

# **Office of the Attorney General**

**Services, Training, Officers, Prosecutors (STOP)  
and  
Sexual Assault Services Program (SASP)**

**Pre-Application Teleconference Calls  
February/March 2018**

# Overview

- Eligibility
- Services, Training, Officers, Prosecutors (STOP)
- Sexual Assault Services Program (SASP)
- State Priorities
- Distribution of Funds
- Requirements
- Application Packet
- Application Process
- Deadline
- Timeline
- Expectations and Contact Information

# Eligibility

- Must provide DUNS Number and have active SAM registration
- Cannot be on the list for exclusion from federal funds
- Non-profit organizations, Units of Government (Tribal and Non-Tribal)
- Must register as a vendor with the State of Nevada Controller's Office at: <http://controller.nv.gov>

# Federal Purpose Areas STOP and SASP

Please review the solicitation for Federal Purpose Areas for STOP (pages 6-8) and SASP (page 9).

Remember – although prevention is an allowed activity under STOP, funding is usually not adequate to fund prevention activities.

# State Priorities

1. Local or regional collaborative projects;
2. Support and retain core victim services;
3. Increase support for sexual assault;
4. Support advocacy for victims of VAWA-eligible crimes;
5. Serve areas with the greatest need based on availability;
6. Address needs of underserved populations;
7. Training to law enforcement, courts, prosecutors, victim advocates;
8. Provide culturally-specific services;
9. Comprehensive case management; and
10. Data collection and analysis projects.

# Distribution of Funds

- 10% AGO Administration
- 90% Balance distributed as:
  - 25% Law Enforcement
  - 25% Prosecution
  - 30% Victim Services
  - 5% Court Projects
  - 15% Discretionary

# Requirements

1. Monthly Financial Reports
2. Annual Progress Report
3. Year-End Report
4. Site Visits
5. Quarterly Teleconference Calls
6. Networking

All awards are contingent upon available funding.<sup>7</sup>

# Reminder

Remember to use the forms provided in the solicitation packet.

Please see page 15 of the Request for Applications for the Application Content Checklist.

# Cost Allocation Table

The Cost Allocation Table provided is a template.

If your agency has a form that illustrates the same type of information on this template, you may be able to use that for your application packet.

Sample Cost Allocation Table											
Personnel	Cost	Funding Source								Total	
		STOP		VOCA		FVPSA		RPE			
		%	\$	%	\$	%	\$	%	\$	%	\$
A. Alan	\$60,000.00	25.00%	\$15,000.00	50.00%	\$30,000.00	25.00%	\$15,000.00	0.00%	\$0.00	100.00%	\$60,000.00
G. Johnson	\$55,000.00	25.00%	\$13,750.00	50.00%	\$27,500.00	25.00%	\$13,750.00	0.00%	\$0.00	100.00%	\$55,000.00
J. Long	\$45,000.00	50.00%	\$22,500.00	25.00%	\$11,250.00	25.00%	\$11,250.00	0.00%	\$0.00	100.00%	\$45,000.00
M. Smith	\$40,000.00	25.00%	\$10,000.00	25.00%	\$10,000.00	25.00%	\$10,000.00	25.00%	\$10,000.00	100.00%	\$40,000.00
			\$0.00		\$0.00		\$0.00		\$0.00	0.00%	\$0.00
			\$0.00		\$0.00		\$0.00		\$0.00	0.00%	\$0.00
			\$0.00		\$0.00		\$0.00		\$0.00	0.00%	\$0.00
			\$0.00		\$0.00		\$0.00		\$0.00	0.00%	\$0.00
			\$0.00		\$0.00		\$0.00		\$0.00	0.00%	\$0.00
<b>Sub-total Personnel</b>	<b>\$200,000.00</b>	<b>N/A</b>	<b>\$61,250.00</b>	<b>N/A</b>	<b>\$78,750.00</b>	<b>N/A</b>	<b>\$50,000.00</b>	<b>N/A</b>	<b>\$10,000.00</b>	<b>N/A</b>	<b>\$200,000.00</b>
<b>Operating</b>	<b>Cost</b>	<b>%</b>	<b>\$</b>	<b>%</b>	<b>\$</b>	<b>%</b>	<b>\$</b>	<b>%</b>	<b>\$</b>	<b>%</b>	<b>\$</b>
Telephones	\$3,600.00	25.00%	\$900.00	40.00%	\$1,440.00	25.00%	\$900.00	10.00%	\$360.00	100.00%	\$3,600.00
Internet	\$2,500.00	25.00%	\$625.00	40.00%	\$1,000.00	25.00%	\$625.00	10.00%	\$250.00	100.00%	\$2,500.00
Electricity	\$5,000.00	25.00%	\$1,250.00	40.00%	\$2,000.00	25.00%	\$1,250.00	10.00%	\$500.00	100.00%	\$5,000.00
Supplies	\$1,000.00	25.00%	\$250.00	40.00%	\$400.00	10.00%	\$100.00	25.00%	\$250.00	100.00%	\$1,000.00
			\$0.00		\$0.00		\$0.00		\$0.00	0.00%	\$0.00
			\$0.00		\$0.00		\$0.00		\$0.00	0.00%	\$0.00
<b>Sub-total Operating</b>	<b>\$12,100.00</b>	<b>N/A</b>	<b>\$3,025.00</b>	<b>N/A</b>	<b>\$4,840.00</b>	<b>N/A</b>	<b>\$2,875.00</b>	<b>N/A</b>	<b>\$1,360.00</b>	<b>N/A</b>	<b>\$12,100.00</b>
<b>Travel</b>	<b>Cost</b>	<b>%</b>	<b>\$</b>	<b>%</b>	<b>\$</b>	<b>%</b>	<b>\$</b>	<b>%</b>	<b>\$</b>	<b>%</b>	<b>\$</b>
Airfare for VAAN	\$300.00	25.00%	\$75.00	50.00%	\$150.00	25.00%	\$75.00	0.00%	\$0.00	100.00%	\$300.00
Hotel for VAAN	\$576.00	25.00%	\$144.00	50.00%	\$288.00	25.00%	\$144.00	0.00%	\$0.00	100.00%	\$576.00
Per diem for VAAN	\$280.00	25.00%	\$70.00	50.00%	\$140.00	25.00%	\$70.00	0.00%	\$0.00	100.00%	\$280.00
			\$0.00		\$0.00		\$0.00		\$0.00	0.00%	\$0.00
			\$0.00		\$0.00		\$0.00		\$0.00	0.00%	\$0.00
<b>Sub-total Travel</b>	<b>\$1,156.00</b>	<b>N/A</b>	<b>\$289.00</b>	<b>N/A</b>	<b>\$578.00</b>	<b>N/A</b>	<b>\$289.00</b>	<b>N/A</b>	<b>\$0.00</b>	<b>N/A</b>	<b>\$1,156.00</b>
<b>Equipment</b>	<b>Cost</b>	<b>%</b>	<b>\$</b>	<b>%</b>	<b>\$</b>	<b>%</b>	<b>\$</b>	<b>%</b>	<b>\$</b>	<b>%</b>	<b>\$</b>
N/A	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
N/A	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
N/A	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
N/A	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00	0.00%	\$0.00
<b>Sub-total Equipment</b>	<b>\$0.00</b>	<b>N/A</b>	<b>\$0.00</b>	<b>N/A</b>	<b>\$0.00</b>	<b>N/A</b>	<b>\$0.00</b>	<b>N/A</b>	<b>\$0.00</b>	<b>N/A</b>	<b>\$0.00</b>
<b>TOTAL</b>	<b>\$213,256.00</b>	<b>N/A</b>	<b>\$64,564.00</b>	<b>N/A</b>	<b>\$84,168.00</b>	<b>N/A</b>	<b>\$53,164.00</b>	<b>N/A</b>	<b>\$11,360.00</b>	<b>N/A</b>	<b>\$213,256.00</b>

# Application Process

- Review the Request for Applications;
- Complete the application and attachments;
- Sign necessary documents; and
- Scan and email application packet by Monday, April 2<sup>nd</sup> by 5pm to Nevada Attorney General's Grants Unit at:

[AGGrants@ag.nv.gov](mailto:AGGrants@ag.nv.gov)

**DEADLINE**



**by**



**Deadline: Monday, April 2, 2018 by 5pm**

**Email electronic copy to:**

[AGGrants@ag.nv.gov](mailto:AGGrants@ag.nv.gov)

# Timeline

Date	Item
Monday, February 5, 2018	Release of Request for Applications
Thursday, February 15, 2018	Pre-Application Telecall # 1
Tuesday, March 13, 2018	Pre-Application Telecall # 2
<b>Monday, April 2, 2018 by 5pm</b>	<b>Deadline to submit applications</b>
Week of May 8, 2018	Application review
Friday, May 18, 2018	Submit funding recommendations to CFO
Friday, June 1, 2018	Funding approval
Week of June 4, 2018	Emailing of award letter and documents
From Week of June 4, 2018	Subgrant awards to funded agencies
Sunday, July 1, 2018	Funding begins

# Expectations

Frequency	Deadline	Item
Monthly	30 <sup>th</sup> of the following month	Monthly Financial Report
Annually	January 31 <sup>st</sup>	Annual Progress Report
Annually	July 31 <sup>st</sup>	Final Program Report
Annually or as needed	Ongoing	On-Site Review/Site Visit
As needed	Ongoing	Communication with OAG staff

# Contact Information

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The STOP/SASP Request for Applications and required documents are available online on the <http://ag.nv.gov/grants/grants/> website.

# Attribution Statement

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Remember that all materials created through these funds must be clearly labeled with the attribution statement above.

# Questions?