of-scope activities are listed as numbers 2-5, 7-9, and 11. These terms are not enforceable as to this SASP 2026 award unless and until the preliminary stay is lifted.

1. Research projects. Funds under this program may not be used to conduct research, defined in 28 C.F.R. § 46.102(d) as a systematic investigation designed to develop or contribute to generalizable knowledge. However, assessments conducted for quality assurance and internal improvement purposes only may be allowable. Examples of assessments include surveying training participants about the quality of training content and delivery, or convening a listening session to identify service gaps in the community.
2. Promoting or facilitating the violation of federal immigration law.
3. Inculcating or promoting gender ideology as defined in Executive Order 14168, *Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government*.

4. Promoting or facilitating discriminatory programs or ideology, including illegal DEI and “diversity, equity, inclusion, and accessibility” programs that do not advance the policy of equal dignity and respect, as described in Executive Order 14173, Ending Illegal Discrimination and Restoring Merit-Based Opportunity. This prohibition is not intended to interfere with any of OVW’s statutory obligations, such as funding for HBCUs, culturally specific services, and disability programs.
5. Activities that frame domestic violence or sexual assault as systemic social justice issues rather than criminal offenses (e.g., prioritizing criminal justice reform or social justice theories over victim safety and offender accountability).
6. Generic community engagement or economic development without a clear link to violence prevention, victim safety, or offender accountability.
7. Programs that discourage collaboration with law enforcement or oppose or limit the role of police, prosecutors, or immigration enforcement in addressing violence against women.
8. Awareness campaigns or media that do not lead to tangible improvements in prevention, victim safety, or offender accountability.
9. Initiatives that prioritize illegal aliens over U.S. citizens and legal residents in receiving victim services and support.
10. Excessive funding for consulting fees, training, administrative costs, or other expenses not related to measurable violence prevention, victim support, and offender accountability.
11. Any activity or program that unlawfully violates a federal Executive Order.
12. Activities addressing human trafficking unrelated to sexual assault.
13. Activities addressing Missing or Murdered Indigenous Persons (MMIP) unrelated to sexual assault.
14. Activities focused on prevention efforts and public education (e.g., bystander intervention, social norms campaigns, presentations on healthy relationships, etc.).
15. Criminal justice-related projects, including law enforcement, prosecution, courts, and forensic interviews.
16. Sexual Assault Forensic Medical Examiner programs.
17. Sexual Assault Response Team coordination.
18. Providing training to allied professionals and the community (e.g., law enforcement, child protection services, prosecution, other community-based organizations, etc.).
19. Domestic violence services unrelated to sexual violence.
20. Legal services.

UNALLOWABLE ACTIVITIES

This grant program does not fund activities that jeopardize victim safety, deter, or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions. The following activities have been found to jeopardize victim safety, deter, or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions. In planning a SASP proposal, please ensure that these activities are not included:

1. Procedures or policies that exclude eligible victims from receiving services based on the classifications identified in 34 U.S.C. § 12291(b)(13)(A) or their actual or perceived mental or physical health condition, criminal record, employment history or status, income or lack of income, or the age and/or sex of their children.
2. Procedures or policies that compromise the confidentiality of information and/or privacy of victims.
3. Procedures or policies that require victims to take certain actions (e.g., seek an order of protection; receive counseling; participate in counseling, mediation, or restorative justice/circle processes; report to law enforcement or other authorities; seek civil or criminal remedies) or penalize them for failing to do so.
4. Procedures or policies that fail to include conducting safety planning with victims.
5. Project designs, products, services, and/or budgets that fail to account for the unique needs of individuals with disabilities, with limited English proficiency, or who are Deaf or hard of hearing, including accessibility for such individuals.
6. Using technology without addressing implications for victim confidentiality, safety planning, and the need for informed consent.
7. Partnering with individuals or organizations that support/promote practices that compromise victim safety and recovery or undermine offender accountability.
8. Materials that are not tailored to the dynamics of sexual assault or to the specific population(s) to be addressed by the project.
9. Policies that deny individuals access to services based on their relationship to the perpetrator.

Administrative costs are an allowable expense but are limited to 10% of the total grant funded budget. Administrative costs include time to complete SASP required time and attendance sheets and programmatic documentation, reports, and required statistics; administrative time to collect and maintain satisfaction surveys; and needs assessments used to improve services delivery within the SASP funded project.

Activities Requiring Prior Approval

Surveys: Recipients **must receive prior approval** before using grant funds to support surveys, regardless of their purpose.

CONTRACTORS & CONSULTANTS

When a subrecipient contracts for work or services, the following is required:

1. All contractual services must be obtained through a procurement method. Verification of this method must be supplied upon ratification of the contract.
2. All consultant and contractual services shall be supported by written contracts, signed, and dated by all parties, stating the services to be performed, the rate of compensation, and length of time over which the services will be provided.
3. A copy of all written contracts for contractual or consultant services shall be attached in IntelliGrants to the grant file upon their ratification.
4. Payments shall be supported by statements outlining the services rendered, date of service, and cost of service.
5. Any consultant costs exceeding the allowable rate (maximum of \$81.25 per hour or \$650 per day) will not be allowed.

INDIRECT COSTS

Indirect costs are costs of an organization that are not readily assignable to a particular project but are necessary to the operation of the organization and the performance of the project. Indirect costs are those that benefit more than one activity and are common or joint purpose costs.

Requesting Indirect Costs: Requesting indirect costs is optional. Applicants do not have to request indirect costs, but it is allowable. To calculate indirect costs, applicants must first determine the Modified Total Direct Costs (MTDC) amount of the project budget. Indirect costs that can be requested are not based on the entire project budget, but on the MTDC amount.

Applicants have two options when requesting Indirect Costs: using a formal Indirect Cost Rate Agreement (ICRA) or using a de minimis rate. These two options are outlined below.

1. Indirect Cost Rate Agreement (ICRA)

- This is a formal rate agreement that an organization has applied for and received from the federal cognizant agency (ICJI does not approve ICRA's).
- Organizations must have a letter or other documentation that lists the federally negotiated rate.
- The rate in the ICRA must be accepted, unless otherwise specified by the federal awarding agency.
- Applicants can request the percentage (as outlined in the ICRA) of the Modified Total Direct Costs (MTDC) of their budget for indirect costs.

2. *De Minimis* Rate

- This can be used by organizations that have never had a federally approved Indirect Cost Rate Agreement.
- Applicants can use a rate of up to 15% of the MTDC of their budget for indirect costs.
- If an applicant elects to use the *de minimis* rate of 15% of MTDC, then **it must provide a list of indirect costs, and the calculation used** to determine the amount charged.

If an applicant elects to include indirect costs in their proposed grant budget, this intent must be included in the Budget Narrative section of the application. In addition, if the applicant has an ICRA, **the approved agreement must be uploaded in the attachment section of the application**. If an applicant is requesting to utilize a *de minimis* rate, then **an attachment must be uploaded in IntelliGrants indicating how the indirect costs were calculated and the costs assigned as indirect**.

ATTACHMENTS REQUIRED WITH APPLICATION

1. *Total Agency Budget*: If the applicant agency is a nonprofit or nongovernmental entity, please complete and upload an [Agency Basic Budget Form](#). Ensure both the Organizational tab and the Employee tab are completed. *This does not apply to units of government.*
2. *Indirect Cost Rate*: If the applicant agency has a federally approved indirect cost rate, ICJI will accept this rate. You **must provide ICJI with a copy of the approval letter showing the rate and effective date**. If the applicant elects to use the *de minimis* rate of 15% of modified total direct costs (MTDC), then it **must provide a list of indirect costs, and the calculation used to determine the amount charged**.
3. *Sustainability Plan*: Please attach a document detailing the applicant's plan to maintain the program once the grant fund period expires.
4. *Timeline*: Please attach a timeline for the completion of the project and/or expenditure of the grant funds.
5. *Letters of Endorsement*: Please attach at least one (1) letter of endorsement evidencing community support for the applicant's SASP application and SASP program.
6. *Miscellaneous*.
 - A. If applying for funds for personnel costs, attach the relevant job descriptions.
 - B. Confidentiality Notice [Form](#).
 - C. Out-of-Scope Certification Letter (Appendix C)
 - D. Determination of Suitability to Interact with Participating Minors certification [form](#).
 - E. If applicable, attach other requested information.

TRAVEL COSTS

Travel for direct services is allowable. **All non-essential travel is currently excluded under state policy.** Expenses and reimbursements for in-state and out-of-state travel must follow the most current Indiana Department of Administration State Travel Policy or the subrecipient's travel policy, whichever is more restrictive. Learn more on the State Travel Policy [here](#) and the travel guidance provided [here](#).

PROGRAM COSTS

In order to be eligible for reimbursement, program costs must meet the following criteria:

1. Costs must be necessary and reasonable for the stated purpose of the grant.
2. Costs must be in accordance with generally accepted accounting principles. [Learn more](#).
3. Costs must conform to any limitations or exclusions set forth in 2 C.F.R Part 200 or the SASP Grant Program Requirements.
4. Costs must be consistent with the policies and procedures of this grant program and applied uniformly.
5. Costs must be adequately documented with supporting materials including receipts, invoices, timesheets, paystubs, etc. ICJI supporting documentation policy can be found [here](#).

APPLICATION REVIEW

Pursuant to 2 C.F.R. Part 200, ICJI will review and score all grant applications as part of the competitive application process, and will assess the following criteria:

- The completeness of the grant application;
- Whether the grant application is within the purpose areas of the funding;
- The applicant's eligibility;
- Whether the grant application, the applicant, and the project are in compliance with all federal and state laws, regulations, and rules;
- Whether the proposed expenditures set forth in the project budget are allowable and allocable;
- Any potential conflicts of interest;
- Whether the applicant has any federal and/or state debt delinquency;
- The applicant's ability to successfully pass clearance checks from the DOR, DWD, and SOS.

- Any and all risk associated with granting funds to the applicant;
- Whether the applicant is debarred or suspended by any federal or state department or agency; and
- Whether the applicant maintains a current registration in SAM and has an active UEI number.

CONTRACT REQUIREMENTS

All applicants awarded funding from ICJI must agree to:

1. Enter into a grant agreement between ICJI and the applicant agency and agree to abide by all provisions of the grant agreement.
2. Enter into agreement to abide by all special conditions detailed in the program-specific Special Conditions.
3. Submit all reports in the prescribed format and timeframes determined by ICJI.
4. Comply with federal guidelines contained within 2 CFR Part 200 found [here](#), and the DOJ Grants Financial Guide found [here](#).
5. Submission of the annual federal subgrantee progress report (Muskie Report), sample report can be found [here](#).

SUPLANTING

Federal funds must be used to supplement existing funds for program activities and cannot replace or supplant non-federal funds that have been appropriated for the same purpose. Supplanting occurs when a state, local, or tribal government reduces state, local, or tribal funds for an activity specifically because federal funds are available (or expected to be available) to fund that same activity. Local funds include any funds non state and federal funds used for program activities including but not limited to general funds, endowments, community funds and donations.

MONITORING

All grant awards will be monitored by an ICJI Grant Manager and/or ICJI Compliance Monitoring team using a combination of desk reviews and site visits. Additionally, the grant manager will review all submitted reports for timeliness and accuracy. Delinquencies and report contents will be addressed as needed by ICJI staff. **Late and repeated incorrect reports could disqualify subgrantees from future funding.**

AUDIT REQUIREMENTS

Pursuant to 2 C.F.R. Part 200, specifically, § 200.500 *et seq.*, recipients of federal funds are subject to annual audit requirements.

1. *Audit required:* A non-federal entity that expends \$1,000,000.00 or more during the non-federal entity's fiscal year in federal awards must have a single or program-specific audit conducted for that year in accordance with the provisions of this part.
2. *Single audit:* A non-federal entity that \$1,000,000.00 or more during the non-federal entity's fiscal year in federal awards must have a single audit conducted in accordance with § 200.514 Scope of audit, except when it elects to have a program-specific audit conducted in accordance with paragraph three (3) of this section.
3. *Program-specific audit election:* When an entity expends federal awards under only one federal program (excluding research and development) and the federal program's statutes, regulations, or the terms and conditions of the federal award do not require a financial statement audit of the entity, the entity may elect to have a program-specific audit conducted in accordance with § 200.507 Program-specific audits. A program-specific audit may not be elected for research and development unless all of the federal awards expended were received from the same federal agency, or the same federal agency and the same pass-through entity, and that federal agency, or pass-through entity in the case of a subrecipient, approves in advance a program-specific audit.
4. *Exemption when federal awards expended are less than \$1,000,000.00:* A non-federal entity that expends less than \$1,000,000.00 during the non-federal entity's fiscal year in federal awards is exempt from federal audit requirements for that year, except as noted in §200.503 Relation to other audit requirements, but records must be available for review or audit by appropriate officials of the federal agency, pass-through entity, and Government Accountability Office (GAO).
5. *Federally Funded Research and Development Centers (FFRDC):* Management of an entity that owns or operates a FFRDC may elect to treat the FFRDC as a separate entity for purposes of this part.
6. *Subrecipients and Contractors:* An entity may simultaneously be a recipient, a subrecipient, and a contractor. Federal awards expended as a recipient or a subrecipient are subject to audit under this part. The payments received for goods or services provided as a contractor are not federal awards. Section § 200.331 Subrecipient and contractor determinations sets forth the considerations in determining whether payments constitute a federal award or a payment for goods or services provided as a contractor.
7. *Compliance responsibility for contractors:* In most cases, the entity's compliance responsibility for contractors is only to ensure that the procurement, receipt, and payment for goods and services comply with federal statutes, regulations, and the terms and conditions of federal awards. Federal award compliance requirements normally do not pass through to contractors. However, the entity is responsible for ensuring compliance for procurement transactions, which are structured such that the contractor is responsible for program compliance or the contractor's records must be reviewed to determine program compliance. Also, when these procurement transactions relate to a major program,

the scope of the audit must include determining whether these transactions are in compliance with federal statutes, regulations, and the terms and conditions of federal awards. See also § 200.318(b).

8. *For-profit subrecipient*: Since this part does not apply to for-profit subrecipients, the pass-through entity is responsible for establishing requirements, as necessary, to ensure compliance by for-profit subrecipients. The agreement with the for-profit subrecipient must describe applicable compliance requirements and the for-profit subrecipient's compliance responsibility. Methods to ensure compliance for federal awards made to for-profit subrecipients may include pre-award audits, monitoring during the agreement, and post-award audits. See also § 200.332 Requirements for pass-through entities

APPENDIX A: SASP Formula Program Frequently Asked Questions

1. May SASP Formula Program funds be used to support services to children?

Yes, SASP Formula Program funds may be used to support projects that focus on direct services for children who are victims of sexual assault. Services rendered to child victims do not have to be provided in connection with serving an adult parent, and there is no age restriction on providing services to child victims. In addition, SASP Formula funds may be used to provide services to children of victims of sexual assault.

2. May SASP Formula Program funds be used to support projects that include education and prevention activities?

No, SASP Formula Program funds may not be used for education and prevention. However, funds may be used for outreach to inform persons about the services provided by a specific program. For example, a program could use pamphlets, brochures, or community presentations to announce the services available under the grant.

3. May SASP Formula Program funds be used to support projects implemented by child advocacy centers?

Generally, SASP funds cannot support child advocacy centers because the focus of the program is “establishment, maintenance, and expansion of rape crisis centers and other nongovernmental or tribal programs and projects to assist individuals who have been victimized by sexual assault, **without regard to the age of the individual.**” This means that funded service providers must provide services to sexual assault victims of all ages. In addition, SASP funds may not be used for prosecution or law enforcement projects such as forensic examinations or forensic interviewing, which are often components of the child advocacy centers.

4. May SASP Formula Program funds be used for volunteer-related expenses?

Yes, SASP funds may be used to support volunteer-related activities, so long as those volunteers provide direct services for victims. Examples would include training volunteers to provide crisis intervention and supervision of those volunteers.

5. Is there a limitation on the types of sexual assault that SASP Formula Program funds may be used to address?

No, SASP Formula Program funds may be used to address intimate partner, stranger and non-stranger sexual assault, as well as adult, adolescent, and child sexual violence, regardless of when the assault occurred. Both male and female victims may be served.

6. May SASP Formula Program funds be used to address domestic violence?

No, funds must be used to provide services to victims of sexual assault. In cases when victims of domestic violence disclose a history of sexual assault, including by a current or former intimate partner, services may be provided with SASP funding to the extent that such victim expresses a need for services related to

the sexual assault. For example, SASP funds could support accompaniment of victims to sexual assault forensic medical exams but could not be used to support a general domestic violence-related crisis shelter.

7. May SASP Formula Program funds be used for advocate/staff training?

SASP funds may be used to train program staff (volunteer or employee) who will provide specific grant-funded victim services but may not be used to provide generalized statewide training. For example, funds may be used to support skill-building training on providing sexual assault advocacy services or training on a particular therapeutic technique to assist SASP-funded counselors/therapists in providing more effective therapy. The amount of funds spent on training should represent only a small portion of the overall grant.

8. May SASP Formula Program funds be used for trainings on sexual assault for other professionals (e.g., for law enforcement officers, mental health professionals, prosecutors, etc.)?

No, SASP funds must be used for direct services. They may not be used for general training, nor may they be used to develop training curricula.

9. May SASP subgrantees serve adult survivors of child sexual abuse or other survivors of a non-recent assault?

Yes. There are no limits on when the assault must have occurred or the age of victimization. Both male and female victims may be served.

10. May SASP Formula Program funds be used for Sexual Assault Nurse/Forensic Examiner programs?

No. SASP funds cannot support activities that are conducted by or inherent to the criminal justice system such as sexual assault nurse/forensic examiner programs, law enforcement investigations, and/or prosecution of sex crimes. However, SASP funds can support advocates accompanying a victim through any aspect of the criminal justice system.

11. May SASP Formula Program funds be used for Sexual Assault Response Teams (SARTs)?

No. However, if an advocate position is funded under the grant, the advocate's time in attending SART meetings may be covered as part of the advocacy they provide.

12. May SASP Formula Program funds support a hotline?

Yes, to the extent that the hotline is for sexual assault victims. If the hotline covers a broader array of issues, the costs of the hotline should be pro-rated according to the percentage of calls that are for sexual assault. Moreover, for a multi-issue hotline to receive SASP funds, the employees or volunteers who staff the hotline would need to have sexual assault-specific training.

13. May SASP Formula Program funds be used for women's only or men's only support groups?

A recipient may provide women's only and men's only support groups, but only if it is necessary to the essential operation of the program that these support groups be segregated by sex. Even if a recipient can establish that sex-specific support groups are necessary to the essential operation of the program,

the recipient is still required to provide “comparable services” to victims who cannot be served by the sex-specific support groups.

14. Can SASP Formula Program funds awarded be used towards items such as rent, office supplies, computer equipment, or office furniture?

Yes, if the grant is also funding a staff or contract position to provide direct services. The office space and other office items (e.g., computer, phone, desk, etc.) associated with this position may be charged to the grant.

APPENDIX B: APPLICABLE LAWS AND MANDATORY REQUIREMENTS

I. GENERAL

This award is governed by 2 C.F.R. Part 200 and the current version of the DOJ Grants Financial Guide. All subgrantees must adhere to all provisions set forth in federal and state statutes, regulation, or rule. Failure to abide by the federal and state mandates may, at the discretion of the state, be considered to be a material breach. The consequences of a material breach include, but are not limited, to:

- The applicant becoming ineligible for this grant funding opportunity;
- Requiring repayment of any grant funds already received;
- The de-obligation of grant funds; and
- The material breach becoming a factor in the scoring process for future grant applications.

Furthermore, the applicant may not obligate, expend, or draw down grant funds until the federal Office of the Chief Financial Officer notifies the state that the grant has been awarded to Indiana. The state shall not reimburse an applicant for expenditures outside the grant period of performance.

Pursuant to 2 C.F.R. Part 200, all applicants are required to establish and maintain grant accounting systems and financial records to accurately account for funds awarded to them.

The applicant understands that an expenditure is a charge made by a recipient to the project for which an award was received. Expenditures may be reported on a **cash or accrual basis**, as long as the methodology is disclosed and consistently used. See 2 C.F.R. § 200.1 (definition of “Expenditures”). The methodology selected shall be noted in the application for the award. If the recipient of the award has a fiscal agent, the selection of **methodology shall be determined by the recipient’s accounting system, not the fiscal agents.**

The applicant understands and agrees that it cannot use federal funds from different funding sources for one or more of the identical cost items, in whole or in part. If this scenario presents itself, the applicant must contact the ICJI program manager in writing and refrain from the expenditure, obligation, or draw down of any federal funds awarded from ICJI concerning the identical cost items.

II. CIVIL RIGHTS LAWS AND REQUIREMENTS

Recipients of federal grants are required to adhere to all federal and state laws concerning civil rights including, but not limited to, the laws set forth below:

- *Nondiscrimination*: Pursuant to the Indiana Civil Rights Law, specifically including IC § 22-9-1-10, and in keeping with the purposes of the Civil Rights Act of 1964, the Age Discrimination in Employment Act, and the Americans with Disabilities Act, the applicant covenants that it shall not discriminate against any employee or applicant for employment relating to this grant with respect to the hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment, because of the employee or applicant’s race, color, national origin, religion, sex, age, disability, ancestry, status as a veteran, or any other characteristic protected by federal, state, or local law (“Protected Characteristics”). Furthermore, the applicant certifies compliance with applicable federal laws, regulations, and executive orders prohibiting discrimination based on the protected characteristics in the provision of services.

Applicant covenants that it shall comply with applicable federal civil rights laws and nondiscrimination provisions. Taken together, these federal laws prohibit applicants from discrimination either in employment (subject to an exemption for certain faith-based organizations) or in the delivery of services or benefits based on race, color, national origin, sex, religion, or disability, and in the delivery of services or benefits based on age. In addition, VAWA as amended, includes a nondiscrimination provision that covers any program or activity funding in whole or in part by OVW. 34 U.S.C. § 12291(b)(13)(A).

- *Services to Limited English Proficiency (LEP) Individuals:* In accordance with Department of Justice (DOJ) guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, recipients of federal financial assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency (LEP). See U.S. Department of Justice, Guidance to Federal Financial Assistance Recipients Regarding Title VI Prohibition Against National Origin Discrimination Affecting Limited English Proficient Persons, 67 Fed. Reg. 41, 455 (2002). For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see this [website](#).
- *Ensuring Equal Treatment for Faith-Based Organizations:* Faith-based organizations are prohibited from using financial assistance from the DOJ to fund inherently (or explicitly) religious activities. While faith-based organizations can engage in non-funded inherently religious activities, they must hold them separately from the program funded by this grant, and recipients cannot compel beneficiaries to participate in these activities. The Equal Treatment Regulation also makes it clear that organizations participating in programs funded by the DOJ are not permitted to discriminate in the provision of services on the basis of the beneficiary's religion. For more information on the regulation, please see the Office of Civil Rights (OCR) [website](#).

Faith-based organizations should also note that the Omnibus Crime Control and Safe Streets Act (Safe Streets Act) of 1968, as amended, 42 U.S.C. § 3789(c); the Victims of Crime Act of 1984, as amended, 42 U.S.C. § 10604(e); the Juvenile Justice and Delinquency Prevention Act of 1974, as amended, 42 U.S.C. § 5672(b); and the Violence Against Women Act Reauthorization Act of 2013, Pub. L. no. 113-4, sec. 3(b)(4), 127 Stat. 54, 61-62 (to be codified at 42 U.S.C. § 13925(b)(13)) contain prohibitions against discrimination on the basis of religion in employment. Despite these nondiscrimination provisions, the DOJ has concluded that it may construe the Religious Freedom Restoration Act (RFRA) on a case-by-case basis to permit some faith-based organizations to receive DOJ funding while taking into account religion when hiring staff, even if the statute that authorizes the funding program generally forbids recipients from considering religion in employment decisions. Please consult with the OCR if you have any questions about the regulation or the application of RFRA to the statutes that prohibit discrimination in employment.

- *Using Arrest and Conviction Records in Making Employment Decisions:* The OCR issued an advisory document for recipients on the proper use of arrest and conviction records in making hiring decisions. See Advisory for Recipients of Financial Assistance from the U.S. Department of Justice on the U.S. Equal Opportunity Commission's Enforcement Guidance: Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964 (June 2013), available [here](#). Recipients should be mindful that the misuse of arrest or conviction records to screen either applicants for employment or employees for retention or promotion may have a disparate impact based on race or national origin, resulting in unlawful employment discrimination. In light of the advisory, recipients should consult local counsel in reviewing their employment practices. If warranted, recipients should

also incorporate an analysis of the use of arrest and conviction records in their Equal Opportunity Plans (EEOs).

- *Complying with the Safe Streets Act:* An organization that is a recipient of financial assistance subject to the nondiscrimination provisions of the Safe Streets Act, must meet two obligations: (1) complying with the federal regulation pertaining to the development of an EEO (see 28 C.F.R. pt.42, subpt. E) and (2) submitting to the OCR findings of discrimination (see 28 C.F.R. §§ 42.204(c),.205(c)(5)).
- *Meeting the EEO Requirement:* If your organization has less than fifty employees or receives an award of less than \$25,000 or is a nonprofit organization, a medical institution, an educational institution, or an Indian tribe, then it is exempt from the EEO requirement. To claim the exemption, your organization must complete and submit Section A of the Certification Form, which is available online [here](#).

If your organization is a government agency or private business and receives an award of \$25,000 or more, but less than \$500,000, and has fifty or more employees (counting both full- and part-time employees but excluding political appointees), then it has to prepare a Utilization Report (formerly called an EEO Short Form), but it does not have to submit the report to the OCR for review. Instead, your organization has to maintain the Utilization Report on file and make it available for review on request. In addition, your organization has to complete Section B of the Certification Form and return it to OCR. The Certification Form is available [here](#).

If your organization is a government agency or private business and has received an award for \$500,000 or more and has fifty or more employees (counting both full- and part- time employees but excluding political appointees), then it has to prepare a Utilization Report (formerly called an EEO Short Form) and submit it to OCR for review within sixty days from the date of the award. For assistance in developing a Utilization Report, please consult the OCR's [website](#). In addition, your organization has to complete Section C of the Certification Form and return it to the OCR. The Certification Form is available [here](#).

To comply with the EEO requirements, you may request technical assistance from an EEO specialist at the OCR by telephone at (202) 307-0690, by TTY at (202) 307-2027, or by e-mail at EEOsubmission@usdoj.gov.

- *Ensuring Access to Federally Assisted Programs:* Federal laws that apply to recipients of federal grant awards prohibit discrimination on the basis of actual or perceived race, color, national origin, religion, sex, age, disability, ancestry, status as a veteran, or any other characteristic protected by federal, state, or local law ("Protected Characteristics") in funded programs or activities, not only in employment but also in the delivery of services or benefits. Federal law also prohibits recipients from discriminating on the basis of age in the delivery of services or benefits.
- *Enforcing Civil Rights Laws:* All recipients of federal financial assistance, regardless of the particular funding source, the amount of the grant award, or the number of employees in the workforce, are subject to prohibitions against unlawful discrimination. Accordingly, the OCR investigates recipients that are the subject of discrimination complaints from both individuals and groups. In addition, based on regulatory criteria, the OCR selects a number of recipients each year for compliance reviews, audits that require recipients to submit data showing that they are providing services equitably to all segments of their service population and that their employment practices meet equal opportunity standards.

- *Meeting the Requirement to Submit Findings of Discrimination:* If in the **three (3) years** prior to the date of the grant award, your organization has received an adverse finding of discrimination based on race, color, national origin, religion, or sex, after a due process hearing, from a state or federal court or from a state or federal administrative agency, your organization must send a copy of the finding to OCR. A copy must also be sent to the state.

III. STATE LAWS AND REQUIREMENTS

Recipients of grant funds from the state are required to adhere to all state laws concerning the receipt and use of grant funds from federal and state funding sources. Those laws include, but are not limited to, the laws set forth below.

- *State Ethical Requirements:* The applicant and its agents shall abide by all ethical requirements that apply to persons who have a business relationship with the state as set forth in IC § 4-2-6, *et seq.*, IC § 4-2-7, *et seq.* and the regulations promulgated thereunder. If the applicant has knowledge, or would have acquired knowledge with reasonable inquiry, that a state officer, employee, or special state appointee, as those terms are defined in IC § 4-2-6-1, has a financial interest in the grant, the applicant shall ensure compliance with the disclosure requirements in IC § 4-2-6-10.5 prior to the execution of this grant. If the applicant is not familiar with these ethical requirements, the applicant should refer any questions to the Indiana State Ethics Commission or visit the Inspector General’s [website](#). If the applicant or its agents violate any applicable ethical standards, the state may, in its sole discretion, terminate this grant immediately upon notice to the applicant. In addition, the applicant may be subject to penalties under IC § 4-2-6, 4-2-7, 35-44.1-1-4, and under any other applicable laws.
- *Indiana Secretary of State:* Pursuant to Indiana Code Title 23, applicant must be properly registered and owes no outstanding reports to the Indiana Secretary of State.
- *Telephone Solicitation of Consumers; Automatic Dialing Solicitations:* As required by Indiana Code § 5-22-3-7:
 - (1) the Applicant and any principals of the Applicant certify that
 - (A) except for de minimis and nonsystematic violations, it has not violated the terms of:
 - (i) IC § 24-4.7 [Telephone Solicitation Of Consumers];
 - (ii) IC § 24-5-12 [Telephone Solicitations]; or
 - (iii) IC § 24-5-14 [Regulation of Automatic Dialing Machines];
 in the previous three hundred sixty-five (365) days, even if IC § 24-4.7 is preempted by federal law; and
 - (B) the Applicant will not violate the terms of IC § 24-4.7 for the duration of this Grant Agreement, even if IC § 24-4.7 is preempted by federal law.
 - (2) The Applicant and any principals of the Applicant certify that an affiliate or principal of the Applicant and any agent acting on behalf of the Applicant or on behalf of an affiliate or principal of the Applicant, except for de minimis and nonsystematic violations,
 - (A) has not violated the terms of IC § 24-4.7 in the previous three hundred sixty-five (365) days, even if IC § 24-4.7 is preempted by federal law; and
 - (B) will not violate the terms of IC § 24-4.7 for the duration of the grant agreement even if IC § 24-4.7 is preempted by federal law.

- *Drug-Free Workplace Certification:* The applicant hereby covenants and agrees to make a good faith effort to provide and maintain a drug-free workplace as required by Executive Order 90-5, April 12, 1990. Executive Order 90-5 applies to all individuals and private legal entities who receive grants or contracts from state agencies. This clause was modified in 2005 to apply only to contractor's employees within the State of Indiana and cannot be further modified, altered, or changed. Applicant will give written notice to the state within ten (10) days after receiving actual notice that the applicant, or an employee of the applicant in the State of Indiana, has been convicted of a criminal drug violation occurring in the workplace. False certification or violation of the certification may result in sanctions including, but not limited to, suspension of grant payments, termination of the grant and/or debarment of grant opportunities with the State of Indiana for up to three (3) years.

In addition to the provisions of the above paragraphs, if the total amount set forth in this grant agreement is in excess of \$25,000.00, the applicant certifies and agrees that it will provide a drug-free workplace by:

- A. Publishing and providing to all of its employees a statement notifying them that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the applicant's workplace and specifying the actions that will be taken against employees for violations of such prohibition; and
 - B. Establishing a drug-free awareness program to inform its employees of (1) the dangers of drug abuse in the workplace; (2) the applicant's policy of maintaining a drug-free workplace; (3) any available drug counseling, rehabilitation, and employee assistance programs; and (4) the penalties that may be imposed upon an employee for drug abuse violations occurring in the workplace; and
 - C. Notifying all employees in the statement required by subparagraph (A) above that as a condition of continued employment the employee will (1) abide by the terms of the statement; and (2) notify the applicant of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction; and
 - D. Notifying in writing the state within ten (10) days after receiving notice from an employee under subdivision (C)(2) above, or otherwise receiving actual notice of such conviction; and
 - E. Within thirty (30) days after receiving notice under subdivision (C)(2) above of a conviction, imposing the following sanctions or remedial measures on any employee who is convicted of drug abuse violations occurring in the workplace: (1) take appropriate personnel action against the employee, up to and including termination; or (2) require such employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement, or other appropriate agency; and
 - F. Making a good faith effort to maintain a drug-free workplace through the implementation of subparagraphs (A) through (E) above.
- *Employment Eligibility Verification:* As required by IC § 22-5-1.7 and Executive Order 25-29, the applicant hereby swears or affirms under the penalties of perjury that:

- A. The applicant has enrolled in and verified the work eligibility status of all his/her/its employees, through the E-Verify program;
 - B. The applicant has provided documentation to the State affirming its enrollment and verification of employees through the E-Verify program;
 - C. The applicant does not knowingly employ or contract with, and has not knowingly employed or contracted with an unauthorized alien; and the applicant shall require its contractors who perform work under this grant agreement to certify to applicant that the contractor does not knowingly employ or contract with an unauthorized alien and that the contractor has enrolled and is participating in the E-Verify program. The applicant shall maintain this certification throughout the duration of the term of a contract with a contractor, and shall provide to the State any and all such certifications promptly upon request.
 - D. The applicant shall not retain an employee, and shall not contract with a person that the applicant subsequently learned or learns is an unauthorized alien.
 - E. The State may terminate for default if the applicant fails to cure a breach of this provision no later than thirty (30) days after being notified by the State.
- *ICJI Policies and Requirements:* Recipients of grant funds from ICJI are required to adhere to all ICJI policies, procedures, and guidelines concerning the receipt and use of grant funds from both federal and state funding sources, including those directives, policies, and guidelines found on ICJI's [website](#).
 - *Nondiscrimination.* Pursuant to the Indiana Civil Rights Law, specifically IC § 22-9-1-10, and in keeping with the purposes of the federal Civil Rights Act of 1964, the Age Discrimination in Employment Act, and the Americans with Disabilities Act:
 - A. The applicant will covenant that it shall not discriminate against any employee or applicant for employment with respect to the hire, tenure, terms, conditions or privileges of employment or any matter directly or indirectly related to employment, because of the employee's or applicant's race, color, national origin, religion, sex, age, disability, ancestry, status as a veteran, or any other characteristic protected by federal, state, or local law ("Protected Characteristics"). The applicant will certify compliance with applicable federal laws, regulations, and executive orders prohibiting discrimination based on the Protected Characteristics in the provision of services. A breach of this condition may be regarded as a material breach of the programmatic terms of the Grant for purposes of Indiana Code § 5-11-5.5-2. Nothing in this term shall be construed to imply or establish an employment relationship between the State and any applicant or employee of any grantee, subrecipient, contractor, or any subcontractor.
 - B. The applicant will covenant that it does not and shall not operate any programs or engage in any practices promoting Diversity, Equity, and Inclusion (DEI) that violate Indiana or Federal Civil Rights Laws by treating a person differently on the basis of race or sex, such as by considering race or sex when making recruitment, hiring, disciplinary, promotion, or employment decisions; requiring employees to participate in training or educational programs that employ racial or sex stereotypes; or attempting to achieve racial or sex balancing in the applicant's workforce. The applicant will agree that a breach of this term is a material breach of the programmatic terms of the Grant, including for purposes of Indiana Code § 5-11-5.5-2. Nothing in this term shall be construed to imply

or establish an employment relationship between the State and any applicant or employee of the grantee, subrecipient, contractor, or any subcontractor.

APPENDIX C: Out of Scope Certification Letter

[Applicant Letterhead]

[Date]

[Name of applicant] certifies that grant funds will not be used for the out-of-scope activities listed in the Out-of-Scope Activities section in the Request for Proposal (RFP) under which this application is submitted, except for those stayed by order of the court in *Rhode Island Coalition Against Domestic Violence, et al., v. Pamela Bondi, et al.* The stayed out-of-scope activities are listed as numbers 2-5, 7-9, and 11. These terms are not enforceable as to this 2026 award unless and until the preliminary stay is lifted.

Sincerely,

[Applicant's Authorized Representative signature]

[Applicant's Authorized Representative printed name]



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