

**Questions and Answers
Trauma Informed SA Investigations – Addressing Sexual Assault RFP**

1. “Holding a two-day training on trauma informed sexual assault investigations.”

a. Would we be developing and hosting the training?

Answer: FCASV will develop and conduct the training. Law enforcement consultants, provided by FCASV, experienced in trauma informed investigative techniques will lead the training. Subgrantees will host the training.

b. Would sex crime detectives and sworn deputies only be allowed to attend the training?

Answer: Detectives who respond to sex crimes and their direct supervisors are required to attend the training. Subgrantees may also open the training to advocates, nurses, prosecutors, patrol, and other responders the agency wishes to invite.

c. Will materials be provided by FCASV?

Answer: At the two-day training, FCASV will provide hard copies of training materials to attendees. FCASV will make electronic training materials available to subgrantees.

2. Should we consider travel and training costs for the one detective?

Answer: Relevant training and travel costs for funded personnel are allowable expenses. For example, the End Violence Against Women International [annual conference](#) is a relevant training.

3. Does the hired investigator under this grant exclusively have to work with cases involving 11 years and older sex crimes victims? Right now all the investigators in the Sex Crimes Unit handle all ages.

Answer: The STOP (Services-Training-Officers-Prosecutors) Violence Against Women ACT (VAWA) Grant Program (CFDA 16.588) funded by the Department of Justice, Office on Violence Against Women (OVW) only allows for services provided to victims 11 years and older. Funded personnel could not work cases involving victims 10 and younger.

4. The grant RFP indicates that a successful grantee would be required to “hire at least one additional detective.” Would it be acceptable if the grantee transferred an officer to fulfill that role; thereby increasing the Sex Crime Unit’s compliment of detectives by one body, but not adding another officer to the agency’s total compliment? Or does FCASV desire to see another sworn officer be added to the agency’s total compliment?

Answer: STOP VAWA funds must be used to supplement existing state and local funds for program activities and must not replace those funds that have been appropriated for the same purpose. Subgrantees must use funds to increase the number of detectives investigating sex crimes and cannot use it to substitute funding already dedicated to sex crimes investigations.

5. Is a letter of intent needed to be placed prior to completing the paperwork for the RFP?

Answer: Applicants are required to provide a Statement of Intent to Apply by June 5, 2018.

6. Is the deadline for all materials June 22?

Answer: Applications must be received on or before June 22, 2018, at 5:00 p.m. EDT.

7. Who is the point of contact for clarification on any questions regarding the process and information needed?

Answer: Marie Dowling at mdowling@fcasv.org is the single point of contact. All communications related to this RFP must be submitted electronically to Ms. Dowling.

8. We are currently a grantee under the Excellence in Sexual Assault Response (ESARP) grant. This RFP makes specific mention of a site visit by FCASV and required two-day trainings.

a. How do these relate to what has already been completed under ESARP?

Answer: ESARP sites are eligible to apply. Applications must address all components of the project narrative, including the Purpose of the Application which asks for a detailed description for the need for this project and any problems or challenges with law enforcement's current response to sexual assault. It asks for gaps and barriers to providing a trauma informed response in the jurisdiction.

The one-day site visit and two-day trauma informed sexual assault investigations training would still be required.

b. If we opt to apply, should we address in the narrative as part of our strengths that this has already been accomplished, or is this meant to be a different scope or process than was undertaken at the beginning of ESARP?

Answer: The grant's purpose is to enhance the ability of Florida law enforcement agencies to conduct trauma informed sexual assault investigations. Applicants should address all sections of the project narrative thoroughly and in a way the best describes the need for the grant and what will be done with the funds.

9. For personnel, do we have to identify specific individuals (I.e. Sgt. Smith, Analyst Jones, etc.) that will work a set percent of time, or are we able to identify a category of employees, such as "All Major Crimes Detectives," which would then be reported as match based on who is assigned these types of cases in a given pay period, and would fluctuate throughout the life of the grant?

Answer: For the budget portion of the contract you can indicate the match by position/rank, average pay rate and fringe benefits if you have a large amount of substitution of personnel, When you actually submit your information regarding the match, report the information by position, name, time and rate of compensation (salary and fringe).

10. **Must the match be met specifically on every invoice, or are you just looking for total match to be met at the end of the grant or end of each fiscal year? Given the nature of these types of cases, if for instance a portion of match was a sergeant supervising the grant detective, he may have a large amount of time on one invoice, and then a smaller portion of time on another.**

Answer: Total match is to be met by the end of each fiscal year. It may vary from month to month.

11. **For the Trauma Informed Sexual Assault Investigations grant, we will be creating a new position in our agency. Could we move an existing employee (certified officer) into the new position and hire someone to fill the existing vacated position? If we hire someone new to the agency to fill the newly created position, the hiring process could take three to six months and would use up valuable grant time. Also wanted to make sure this would not be considered supplanting.**

Answer: STOP VAWA funds must be used to supplement existing state and local funds for program activities and must not replace those funds that have been appropriated for the same purpose. Subgrantees must use funds to increase the number of detectives investigating sex crimes and cannot use it to substitute funding already dedicated to sex crimes investigations. As long as subgrantees meet this requirement, they may hire for the newly created position from within the agency.

12. **To qualify as a grant recipient, does the agency have to have all budgeted police officer positions filled, and can more than one detective be hired to be eligible to receive grant funds.**

Answer: The agency may have unfilled positions and still qualify for the grant. STOP VAWA funds must be used to supplement existing state and local funds for program activities and must not replace those funds that have been appropriated for the same purpose. Subgrantees may fund more than one detective with the grant, but they must demonstrate that the funded staff percentage is in addition to, not substituting, what the agency has already budgeted with other sources.