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

# Grants to Enhance Culturally and Linguistically Specific Services for Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Program

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

All grantees should read each section to determine which questions they must answer based on the activities engaged in under this grant during the current reporting period. Sections B and E of this form must be completed by all grantees. In section A, subsection A1 must be answered. In section C, subsection C3 must be answered. In section D, and subsections A2, C1, C2, and C4-C7, grantees must answer an initial question about whether they engaged in certain activities during the current reporting period. If the response is yes, then the grantee must complete that section or subsection. If the response is no, the rest of that section or subsection is skipped.

For example, if you are a victim services agency providing training and victim services with staff funded under this grant, you would complete A1, A2, B, C1, C3, D, and E (and answer "no" in subsections C2 and C4-C7).

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

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

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#### **GENERAL INFORMATION**

#### **Grant Information**

All grantees must complete this subsection.

1.	Date of report (format date with 6 digits - 01/31/09)													
2.	Current reporting period January 1-June 30 July 1-December 31 (Year)													
3.	Grantee name													
4.	Grant number — (the federal grant number assigned to your Culturally and Linguistically Specific Services Program grant)													
5.	Type of lead agency/organization (Check the one answer that best describes the type of agency/organization administering Culturally and Linguistically Specific Services Program funds.)													
	Culturally and linguistically specific community based program with domestic violence, dating violence, sexual assault, and stalking expertise													
	Culturally and linguistically specific community based program with a partner agency having domestic violence, dating violence, sexual assault, and stalking expertise													
5a.	Is this a faith-based organization?													
	Yes No													
5b.	Is the partner agency a faith-based organization?													
	Yes No													
6.	Point of contact (person responsible for the day-to-day coordination of the grant)													
	First name MI Last name													
	Agency/organization name													
	Address													
	City State Zip code													
	Telephone Facsimile													
	E-mail													
7.	Does this grant specifically address tribal populations? (Check yes if your Culturally and Linguistically Specific Services Program grant focuses on tribal populations, and indicate which tribes or nations you serve or intend to serve.)													
	Yes No If yes, which tribes/nations:													

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8.	(Check all that apply.)									
	African									
	American Indian or Alaska Native									
	Asian									
	Black or African American									
	D/deaf or hard of hearing									
	Gay, lesbian, bisexual, transgender, or intersex									
	Hispanic or Latino									
	Immigrants, refugees, or asylum seekers									
	Middle Eastern									
	Pacific Islander									
	Religious (specify):									
	Other (specify):									
8a.	Additional information									
oa.	(Provide additional information about the culturally and linguistically specific populations served -									
	for example that the victims/survivors you are serving are Spanish-speaking from Guatemala, the									
	Dominican Republic, or Mexico; victims/survivors of sex trafficking from Thailand, Cambodia, or									
	Russia; Orthodox Jews.)									

9. What percentage of your Culturally and Linguistically Specific Services Program funds was directed to each of these areas?

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

Throughout this form, the term **sexual assault** includes both assaults committed by offenders who are strangers to the victim/survivor and assaults committed by offenders who are known to, related by blood or marriage to, or in a dating relationship with the victim/survivor. The term **domestic violence/dating violence** applies to any pattern of coercive behavior that is used by one person to gain power and control over a current or former intimate partner or dating partner. **Stalking** is defined as engaging in a course of conduct directed at a specific person that would cause a reasonable person to fear for his or her safety or the safety of others, or suffer substantial emotional distress. (See separate instructions for more complete definitions.)

	Percentage of grant funds
Sexual assault	
Domestic violence/dating violence	
Stalking	
TOTAL (must equal 100%)	

10.	What percentage of Culturally and Linguistically Specific Services Program funds were prevention activities during the current reporting period?	used for
11.	What percentage of Culturally and Linguistically Specific Services Program funds were providing culturally and linguistically specific services to children exposed to domestic dating violence, sexual assault, and/or stalking during the current reporting period?	



#### **Staff Information**

Were your Culturally and Linguistically Specific Services Program funds used to fund staff positions during the current reporting period?

Check yes if Culturally and Linguistically Specific Services Program grant funds were used to pay staff, including part-time staff and contractors.
Yes—answer question 12 No—skip to section B

#### 12. Staff

(Report the total number of full-time equivalent [FTE] staff funded by the Culturally and Linguistically Specific Services Program grant during the current reporting period. Report staff by function(s) performed, not by title or location. Include employees who are part time and/or only partially funded with these grant funds as well as consultants/contractors. Report grant-funded overtime. If an employee or contractor was employed or utilized for only a portion of the reporting period, prorate appropriately. For example, if you hired a full-time advocate in October who was 100% funded with Culturally and Linguistically Specific Services Program funds, you would report that as .5 FTEs. Report all FTEs in decimals, not percentages. One FTE is equal to 1,040 hours – 40 hours per week multiplied by 26 weeks. See separate instructions for examples of how to calculate and prorate FTEs.)

Staff	FTE(s)
Administrator (director, fiscal manager)	
Attorney (does not include prosecutor)	
Child care professional	
Counselor (does not include financial counselor or employment counselor)	
Legal advocate (does not include attorney or paralegal)	
Outreach worker	
Paralegal	
Program coordinator (training coordinator, victim services coordinator, project coordinator, contract coordinator, clinical coordinator, volunteer coordinator)	
Support staff (bookkeeper, accountant, administrative assistant)	
Trainer/educator	
Translator/interpreter	
Victim advocate (non-governmental, includes domestic violence, sexual assault, and dual)	
Other (specify):	
TOTAL	



#### **PURPOSE AREAS**

All grantees must complete this section.

#### 13. Statutory purpose areas

(Check all purpose areas that apply to activities supported with Culturally and Linguistically Specific Services Program funds during the current reporting period.)

	eck ALL at apply	Purpose areas
		To work with State and local governments and social service agencies to develop and enhance effective strategies to provide culturally and linguistically specific services to victims of domestic violence, dating violence, sexual assault, and stalking.
		To increase communities' capacity to provide culturally and linguistically specific resources and support for victims of domestic violence, dating violence, sexual assault, and stalking crimes and their families.
		To strengthen criminal justice interventions, by providing training for law enforcement, prosecution, courts, probation, and correctional facilities on culturally and linguistically specific responses to domestic violence, dating violence, sexual assault, and stalking.
		To enhance traditional services to victims of domestic violence, dating violence, sexual assault, and stalking through the leadership of culturally and linguistically specific programs offering services to victims of domestic violence, dating violence, sexual assault, and stalking.
		To work in cooperation with the community to develop education and prevention strategies highlighting culturally and linguistically specific issues and resources regarding victims of domestic violence, dating violence, sexual assault, and stalking.
		To provide culturally and linguistically specific programs for children exposed to domestic violence, dating violence, sexual assault and stalking.
		To provide culturally and linguistically specific resources and services that address the safety, economic, housing, and workplace needs of victims of domestic violence, dating violence, sexual assault, or stalking, including emergency assistance.
		To examine the dynamics of culture and its impact on victimization and healing.
14.	(In addit Program	n interest areas addressed by your grant ion to the purpose areas identified above, the Culturally and Linguistically Specific Services a Solicitation may have encouraged several program interest areas. If your program addressed nese interest areas during the current reporting period, list them below.)



# FUNCTION AREAS Training

Were your Culturally and Linguistically Specific Services Program funds used for training during the current reporting period?

	Check yes if Culturally and Linguistically Specific Services Program-funded staff provided Culturally and Linguistically Specific Services Program funds directly supported the training	
	Yes—answer questions 15-18	
	No—skip to C2	
	For the purposes of this reporting form, <b>training</b> means providing information on sexual adomestic violence, dating violence, and stalking that enables professionals to improve the to victims/survivors as it relates to their role in the system. <b>Education</b> means providing a information that will increase public awareness of sexual assault, domestic violence, dating and stalking. In this subsection, report information on training activities. Education show reported in subsection C2.	eir response general ing violence,
<b>1</b> 5.	<b>Training events provided</b> (Report the total number of training events that were either provided by Culturally and Lin Specific Services Program-funded staff or directly supported by Culturally and Linguistical Services Program funds. Training provided to Culturally and Linguistically Specific Service funded staff should not be counted.)	ally Specific
	Total number of training events provided	
16.	Number of people trained (Report the number of people trained during the current reporting period by Culturally and Specific Services Program-funded staff or training supported by Culturally and Linguistical Services Program funds. Use the category that is most descriptive of the people who attered in the culturally and Linguistically Specific Services Program-funded staff attending not be counted. If you do not know how many people to report in specific categories, you overall number in "Multidisciplinary," but this category should be used only as a last reso community members, and victims should not be reported as people trained, since they a professionals responding to victims.)	ally Specific ended the train- training should may report the rt. Students,
	People trained	Number
	Advocacy organization staff (NAACP, LGBTQ organization)	
	Attorneys/law students	
	Batterer's intervention program staff	
	Child care staff	
	Child protective service workers	
	Children's advocates (not affiliated with CPS)	
	Corrections personnel (probation, parole, and correctional facilities)	
	Court personnel (judges, clerks)	
	Culturally and linguistically specific organization staff (non-governmental, does not include immigrant organization staff)	
	Deaf organization staff	
	Disability organization staff (non-governmental, non-residential)	

#### 16. Number of people trained (cont.)

People trained	Number									
Disability rights organization staff (P&A, UCP, NAMI)										
Educators (teachers, administrators, etc.)										
Faith/spiritual-based organization staff										
Government agency staff (ICE, food stamps, TANF)										
Health professionals (doctors, nurses—does not include SAFE/SANE)										
Immigrant organization staff (non-governmental)										
Interpreters/translators										
Job training program staff (vocational rehabilitation, occupational training)										
Law enforcement officers										
Legal services staff (does not include attorneys)										
Mental health professionals										
Military command staff										
Multidisciplinary (various disciplines at same training)										
Prosecutors										
Sexual assault forensic examiners/sexual assault nurse examiners (SAFE/SANE)										
Social service organization staff (non-governmental—food bank, homeless shelter)										
State or tribal coalition staff (includes sexual assault, domestic violence, and dual)										
Substance abuse service providers										
Supervised visitation and exchange center staff										
Tribal government/Tribal government agency staff										
Victim advocates (non-governmental, includes sexual assault, domestic violence, and dual)										
Victim assistants (governmental, includes victim-witness specialists/coordinators)										
Volunteers										
Other (specify):										
TOTAL										

#### **17.** Training content areas

(Indicate all topics covered in training events provided or directly supported by your Culturally and Linguistically Specific Services Program funds during the current reporting period. Check all that apply.)

Sexual assault, domestic violence, dating violence, and stalk	ing
Advocate response	Immigration issues
Barriers in accessing support services	Pro-arrest policies
Child development	Protection orders (including full faith and
Child witnesses	credit)
Confidentiality	Sexual assault forensic examination
Cultural issues	Use of technology (including TTY, ALD, and
Dating violence overview, dynamics, and services	relay services)
Domestic violence overview, dynamics, and services	Working with interpreters/translators  Working with victims/survivors with limited
Immigration issues	English proficiency
Mandatory reporting requirements	Other (specify):
Parenting issues	
Response to secondary victims of sexual assault, domesti violence/dating violence, and/or stalking	Underserved populations  Issues specific to victims/survivors who:
Response to victims/survivors who are incarcerated	are American Indian or Alaska Native
Response to victims/survivors who have been trafficked	are Asian
Safety planning for victims/survivors	are Black or African American
Sexual assault overview, dynamics, and services	are D/deaf or hard of hearing
Stalking overview, dynamics, and services	are elderly
Working with interpreters/translators	are geographically isolated
Working with victims/survivors with limited English	are Hispanic or Latino
proficiency	are homeless or living in poverty
Other (specify):	are immigrants, refugees, or asylum seekers
Justice system	are lesbian, gay, bisexual, transgender, or intersex
Barriers in accessing justice system	are Pacific Islander
Building relationships with community service providers	have disabilities
Criminal convictions and immigration status	have limited English proficiency
Cultural issues	have mental health issues
Culturally and linguistically appropriate judicial response	have substance abuse issues
Culturally and linguistically appropriate law enforcement response	Other (specify):
Culturally and linguistically appropriate probation	Community response
response	Community response to sexual assault
Culturally and linguistically appropriate prosecution	Coordinated community response
response	Community engagement
Hazards of using child as interpreter	Other (specify):

<b>1</b> 8.	(Opt	ion	al) A	<b>A</b> dc	liti	or	nal	in	fori	natio	on														
	(Use	the	e sp	ace	e b	el	ow	' to	dis	cuss	the	ef	fecti	vei	ness	of	train.	ing	activities	funded	or	suppor	ted	by :	your
	<b>~</b>									_		_			_	_	_							_	

Culturally and Linguyou would like to sh Examples might inci immigration status fied, neutral interpr	uistically Specific Service pare about your training clude improved understa following a training prov reters following a multidi fencies.) (Maximum - 20	es Program grant ar activities beyond wh anding of the impact vided to law enforce isciplinary training p	nd to provide any add hat you have provide t of arrests and crimi ment officers, or incr	litional information d in the data above. nal convictions on reased use of quali-



## **Community Education**

Were your Culturally and Linguistically Specific Services Program funds used for community education

duri		rally and Linguistically Specific Services Progra es, or if Culturally and Linguistically Specific Se			
	Yes—answer	questions 19-22			
	No—skip to 0	03			
	crease public awa means providing enables profession	of this reporting form, <b>education</b> means provide areness of sexual assault, domestic violence, doinformation on sexual assault, domestic violence and to improve their response to victims/survibsection, report information on community education C1.	ating violence ce, dating viol vors as it rela	e, and stalking lence, and sta ates to their ro	g. <b>Training</b> alking that ale in the
19.	either provided by	<b>s provided</b> number of education events provided during th Culturally and Linguistically Specific Services rally and Linguistically Specific Services Progra	Program-fund		
	Total number of e	ducation events provided			
20.	community educa	e educated per of people attending Culturally and Linguistic ation events during the current reporting period cople who attended the event.)			
		People attending event		Number	
	Child care provid				
		cacy groups (NAACP, AARP)			
		nesses (retail stores, pharmacies)			
		os (service or social groups)			
	-	bers (unaffiliated adults)			
		ers, administrators, etc.)			
	Elementary scho				
	Faith-based grou				
	Middle and high				
	Parents or guard	ians			
	Religious/commu	•			
	University or colle	ege students			
	·	s (do not count psychoeducation groups)			
	Other (specify):				
	TOTAL				

#### 21. Topics of education events

(Indicate all topics covered in education events provided with your Culturally and Linguistically Specific Services Program funds during the current reporting period. Check all that apply.)

iai assauit, dome stalking	estic violence, dating violen	•	<b>ierserved populat</b> ies specific to victi	ions ims/survivors who:	
Barriers in acces	ssing support services		are American Inc	dian or Alaska Native	
Child witness over	erview, dynamics, and servic	es	are Asian		
Cross-cultural co	mpetence		are Black or Afri	can American	
Cultural issues			are D/deaf or ha	ard of hearing	
Culturally and lin programs	nguistically specific preventio	n	are elderly are geographica	lly isolated	
Dating violence	overview, dynamics, and serv	vices _	are geographica are Hispanic or I	•	
Domestic violend services	ce overview, dynamics, and		are homeless or		
Healthy relations	ships/domestic violence/dat ion (6-12th grade)	ing	are immigrants, seekers	refugees, or asylum	
•	ships/domestic violence/dat	ing	are lesbian, gay, or intersex	bisexual, transgender,	,
•	ships/domestic violence/dat	ing	are Pacific Island	der	
violence prevent	. ,		have disabilities		
Immigration issu	ies		have limited Eng	lish proficiency	
	raction (parent-child play -child music class)		have mental hea		
Parenting skills ( interventions)	child development, appropri	iate	Other (specify):		_
Safety planning f	for victims/survivors				
•	ns of sexual assault, domest violence, and/or stalking ove ervices				
Sexual assault of	verview, dynamics, and serv	ices			
Sexual violence	prevention				
Stalking overview	w, dynamics, and services				
Workplace violer	nce				
Other (specify):		l			

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(Use the space below to discuss the effectiveness of education activities funded or supported by your Culturally and Linguistically Specific Services Program grant and to provide any additional informa-

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#### 22. (Optional) Additional information

above. tion sta	tion you would like to share about your education activities beyond what you have provided in the data above. Examples might include improved understanding of available services regardless of immigration status, and increased commitment to cultural and linguistic competency as a result of a presentation to community business leaders.) (Maximum - 2000 characters)						



#### **Coordinated Community Response**

All grantees must complete this subsection.

#### 23. Coordinated community response activities

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

				_			
Agency/organization	Victim/survivor referrals, consultations, technical assistance			Meetings			MOU
	Daily	Weekly	Monthly	Weekly	Monthly Qu	uarterly	partner
Advocacy organization (NAACP, LGBTQ organization)							
Batterer intervention program							
Child protective services							
Children's advocacy program							
Corrections (probation, parole, and correctional facilities)							
Court							
Culturally and linguistically specific organization (non-governmental, does not include immigrant organization)							
Deaf organization							
Disability organization (non- governmental, non-residential)							
Disability rights organization (P&A, UCP, NAMI)							
Domestic violence program							
Dual sexual assault and domestic violence program							
Educational institution/ organization							
Faith/spiritual-based organization							
Government agency (ICE, food stamps, TANF)							
Health/mental health organization							
Immigrant organization (non-governmental)							
Law enforcement agency							

#### 23. Coordinated community response activities (cont.)

Agency/organization	Victim/survivor referrals, consultations, technical assistance			Meetings			MOU
,,	Daily	Weekly	Monthly	Weekly	Monthly	Quarterly	partner
Legal organization (legal services, bar associations, law school)							
Prosecutor's office							
Sexual assault program							
Sex offender management/ sex offender treatment provider							
Social service organization (non-governmental)							
Supervised visitation and exchange center							
Translation/interpretation organization							
Tribal government/Tribal government agency							
Other (specify):							

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24	(Ontiona	I\ Additional	information
24.	luuliulla	I) Auuluullai	IIIIOIIIIauoii

(Use the space below to discuss the effectiveness of coordinated community [CCR] response activities funded or supported by your Culturally and Linguistically Specific Services Program grant and to provide any additional information you would like to share about your CCR activities beyond what you have provided in the data above. Examples might include improved understanding of cross cultural and immigration issues in the community following meetings of a task force that included victim advocates legal services attorneys, law enforcement officers and prosecutors; or greater coordination between the prosecutor's office and the community-based service providers as a result of meetings with governmental and non-governmental advocates.) (Maximum - 2000 characters)	е



#### **Policies**

Were your Culturally and Linguistically Specific Services Program funds used to develop, substantially revise, or implement policies or protocols during the current reporting period?

ICVI	Check yes if Culturally and Linguistically Specific Services Program-funded staff developed, substantially revised, or implemented policies or protocols, or if Culturally and Linguistically Specific Services Program
	funds directly supported the development, revision, and/or implementation of policies or protocols.
	Yes—answer questions 25-26
	No—skip to C5
25.	Types of protocols or policies developed, substantially revised, and/or implemented during the current reporting period (Check all that apply.)
	Victim services
	Access to translators/interpreters
	Appropriate use of translators/interpreters
	Confidentiality
	Culturally and linguistically appropriate response to underserved populations
	Mandatory cross-training between community organizations
	Other (specify):
	Justice system
	Access to translators/interpreters
	Appropriate use of translators/interpreters
	Culturally and linguistically appropriate response to underserved populations
	Dedicated domestic violence docket
	Full faith and credit for protection orders
	Immediate access to obtaining protection orders
	Immediate access to protection order information
	Mandatory training on domestic violence/dating violence, sexual assault, and/or stalking
	Policies to protect victims/survivors from internet disclosure of identifying information
	Procedures for anonymous, confidential, or Jane Doe reporting of sexual assault
	Providing information to victims/survivors about victim services
	Sexual assault response and protocols
	Standard protection order  Strategies to assist and protect victim/survivor during probation and parole
	U visa certification
	Victim-witness notification
	Other (specify):
	Health care
	Access to translators/interpreters
	Appropriate use of translators/interpreters
	Culturally and linguistically appropriate response to underserved populations
	Documentation
	Mandatory training on sexual assault, domestic violence/dating violence, and/or stalking
	Routine screening for sexual assault, domestic violence/dating violence, and/or stalking, and
	referrals for culturally and linguistically appropriate services
	Other (specify):

(Use the space below to discuss the effectiveness of policies you have developed or implemented that

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#### 26. (Optional) Additional information

were funded or supported by your Culturally and Linguistically Specific Services Program grant and to provide any additional information you would like to share about your activities related to the developing, revising, or implementing of policies beyond what you have provided in the data above. Examples might include improved law enforcement response following implementation of a protocol for interpretation which provides officers/employees with detailed information about the use of language assistance services in handling situations involving individuals with limited English proficiency; or working with project partners to ensure that their organizations' policies are responsive to the needs of D/deaf victims/survivors.) (Maximum - 2000 characters)



#### **Products**

Were your Culturally and Linguistically Specific Services Program funds used to develop, substantially revise, or distribute products during the current reporting period?

Check yes if Culturally and Linguistically Specific Services Program-funded staff developed, revised, and/or distributed products or if Culturally and Linguistically Specific Services Program funds directly supported the development, substantial revision, or distribution of products.
Yes—answer question 27 No—skip to C6

27. Use of Culturally and Linguistically Specific Services Program funds for product development, substantial revision, and/or distribution

(Report the number of products developed, substantially revised, or distributed with Culturally and Linguistically Specific Services Program funds during the current reporting period. Report the number of new products/materials developed or substantially revised during the current reporting period; the title/topic and intended audience of each product developed, revised, and/or distributed; and the number of products used or distributed. If a product was created in or translated into a language other than English, including Braille, indicate the language. Report on products that were newly developed during the current reporting period, whether or not they were used or distributed during the current reporting period. Do not report the number of products printed or copied; only report the number developed or revised—in most cases that number will be one for each product described and/or the number used or distributed. See separate instructions for examples of how to report under "developed or revised" and "used or distributed.")

Number developed or revised	Title/topic	Intended audience	Number used or distributed	Other languages
	developed or	developed or Title/topic	developed or Title/topic	developed or   Title/topic   Intellided   used or

27. Use of Culturally and Linguistically Specific Services Program funds for product development, substantial revision, and/or distribution

Products	Number developed or revised	Title/topic	Intended audience	Number used or distributed	Other languages
Public					
service an- nouncements					
Training curricula					
Training materials					
Videos					
Website (report					
(report number of page views in the used					
or distributed column)					
Other (specify):					



#### **Public Awareness**

Were your Culturally and Linguistically Specific Services Program funds used for public awareness activities during the current reporting period?

Check yes if Culturally and Linguistically Specific Services Program-funded staff engaged in public

awareness activities, or if Culturally and Linguistically Specific Services Program funds were used to directly support public awareness activities.  Yes—answer questions 28-29  No—skip to C7  Public awareness activities  (Indicate the activities that were supported with Culturally and Linguistically Specific Services Program funduring the current reporting period. Indicate by checking the appropriate box[es] whether the focus of the activity was sexual assault, domestic violence, dating violence, stalking, or a combination of those issues. Check all that apply.)				
Activities	Sexual assault	Domestic violence/dating violence	Stalking	
Community organizing/community events (rallies, speak outs, Take Back the Night, vigils)				
Educational exhibits (Clothesline Project, Silent Witness, information tables)				
Media campaigns (press conferences, public service announcements, articles)				
Productions for public awareness (video series, theater productions)				
Other (specify):				

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29	(Ontional)	Additional	information
<b>2</b> 3. (	Optional	, Auuluullai	IIIIOIIIIauoii

(Use the space below to discuss the effectiveness of public awareness activities funded or supported by your Culturally and Linguistically Specific Services Program grant and to provide any additional information you would like to share about your activities beyond what you have provided in the data above. An example might include conducting community events in languages most frequently encountered in the population served to inform about the available services, resulting in building relationships between the communities and service providers.) (Maximum - 2000 characters)					



## **System Improvement**

Were your Culturally and Linguistically Specific Services Program funds used for system improvement during the current reporting period?

•	ing the current reporting period:
	Check yes if Culturally and Linguistically Specific Services Program-funded staff engaged in system improve-
	ment activities, or if Culturally and Linguistically Specific Services Program funds directly supported system
	improvements (e.g., interpreters, safety audits, security).
	Yes—answer questions 30-31
	No—skip to section D
	Use of Culturally and Linguistically Specific Services Program funds for system improvement

30. (Check all that apply.)

	Victim services	Law enforcement	Prosecution	Court	Probation or parole
Evaluation					
Facilitating community task force					
Interpreters					
Language lines					
Meetings between tribal and non-tribal entities					
Safety audits					
Security personnel or equipment					
Translation of forms and documents					
Other (specify):					

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31.	(Optional) Additional information
	(Use the space below to discuss the effectiveness of system improvement activities funded or support-
	ed by your Culturally and Linguistically Specific Services Program grant and to provide any additional

information you would like to share about your activities beyond what you have provided in the data above. An example might include improved judicial response in cases involving individuals with limited English proficiency as a result of translating all documents sent to victims and perpetrators into the appropriate language.) (Maximum - 2000 characters)				



### **VICTIM SERVICES**

Were your Culturally and Linguistically Specific Services Program funds used to provide victim service	S
to victims/survivors during the current reporting period?	

	services, or if Culturally and Linguistically Specific services during the current reporting period.			
	Yes—answer questions 32-41 No—skip to section E			
32.	Number of primary victims/survivors served, parvices who were not served  Please do not answer this question without referring and examples of how to distinguish among these cability, as an <u>unduplicated</u> count for each category each victim/survivor who was seeking or who recesshould be counted only once in that reporting perivare those against whom the sexual assault, domest rected. If the victim/survivor presented with more ed only once under the primary victimization. <u>Do not</u>	ng to the se categories. (	parate instructions for Report the following current reporting peres during the current poses of this questione, dating violence, are condary victims here	or further explanation i, to the best of your eriod. This means that t reporting period n, victims/survivors nd/or stalking was di- son should be count- re.)
		Sexual assault	Domestic violence dating violence	Stalking TOTAL
	<b>A. Served:</b> Victims/survivors who received the grant- funded service(s) they requested, if those services were funded by your Culturally and Linguistically Specific Services Program grant			
	<b>B. Partially served:</b> Victims/survivors who received some grant-funded service(s), but not all of the grant-funded services they requested, if those services were funded by your Culturally and Linguistically Specific Services Program grant			
	TOTAL SERVED AND PARTIALLY SERVED (32A + 32B)			
	C. Victims/survivors seeking services who were not served: Victims/survivors who sought grant-funded service(s) and did not receive the grant-funded services they were seeking, if those services were funded by your Culturally and Linguistically Specific Services Program grant			
33.	Number of secondary victims served Please do no rate instructions for further explanation and for exact (Report the following, to the best of your ability, as the current reporting period. This means that each current reporting period should be counted only or should correspond to the category of victimization secondary victims are those who are indirectly afful ual assault, and/or stalking - i.e., children, siblings affected relatives, friends, neighbors, etc.)	amples of hamples of hamples of hamples and in conference and in conference of the prime fected by the prouses of the properties of the prouses of the prouse of the prouses of the properties of the prouses of the prouse of the prouses of the prou	ow and when to repo cated count for each victim who received only one of the listed ary victim. For purpo e domestic violence, or intimate partners,	ort secondary victims. category during services during the categories, which oses of this question, dating violence, sex- grandparents, other
	Secondary victims	Sexual assault	Domestic violence dating violence	Stalking TOTAL
	Secondary victims who received service(s) funded by your Culturally and Linguistically Specific Services Program grant			

# **34.** Reasons that the primary victims/survivors seeking services were not served or were partially served (Check all that apply.)

Reasons not served or partially served
Conflict of interest
Did not meet statutory requirements
Hours of operation
Insufficient/lack of culturally and linguistically appropriate services
Insufficient/lack of language capacity (including sign language)
Insufficient/lack of services for victims/survivors who are D/deaf or hard of hearing
Insufficient/lack of services for victims/survivors with disabilities
Lack of child care
Program reached capacity
Program rules not acceptable to victim/survivor
Program unable to provide service due to limited resources/priority-setting
Services inappropriate or inadequate for victims/survivors with mental health issues
Services inappropriate or inadequate for victims/survivors with substance abuse issues
Services not appropriate for victim/survivor
Services not available for victims/survivors accompanied by male adolescents
Transportation
Other (specify):

[for developers: If a grantee enters a reason in "other" the following will pop up: "Victim declined services," "victim did not complete program," and "victim could not be contacted" are all inappropriate reasons and should not be reported in the "other" category. They indicate a misunderstanding of when to report victims as partially served or not served. Please refer to the separate instructions for further explanations and for examples.]

#### 35. Demographics of primary victims/survivors served or partially served

(Based on the primary victims/survivors reported in 32A and 32B, provide the total numbers for all that apply. Because victims/survivors may identify in more than one category of race/ethnicity, the total for "Race/ethnicity" may exceed the total number of victims/survivors reported in questions 32A and 32B. However, the total number of victims/survivors reported under "Race/ethnicity" should not be less than the total number of victims/survivors reported in questions 32A and 32B. The total number of victims/survivors reported under "Age" should equal the total number of victims/survivors reported in questions 32A and 32B. Those victims/survivors for whom gender, age, and/or race/ethnicity is not known should be reported in the "Unknown" category. Do not report demographics for secondary victims.)

Race/ethnicity (Victims/survivors should be counted once in each category of race/ethnicity that applies. Victims/survivors should not be counted more than once in either the category "American Indian or Alaska Native" or in the category "Native Hawaiian or Other Pacific Islander.")	Number of victims/survivors
American Indian or Alaska Native	
Asian	
Black or African American	
Hispanic or Latino	
Native Hawaiian or Other Pacific Islander	
White	
Unknown	
TOTAL RACE/ETHNICITY	
Gender	Number of victims/survivors
Female	
Male	
Unknown	
TOTAL GENDER	
Age	Number of victims/survivors
0-12	
13-17	
18-24	
25-59	
60+	
Unknown	
TOTAL AGE	
Other demographics	Number of victims/survivors
People with disabilities	
People who are D/deaf or hard of hearing	
People with limited English proficiency	
People who are immigrants/refugees/asylum seekers	
People who live in rural areas	

#### 36. Victims/survivors' relationships to offender by victimization

(For those victims/survivors reported as served and partially served in 32A and 32B, report the victim/survivor's relationship to the offender by type of victimization. If a victim/survivor experienced more than one type of victimization and/or was victimized by more than one perpetrator, count the victim/survivor in all categories that apply. The total number of relationships in the sexual assault column must be at least [insert sum of sexual assault victims reported in 32A and 32B]; the total number in the domestic violence/dating violence victims/survivors reported in 32A and 32B]; the total number in the stalking column must be at least [insert sum of stalking victims reported in 29A and 29B]. Do not report relationships to offenders for secondary victims.)

	/survivor relationships b	s by victimization		
Victim/survivor's relationship to offender	Sexual assault	Domestic violence/ dating violence	Stalking	
Current or former spouse or intimate partner				
Other family or household member				
Current or former dating relationship				
Acquaintance (neighbor, employee, co-worker, student, schoolmate etc.)				
Stranger				
Relationship unknown				
TOTAL				

#### 37A. Victim services

(Report the number of victims/survivors from 32A and 32B who received Culturally and Linguistically Specific Services Program-funded services during the current reporting period. Count each victim/survivor only once for each type of service that victim/survivor received during the current reporting period; do not report the number of times that service was provided to the victim/survivor. The total for each type of service should not be higher than [insert total of 32A and 32B], the total of 32A and 32B. Shelter services should be reported in question 37C. Do not report secondary victims receiving services in this question.)

Type of service	Number of victims/ survivors served
Civil legal advocacy/court accompaniment (Assisting a victim/survivor with civil legal issues including preparing paperwork for a protection order and accompanying victim/survivor to a protection order hearing, administrative hearing, or other civil court proceeding. Does not include advocacy by attorneys and/or paralegals.)	
Civil legal assistance (Civil legal services provided by an attorney and/or a paralegal)	
Counseling services/support group (Individual or group counseling or support provided by a volunteer, peer, or professional)	
Criminal justice advocacy/court accompaniment (Assisting a victim/survivor with criminal legal issues, including notifying the victim/survivor of case status, hearing dates, plea agreements, and sentencing terms; preparing paperwork such as victim impact statements; accompanying a victim/survivor to a criminal court proceeding or law enforcement interview; and all other advocacy within the criminal justice system)	
Crisis intervention (Crisis intervention is a process by which a person identifies, assesses, and intervenes with an individual in crisis so as to restore balance and reduce the effects of the crisis in her/his life. In this category, report crisis intervention that occurs in person and/or over the telephone.)	
Employment counseling (Actions designed to assist a victim/survivor in obtaining employment, e.g., coaching on career options, skills training, job searches, resume-writing, marketing, job interviews, and preservation of employment)	
Financial counseling (Actions designed to assist a victim/survivor with issues related to improving credit, retiring debt, setting up bank accounts, managing household finances, negotiating with lenders or landlords, developing budgets, managing financial assets, making major purchases such as a home or auto, filing tax returns, etc.)	
Hospital/clinic/other medical response (Accompanying a victim/survivor to, or meeting a victim/survivor at a hospital, clinic, or medical office)	
Job training (Providing training in specific employment-related skills to a victim/survivor, e.g., on computer literacy)	
Language services (Interpretation, translation)	
Material assistance (Providing victims/survivors with clothing, food, personal items, etc.)	
Transportation (Providing of transportation, either directly or through bus passes, taxi fares, or other means of transportation)	
Victim/survivor advocacy (Actions designed to help the victim/survivor obtain needed support, resources, or services including employment, housing, shelter services, health care, victims' compensation, school/education, etc.)	
Other (specify):	

#### 37B. Immigration matters

(For the victims/survivors reported as receiving victim services in question 37A, report the number who received assistance with immigration matters during the current reporting period. In the row marked "Immigration matters," provide an unduplicated count of victims/survivors who received assistance with any immigration issue, even if they received help with more than one issue or received assistance on more than one occasion. For specific categories of immigration matters, report the number of victims/survivors who received assistance in each of the categories. Count a victim/survivor only once for each immigration matter for which they received assistance. The number of victims/survivors reported in any category should not be greater than [insert sum of 32A + 32B], the sum of 32A and 32B.)

Immigration matters addressed	Number of victims/survivors
Immigration matters (Unduplicated count of victims/survivors receiving assistance in one or more of the categories below - do not add categories together)	
VAWA self-petition	
Cancellation of removal	
Work authorization	
U visa	
T visa	
Other immigration matters (specify):	

#### 37C. Shelter services

(Report the total number of victims/survivors and accompanying family members who received emergency shelter and/or transitional housing provided with Culturally and Linguistically Specific Services Program funds during the current reporting period. This should be an unduplicated count for both victims/survivors and for family members. This means that each victim/survivor and each family member who received shelter services during the current reporting period should be counted only once. Report the total number of bed nights provided in emergency shelter and/or transitional housing to victims/survivors and family members. The number of bed nights is computed by multiplying the number of victims/survivors and family members by the number of nights they stayed in the shelter. The number of bed nights will typically be significantly higher than the number of victims/survivors and family members. For example, one victim/survivor and her three children all stayed in the shelter for 10 nights. The number of bed nights would be 4 multiplied by 10, or 40.)

Shelter service	Number of victims/ survivors	Number of family members (include all children here)	Number of bed nights
Emergency shelter			
Transitional housing			

#### 38. Hotline calls/information and referral

(Report the number of hotline calls and requests for information and referrals received from primary victims/survivors, and the total number of hotline calls received on phone lines paid for with Culturally and Linguistically Specific Services Program funds or answered by Culturally and Linguistically Specific Services Program-funded staff during the current reporting period. Report the specific languages (other than English) used when responding to these requests for information or assistance. Primary victims/survivors whose calls are reported here should not be reported as victims/survivors served in question 32 unless they also received at least one of the services listed in question 37A Victim services or question 37C Shelter services. Victims/survivors who receive services such as crisis intervention or victim advocacy over the telephone, in addition to basic hotline information and/or referrals, should also be reported in question 37A. Hotline calls that include victim advocacy or crisis intervention services are those that require more time than the average call and involve a more intensive focus on the immediate needs and situation of the victim/survivor. For examples of when to report only the hotline call and when to report both the hotline call and a service or services in question 37A, see separate instructions.)

	Number of calls/requests from primary victims/survivors	Total number of calls/requests	Languages (other than English) used when responding to requests for information or assistance
Hotline calls (Crisis or information and referral calls received by an agency's hotline or office telephone)			
Walk-in information and referrals			
Web-based information and referrals			

#### 39. Outreach to victims/survivors

(Report the number of <u>unsolicited</u> letters, phone calls, or visits to victims/survivors of specific incidents of sexual assault, domestic violence, dating violence, and/or stalking, informing them of services and/or providing information. Report the specific languages (other than English) used in outreach activities. Victims/survivors who are the recipients of these outreach activities should not be reported as victims/survivors served in question 32 unless they also received at least one of the services listed in question 37A Victim services or question 37C Shelter services. Victims/survivors who receive services such as advocacy in the course of a telephone call or outreach visit should also be reported in question 37A.)

	Number of outreach activities to victims/survivors	Languages (other than English) used in outreach activities
Outreach to victims/survivors (unsolicited letters, phone calls or visits)		

#### 40. Protection orders

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

Sexual assault protection orders	Temporary orders	Final orders
Number requested		
Number granted		
Domestic violence/dating violence protection orders	Temporary orders	Final orders
Number requested		
Number granted		
Stalking protection orders	Temporary orders	Final orders
Number requested		
Number granted		

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	<b>A</b>		
41. (	Optional	Additional	information

(Use the space below to discuss the effectiveness of victim services funded or supported by your Culturally and Linguistically Specific Services Program grant and to provide any additional information you would like to share about victim services activities beyond what you have provided in the data above. An example might include that your agency, as the result of Culturally and Linguistically Specific Services Program funding, was able to provide immigration relief to an increased percentage of victims/survivors, which resulted in a higher percentage of victims/survivors seeking additional services.) (Maximum - 2000 characters)



#### **NARRATIVE**

All grantees must answer questions 42 and 43.

Please limit your responses to the space provided.

42. Report on the status of your Culturally and Linguistically Specific Services Program grant goals and objectives as of the end of the current reporting period.

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

43. What services or resources do you provide that are specifically tailored to reach the culturally and linguistically specific population(s) you serve? Please limit your response to the space provided. (8,000 characters)

(For example, your organization has staff, volunteers, or advisory board members who reflect the community you serve.)

All grantees must answer questions 44 and 45 on an annual basis. Submit this information on the January to June reporting form only.

Please limit your responses to the space provided (8,000 characters) for each question.

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

(Consider geographic regions, underserved populations, service delivery systems, types of victims/ survivors, and/or challenges and barriers unique to your state and the populations you serve.)

45. What has Culturally and Linguistically Specific Services Program funding allowed you to do that you could not do prior to receiving this funding?

(For example, before you received Culturally and Linguistically Specific Services Program funds, your agency did not have appropriate staff to serve Spanish-speaking victims. Since you received this funding, you have hired a Spanish-speaking therapist and have increased the number of Spanish-speaking victims served by your program from 4 to 40.)

#### Questions 46 and 47 are optional.

Please limit your responses to the space provided (8,000 characters) for each question.

- 46. Provide any additional information regarding the effectiveness of your grant-funded program. (If you have other data or information that you have not already reported in answers to previous questions on this form that demonstrate the effectiveness of your Culturally and Linguistically Specific Services Program grant, please provide it below. Feel free to discuss any of the following: systems-level changes, community collaboration, the removal or reduction of barriers and challenges for victims/survivors, promising practices, positive or negative unintended consequences. Refer to separate instructions for a fuller explanation and examples.)
- 47. Provide any additional information that you would like us to know about the data submitted. (If you have any information that could be helpful in understanding the data you have submitted in this report, please answer this question. For example, if you submitted two different progress reports for the same reporting period, you may explain how the data was apportioned to each report; or if your Culturally and Linguistically Specific Services Program funds supported staff e.g., victim advocates, attorneys, etc., but did not report any corresponding victim services, you may explain why; or if you did not use program funds to support either staff or activities during the reporting period, please explain how program funds were used, if you have not already done so.)

#### **Public Reporting Burden**

**Paperwork Reduction Act Notice.** Under the Paperwork Reduction Act, a person is not required to respond to a collection of information unless it displays a currently valid OMB control number. We try to create forms and instructions that are accurate, can be easily understood, and which impose the least possible burden on you to provide us with information. The estimated average time to complete and file this form is 60 minutes per form. If you have comments regarding the accuracy of this estimate, or suggestions for making this form simpler, you can write to the Office on Violence Against Women, U.S. Department of Justice, 800 K Street, NW, Washington, DC 20531.

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Report on the status of your Culturally and Linguistically Specific Services Program grant goals and objectives as of the end of the current reporting period. -  $\mathbf{Question}$  #42

	Status
Goals/Objectives (1,750 characters)	(100 characters)
V A II III // <b>TT</b> O /	
Key Activities (1,750 characters)	
Comments (500 characters)	
	Status
Goals/Objectives	Status
	Status
Goals/Objectives  Key Activities	Status
	Status
Key Activities	Status
	Status
Key Activities	Status

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Report on the status of your Culturally and Linguistically Specific Services Program grant goals and objectives as of the end of the current reporting period. -  $\mathbf{Question}$  #42 ( $\mathbf{cont.}$  1)

	Status	
Goals/Objectives	Status	
, ,		
Key Activities		
Comments		
Goals/Objectives	Status	
	Status	
Goals/Objectives  Key Activities	Status	
	Status	
Key Activities	Status	
	Status	
Key Activities	Status	

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Report on the status of your Culturally and Linguistically Specific Services Program grant goals and objectives as of the end of the current reporting period. - **Question #42 (cont. 2)** 

	Status	
Goals/Objectives	Status	
, ,		
Key Activities		
Comments		
Goals/Objectives	Status	
	Status	
Goals/Objectives  Key Activities	Status	
	Status	
Key Activities	Status	
	Status	
Key Activities	Status	

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Expiration Date: 12/31/2012 What services or resources do you provide that are specifically tailored to reach the culturally and linguistically specific population(s) that you serve? - **Question #43 (cont.)** 

/hat do you see as the most significant areas of remaining need, with regard to improving services to ctims/survivors of sexual assault, domestic violence, dating violence, and stalking, increasing victim/urvivor safety, and enhancing community response (including offender accountability for both batterers nd sex offenders)? - Question #44					

nat do you see as the most significant areas of remaining need, with regard to improving services to tims/survivors of sexual assault, domestic violence, dating violence, and stalking, increasing victim/rvivor safety, and enhancing community response (including offender accountability for both batterers d sex offenders)? - Question #44 (cont.)					

do prior to rece	rally and Linguistic iving this funding?	- Question #4	<b>15</b>	randing allo	med you to do	chac you o

de any additional i fic Services Progra						

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Provide any additional info	rmation that you v	would like us to ki	now about the da	ta submitted	Question #47