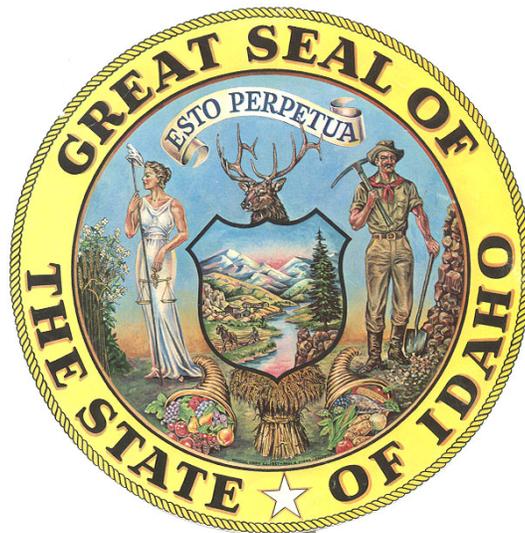


S.T.O.P. VIOLENCE AGAINST WOMEN ACT

PROGRAM IMPLEMENTATION PLAN FOR
THE STATE OF IDAHO: 2010-2012



IDAHO STATE POLICE
PLANNING, GRANTS & RESEARCH
700 STRATFORD DRIVE
MERIDIAN, ID 83642

S.T.O.P. VIOLENCE AGAINST WOMEN ACT
PROGRAM IMPLEMENTATION PLAN FOR THE STATE OF IDAHO

2010-2012

TABLE OF CONTENTS

Introduction iii

Description of Planning Process iv

Needs and Context vii

Plan Priorities and Approaches xviii

Conclusion xxiii4

Attachment 1 – STOP Implementation Plan Team Members xxv5

Attachment 2 – STOP Implementation Plan Meeting Agenda xxvi6

Attachment 3 – 2010 STOP Request for Proposal 27

Attachment 4 – Criminal Justice Grant Review Board Procedures xliii

INTRODUCTION

The Idaho State Police (ISP) is Idaho's administering agency for the S.T.O.P. Violence Against Women Act (VAWA) funding. ISP significantly contributes to the safety of women in Idaho through the deliberate deployment of strategy, direction and funding. This implementation plan outlines how ISP will strategically allocate VAWA funds in Idaho.

The State of Idaho and its citizens have benefited a great deal from STOP funded programs over the past 14 years. We have seen our current programs grow and make strides to end domestic and sexual violence while our new programs expand on these initiatives. We have been able to reach rural and underserved communities by collaborating with law enforcement, courts, prosecution and victim services. The STOP program has also compelled communities and disciplines to work together in a cohesive manner to understand each other's role in fighting violence.

The focus of ISP's grant-making strategy for VAWA funding is to assist victims of violent crimes by providing a coordinated response to victims, make sure services are available and that service providers are trained in all aspects of domestic violence and sexual assault. On June 16, 2009, the Idaho State Police convened a multidisciplinary planning meeting to discuss issues involving violence against women. Representatives from state and local agencies, non-governmental organizations and non-profit organizations dealing with victims of domestic violence and sexual assault participated in a roundtable discussion regarding how to improve victim services in Idaho. The focus of the Implementation Planning Team is to create a grant-making strategy for STOP funding to assist victims of domestic violence and sexual assault. We worked on recognizing Idaho's needs through statistical analysis, geographic breakdown and crime rate. As part of this strategy, ISP and a variety of victim services stakeholders developed the following priorities for VAWA funding based on identified gaps in victim services:

- Support formal and informal statewide, multidisciplinary efforts, to the extent not supported by state funds, to coordinate the response of law enforcement agencies,

prosecutors, courts victim services agencies and other state agencies and departments, to victims of violent crimes including the crimes of sexual assault, domestic violence and dating violence. Participate in a coordinated community response to domestic violence.

- Developing, training, or expanding specialized units of law enforcement officers and prosecutors targeting violent crimes against women, including sexual assault and domestic violence.
 - 1) Developing, enlarging or strengthening victim service programs, including sexual assault and domestic violence. Developing or improving sexual assault and domestic violence programs; developing or improving delivery of victim services to racial, cultural, ethnic and language minorities, and women with disabilities. Providing specialized domestic violence court advocates in courts where a significant number of protection orders are granted; and increasing the reporting and reducing of attrition rates for cases involving violent crimes against women, including sexual assault and domestic violence.
 - 2) Developing, training, or expanding specialized units of law enforcement officers and prosecutors targeting violent crimes against women, including sexual assault and domestic violence.
 - 3) Developing and implementing more effective police and prosecution policies, protocols, and services specifically dedicated to preventing, identifying, and responding to violent crimes against women, including sexual assault and domestic violence.

By addressing the above priorities, ISP will strategically direct resources to law enforcement, prosecution, courts, and victim services that demonstrate proven practices and are committed to making Idaho a safer place for women.

DESCRIPTION OF PLANNING PROCESS

The State of Idaho takes a comprehensive approach in its planning process to strengthen the programs that serve Idaho's victims of violence. To help restore these victims, ISP must develop and strengthen effective law enforcement and prosecution strategies that address violent crimes against

women and victim services that serve women affected by violent crime. In order to positively affect each of these facets of victim restoration, ISP created a planning process that incorporated information from state agencies and victim service stakeholders.

Multidisciplinary STOP Implementation Planning Meeting

In June 2009, ISP convened a multidisciplinary implementation planning meeting to discuss issues involving violence against women. Representatives from state and local agencies, non-governmental organizations and non-profit organizations participated in a roundtable discussion regarding how to improve victim services in Idaho. Attachment 1 lists all of the representatives present and attachment 2 is the agenda for the multidisciplinary planning meeting.

Participants identified areas within each discipline of VAWA, victim services, law enforcement, prosecution, and courts, which need to be strengthened. The top priorities for each discipline are incorporated into the Implementation Plan to guide future funding decisions. All representatives enthusiastically agreed to meet annually to continue to assess priorities and develop strategies to strengthen collaboration among disciplines and services.

Statistical Analysis

ISP gathered and analyzed Idaho demographic and crime statistics when developing the strategy for 2010-2012 VAWA programming. Idaho population and crime data between 2005 and 2009 were gathered from the Idaho Statistical Analysis Center, which uses the Idaho Incident Based Reporting System (IIBRS). The types of crime that are analyzed are sexual assault, domestic violence, and stalking. The types of demographic data that are analyzed include population growth, race and ethnicity, and rural and urban populations.

Other Resources

The STOP Program Administrator serves on several boards and task forces that focus on the needs of Idaho's victims, resources for victims and training for service providers. The collaboration with various service providers and information obtained from these various committees is used to help determine the need for STOP funding.

- 1) Idaho Victim Assistant Academy (IVAA) Board of Directors – This academy is an interdisciplinary, academically based setting for crime victim service providers, advocates, criminal justice personnel and allied professionals. It provides a foundation in the principle of victims' rights and critical thinking skills, knowledge and resources to better meet the needs of Idaho crime victims.
- 2) Idaho Coalition Against Domestic Violence and Sexual Assault – The STOP Administrator works closely with the Coalition to coordinate with victim service groups and network with agencies to provide services and programs throughout the State of Idaho for the Sexual Assault Services Program (SASP), IVAA and STOP Grant. We meet approximately 1-2 times a month and correspond by phone and e-mail.
- 3) Idaho Immigration Networking Council – Meets on a quarterly basis. This council is comprised of Representatives from Catholic Charities of Idaho, various attorneys throughout central Idaho, victim service providers and ISP Planning, Grants and Research (PG&R). The purpose of this council is to recognize the needs of Idaho's immigrant population and provide U-Visas, resource information and legal representation to immigrant victims of sexual assault and domestic violence. We also coordinate and schedule training throughout Idaho for law enforcement, court personnel and attorneys on human trafficking issues and obtaining U-Visas.
- 4) Idaho Sexual Assault Network – This is a statewide committee of governmental and non-governmental organizations dedicated to working with victims of sexual assault. We will meet quarterly, or as needed to develop a needs assessment and implement services throughout the State of Idaho.
- 5) STOP Implementations Planning Team – This is a multidisciplinary planning meeting with representatives from state and local agencies, non-governmental organizations and non-profit organizations that discuss the needs, concerns and issues involving violence against women. The participants identify areas within each discipline of VAWA, victim services, law enforcement, prosecution, and courts, which need to be strengthened. When all the information is agreed upon and compiled, Idaho's priorities are established.

NEEDS AND CONTEXT

This section provides an overview of the context of violent crimes in Idaho, with a focus on violent crimes against women and the needs of those victims in Idaho. By analyzing demographic and crime rate data in Idaho, ISP can identify underserved populations and make informed decisions of how to allocate VAWA funding in Idaho.

County	%			Average rate per 10,000
	Average no. victims: 2009	Average no. victims: 2005 - 2009	change: 2005 - 2009	
Ada	1,552	1,616.6	-5.9	42
Adams	8	7.4	-11.1	21
Bannock	558	494.2	8.1	59.9
Bear Lake	21	11.2	950.0	19.4
Benewah	26	29.2	0.0	31.5
Bingham	124	174.8	-44.9	39.1
Blaine	59	63.2	-27.2	28.3
Boise	7	24.6	-73.1	33
Bonner	131	158	-25.1	38.2
Bonneville	515	545.6	-1.5	53.8
Boundary	20	23	-42.9	21
Butte	7	7	250.0	25.3
Camas	9	5.2	350.0	46.9
Canyon	845	880.4	-3.9	47.2
Caribou	10	13.8	-44.4	20
Cassia	108	95	-12.2	43.8
Clark	4	1.4	*	14.7
Clearwater	70	43.2	105.9	53.7
Custer	6	5.8	0.0	13.7
Elmore	83	107.2	-36.2	37.2
Franklin	12	18.8	-36.8	14.8
Fremont	21	17.2	0.0	13.6
Gem	101	85.2	13.5	51.8
Gooding	35	45.6	-27.1	31.6
Idaho	29	41.4	-46.3	26.8
Jefferson	37	46	270.0	18.5
Jerome	66	61.6	-9.6	29
Kootenai	729	727	7.0	52.2

Number of Intimate Partner Victims: 2005-2009

The number of domestic violence victims varied between 2005 to 2009 between 6,139 to 6, 379. Total victims have **decreased** by -3.0% since 2005.

The Idaho state average rate of domestic violence victims per 10,000 is 41.0. Average rates over the five year period vary per county between a high of 59.9 (Bannock County) to a low of 3.4 (Lincoln County).

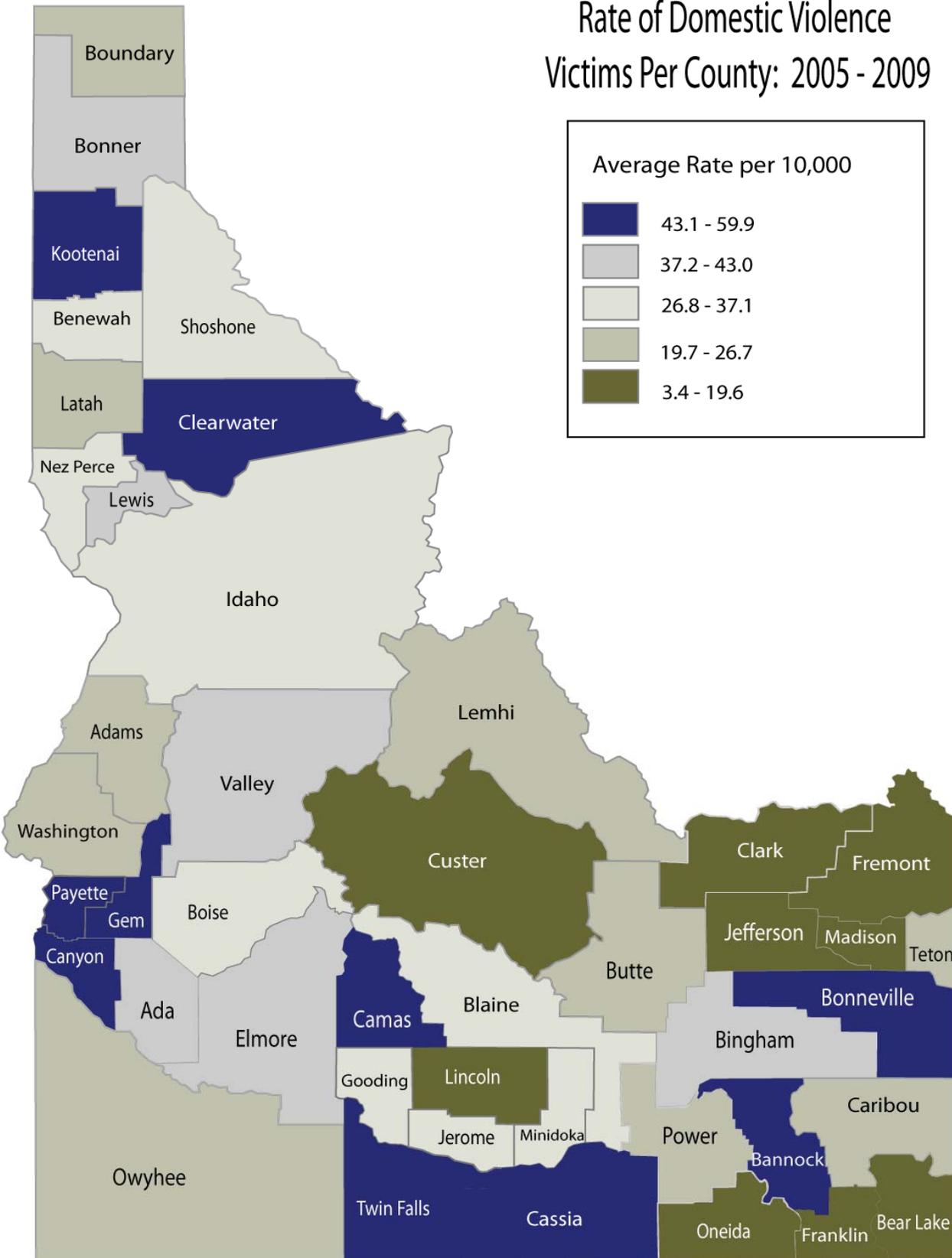
Counties with numbers of victims **higher** than average in 2009 (listed from high to low) include: Bannock, Clearwater, Minidoka, Gem, Cassia, Latah, Bear Lake, Lewis, Payette, Washington, Jerome, Fremont, Camas, Teton, Clark, Owyhee, Kootenai, Power, Nez Perce, Shoshone and Adams.

Counties with **positive** percent change between 2005 to 2009 included (from greatest to least): Bear Lake, Camas, Jefferson, Butte, Clearwater, Latah, Lewis, Washington, Shoshone, Minidoka, Gem Payette, Bannock, Kootenai, Owyhee and Twin Falls.

Latah	87	74.2	77.6	19.5
Lemhi	15	18	-11.8	22.8
Lewis	22	15.6	69.2	41.8
Lincoln	1	1.6	0.0	3.4
Madison	19	20.2	-13.6	5.3
Minidoka	76	58.6	28.8	30.5
Nez Perce	127	126	-13.0	32.1
Oneida	7	7	-12.5	16.6
Owyhee	31	28.6	6.9	25.5
Payette	105	99.6	8.2	43.1
Power	21	19.4	-4.5	25.1
Shoshone	47	46	42.4	36.3
Teton	21	18.4	-40.0	19.7
Twin Falls	352	325.6	3.8	43.2
Valley	29	33	-9.4	37.8
Washington	25	20.2	56.3	20
ISP	9	8	125.0	*
Total	6,187	6,258.8	-3.0	41

Rate of Domestic Violence

Victims Per County: 2005 - 2009



Intimate Partner and Family Violence Victims

Over the five year period, nearly half (46.8%) of intimate partner victims were involved in an altercation with their boyfriend or girlfriend. The second highest relationship to offender among intimate partner victims was spouse (37.9%). Combined, 84.7% of intimate partner violence was committed by either a boyfriend/girlfriend or a spouse.

For family violence victims, child of the offender was the most common relationship type (30.7%), followed by parent of the offender (18.2%), and sibling (brother or sister) 16.8%.

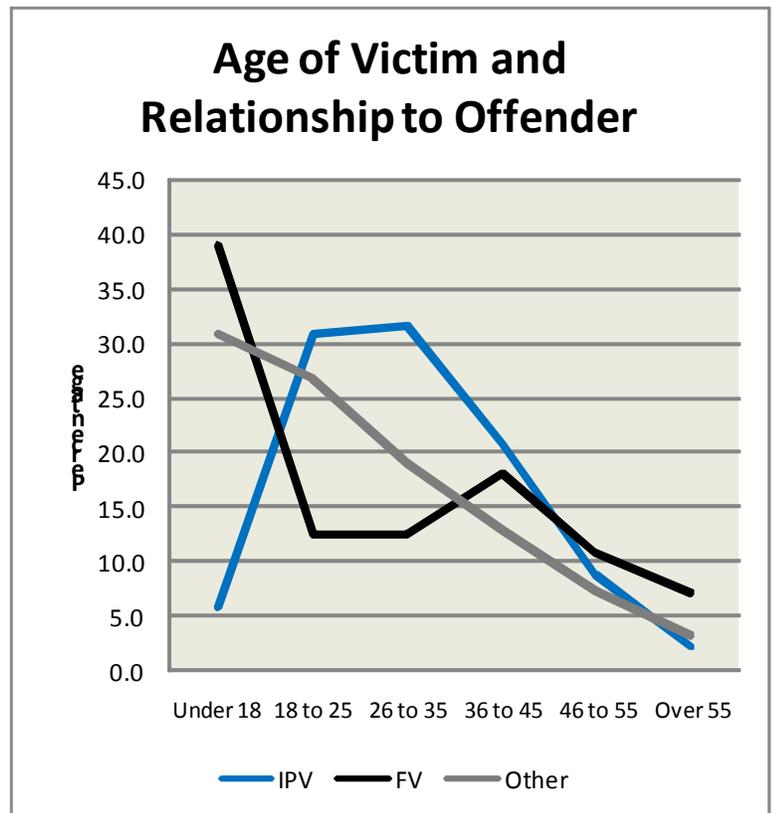
Intimate Partner : Relationship to Victim	5 year Total	%
Victim was Boyfriend/Girlfriend	15,510	46.8
Victim was Spouse	12,548	37.9
Victim was Common-Law Spouse	2,626	7.93
Victim was Ex-Spouse	2,142	6.47
Homosexual Relationship	300	0.91
Total	33,126	100

Family Violence: Relationship to Victim	5 year Total	%
Victim was Child	5,197	30.7
Victim was Parent	3,071	18.2
Victim was Sibling (Brother or Sister)	2,843	16.8
Victim was Other Family Member	2,072	12.3
Victim was Stepchild	1,278	7.6
Victim was In-law	630	3.7
Victim was Stepparent	538	3.2
Victim was Child of Boyfriend/Girlfriend	468	2.8
Victim was Grandchild	402	2.4
Victim was Stepsibling (Stepbrother or Stepsister)	256	1.5
Victim was Grandparent	154	0.9
Total	16,909	100

Intimate Partner and Family Violence Victims

- Gender:** Females are more likely to be victims of both intimate partner (77.6%) as well as family violence (59.9%).
- Race:** IPV victims are more likely to be white (93.8% compared to 92.4% of Idaho's general population), whereas FV victims are slightly less likely to be white (91.9% compared to 92.4%). However a substantial number of victims were reported with unknown race.
- Ethnicity:** Both IPV and FV victims have a smaller proportion who are non-Hispanic than the general population. However, many victims are of unknown ethnicity.
- Age:** The median age of IPV victims is 29.0 and the median age of FV victims is 16. The graph shows how nearly 40.0% of FV victims are under 18, whereas the peak for IPV victims is between 18 to 35.

	IPV		FV		Idaho
	N	%	N	%	%
Gender					
Male	7,012	22.4	6,726	39.8	50.2
Female	24,313	77.6	10,122	59.9	49.8
Unknown	23	0.1	61	0.4	
Race					
White	29,397	93.8	15,535	91.9	92.4
American Indian	375	1.2	194	1.1	1.1
Black	356	1.1	148	0.9	0.6
Asian/Pacific Islander	168	0.5	60	0.4	1.1
Unknown	1,052	3.4	972	5.7	
Ethnicity					
Non-Hispanic	26,485	84.5	13,989	82.7	90.1
Hispanic	3,175	10.1	1,565	9.3	9.9
Unknown	1,685	5.4	1,353	8.0	
Age					
Mean	31.1		22.6		
Median	29		16		34.3



IDAHO POPULATION BY RACE AND ETHNICITY 2005 -2009

Idaho is a predominantly rural state, which borders Canada to the north, Montana and Wyoming to the east, Utah and Nevada to the south, and Oregon and Washington to the west. Geographically, the land area is 83,557 square miles and ranks 13th in overall area size. The 2009 census population ranked Idaho 39th in total population with 1,401,000 residents. Idaho has become one of the fastest growing states in the 21st century. The increase in population has yet to urbanize Idaho, as only two cities record a population of over 100,000.

Boise, Idaho which is the state's largest city and state capitol, is centrally located and has a population of 205,314, with the surrounding cities of Meridian (population 64,642) and Nampa (population 81,241) makes central Idaho the most populated part of the state but not yet a metropolitan area. Idaho Falls which is located in the southern part of the state ranks fourth in population at 122,995. Idaho's largest population in the northern panhandle is Coeur d'Alene Idaho which has a population of 41,328. The remaining population is scattered throughout this large, expansive state that is known for its unpopulated wilderness and large number of small towns.

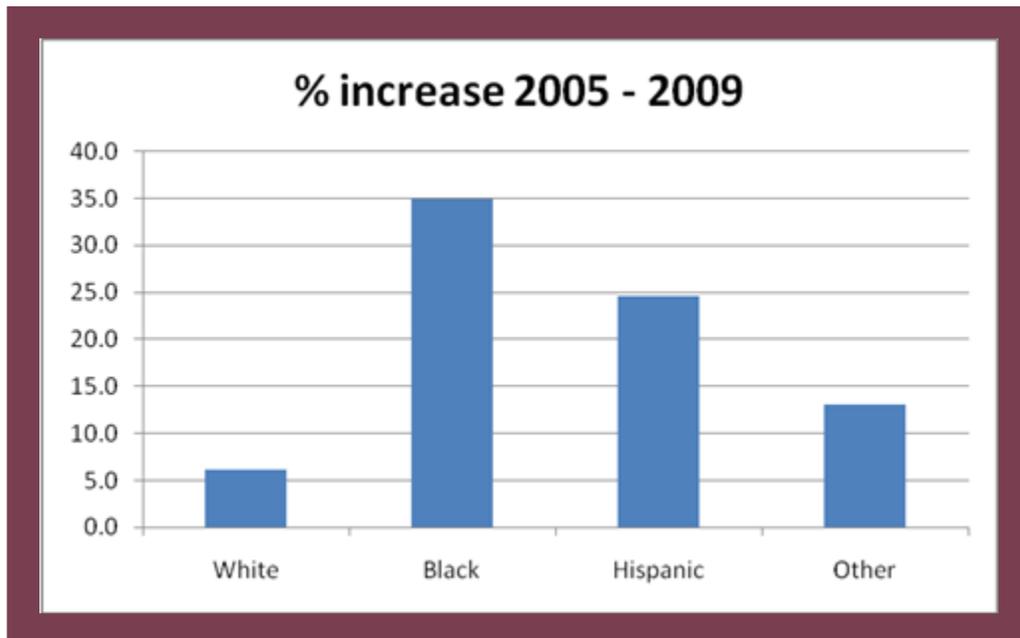
Idaho's population is made up of mostly a white/Caucasian population with the Hispanic population coming in second representing 10.69% of Idaho's population. Although Idaho is not considered a very diversified state, as the population grows, that continues to change. The Black and Hispanic population are slightly increasing with the Black population showing the most growth between 2005-2009 (34.9% followed by Hispanics (24.7%). With the slowdown in Idaho's economy since 2008, it's hard to predict any future growth in the state or the effects it will have.

Idaho's Population Trend 2005 - 2009

	2005	2009	% increase
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County	Average no. victims:		average rate per 10,000
	2009	% change: 2005 - 2009	

White	1,230,778	1,306,274	6.13
Black	8,711	11,751	34.90
Asian	14,973	17,465	16.64
American Indian or Alaskan Native	18,098	19,779	9.29
Native Hawaiian and Other Pacific Islander	1,501	1,843	22.78
Two or more races	19,230	23,404	21.71
Hispanic	132,571	165,285	24.68



Sexual Assault Victims by County

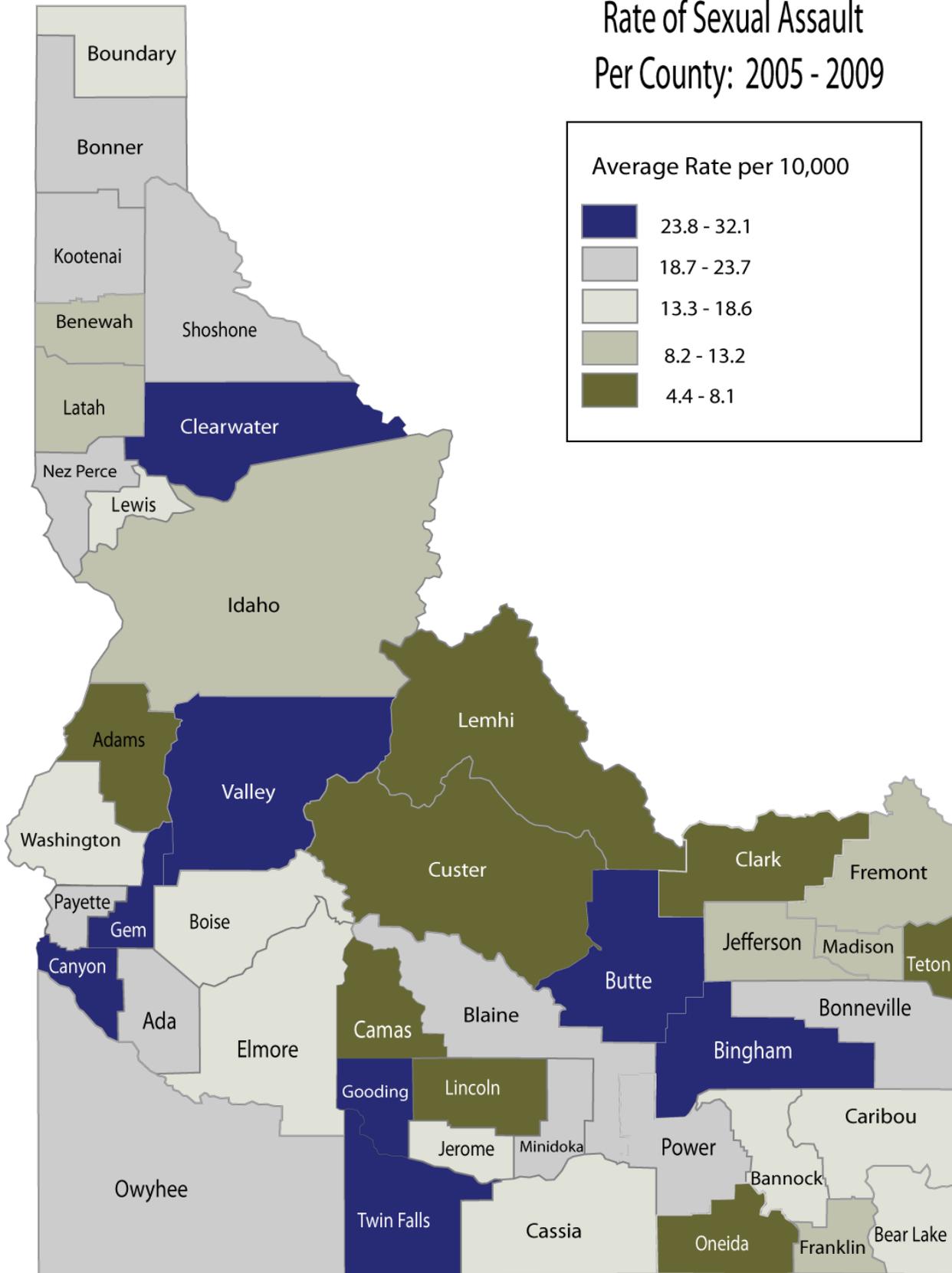
The number of sexual assault victims in Idaho has varied between 1,953 to 1,735 over the past five years, averaging 1,814 victims per year. Since 2005, the numbers of victims has **increased** by 1.8%, but has **decreased** by -11% since 2006.

The average rate of victims between 2005 through 2009 has varied by county. Adams and Clark Counties have the lowest rate with no reported victims over the five-year period. Valley, Gooding and Bingham have the highest rates per 10,000 with 21.1, 18.8, and 18.2 respectively.

- Counties with **positive** percent change between 2005 to 2009 include (ranked from greatest to least): Benewah, Boundary, Latah, Gem, Jefferson, Lewis, Minidoka, Power, Madison, Twin Falls, Washington, Elmore, Canyon, Bear Lake, Cassia, Jerome, Payette, Bonneville, Kootenai, and Valley.
- Counties with 2009 numbers of victims that were greater than average of five years include (ranked greatest to least): Twin Falls, Latah, Elmore, Minidoka, Jerome, Bonneville, Payette, Oneida, Boundary, Power, Shoshone, Gem, Cassia, and Washington.

Ada	322	401.8	-28.6	10.4
Adams	0	0	*	0
Bannock	64	81	-30.4	9.8
Bear Lake	4	5.6	33.3	9.7
Benewah	5	6	400.0	6.5
Bingham	82	81.4	-1.2	18.2
Blaine	13	11.2	-18.8	5
Boise	0	7	-100.0	9.4
Bonner	43	57.8	-38.6	14
Bonneville	142	136.2	11.8	13.4
Boundary	12	8.6	300.0	7.9
Butte	1	1.4	*	5.1
Camas	1	0.8	0.0	7.2
Canyon	281	297.6	35.7	15.9
Caribou	6	6.2	-50.0	9
Cassia	21	18.6	31.3	8.6
Clark	0	0	*	0
Clearwater	8	12.4	0.0	15.4
Custer	1	1.4	0.0	3.3
Elmore	39	25.6	39.3	8.9
Franklin	8	7.6	-33.3	6
Fremont	9	8.8	-40.0	6.9
Gem	28	25.4	154.5	15.5
Gooding	14	27.2	-50.0	18.8
Idaho	6	9.2	-50.0	6
Jefferson	14	15.4	133.3	6.2
Jerome	26	19.6	18.2	9.2
Kootenai	169	171.8	9.0	12.3
Latah	34	19.4	240.0	5.1
Lemhi	1	2.4	-50.0	3
Lewis	4	3.8	100.0	10.2
Lincoln	0	1	-100.0	2.2
Madison	21	20.2	50.0	5.3
Minidoka	31	23	72.2	12
Nez Perce	42	57.4	-28.8	14.6
Oneida	5	1.4	*	3.3
Owyhee	9	16.4	-40.0	14.6
Payette	33	28.4	13.8	12.3
Power	13	9.8	62.5	12.7
Shoshone	18	15.2	0.0	12
Teton	1	2.2	-66.7	2.4
Twin Falls	171	133.2	47.4	17.7
Valley	19	18.4	5.6	21.1
Washington	7	5	40.0	4.9
ISP	9	11	200.0	*
Total	1,737	1813.8	1.8	9.2

Rate of Sexual Assault Per County: 2005 - 2009



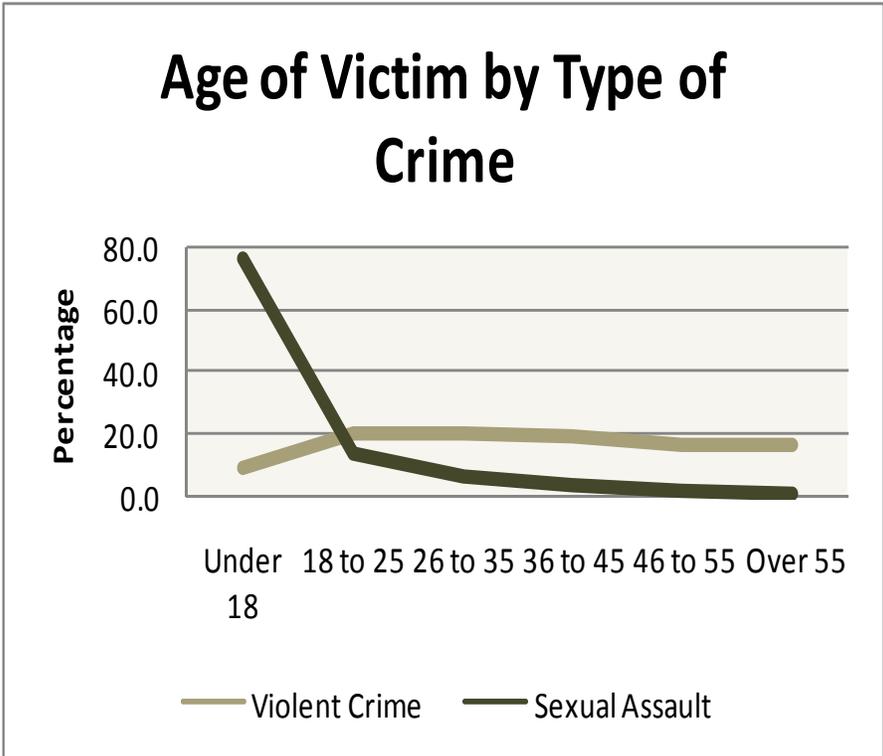
Gender: The majority of sexual assault victims are female (83.1%).

Race: The majority of sexual assault victims are white (91.4), however, 6.9% of victims were listed as "unknown."

Ethnicity: A smaller proportion of sexual assault victims were listed as white than exists within the population of Idaho (83.1% compared to 90.1%), however 8.9% were of unknown ethnicity. The proportion listed as Hispanic was slightly under the proportion in the Idaho population (8.0% compared to 9.9%) showing that victims of reported sexual assault are slightly less likely to be Hispanic.

Age: The average age for sexual assault victims is 15 (median 14). Sexual assault victims are much younger than either violent crime victims or property crime victims

Gender	N	%	% Idaho
Female	7,540	83.1	49.8
Male	1,487	16.4	50.2
Unknown	42	0.5	
Race	N	%	% Idaho
White	8,288	91.4	92.4
Black	65	0.7	0.6
American Indian	58	0.6	1.1
Asian/Pacific Islander	30	0.3	1.2
Unknown	628	6.9	
Ethnicity	N	%	% Idaho
Non-Hispanic	7,535	83.1	90.1
Hispanic	726	8.0	9.9
Unknown	808	8.9	



According to all of the data compiled, fewer victims are experiencing crime both nationally as well as within Idaho. However, there are a few areas of concern for Idaho's population. Although the total number of reported victims has decreased, there are areas within Idaho with increased victim rates. It is recommended that the focus be on counties with higher crime rates when implementing programs for victims, taking into consideration the number of services already in existence. The following areas have the highest average number of victims over the past five years while taking population into account.

- Counties with the highest average rate of **violent crime** per 10,000 individuals included: Bannock (218.9), Valley (215.9), Clearwater (198.4), Bonneville (174.7), Twin Falls (152.5), Bingham (150.0), Shoshone (149.1), and Kootenai (145.0).
- Counties with the highest average rate of **intimate partner violence** per 10,000 individuals included: Bannock (59.9), Bonneville (53.8), Clearwater (53.7), Kootenai (52.2), Gem (51.8), Canyon (47.2), Camas (46.9), Cassia (43.8), Twin Falls (43.2), Payette (43.1) Ada, (42.0) and Lewis (41.8).
- Counties with the highest rates of average reported **family violence** victims between 2005—2009 include: Bonneville (31.0), Shoshone (29.1), Clearwater (28.8), Bingham (28.2), Gooding (26.1), Twin Falls (24.8), Valley (24.5), Bannock (23.5) and Payette (22.0).

Victims in rural areas in Idaho have higher proportions of violent versus non-violent crime victims whereas urban areas have more victims of property crimes. Women are more likely to experience violent crime than men and victims tend to be younger with a median age of 24. Aggravated assault and homicide victims, however, are more often men than women averaging ages 28.3 and 31.9 respectively. The majority of all crimes, whether violent or otherwise, occur within a home/residence versus other location. In addition, more victims with injuries occurred within intimate partner

relationships (56.0%) than within family relationships (40.0%) or “Other” (41.1%).

PLAN PRIORITIES AND APPROACHES

Relation to Prior Implementation Plans

Idaho is a rural state with a handful of urban areas and many underserved communities. The diversity and population of the state has remained much the same and we have not had any major shifts in direction regarding our needs, goals or priorities since the implementation of our original plan. We will continue to work with current programs that address the needs of the state and encourage collaboration within small, rural communities. We will continue to promote and fund new programs that fall within the needs of our STOP Plan. In the future we hope to work more closely with our Tribal Nations through the help of an Idaho Indian Tribe Coalition. We have made great strides throughout the State to recognize areas of need and will continue to do so.

Identified Goals and Priority Areas

Upon determining areas of focus, the STOP Implementation Planning Team reviewed current goals and objectives along with the previous Idaho priorities. After discussion and identifying the areas of need, the group re-prioritized the ranking order of Idaho’s priorities and edited existing goals for Idaho. Based on the findings of the planning process, the team formulated the following ranking of Idaho’s nine main priority areas and their corresponding goals to improve services for victims of violence:

Idaho’s Priority Area #1 – Support formal and informal statewide, multidisciplinary efforts, to the extent not supported by state funds, to coordinate the response of state law enforcement agencies, prosecutors, courts victim services agencies and other state agencies and departments, to victims of violent crimes including the crimes of sexual assault, domestic violence and dating violence. Participate in a coordinated community response to domestic violence.

- improve coordination between law enforcement, prosecution, courts and victim advocates

Idaho's Priority Area #2 – Developing, training, or expanding specialized units of law enforcement officers and prosecutors targeting violent crimes against women, including sexual assault and domestic violence.

- develop domestic violence policing units and specialized domestic violence prosecution units
- implement advanced training for law enforcement and prosecutors

Idaho's Priority Area #3 - Developing, enlarging or strengthening victim service programs, including sexual assault and domestic violence. Developing or improving sexual assault and domestic violence programs; developing or improving delivery of victim services to racial, cultural, ethnic and language minorities, and women with disabilities. Providing specialized domestic violence court advocates in courts where a significant number of protection orders are granted; and increasing the reporting and reducing of attrition rates for cases involving violent crimes against women, including sexual assault and domestic violence.

- participate in and expand on coordinated community response to victims of domestic violence and sexual assault
- provide victim advocacy services to all victims to include; underserved victims, cultural diverse groups and men
- improve and increase coordination between victim service organizations and prosecution units
- train victim advocates on issues to include; working with other service providers, criminal justice system, accountability, and cultural issues

Idaho's Priority Area #4 - Developing, training, or expanding specialized units of law enforcement officers and prosecutors targeting violent crimes against women, including sexual assault and domestic violence.

- participate in a coordinated community response to address violence and utilize the criminal justice system to hold batterers accountable
- ongoing training for law enforcement, prosecutors, and victim advocates on issues of domestic violence and sexual assault

Idaho's Priority Area #5 - Developing and implementing more effective police and prosecution policies, protocols, and services specifically dedicated to preventing, identifying, and responding to violent crimes against women, including sexual assault and domestic violence.

- implement specialized domestic violence prosecution units
- develop domestic violence policing units

Idaho's Priority Area #6 - Developing, installing, or expanding data collection and communication systems, including computerized systems that link police, prosecutors and courts. Focus on systems that are designed to identify and track arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women, including sexual assault and domestic violence. (*Goals to be determined*)

Idaho's Priority Area #7 – Providing assistance to victims of domestic violence and sexual assault in immigration matters.

- Breakdown communication and cultural barriers

Idaho's Priority Area #8 - Developing, enlarging, or strengthening programs addressing stalking.

- identify and address Idaho's stalking issues
- provide safety for the victim

Idaho's Priority Area #9 - Developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes in dealing with violent crimes against women, including sexual assault and domestic violence.

- Continue to address tribal issues and breakdown cultural barriers

Upon identifying Idaho's Priorities, we will focus on funding projects that work through a collaborate effort to provide services and safety for Idaho's victims by means of hiring and/or

retaining victim service providers. We will also focus on the underserved and culturally diverse population by recognizing the cultural differences and trying to break through barriers to get services to these areas.

Programs will be evaluated through our on-line GMS reporting system. All subgrantees will complete and submit quarterly financial and programmatic reports to our office that will be reviewed by our staff for approval, revision or denial. All funds from the STOP grant will be tracked, accounted for and reported on as required.

Grant-making Strategy

STOP funding in Idaho has made it possible to sustain successful projects while funding new projects when additional funding is available. Many of our subgrantees would lose services, positions and training if STOP funding ceased, demonstrating that the need for these funds is great. With our partners, the Idaho Coalition Against Sexual and Domestic Violence, STOP Research Team and current and past subgrantees, we have been able to identify areas of victimization by population, type of crime and rate of occurrence. This has made it possible to fund 19 projects for FY10 throughout a state that covers a wide geographical area. We have also made provisions to meet the needs of our non-English speaking community by funding projects that provide interpreters and bilingual counselors. We also have projects that serve several counties outside their own jurisdiction to reach those areas that otherwise would not have services.

At the beginning of every 3-year cycle, a Request for Proposal (RFP) will be posted to solicit new projects. (Attachment 3). An RFP will also be released during the 2nd and 3rd years of the cycle if the state STOP awards increase. These RFPs will only solicit applications in the categories which have funding available. Our office encourages organizations from all over the state to apply.

Once all applications are received, the Idaho Criminal Justice Grant Review Board (Board) meets to read and score all applications. The Board represents all disciplines, as well as a diverse

geographical area. Board members are appointees by the Governor and are required to follow a strict set of guidelines (Attachment 4). Grant awards are monitored using the following resources: Grants Management System (GMS) This is an on-line system created in-house by Idaho State Police I.T. Programmers. This system allows all of our subgrantees to complete their financial and progress reports on-line. The quarterly reports help us monitor grant programs and keeps us apprised of how our subgrantees and their projects are doing. The GMS gives us the option to approve or disapprove reports with notification electronically sent to the subgrantee project director and financial officer. We also use this system to provide resource materials, program updates and notifications to our subgrantees. Subgrantees can apply for continuation grants, new grants, submit adjustments, add attachments to progress reports and request draw downs. GMS is a one-stop shop for our subgrantees.

The emphasis of the STOP Grant Program will be to continue the implementation of comprehensive strategies addressing violence against women that are sensitive to the needs and safety of victims and hold offenders accountable for their crimes while creating and retaining jobs and stimulating the economy.

We will allocate funds as mandated by the Department of Justice as follows:

- 25% law enforcement,
- 25% prosecution
- 5% courts
- 30% victim services (with 10% distributed to culturally specific community-based organizations)
- 15% discretionary

Addressing the Needs of Underserved Victims

Idaho recognizes victims may be considered underserved because of geographic location (such as rural isolation), racial and ethnic affiliation, special needs (such as language barriers, disabilities, or age), and any other reason determined by the state planning process.

ISP determines how it can better address the needs of underserved victims during its implementation planning meeting and in funding STOP projects. We currently have in place the following methods to address the needs of Idaho's underserved victims:

- The Criminal Justice Grant Review Board reviews grant applications for scoring. Bonus points are allocated to those programs that provide services to Idaho's underserved victims.
- Invite additional representatives from underserved populations to the statewide planning meeting such as immigration and disability providers.
- Fund programs that provide more training for rural service providers.

Monitoring and Evaluation

PG&R monitors both the performance and financial aspects of funded grants to ensure that grant funds are used for authorized purposes in compliance with all applicable statutes, rules, regulations, guidelines, and the provisions of grant agreements, and that grantees achieve grant purposes. The Grant Contract Officer is responsible for reviewing subgrantee financial and progress reports which grantees are required to submit quarterly.

It is the policy of the Idaho State Police PG&R team to monitor all of our subgrantees by performing semi-annual site visits. This allows us to review financial records, inventory and project status. Since Idaho is such a rural state and we have so few subgrantees, this method has been very beneficial to our STOP program by allowing us to meet with our subgrantees and build relationships in order to help their programs be successful.

CONCLUSION

Idaho's grant strategy focuses on assisting victims of violence and making sure they receive the services they need. We will also focus on collaboration with existing agencies in order to respond to victims in rural and underserved areas. ISP will take immediate action to implement its priorities in order to help the State of Idaho achieve its goals.

Idaho has seen much success with the STOP program and will continue to work closely within or state to recognize the need for STOP funding. We will maintain partnerships with our communities

and encourage collaboration among all disciplines, and continue to seek methods of improving the response to populations in need.

ATTACHMENT 1 - VAWA PLANNING COMMITTEE MEMBERS

STOP Implementation Planning Team Members:

Mary Burke	ISP	STOP Grant Administrator
Sue Fellen	Director	Idaho Coalition
Janeena Wing	Idaho State Police	Research
Patrick Knight	Post Falls Police Department	Law Enforcement
Dane Watkins, Jr.	Bonneville County Prosecutor	Prosecution
Dolores Larsen	ROSE Advocates	Victim Services
Starr Shepard	Catholic Charities of Idaho	Underserved

**ATTACHMENT 2 – STOP IMPLEMENTATION PLANNING TEAM MEETING
AGENDA**

*STOP IMPLEMENTATION PLANNING TEAM MEETING AGENDA
June 16, 2009*

9:00 A.M.	Meeting Starts
9:00 – 9:15	Introductions of attendees and ISP staff
9:15 – 9:30	OVW STOP Grant Overview – Mary Burke A brief overview of the STOP Grant
9:30 – 10:00	SAC Evaluation Guest Speaker – Janeena Wing
10:00 – 10:15	Questions – Open Discussion
10:15 – 10:30	Break
10:30 – 12:00	Review of Goals and Objectives
12:00 – 1:00	Lunch
1:00 – 3:00	Idaho's Priority Areas <ul style="list-style-type: none">• Priority discussion• Priority ranking
3:00 – 3:15	Conclusion Next steps - future meetings, conference calls

ATTACHMENT 3 – 2010 STOP REQUEST FOR PROPOSAL

Idaho State Police
Planning, Grants, and Research

U.S. Department of Justice
Bureau of Justice Assistance

**STOP Violence Against Women
Formula Grant Program**
Project Duration January 1, 2011 – December 31, 2011

Electronic Submission Deadline:
September 17, 2010
11:00 p.m. MST

(CFDA 16.588)

Contents

Program Overview	2
Contact Information	2
How to Apply	2
Eligibility	2
Deadline	3
Awarding Funds	3
▪ Review Process	
▪ Availability of Funds	
▪ Start Date	
Guidelines	4-6
▪ STOP Purpose Areas	
▪ Unallowable Costs	
Required Application Components	6-9
▪ Abstract	
▪ Needs Assessment	
▪ Budget and Budget Narrative	
▪ Match Requirements	
▪ Memorandum of Understanding	
▪ Assurances and Certifications	
Appendix 1	9
▪ Needs Assessment Guide	
Appendix 2	
▪ Budget/Budget Narrative	13

Program Overview

The Office on Violence Against Women (OVW) is a component of the United States Department of Justice (DOJ). OVW implements the Violence Against Women Act (VAWA) and subsequent legislation and provides national leadership against domestic violence, dating violence, sexual assault and stalking. The Idaho State Police, Planning Grants and Research Department is pleased to announce that it is seeking applications for the STOP Violence Against Women Formula Grant Program. This program furthers the DOJ's mission by supporting communities in their efforts to develop and strengthen effective law enforcement and prosecution strategies to combat violent crimes against women and to develop and strengthen victim services in cases involving violent crimes against women.

The emphasis of the STOP Program is the implementation of comprehensive strategies addressing violence against women that are sensitive to the needs and safety of victims and hold offenders accountable for their crimes. States and Territories should seek to carry out these strategies by forging lasting partnerships between the criminal justice system and victim advocacy organizations and by encouraging communities to look beyond traditional resources. States and Territories should also look to new partners to respond more vigorously to sexual assault, domestic violence, dating violence, and stalking crimes, such as faith-based and community organizations.

Contact Information

For questions or comments regarding the Request for Proposal (RFP) or application process, please contact Mary Burke at ISP Planning, Grants, and Research (PG&R) at (208) 884-7047 or email mary.burke@isp.idaho.gov.

How to Apply

To complete the application online, instructions can be found on PG&R's website at <http://www.isp.state.id.us/pgr/index.html>, located on the right-hand side under the Grants Management System (GMS) sign-in icon. **Note:** These are general instructions that apply to **all** new applications awarded through PG&R; therefore some sections may not be applicable. All required components will be outlined in this RFP.

Eligibility

To apply for the 2010 STOP Violence Against Women Formula Grant Program, applicants be either a state agency, a unit of local government (city or county), a faith based organization, an Indian tribal government, or a nonprofit organization.

Non-profit organizations applying for funds managed by the Idaho State Police PG&R department must demonstrate their non-profit status by attaching one (1) of the following documents to their grant application.

1. Proof that the Internal Revenue Service recognizes the organization as being tax exempt under 501(c)(3) of the Internal Revenue Code.
2. A statement from a state taxing body or state secretary of state certifying that the organization is a non-profit organization and that no part of the organization's net earnings may benefit any private shareholder or individual.
3. A certified copy of a certificate of incorporation or similar document establishing nonprofit status.
4. Any of the above, if it applies to a state or national parent organization, with a statement by the state or national parent organization that the applicant is a local nonprofit affiliate.

Starting in 2009, all applicants must obtain a Data Universal Number System (DUNS) number from Dun and Bradstreet and must be registered with the Central Contractor Registration (CCR) database no later than the due date of your first quarterly report.

Deadline

Applicants must have an account on Idaho State Police's Planning, Grants, and Research Grants Management System (GMS) in order to complete an application. Electronic submission via GMS is required as paper applications **will not** be accepted.

Each applicant must be able to certify, via an electronic acceptance, that they are the signing authority, or have been delegated or designated formally by the chief executive officer of the applicant agency.

Applications are due by September 17, 2010 no later than 11:00 p.m., Mountain Standard Time (MST).

Awarding of Funds

Review Process: The Idaho Criminal Justice Grant Review Board, formed by an Executive Order of the Governor, is designated as the decision making body for the distribution of Idaho State Police's (ISP) pass-through grant funds. Members of the Board represent various facets of the criminal justice community and the public.

Availability of Funds: The estimated total funding availability for new projects is \$1,102,594.00. There is no minimum or maximum application amount; rather applicants should request adequate funding to implement the proposed project.

Start Date: Projects are funded on a 12-month cycle and will have a start date of January 1, 2011. If projects are not operational within 90-days of the start-up date, subgrantees must contact PG&R or funds

may be withdrawn and/or re-awarded. All projects will be funded as a 3-year continuation grant. Continuation funding is not guaranteed and is contingent upon availability of funding and program status. If you receive funding for a multiple year project, you will need to apply every year via PG&R's Grants Management System.

Guidelines/Priority Areas

Funds may be used for units of local government, Indian tribal governments, nonprofit, nongovernmental victim services programs, including those of faith-based and community organizations. All projects must fall within the Federal Priorities Statutory Program Purpose Areas that have been identified by OVW and are located on our website at www.isp.idaho.gov/pgf, or under the Idaho Priorities that have been identified through a planning team that was developed with members across the State representing all disciplines of stop funding. These priorities are listed below.

Applicants may choose to focus their projects on either the federally recognized priorities or the state level priorities; however, they must continue to emphasize the importance of implementing comprehensive strategies to end violence against women that are sensitive to the needs and safety of victims and that hold offenders accountable for their crimes. Idaho STOP subgrantees will continue to make it a priority to forge lasting partnerships between criminal justice agencies and victim advocacy and service groups.

Idaho Priority Areas:

P1 - Training law enforcement officers, judges, other court personnel, and prosecutors to more effectively identify and respond to violent crimes against women, including sexual assault, domestic violence and dating violence.

Key design features were identified for applicant agencies seeking funding in this purpose area:

- Projects demonstrating collaboration and development of partnerships.
- Projects offering delivery of statewide training programs for domestic violence and sexual assault for first responders and supervisors.
- Training projects coordinated with POST developed curriculum.

P2 - Developing, training, or expanding specialized units of law enforcement officers and prosecutors targeting violent crimes against women, including sexual assault and domestic violence.

Key design features were identified for applicant agencies seeking funding in this purpose area:

- Projects demonstrating collaboration and development of partnerships.
- Projects with the specific design of holding offenders accountable.

- Comprehensive development of protocols and procedures: arrest, prosecution, and ongoing follow-up.
- Projects with a top priority of keeping the victim safe.

P3 - Developing and implementing more effective police and prosecution policies, protocols, and services specifically dedicated to preventing, identifying, and responding to violent crimes against women, including sexual assault and domestic violence.

Key design features were identified for applicant agencies seeking funding in this purpose area:

- Projects which demonstrate collaboration and development of partnerships.
- Projects that update and renew standardized sexual assault/domestic violence protocols for statewide use/implementation.
- Projects that develop sexual assault/domestic violence protocol for and with the cooperation of other agencies.
- Projects that benchmark sexual assault/domestic violence protocols from other areas and adapt them for use in Idaho.
- Projects developing uniform sexual assault/domestic violence policies including, but not limited to, probable cause, protection orders, zero tolerance laws and expected response, evidence, reports, witnesses, handling of victims, victim rights, stalking, dispatch, and victim services.
- Projects enhancing the role of the judiciary in ensuring the safety of victims and managing offenders' behavior.

P4 - Developing, installing, or expanding data collection and communication systems, including computerized systems that link police, prosecutors and courts. Systems that are designed to identify and track arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women, including sexual assault and domestic violence.

Key design features were identified for applicant agencies seeking funding in this purpose area:

- Projects which demonstrate collaboration and development of partnerships.
- Projects that demonstrate a statewide approach to data collection and dissemination, including the development of standardized forms and consistency in applied reporting criteria.
- Projects must coordinate with the Idaho State Police's data collection system.
- Duplicated information must be eliminated.
- Projects must demonstrate that the proposed uses of technology enhance women's safety.

P5 - Developing, enlarging or strengthening victim service programs, including sexual assault and domestic violence. Developing or improving sexual assault and domestic violence programs; developing or improving delivery of victim services to racial, cultural, ethnic and language minorities, and women with disabilities. Providing specialized

domestic violence court advocates in courts where a significant number of protection orders are granted; and increasing the reporting and reducing of attrition rates for cases involving violent crimes against women, including sexual assault and domestic violence.

Key design features were identified for applicant agencies seeking funding in this purpose area:

- Projects which demonstrate collaboration and development of partnerships.
- Projects which include services of safe-houses and shelters in their strategy.
- Projects which deal with sexual assault and stalking issues.
- Projects which provide support services for victims including, but not limited to, victim education, advocacy, and counseling.
- Projects which demonstrate collaboration with law enforcement and prosecution.

STOP Violence Against Women Grant funds **MAY NOT** be used:

- To provide services to children under the age of 13, unless these services show an inextricable link to, and are the direct result of providing services for an adult victim;
- To provide services designed to directly support or lead to legal separation or divorce;
- To develop sexual assault or domestic violence prevention curricula for schools or present such information to general audiences;
- To fund legal or defense services for perpetrators of violence against women.

Misuse of grant funds may result in a range of penalties, including suspension of current and future funds, suspension or debarment from federal grants, recoupment of monies provided under a grant, and civil and/or criminal penalties.

Required Application Components

Abstract (limited to 4,000 characters, including spaces): This is the project overview and needs to state what will be accomplished during the timeframe of the proposed project and how it will encompass the stated STOP Priority Areas. One should be able to read the abstract and know exactly what the project entails.

Needs Assessment (limited to 8,000 characters, including spaces): This section identifies the need and/or the reason for requesting grant funds and why the project was chosen. You will need to include data elements, identification of gaps in current services as well as any formal needs survey's completed.

You should also describe your population, the geography, and the identified partners needed to implement the project (see Appendix 1 for the Needs Assessment Guide).

Goals, Objectives, Activities, and Performance Measures/Indicators: STOP subgrantees are no longer required to submit goals, objectives, activities, and performance indicators, you will however be required to report quarterly on the VAWA STOP Subgrantee Annual Performance Report (SAPR). You can view this report on our website www.isp.idaho.gov/pgr. If awarded, you will only be required to report on the sections of this report that pertain to your project along with a narrative of your project progress for the quarter you are reporting. The report, along with the narrative will be due each quarter. Further instructions on completing this report will be provided if you are awarded.

PLEASE NOTE WHEN COMPLETING YOUR APPLICATION

Although we will not be requiring Goals, Objectives, Activities and Performance Indicators, these fields are set up in the GMS system as required fields and cannot be changed at this time. In order to submit your application, you will need to complete these fields with the generic verbiage below.

Goal Title: STOP Subgrantee Annual Performance Report

Goal Narrative: Provide a summary of the project performance for the current quarter

Objective Title: Track and report all applicable SAPR information

Objective Narrative: Track and report all applicable SAPR information

Performance Indicator Title: Track and report all applicable SAPR information

Performance Indicator Narrative: Track and report all applicable SAPR information

The reporting quarters for your SAPR, project narrative and financial reports are listed below. The reporting due date for this information is no later than the 15th of the month following the end of each quarter.

Financial and Programmatic Reporting Periods	Due Dates
October - December	January 15
January - March	April 15
April - June	July 15
July - September	October 15

Budget and Budget Narrative: The requested budget must reflect as closely as possible the costs associated with the proposed project. The budget narrative should include a breakdown of costs identified and an explanation of how the costs were derived. If you have questions regarding allowable costs, please contact PG&R for clarification (see Appendix 2 for a budget narrative example).

Match Requirement: ALL STOP Grant applicants, including non-profit organizations, must provide 25% matching funds for their project. This includes either cash, in-kind or a combination of both. Include a complete description of match in your budget narrative. *Match will need to be calculated using the federal formula which is: your grant request dollar amount divided by 75% times 25%. Match does not have to be provided line item by line item.*

Memorandum of Understanding: You must identify an agency/entity or groups of agencies/entities responsible for carrying out specific components of the project through a memorandum of Understanding (MOU). A MOU also describes what each partner will contribute to the project through time, resources, or cash contributions. The highest official of each participating agency should sign the MOU declaring intent to participate. Please include agencies that will be involved directly as well as indirectly. **EACH applicant agency MUST include a MOU or their application will be deemed non-responsive.**

Assurances and Certifications: These must be “signed” via an electronic acceptance by the highest official or designee representing the applicant agency. Each agency may designate a person to complete the application; however, this person must certify that they have the authority to sign on behalf of the highest official.

Please note, GMS will not allow applicants to submit the application unless all components are complete; however, your application may still be considered non-responsive if not meeting identified program elements. Please make sure you have completed all requirements.

Needs Assessment Guide

The Planning, Grants, and Research (PG&R) department of the Idaho State Police has developed these guidelines to assist applicant agencies in their assessment of the nature and extent of the threat posed by drug related activity, domestic violence, sexual assault, and other criminal activity. Needs assessment is one means by which agencies may provide support for Byrne Justice Assistance Grant (JAG) and STOP Violence Against Women grant requests that seek to address and resolve criminal justice related problems in their jurisdictions.

Although some elements included in this document may be difficult to address and some may not pertain to your STOP project, it will serve your interests to be as comprehensive as possible in your consideration, analysis, and documentation.

Background, as used in this context, may best be described as a big picture view of the many elements which define your jurisdiction and which have varying degrees of impact on its activity. Consider each of the following factors when determining what data to provide to support your project.

Demographics

- The makeup of your jurisdiction in terms of the number of law enforcement agencies, counties, municipalities, and other settlements
- The size of your jurisdiction in square miles, the general topography, and its location relative to state borders; the number, type, and location of accessing roadways, airports, rail lines, and other transportation corridor types, and the ethnic makeup of your jurisdiction's population
- Current and projected population, including the method of projection
- Employment/unemployment statistics
- Principal employers and their products and services; significant import/export activities
- Economic data about your jurisdiction, including per capita income and its relationship to that of other jurisdictions
- Schools for all at-risk populations in your jurisdiction and their student body sizes
- Growth predictions for the economy, the general population, ethnic populations, and school populations

Many sources exist for the majority of this data, including those accessible electronically and those that may be physically located in your area. The official website of the State of Idaho is idaho.gov. From this

website, you may access a wide variety of data regarding employment, unemployment, major industries, employers, economic conditions, population, geography, and schools.

Crime Statistics (other than drug crimes)

- Uniform Crime Report (UCR) data for the most recently completed 2-3 year period
- Crime trends based on UCR data
- Crime types or trends that require the greatest number of officer hours in your jurisdiction – i.e., alcohol-related, property crimes, violent crimes, etc.
- Crime types and trends which have the greatest overall economic impact on the jurisdiction, such as those which immediately affect a major employer, or those which may require lengthy trials

Impact

- The impact of the commission of crimes on criminal justice resources – i.e., prosecution and the courts; determine how increasing workloads will be accommodated
- The impact of crime on the willingness of citizens to move freely about the jurisdiction; consider a formal or informal citizen survey to determine how crime affects patterns of activity

Present Resources and Resource Gaps (The resources below are mere examples and those presented in your Needs Assessment should relate directly to your project.)

- The number of law enforcement agencies or victim service organizations operating in your jurisdiction
- The number of law enforcement officers, victim witness coordinators, or victim advocates in your jurisdiction
- Enforcement coverage (other than daylight hours)
- Mutual support agreements/Memorandums of Understanding (MOU) in place and functioning
- The total short-term and long-term jail capacity of your jurisdiction or number of victim shelters in your jurisdiction
- The availability of jail alternative programs – i.e., home arrest, community service, drug courts, etc.
- The number of judicial districts in your jurisdiction and any significant differences in method of operation

Crime data is presently compiled by virtually every city and county law enforcement agency in Idaho, and is reported to the Idaho State Police Bureau of Criminal Identification in Meridian. The annually published Crime in Idaho Report is available from this entity, and offers the single best source for this data. The Crime in Idaho Report is located online at <http://www.isp.state.id.us/identification/ucr/crimeinidaho2007.html>. Judicial, penal, and prosecutorial

data, although available on a state level, may be more easily accessed through your county government. In your quest for trends or data which has previously been analyzed, don't overlook local officials who work within the criminal justice system. In a number of cases, you may discover that a good deal of your work has been accomplished by another local entity.

Threat Assessment

Description of the Threat

What do you perceive as the primary threat(s) to your jurisdiction from criminal activity? The threat(s) may involve one or more illegal activity, a specific portion of the population, geographic location, etc. How will funding of the project affect the threat in your jurisdiction?

Proof of the Threat

Who or what was the source of the information that led to your conclusion about the threat to your jurisdiction?

As an example of statements that are supported by citing specific types and sources of information, consider the following:

“Appearance of LSD in the Acme County secondary school system has increased dramatically over the last several years. Prior to 1998, a total of three students throughout the county had been expelled for possession of this drug. During the last calendar year, five students were expelled for LSD possession. Street talk indicates that LSD is easy and cheap to obtain in the general vicinity of virtually every secondary school. This information was acquired from interviews with each secondary school principal in Acme County, a 30% sample of middle school teachers, and the DARE officer.”

As an example of statements that are supported by citing specific types and sources of information, consider the following:

“Appearance of LSD in the Acme County secondary school system has increased dramatically over the last several years. Prior to 1998, a total of three students throughout the county had been expelled for possession of this drug. During the last calendar year, five students were expelled for LSD possession. Street talk indicates that LSD is easy and cheap to obtain in the general vicinity of virtually every secondary school. This information was acquired from interviews with each secondary school principal in Acme County, a 30% sample of middle school teachers, and the DARE officer.”

Budget Worksheet

All required information (including the budget narrative) must be provided. Some items to consider for each budget category are listed below. It is NOT inclusive of all possible items.

An example has been included to assist you. If you have further questions or need additional assistance, please contact PG&R at 884-7040 or via e-mail pgr@isp.idaho.gov.

A. Personnel

- How were salary rates determined?
- What is included in fringe benefits?
- What function(s) do budgeted employees perform?

B. Operating Expense/Contracted Services

- Expendable supplies, training materials, software, etc.
- How are the operating items related to the success of the project?
- What is the daily fee of the consultant?
- How many days will service be provided?
- What service will be provided?
- What is the method of procurement to be used?

C. Travel and Per Diem

- Did you use approved rates?
- Is travel directly related to project activities?
- If out-of-state travel is anticipated, give as many details as possible – i.e. location, dates, and purpose.

D. Equipment (Expendable supplies must be included under Operating Expenses)

- Description of equipment: make, model, etc.
- What is the unit cost?
- How is the equipment integral to the success of the project?

Example of Budget Narrative

Complete a budget narrative for each category in which you are requesting funds. In general discuss the items associated with the total cost identified on your Budget Request form. Include information that identifies certain costs as being one time expenditures and how they relate to the goals of your project.

Match: Budget narratives are also required for any proposed match (see RFP for match requirements). Be sure to differentiate between federal funds and matching funds in your narrative.

A. Personnel/Fringe

Grants funds will provide a prosecutor to the unit. The prosecutor will devote 100% of their time, 50% of which will be paid by the county. A Juvenile Probation Officer will oversee the probation activities. They will devote 100% of their time, 50% of which will be paid by the county. If the probation officer is hired from within the department, their position will be backfilled in order to fulfill grant requirements. A full-time family counselor will be hired and will be located in the county courthouse. One hundred percent (100%) of the counselor's time will be devoted to the project, and funded totally with grant funds. Fringe benefits are based on the established 20% organizational rate. This can include, but is not limited to, FICA (.65%), Workers Compensation (3%), Unemployment (.95%), and Retirement & Health (6%).

B. Operating/Consultants/Contracts

Operating costs consist of training materials which will be used to directly fulfill objectives three and four of the grant. The cost is based on training materials developed for previous programs, including bags for carrying training supplies, notebook costs including copying of materials and paper, special required materials for training such as pens, film, pen light and latex gloves. There will also be community education meetings primarily for families of high-risk children; however, anyone is welcome to attend. The meetings will be held every 4 months.

A consultant will be hired to train law enforcement, the judiciary, probation and parole, and prosecutors on juvenile correction issues. The consultant costs may include travel and the maximum allowance of \$450.00 a day. The consultant's contract will follow the procurement guidelines established by the county.

C. Travel

Prosecutor training will be held in Dallas, Nov. 23-27, 2009. Workshops at national conference will directly benefit this project by allowing prosecutor to network with peers and discuss approaches to current related issues. Travel costs are based on the approved county travel policy with general round trip expenses originating in Boise. Probation specific training in the areas of managing high-risk

juveniles, alternative methods of probation, and how to get parents involved in the probation process will be attended during program period. At grant proposal time, training had not been scheduled. Travel costs are estimates based on the approved county travel policy with general round trip expenses originating in Boise. At this date, location of the probation training is unknown.

D. Equipment

Equipment costs are based solely on the purchase of a single computer and printer which will be a one-time purchase to the grant. The financial officer will verify the existence of a state or county contract for the purchasing of computer equipment. If no contract exists, three (3) informal bids will be obtained from local businesses using identical specifications. Equipment will be purchased from the lowest bidder meeting the specifications.

E. Other

Confidential funds will be used for drug buys and confidential informants.

**ATTACHMENT 4 – CRIMINAL JUSTICE GRANT REVIEW
BOARD PROCEDURES MANUAL**

See attached PDF