

SERVICES*TRAINING*OFFICERS*PROSECUTORS

STOP-LEA Grant

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Senior Grant Manager

June 16, 2026



Welcome and Thank You for Joining STOP-LEA 2026 RFF Webinar



Keep lines *MUTED*
during presentation



Webinar is being
RECORDED and will be
posted on ICJI website
along with Q & A.



Utilize *CHATBOX*
during webinar.



Time allowed at end
for *Q & A*.

AGENDA

- » ICJI Website Navigation
- » Application & Award Process
- » Application Changes
- » Request for Funding
- » Allowable Activities and Costs
- » Unallowable Activities and Costs
- » Requirements
- » Attachments
- » Q & A

Locating Request for Funding (RFF) Online

- » S.T.O.P. Violence Against Women Formula Grant Program for Law Enforcement
- » Forms, Resources and Guidance



[*Click Here for ICJI's Website*](#)



Application and Awards



Application Due Date

July 22, 2026, at **12:00 PM ET (Noon)**



Application Location

All Applications must be submitted via IntelliGrants



Award Period

October 1, 2026 – September 30, 2027



Reporting and SAR

Program Reports will be due quarterly.
Fiscal Reports will be due monthly/quarterly.
Subgrantee Annual Report (Muskie) due Annually

Application Changes

- » **Programmatic Information Form** has been revised with new questions.
- » Questions in **Problem Statement and Analysis Form** have been moved to other areas within application.
- » **Evidenced-Based Practice & Use of Volunteers** Forms have been removed.
- » **Benefit Form** requires only one line for total cost of all benefits requested per year for each personnel and there will only be one drop down, **“Fringe Benefits.”**
- » On the **Budget Narrative Form**, agencies will not be required to provide lists of general supplies.
- » **Total Agency Budget** modifications:
 - » **Non-Profit applicants no longer** required to complete **“employee tab”**
 - » Governmental agencies **required** to complete **Total Agency Budget “governmental agencies”** tab.
- » **Attachments** no longer required:
 - » **Sustainability Plan**
 - » **Timeline**

Application Changes: Problem Statement

Problem Statement moved to Programmatic Information page.

PROGRAMMATIC INFORMATION

Instructions:

1. All required fields are marked with an *.
2. Use the **SAVE** button to save information and calculate data on each page.
3. Save at least every 30 minutes to avoid losing data.
4. To proceed to the next page, you may use the **SAVE/NEXT** or **NEXT** buttons above
5. To return to the Forms menu, click the Forms Menu link above.

PROBLEM STATEMENT

Provide a summary of the problem to be addressed by your proposed STOP-LEA program in this application. This is your Problem Statement. *

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Slide 7

RV1 Will need to update this image with the STOP-LEA grant programmatic page
Venus, Rebecca, 2026-05-15T12:14:12.254

Application Changes: Sustainability

Sustainability Questions – Existing Programs

SUSTAINABILITY

Does your proposed program already exist or is your proposed program new and being established? *

- PROGRAM IS ALREADY IN EXISTENCE
- PROGRAM IS NEW AND IS BEING ESTABLISHED

Provide a detailed description of the source(s) of funds your agency currently receives to support this program.

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Application Changes: Sustainability

Sustainability Questions – Program New and Being Established

SUSTAINABILITY

Does your proposed program already exist or is your proposed program new and being established? *

- PROGRAM IS ALREADY IN EXISTENCE
- PROGRAM IS NEW AND IS BEING ESTABLISHED

If the proposed program is new and is being established due to a recognized need in the community or to fill a gap in services, identify the need or gap in services.

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Application Changes: Employee Benefits

- » There will no longer be multiple budget lines per budget year for each employee benefit.
 - » One line per budget year for each employee with drop down option only for “**Fringe Benefits**”. (Health, Vision, LTD, STD, Retirement, etc.)

- » Supporting documentation to claim fringe benefits on fiscal reports will still be required.

Document Information: [VOCA-2026-00002](#)

[Details](#)

You are here: > 2026 Victims of Crime Act Formula Grant (VOCA) Menu > Forms Menu > Budget Forms

EMPLOYEE BENEFITS

Instructions:

- All required fields are marked with an *.
- Use the **SAVE** button to save information and calculate data on each page.
- To add additional rows, click the **SAVE** button.
- Save at least every 30 minutes to avoid losing data.
- To proceed to the next page, you may use the **SAVE/NEXT** or **NEXT** buttons above.
- To return to the Forms menu, click the Forms Menu link above.
- Percentage of Benefit is the percentage of the benefit type that the subgrantee is seeking reimbursement from grant funds or will be using as match.
- Cost of Benefit is the annual monetary amount of the benefit type.

| Name | Position | Employee Type | Fund Type | Benefit Type | Percentage of Benefit | Cost of Benefit | COST |
|------------|--------------------|---------------|-----------|------------------------|-----------------------|-----------------|-------------|
| Suzy Que ▼ | Executive Director | Full-time | Grant ▼ | Fringe Benefits ▲ ▼ | 100 % | 15410 | \$15,410.00 |
| ▼ | | | ▼ | Fringe Benefits ▲ ▼ | % | | |



[Click here for Supporting Documentation Policy](#)



Application Changes: Employee Benefits - Budget Narrative

- » In the narrative, **provide list of benefits included in your fringe benefit requests** for your application. It is NOT necessary to list benefits per position or employee.

EMPLOYEE BENEFITS

Describe the employee benefits that will be paid by the EMPLOYER for each position listed under Personnel. For each benefit requested, list the percentage or cost paid by the employer.

Example- John Doe- Investigator- FICA (7.65%), PERF (11.2%), Medical Insurance (\$500 biweekly), Dental (\$10 monthly and HSA (\$1,000 yearly).

Total Fringe per person includes FICA, PERF, Deferred Comp, Health Insurance, Dental Insurance, LTD/STD, Life Insurance, Vision Insurance, HSA (Health Savings Account)

Contents of this text box are an example only.

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Application Changes: Budget Narrative

Are you requesting an increase in the percentage of funding for any of these positions?* Yes No

If YES - please provide an explanation for requesting an increase in the percentage of funding for each affected position, including information regarding prior funding sources, current funding sources, and why these funding sources are no longer being utilized for these positions.

N/A

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Application Changes: Total Agency Budget - Non-Profit Example

| Revenue Details | | | |
|---|-------------------------------|-----------------------|--|
| Reminder: This form should only be completed for 1 year, this may result in you having to prorate some of your grant/funds | | | |
| STEP 1: Enter the dates for either the calendar or fiscal year you are completing this form for | Calendar Year | | |
| | Fiscal Year | 07/01/2025-06/30/2026 | |
| STEP 2: Enter all State Grants/Contracts your agency receives and the dollar amount associated for each | <i>State Grants/Contracts</i> | | <i>Amount</i> |
| | | | <i>Total Section Amount (auto calculate)</i> |
| | DVPT | \$674,852.00 | \$1,332,352.00 |
| | SAVAF | \$535,000.00 | |
| | DCS | \$75,000.00 | |
| ESG | \$47,500.00 | | |
| | | | |
| STEP 3: Enter all Federal Grants/Contracts your agency receives and the dollar amount associated for each NOTE: Your agency may receive a federal grant from a state agency, however ensure that in your review that grant/contract is either a state or federal grant and placed in the correct category on this form | <i>Federal Grants</i> | | <i>Amount</i> |
| | | | <i>Total Section Amount (auto calculate)</i> |
| | FVPSA | \$100,000.00 | \$1,878,145.00 |
| | SASP | \$25,000.00 | |
| | SSBG | \$16,000.00 | |
| | STOP | \$25,000.00 | |
| | TI | \$12,500.00 | |
| | PRH - Rapid Rehousing | \$100,000.00 | |
| | OVC HT | \$250,000.00 | |
| | DOE | \$99,645.00 | |
| HUD | \$1,250,000.00 | | |
| | | | |

[NonProfit EXAMPLE](#)
[NonProfit Agencies](#)
[Governmental EXAMPLE](#)
[Governmental Agencies](#)

| | | | | |
|---|--|--------------|----------------|--|
| STEP 3: Enter all Federal Grants/Contracts your agency receives and the dollar amount associated for each NOTE: Your agency may receive a federal grant from a state agency, however ensure that in your review that grant/contract is either a state or federal grant and placed in the correct category on this form | <i>Federal Grants</i> | | <i>Amount</i> | <i>Total Section Amount (auto calculate)</i> |
| | | | | |
| | FVPSA | \$100,000.00 | \$1,878,145.00 | |
| | SASP | \$25,000.00 | | |
| | SSBG | \$16,000.00 | | |
| | STOP | \$25,000.00 | | |
| | TI | \$12,500.00 | | |
| | PRH - Rapid Rehousing | \$100,000.00 | | |
| | OVC HT | \$250,000.00 | | |
| | DOE | \$99,645.00 | | |
| HUD | \$1,250,000.00 | | | |
| | | | | |
| STEP 4: Enter the Grant and Amount you are requesting funding for on this application under the respective category | <i>Current Application Request</i> | | <i>Amount</i> | <i>Total Section Amount (auto calculate)</i> |
| | FEDERAL | VOCA-2026 | \$1,075,000.00 | \$1,075,000.00 |
| | STATE | | | \$0.00 |
| Total Grants/Contracts: | | | \$4,285,497.00 | |
| Maximum Operating Allocation Percentage for this Application | | | | 25.08% |
| STEP 5: Enter any notes that you think would be beneficial for CJ Staff to know | <i>Additional Information about your Revenue</i> | | | |
| | This document is only completed for our Victim Services program and not our entire agency. | | | |

Please note this is an example budget only and does not actually reflect any awarded amount. CJI or CJI Victim Services actually receives.



Application Changes: Total Agency Budget - Governmental Example

*If you need assistance with how to determine the FTE (Full Time Equivalent) for your program, visit CJJ Victim Services Resources Website (<https://www.in.gov/cjj/victim-services/resources/>) and refer to the FTE Calculator. The FTE Calculator will walk you through each step to determine your FTE and has some FAQs that are helpful when

Reminder: This form should only be completed for the application you are applying for funding on

| | | |
|--|---|--------|
| STEP 1: Enter the number of FTE for your entire Victim Services Program | Total Number of FTE for your Victim Services Program (NOT just CJJ Funded) | |
| | 14.00 | |
| STEP 2: Enter the number of FTE that are funded by the current application request for CJJ Victim Services Grant | Number of Grant-Funded FTE for this application for your Victim Services Program (CJJ ONLY Funded) | |
| | 4.90 | |
| STEP 3: This section will auto-calculate | Percentage that CJJ Victim Services Grant Funds are to the Agency's Overall Victim Service Program Budget | 35.00% |
| STEP 4: Enter any notes that you think would be beneficial for CJJ Staff to know | Additional Information about this form | |
| | CJJ Victim Services has a total of 14 staff, who are split funded amongst all grants; 4.90 is the FTE amount that populated when using the FTE calculator | |

The background of the slide is a faded, light blue version of the Indiana state flag. The flag features a central shield with a plow, a sheaf of wheat, and a bundle of cotton. Above the shield is a banner with the word 'INDIANA' and a star. The shield is surrounded by a wreath of olive and arrows. The entire flag is set against a white background.

Request for Funding

Services * Training * Officers * Prosecutors*
(STOP) supports local communities, to develop and strengthen effective responses to victims of domestic violence, dating violence, sexual assault (including adult survivors of child sexual abuse), and stalking as well as victims of trafficking and female genital mutilation or cutting, or forced marriage.

Funding for this **STOP LEA** grant opportunity is limited to ***Law Enforcement organizations or organizations that provide training to law enforcement organizations.***

STOP-LEA OVERVIEW





Program Scope

- ❖ Activities are determined by **state and federal statutes, federal regulations, executive orders, and ICJI policies.**
 - ❖ Projects must follow all rules in this solicitation, any special conditions, 2 CFR 200, and DOJ Grants Financial Guide.
 - ❖ All ICJI Victim Services grants are **reimbursement-based.**
 - 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.
-

STOP Implementation Plan 2026-2029

Every four years, Indiana submits an implementation plan to address violence against women for the STOP Grant Program. Indiana's 2026-2029 STOP Implementation Plan includes the following goals for projects funded under this award:

Reduce domestic violence-related homicides in Indiana.

Enhance or develop services addressing victims of sexual violence for meaningful sexual assault services to be provided throughout the State.

Expand access to services for underserved rural populations.

STOP Implementation Plan 2026-2029

The Programmatic Information form asks applicants to describe how their proposed program will assist in meeting the goals of the STOP Implementation Plan. When completing this question, please refer to the RFF for the 2026-2029 STOP Implementation Plan goals.

Describe how your proposed program will assist in meeting the goals of the Indiana STOP Implementation Plan. *

NOTE: Refer to the RFF (Request for Funding) regarding what the current goals are

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STOP-LEA Priority Areas

Priority is for applicants who perform STOP-allowable law enforcement activities and entities who have had a reduction in funding to provide these activities. ICJI is encouraged to support projects, that substantively address **ST1** 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 domestic violence, sexual assault, dating violence, and/or stalking;
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 domestic violence and sexual assault; and
3. Proposals submitted by units of local government and public agencies that certify compliance with federal immigration law, including 8 U.S.C. § 1373.

Slide 20

ST1 Not a complete sentence... not sure what this is trying to say.
Thomas, Shelby (CJI), 2026-06-02T20:05:28.527

Supplanting

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.**



System of Award Management (SAM)

- » Must not expire within 30 days of application.
- » Must not be set to Private

Unique Entity ID (UEI)

Enrollment in E-Verify

- » Enrolled in and verified work eligibility status of all employees

Audit Requirements

- » Non-federal entity expends \$1M or more during fiscal year
- » Government Entities submit County/City Audit



Purpose Areas

STOP program funds must be used for one or more of the purposes listed in the RFP. Carefully review all 24 Purpose Areas, as applicants will be asked to select **up to 3 Purpose Areas** in their application.

Examples include:

- Training, developing, or expanding LEO, judges & prosecutors
- Police, court and pros. policies, protocols, services
- Data collection and communication systems
- Victim services and legal assistance programs
- Multidisciplinary Resource Coordination
- Training Sexual Assault Forensic Medical Examiners
- Immigration matters
- SARTs
- Policies that enhance best practices
- Individuals over 50, disabled, and Deaf
- Jessica Gonzales Victim Assistance & Crystal Judson Victim Advocates (both require special approval from ICJI).
- Policies for investigation and prosecution of SA cases
- Address SA in Correctional or Detention settings
- SA Evidence Collection Kit backlog
- Prevention & Education programming
- Culturally specific victim services for female genital mutilation or cutting.
- State or local agencies supporting & advocacy to Indian victims
- Paying fees for furnishing birth certificates, passports, or ID cards.

25%

Match Requirement for
Government Agencies

**Matching
funds
MUST:**

Be verifiable from subgrantee's records;

Not be included as contributions for any other federal award;

Be necessary and reasonable for accomplishment of project or program objectives;

Be allowable under 2 C.F.R. 200.400;

Not be paid by federal government under another federal award, except authorized by federal statute

Be included in the subgrantee's approved budget;

Conform to all other provisions of 2 C.F.R Part 200;

Match Requirement Example

Determining Match:

STEP 1: Award amount / % of Federal Share = Total Project Cost
STEP 2: Total Project Cost – Award Amount = Required Match

Example Match Requirement:

\$150,000 Award in federal funding with 25% match requirement.

- **STEP 1:** \$150,000 / .75 = \$200,000 Total Project Cost
- **STEP 2:** \$200,000 - \$150,000 = \$50,000 Required Match

Contractors and Consultants

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

Contractual services must be obtained through a procurement method. Verification of this method must be supplied upon completion of contract.

Consultant and contractual services shall be supported by written contracts signed by all parties stating services, rate of compensation, and length of time services will be provided.

Copy of all written contracts for contractual or consultant services shall be attached in IntelliGrants to grant file upon their ratification.

Payments shall be supported by statements outlining the services rendered, date of service, and cost of service.

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 not readily assignable to specific projects but necessary to operation of organization and performance of project. Indirect costs benefit more than one activity and are common or joint purpose costs.

1. Indirect Cost Rate Agreement (ICRA)

- a. Formal rate agreement between organization and cognizant federal agency.
- b. Letter or other documentation that lists rate.

2. De Minimis Rate

- a. For agencies that have never had a federally approved ICRA.
- b. May use rate of up to 15% of MTDC
- c. List of costs and calculation used must be provided in attachments.



Travel and Program Costs

TRAVEL COSTS

ONLY Travel for **DIRECT SERVICES** is allowable.

Expenses and reimbursements for mileage **must follow most current IDOA State Travel Policy** or **subrecipient's travel policy**, whichever is more restrictive.

All **NON-ESSENTIAL** travel is currently **EXCLUDED** under state policy.



[Click here for Supporting Documentation Policy](#)

PROGRAM COSTS

Must be **necessary and reasonable** for stated purpose of grant.

Must be in **accordance with general accepted accounting principles**.

Must be **consistent with policies & procedures** of this grant program and applied uniformly.

Must be **adequately documented** with supporting materials, including receipts, invoices, timesheets, paystubs, etc.

Must conform to any limitations and exclusions in 2 CFR Part 200 STOP requirements

Unallowable Costs

Grant funds under this program may not be used for the following:

- » Lobbying, except with explicit statutory authorization
- » Fundraising and time spent procuring funding including completing federal and state funding applications
- » Construction, capital improvement, or land acquisition (purchase of real property), physical modifications to buildings including minor renovations
- » Purchase of vehicles
- » Direct financial assistance to victims (cash, gift cards, or checks)
- » Alcohol, food (except emergency food for victims), and entertainment costs
- » Immigration fees

Activities That Compromise Victim Safety and Recovery and Undermine Offender Accountability

Activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions. Below is a list of these activities:

- » Policies that exclude eligible victims based on prohibited classifications, health status, criminal history, employment or income status, or the age and/or sex of their children.
- » Policies that compromise the confidentiality of information and/or privacy of victims.
- » Policies that require victims to take specific actions (such as seeking protection orders, counseling, mediation, or reporting to authorities) or that penalize them for not doing so.
- » Procedures or policies that fail to include conducting safety planning with victims.
- » Project designs, products, services, and/or budgets that fail to account for the unique needs of individuals with disabilities, limited English proficiency, Deaf/hard of hearing, including accessibility.
- » Using technology without addressing implications for victim confidentiality, safety planning, and need for informed consent.
- » Partnering with individuals/organizations that support/promote practices that compromise victim safety and recovery or undermine offender accountability.

Out-of-Scope Activities

The following activities are out of program scope and will not be funded:

- » Services to victims younger than 11.
- » Promoting or facilitating discriminatory programs or ideology as described in Exec Order 14173.
- » Programs that discourage collaboration with LE or oppose or limit role of police , pros, or immigration enforcement
- » Excessive funding for consulting fees, training, admin costs, or other expenses not related to violence prevention, victim support, and offender accountability.
- » Promoting or facilitating violation of federal immigration law.
- » Activities framing DV or SA as systemic social justice issues rather than criminal offenses.
- » Awareness campaigns or media that do not lead to tangible improvements in prevention, safety or offender accountability.
- » Any activity or program that unlawfully violates an Executive Order.
- » Inculcating or promoting gender ideology as defined in Exec Order 14168.
- » Generic community engagement or economic dev without clear link to violence prevention, victim safety or offender accountability.
- » Initiatives that prioritize illegal aliens over US citizens and legal residents receiving victim services & support.
- » Activities addressing human trafficking and/or Missing or Murdered Indigenous Persons (MMP) **unrelated** to domestic violence, dating violence, sexual assault, or stalking.

Program Requirements

- I. Confidentiality
- II. Determination of Suitability to Interact with Participating Minors
- III. Grant Eligibility Regarding Compelling Victim Testimony
- IV. STOP Requirements

I. Confidentiality

U.S. Department of Justice
Office on Violence Against Women



Acknowledgement of Notice of Statutory Requirement to Comply with the Confidentiality and Privacy Provisions of the Violence Against Women Act, as Amended

Under section 40002(b)(2) of the Violence Against Women Act, as amended (42 U.S.C. 13925(b)(2)), grantees and subgrantees with funding from the Office on Violence Against Women (OVW) are required to meet the following terms with regard to nondisclosure of confidential or private information and to document their compliance. By signature on this form, applicants for grants from OVW are acknowledging that they have notice that, if awarded funds, they will be required to comply with this provision, and will mandate that subgrantees, if any, comply with this provision, and will create and maintain documentation of compliance, such as policies and procedures for release of victim information, and will mandate that subgrantees, if any, will do so as well.

(A) In general

In order to ensure the safety of adult, youth, and child victims of domestic violence, dating violence, sexual assault, or stalking, and their families, grantees and subgrantees under this subchapter shall protect the confidentiality and privacy of persons receiving services.

(B) Nondisclosure

Subject to subparagraphs (C) and (D), grantees and subgrantees shall not—

- (i) disclose, reveal, or release any 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; or
- (ii) disclose, reveal, or release individual client information without the informed, written, reasonably time-limited consent of the person (or in the case of an unemancipated minor, the minor and the parent or guardian or in the case of legal incapacity, a court-appointed guardian) about whom information is sought, whether for this program or any other Federal, State, tribal, or territorial grant program, except that consent for release may not be given by the abuser of the minor, incapacitated person, or the abuser of the other parent of the minor.

All grantees and subgrantees providing services to victims and receiving VAWA funding must comply with the ***VAWA Confidentiality Provision***.

Subgrantees **may not disclose, reveal, or release Personally Identifiable Information (PII)** collected in connection with services regardless of whether information has been encoded, encrypted, or otherwise protected.

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



Mike Braun, Governor
Douglas W. Huntsinger, Executive Director

Certification of Advance Determination of Suitability for Individuals Interacting with Participating Minors

On behalf of the Subrecipient, and in support of this grant agreement, I certify under penalty of perjury to the U.S. Department of Justice ("Department") and to the Indiana Criminal Justice Institute ("ICJI") that all of the following are true and correct:

I have the authority to make the following representations on behalf of this organization.

I certify that this organization will implement processes to make advance determinations of suitability for all individuals who may interact with participating minors as part of programs/activities funded (in whole or in part) with funds awarded from ICJI in compliance with the following.

1. Advance determination regarding suitability. The recipient (and any subrecipient at any tier) may not permit any covered individual (to include employees, consultants, contractors, employees of a contractor, trainees, volunteers, and/or teachers) to interact with any participating minor in the course of activities under the award, unless the recipient or subrecipient first has made a written determination of the suitability of that individual to interact with participating minors, based on current and appropriate information and taking into account the factors and considerations described in paragraph 4.
2. Updates and reexaminations
 - A. The recipient (or subrecipient) must, at least every five years, update the searches described below, reexamine the covered individual's suitability determination in light of those search results, and, if appropriate, modify or withdraw that determination.
 - B. The recipient also must reexamine a covered individual's suitability determination upon learning of information that reasonably may suggest unsuitability and, if appropriate, modify or withdraw that determination.
3. Current and appropriate information

In addition to information resulting from checks or screening required by applicable federal, state, tribal, or local law, and/or by the recipient's (or subrecipient's) written policies and procedures, current and appropriate information includes the results of all required searches listed below, each of which must be completed no earlier than six months before the determination regarding suitability.

(1) Public sex offender and child abuse websites/registries

A search (by current name, and, if applicable, by previous name(s) or aliases), of the pertinent and reasonably-accessible federal, state, and (if applicable) local and tribal sex offender and child abuse websites/public registries, including--

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"***.

A completed certification form must be attached to the application. This should be for your **current STOP-LEA application** and not for any previously funded programs. A link to the certification form may be found in the RFP or www.in.gov/cji/victim-services/resources/.

III. Grant Eligibility Regarding Compelling Victim Testimony (STOP Prosecution Office Certification)



Mike Braun, Governor
Douglas W. Huntsinger, Executive Director

STOP Prosecution Office Certification Starting October 1, 2023

On behalf of the Subrecipient, and in support of this grant agreement, I certify under penalty of perjury to the U.S. Department of Justice, Office on Violence Against Women and to the Indiana Criminal Justice Institute ("ICJI") that the following statements are true and correct:

I have the authority to make the following representations on behalf of this organization. Please check only one of the below options.

- I certify that this organization **currently utilizes** the following:
 - Training developed by experts in the field regarding victim-centered approaches in domestic violence, sexual assault, dating violence, and stalking cases;
 - Policies that support a victim-centered approach, informed by such training; and
 - Protocol outlining alternative practices and procedures for material witness petitions and bench warrants, consistent with best practices, that shall be exhausted before employing material witness petitions and bench warrants to obtain victim-witness testimony in the investigation, prosecution, and trial of a crime related to domestic violence, sexual assault, dating violence, and stalking of the victim in order to prevent further victimization and trauma to the victim.
- I certify that this organization will, **within three years of October 1, 2023**:
 - Engage in planning, developing, and implementing:
 - Training developed by experts in the field regarding victim-centered approaches in domestic violence, sexual assault, dating violence, and stalking cases;
 - Policies that support a victim-centered approach, informed by such training; and
 - Protocol outlining alternative practices and procedures for material witness petitions and bench warrants, consistent with best practices, that shall be exhausted before employing material witness petitions and bench warrants to obtain victim-witness testimony in the investigation, prosecution, and trial of a crime related to domestic violence, sexual assault, dating violence, and stalking of the victim in order to prevent further victimization and trauma to the victim.

If your organization is currently engaging in planning, developing and implementing, provide update an update on steps since October 1, 2023, to accomplish the required items:

Training developed by experts in the field regarding victim-centered approaches in domestic violence, sexual assault, dating violence, and stalking cases:

For a **Prosecutor's Office** to be eligible to receive grant funds, head of office shall certify, to the State, that the office will, during the 3-year period beginning on the date on which the grant is awarded, engage in planning, developing, and implementing the items listed below:

- A.** Training developed by experts in field regarding victim-centered approaches in DV, SA, Dating Violence, and Stalking Cases;
- B.** Policies that support a victim centered approach, informed by such training; and
- C.** Protocol outlining alternative practices and procedures for material witness petitions and bench warrants.

Continuing programs have 3 years from October 1, 2023, to implement the above. These programs will complete: **Prosecutor Office Certification for Continuing Programs.**

New Prosecutor Office applicants will complete: **Prosecutor Office Certification for New Programs** and will have 3 years from October 1, 2026, to implement the items above.

A completed certification form must be attached to application in IntelliGrants.

Restrictions on Lobbying

- » Awarded agencies cannot use Federal funds for the purposes of **lobbying**.
- » Applicants must attach:
 - » **Lobbying Certification**
 - » **Disclosure Form to Report Lobbying**



Mike Braun, Governor
Douglas W. Huetsinger, Executive Director

Lobbying Certification

On behalf of the Subrecipient, and in support of this grant agreement, I certify under penalty of perjury to the U.S. government and to the Indiana Criminal Justice Institute ("ICJI") that all of the following are true and correct:

I have the authority to make the following representations on behalf of this organization.

As required by 31 U.S.C. § 1352, as implemented by 28 C.F.R. Part 69, I certify and assure (to the extent applicable) the following:

- a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Subrecipient, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment, or modification

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352

Approved by OMB
0348-0046

(See reverse for public burden disclosure.)

| | | |
|--|--|---|
| 1. Type of Federal Action: <input checked="" type="checkbox"/> a. contract <input type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance | 2. Status of Federal Action: <input checked="" type="checkbox"/> a. bid/offer/application <input type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award | 3. Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change For Material Change Only: year _____ quarter _____ date of last report _____ |
| 4. Name and Address of Reporting Entity: <input type="checkbox"/> Prime <input checked="" type="checkbox"/> Subawardee Tier _____, if known: _____ _____ | 5. If Reporting Entity in No. 4 is a Subawardee, Enter Name and Address of Prime: Indiana Criminal Justice Institute 402 West Washington Street Room W 469 Indianapolis, IN 46204 | |



[Click Here for Resources Page](#)

| Application Item | Required By | | | | Attached |
|---|---|-------------------|-----------------|-------|----------|
| | Victim Services | Prosecutor Office | Law Enforcement | Court | |
| Total Agency Budget | Yes | Yes | Yes | Yes | |
| Indirect Cost Rate or de minimis calculation | Yes, only if claiming federal approved indirect cost rate or de minimis | | | | |
| Sustainability Plan | NOT REQUIRED | | | | |
| Timeline | NOT REQUIRED | | | | |
| Letter of Endorsement | Yes | Yes | Yes | Yes | |
| Suitability to Interact with Minors Certification | Yes | Yes | Yes | Yes | |
| STOP Requirements | Yes | Yes | Yes | Yes | |
| Confidentiality Notice Form | Yes | Yes | Yes | Yes | |
| Out-of-Scope Certification Letter | Yes | Yes | Yes | Yes | |
| Consultation Form | No | Yes | Yes | Yes | |
| Prosecutor Certification | No | Yes | No | No | |
| Legal Assistance Certification Letter | Yes, only if using STOP funds to support legal assistance | | | | |
| Job Descriptions (grant and match positions) | Yes | Yes | Yes | Yes | |
| Certification Regarding Lobbying | Yes | Yes | Yes | Yes | |
| Disclosure Form to Report Lobbying | Yes | Yes | Yes | Yes | |

Application Submission Checklist

- » Available in the RFF
- » Other resources and documents on website



[Click here for STOP-LEA Webpage](#)

Links to **REQUIRED**
attachments located
on ICJI website:
[in.gov/cji/victim-
services/resources](https://www.in.gov/cji/victim-services/resources)



MENU



Indiana Criminal Justice Institute

Forms

- [Determination of Suitability Certification \(DOJ GRANTS ONLY\)](#)
- [Certification Regarding Out-of-Scope Activities \(STOP Only\)](#)
- [Confidentiality Notice Form \(STOP ONLY\)](#)
- [Example Consultation Form \(STOP ONLY\)](#)
- [Example Legal Assistance Certification Letter \(STOP ONLY\)](#)
- [Prosecutor Office Certification Form for Continuing Programs \(STOP ONLY\)](#)
- [Prosecutor Office Certification Form for New Programs \(STOP ONLY\)](#)
- [STOP Requirements Certification \(STOP ONLY\)](#)
- [Disclosure Form to Report Lobbying \(Standard Form LLL\)](#) - Open in desktop application
- [Lobbying Certification Form](#)
- [Sample Program Time Distribution Sheet](#)
- [Total Agency Budget Form](#)
- Victim Financial Assistance Request Form ([Word](#)) or ([PDF](#))
- Match Waiver Request Form (VOCA ONLY) ([PDF](#))
- [Volunteer Waiver Request Form \(VOCA ONLY\)](#)



QUESTIONS?



THANK YOU