

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

INSTRUCTIONS FOR

Semi-annual Progress Report for Rural Domestic Violence
and Child Victimization Enforcement Grants

INTRODUCTION

The Violence Against Women Act of 2000 (VAWA 2000) requires grantees to report on the effectiveness of the activities carried out with grant funds, including the number of persons served and the number seeking services who could not be served. To meet this Congressional reporting requirement, the Office on Violence Against Women (OVW) requires all grantees to complete this **Semi-annual Progress Report**. This report form replaces the progress report form previously used by the Rural Domestic Violence and Child Victimization Enforcement Grant (Rural Program).

This is a generic form for use by all Rural Program grantees. The basis of reporting is the project or the specific activities or goals to be accomplished with Rural Program funding. A Rural Program project may be a specific and discrete activity, such as the development of a training manual, or a broader set of activities, such as the provision of comprehensive legal services to victims/survivors.

This form is to be used for reporting progress semi-annually, for the periods January 1 to June 30 and July 1 to December 31. All grantees should read through 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 F of this form must be completed by all grantees. In section A, subsection A1 must be completed by all grantees. In section C, subsection C2 must be answered. In sections D, E, and subsections A2, C1, C3-C8, grantees must answer an initial question in each section or subsection about whether they engaged in certain activities during the current reporting period. If the response is yes, then the grantee must complete that section/subsection. If the response is no, the rest of that section/subsection is skipped. All information should reflect activities for the current reporting period only.

The activities of volunteers or interns may be reported if they are coordinated or supervised by Rural Program grant-funded staff or if Rural Program grant funds substantially support their activities.

This form must be submitted to OVW within 30 days of the end of the reporting period (July 30 or January 30). *OVW recognizes that some of the information requested in this form will not be available for many projects until they have had sufficient time to implement record-keeping procedures to track the information requested. In the meantime, provide the most accurate and complete information possible with the data you have available.*

If you have any questions about this form or if you need assistance completing the form, call the VAWA Measuring Effectiveness Initiative at the Muskie School of Public Service at 1-800-922-VAWA (8292). Frequently asked questions and other information on the Semi-annual Progress Report can be found at <http://muskie.usm.maine.edu/vawamei/>. If you have questions about your grant, please contact your OVW program specialist at 1-202-307-6026 (TTY: 202-307-2277).

INSTRUCTIONS

Please note: It may be helpful to have the Rural Program Application Guideline and your original grant proposal available at the time you complete this form.

SECTION A1

General Information Grant Information

All grantees must complete this section.

1. Date of report

Enter the date on which you complete this form.

2. Current reporting period

Check the box corresponding to the six-month period for which you are providing information. Then, enter the year for which you are providing information.

3. Grantee name

Enter the name of the organization that received the grant (e.g., Osage Tribe).

4. Grant number

Enter the federal grant number currently assigned to your Rural Program grant.

5. Type of lead agency/organization

Choose the box that best describes the type of lead agency/organization. Check one box only. If you are a state government agency granting funds to other entities, please list the subgrantees in question 56.

6. Point of contact

Provide the name/organization name if different from grantee, mailing address, telephone number, facsimile number, and e-mail address for the person responsible for the day-to-day coordination or administration of the grant.

7. Tribal populations

Check yes if your grant specifically focuses on American Indians and indicate which tribes or nations you serve or intend to serve.

Indian tribe means a tribe, band, pueblo, nation, or other organized group or community of Indians, including any Alaska Native village or regional or village corporation (as defined in, or established pursuant to, the Alaska Native Claims Settlement Act [43 U.S.C. §1601 et seq.]) that is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians.

8. Percentage of grant funds directed to domestic violence and/or child victimization

Report the areas addressed by your Rural Program and estimate the approximate percentage of funds (or resources) committed to each area during the current reporting period. The grantee may choose how to make this determination. If a service addresses both domestic violence and child victimization, split the percentage between the two areas.

EXAMPLE: A victim services agency receives Rural Program funding to offer legal services for victims/survivors of domestic violence and child victimization. During the current reporting period approximately one-quarter of the Rural Program-funded clients are child victimization victims/survivors and the rest are victims/survivors of domestic violence. If all clients receive approximately the same level of services, one could estimate that approximately 25% of the project's funds are directed to child victimization and 75% to domestic violence. However, if the range of services geared toward one population are significantly more comprehensive than those aimed at another, the percentages should be weighted accordingly. If you serve the same number of victims/survivors of domestic violence and child victimization every year, but spend two hours with the adults for every hour with children, you would count this as 66% domestic violence and 33% child victimization.

If your project serves domestic violence victims 60% of the time and provides education on the topics of domestic violence and child victimization for the other 40%, you would count that as 80% domestic violence (60% plus half of the 40% used for education) and 20% child victimization (half of the 40% used for education). The grantee may choose how to make this determination.

Definitions

The Violence Against Women Act defines **domestic violence** to include felony or misdemeanor crimes of violence (including threats or attempts) committed by a current or former spouse of the victim, by a person with whom the victim shares a child in common, by a person who is cohabiting with or has cohabited with the victim as a spouse, by a person similarly situated to a spouse of the victim under the domestic or family violence laws of the jurisdiction receiving grant monies, or by any other adult person against whom a victim is protected from that person's acts under the domestic or family violence laws of the jurisdiction receiving grant monies. It should be understood that domestic 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. This pattern of behavior may include physical or sexual violence, emotional or psychological intimidation, threats, verbal abuse, stalking, isolation, or economic control. In compiling domestic violence figures, grantees should include grant funds directed at dating violence. Domestic violence includes dating violence, which the Violence Against Women Act defines as violence committed by a person who is or has been in a social relationship of a romantic or intimate nature with the victim. The existence of such a relationship is determined by the length of the relationship, the type of relationship, and the frequency of interaction between the persons involved in the relationship.

Child victimization, sexual assault and stalking must occur within the context of domestic violence to be counted on this reporting form.

Child victimization is defined by your state statute. Please consult your state statute and follow its directive regarding child victimization. (Child victimization may be defined in your state statute by a different name, such as child abuse or child endangerment.)

Sexual assault is a continuum of behaviors defined in the Violence Against Women Act (VAWA) to include both sexual assaults committed by offenders who are strangers to the victim, and sexual assaults committed by offenders who are known to, related by blood or marriage to, or in a dating relationship with the victim. VAWA defines sexual assault as any conduct proscribed as sexual abuse by federal statute. Such proscribed behavior includes knowingly causing another person to engage in a sexual act by using force against that other person or by threatening or placing that other person in fear. It also includes engaging in a sexual act with another person after knowingly rendering that person unconscious, or administering to another person by force or threat of force, or without the knowledge or permission of that person, a drug, intoxicant, or other similar substance and thereby substantially impairing the ability of that other person to appraise or control sexual conduct. Sexual assault also includes knowingly engaging in a sexual act with another person if that other person is incapable of appraising the nature of the conduct, or is physically incapable of declining participation in or communicating unwillingness to engage in that sexual act. Sexual assault also includes knowingly engaging in sexual contact with another person without the other person's permission. Finally, the statute proscribes any attempts to commit any of these acts.

Stalking is defined as a course of conduct directed at a specific person that places that person in reasonable fear of the death of, or serious bodily injury to, herself or himself, a member of her/his immediate family, or her/his spouse or intimate partner.

9. Percentage of grant funds directed to prevention activities

Report the approximate percentage of Rural Program grant funds used for prevention activities during the current reporting period.

SECTION
A2

Staff information

If your Rural Program funds were used to fund staff positions during the current reporting period, check yes and answer question 10. If not, check no and skip to Section B.

10. Staff

Report the number of full-time equivalent (FTE) staff funded under this grant during the current reporting period. Include employees who are part time and/or partially funded with these grant funds as well as contractors. Report the average when an employee or contractor was not employed or utilized over the entire reporting period. If staff members fall into two or more categories of job descriptions, divide their time as appropriate. Please count staff members under the most appropriate category, even if the job title does not match exactly. Staff that are not in this list should be reported under *other*. Round to the second decimal.

Administrator: Administrative positions, such as director and fiscal manager.

Program coordinator: Staff who coordinate specific aspects of the program, such as Training Coordinator, Victim Services Coordinator, and Legal Staff Coordinator.

Support staff: Staff who are secretaries, administrative assistants, receptionists.

EXAMPLE 1: If you have one victim advocate whose salary is 100% funded with Rural Program funds and another victim advocate whose salary is 25% funded with Rural Program funds, report 1.25 FTE[TU1].

EXAMPLE 2: A staff member spends 20 hours a week working on projects funded by the Rural Program. She/he spends approximately 10 hours of her/his time coordinating a project, 8 hours providing victim advocacy, and 2 hours as a trainer. Report this person's time as .25 under project coordinator, .20 under victim advocate, and .5 under training staff.

EXAMPLE 3: If an employee was full time for the first three months and had no time on the grant during the last three months of the reporting period, report that staff person as .50 FTE.

EXAMPLE 4: If you contracted with an information technology specialist full time for two months during the reporting period, report that person as .33 FTE.

SECTION
B

Purpose Areas

All grantees must complete this section.

11. Purpose areas

Check all purpose area(s) engaged in with Rural Program grant funds during the current reporting period, even if those activities are different from the purpose area(s) indicated in your original application for funding or in previous reports.

12. Program priority areas addressed by your grant

In addition to the purpose areas identified in question eleven, the Rural Grant Program Application and Program Guidelines may have identified several program priorities that would receive priority consideration. If your project addressed any of these priority areas during the current reporting period, list them. Because these priority areas may change each year's program guidelines, you should consult the grant guidelines for the fiscal year for which you received your grant funds and/or your grant application.

SECTION C1 Function Areas Training

If your Rural Program funds were used for training during the current reporting period, check yes and answer questions 13-15. If not, check no and skip to C2.

For the purposes of this reporting form, **training** means providing information on domestic violence and/or child victimization that enables a person to improve her/his response to victims/survivors as it relates to her/his role in the system. In this subsection, report information on training activities. **Education** means providing general information that will increase awareness of domestic violence and/or child victimization. Community education events should be reported in subsection C5.

13. Training provided

Report the total number of training events provided during the current reporting period that were either provided by Rural Program-funded staff or directly supported by Rural Program funds. If non-grant funded staff were sent to training with Rural Program funds, count the training as an event. Staff development training provided to Rural Program-funded staff should not be counted.

If a trainer is partially funded by the Rural Program grant and partially funded by other sources, develop a system to determine which training activities were supported by Rural Program funds. You may choose how to determine this count, however, do not count training activities on more than one grant report form.

Example 1: A full-time trainer is hired by your agency. Half of her salary is paid by the Rural Program Grant, and half through other means. You choose to count alternate trainings that she conducts as Rural Program grant-funded training.

Example 2: A full-time trainer is hired by your agency. Half of her salary is paid by the Rural Program Grant, and half through other means. You choose to count only the trainings that take place in rural areas and/or that include content on rural issues as Rural Program grant-funded.

Example 3: You use Rural Program funds to send five judges to the same judicial institute. Count this as one event, and report five (5) court personnel trained.

14. Number of people trained

Report the total number of people trained by Rural Program-funded staff (or at a training event primarily supported by Rural Program funds) during the current reporting period. Use the category that is most descriptive of the people who attended the training. If you are unable to determine the disciplines represented at a training event, report those people under "multidisciplinary group." Rural Program-funded staff (including subgrantees) attending training should not be counted.

Community advocacy organization: Generally social change organizations that provide advocacy and support to reduce barriers for a particular constituency through education, policy development, and services. Examples include the National Indian Council on Aging, National Congress of American Indians, National Alliance for the Mentally Ill, etc.

15. Training content areas

Check the topics addressed in training events during the current reporting period. Check all that apply. Do not include topics of staff development training attended by Rural Program-funded staff or Rural Program-funded subgrantees (if attendance at the training is covered by the Rural Program grant).

SECTION C2 Coordinated Community Response

All grantees must answer question 16.

16. Coordinated community response activities

Check the appropriate boxes to indicate the agencies or organizations, even if they are not Memorandum of Understanding (MOU) partners, that you provided victim/survivor referrals to, received victim/survivor referrals from, engaged in consultation regarding victims/survivors with, provided technical assistance

regarding victims/survivors 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. You should also count the meetings attended by staff who are partially funded by your Rural Program grant. If the meeting was with a task force, you should check all attendees. In the last column, indicate the agencies or organizations with which you have an MOU for purposes of the Rural Program grant.

SECTION
C3

Policies

If Rural Program grant funds were used to develop, substantially revise and/or implement policies or protocols during the current reporting period, check yes and answer question 17. If not, check no and skip to C4.

17. Types of protocols or policies developed, substantially revised, and/or implemented

Check the boxes that describe policies or protocols developed, substantially revised and/or implemented with Rural Program funds during the current reporting period. Check boxes under "Tribal" if the topic of the policy or protocol was tribal related/initiated. Check boxes under "Non-tribal" if it was not tribal related/initiated. Check all that apply.

Develop: To create a new policy or protocol.

Substantially revise: To make a significant amendment to an existing policy or protocol.

Implement: To carry out a new or revised policy or protocol as standard practice.

EXAMPLE 1: (Develop) The Attorney General's Office did not have a policy concerning appropriate responses to victims/survivors living in rural areas. During the current reporting period, Rural Program-funded staff assisted with the development of a policy for responding appropriately to victims/survivors living in rural areas. You report this activity during the current reporting period because the development of the policy was completed.

EXAMPLE 2: (Substantially revise) The Attorney General's Office had a policy concerning appropriate response to victims/survivors living in rural areas, but it did not include child victimization. During the current reporting period, Rural Program-funded staff assisted with the amendment of the policy to include appropriate response to child victimization within the context of domestic violence. You report this activity during the current reporting period because the amendments were completed and the policy was revised.

EXAMPLE 3: (Implemented) The Attorney General's Office amended their policy concerning appropriate response to victims/survivors living in rural areas. During the current reporting period Rural Program-funded staff provided support for the distribution of the new protocols and the support necessary for the new protocols to become standard practice within the agency. You would report this activity during the current reporting period because the protocol became standard practice. You would not continue to report this same activity on future reporting forms.

SECTION
C4

Products

If Rural Program funds were used to develop, substantially revise or distribute products during the current reporting period, answer questions 18. If not, check no and skip to section C5.

18. Use of Rural Program funds for product development, substantial revision, or distribution

Report the number of products developed, substantially revised, or distributed with Rural Program grant funds during the current reporting period. Report the number of new products developed or substantially revised during the current reporting period; the title/topic; intended audience for each product developed, revised, 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 or substantially revised during the current reporting period whether or not they were used or distributed, and on products that were previously developed or revised and were used or distributed during the current reporting period.

EXAMPLE: You used Rural Program funds to develop a training curriculum to help law enforcement officers identify predominant aggressors. You distributed 50 copies at a train-the trainer event. You also used Rural Program funds to translate and distribute 200 copies of a brochure developed during a previous reporting period. Finally, you developed a new brochure for battered immigrant women, although no copies were distributed during the current reporting period. You would report this as follows:

Products	Number developed or revised	Title/topic	Intended audience	Number used or distributed	Other languages
Brochures		Dónde Recibir Ayuda para Victimas de la Violencia de la Familia/domestic violence services	victims/survivors	200	Spanish
	1	Battered Immigrant Women: Know Your Rights /legal rights of battered immigrant women	victims/survivors		
Training curricula	1	Identification of Predominant Aggressors/identifying predominant aggressors	law enforcement officers	50	

SECTION C5

Community Education

If Rural Program funds were used for community education during the current reporting period, check yes and answer questions 19-21. If not, check no and skip to C6.

For the purposes of this reporting form, **education** means providing general information that will increase awareness of domestic violence and/or child victimization. In this subsection, report information on community education activities. **Training** means providing information on domestic violence and/or child victimization that enables a person to improve her/his response to victims/survivors as it relates to her/his role in the system. Report training activities in subsection C1.

19. Education events

Report the total number of education events provided during the current reporting period that were either provided by Rural Program-funded staff or directly supported by Rural Program funds.

20. Number of people educated

Report the number of people attending education events by the category that best describes the attendees. Report only on Rural Program-funded education events provided during the current reporting period. Do not count psychoeducational services for victims/survivors or batterer intervention programs in this section.

In this form, **psychoeducation** refers the education of a victim/survivor, family member, or offender about domestic violence and/or child victimization issues as part of the goals of intervention, treatment, and/or rehabilitation. Psychoeducation involves teaching people about a problem, what to do about it, and how to recognize signs of the problem so that they can get help before the problem worsens or occurs again.

21. Topics of education events provided with Rural Program funds

Indicate all topics covered in education events provided by your Rural Program funds during the current reporting period. Do not count psychoeducational services for victims/survivors or batterer intervention programs in this section. Check all that apply.

SECTION
C6

Data Collection and Communication Systems

If your Rural Program funds were used for data collection and/or communication systems during the current reporting period, answer questions 22-23. If not, skip to C7.

22. Use of Rural Program funds for data collection and/or communications systems

Indicate whether Rural Program funds were used to develop, expand, or link data collection and/or communications systems or to purchase computers or other equipment during the current reporting period. Check all that apply.

23. Purpose of data collection and/or communication systems

Indicate which types of information are being identified or tracked using this technology. Check all that apply.

SECTION
C7

Specialized Units

If your Rural Program grant funded staff as part of a specialized unit in any of the categories listed, or if Rural Program funds were used to directly support a specialized unit, check yes and answer question 24. If not, check no and skip to C8.

24. Use of Rural Program funds for specialized units

Indicate how Rural Program funds were utilized for a specialized unit(s), according to the unit type, during the current reporting period. Check all that apply.

Specialized unit: A centralized or coordinated group, unit, or dedicated staff of police officers, prosecutors, probation officers, or judges responsible for domestic violence cases. A specialized unit may consist of one person, even if that person is partially funded by your Rural Program grant.

SECTION
C8

System Improvement

If your Rural Program funds were used to support system improvement during the current reporting period, check yes and answer question 25. If not, check no and skip to Section D.

25. Use of Rural Program funds for system improvement

Indicate the system improvement activities engaged in during the current reporting period and identify the system(s) in which the improvement occurred. Check all that apply.

SECTION
D

Victim Services

If your Rural Program funds were used to provide direct services to victims/survivors during the current reporting period, check yes and answer questions 26-33. If not, check no and skip to section E.

Only provide information in this section that represents victims served and services provided with Rural Program funding. Report all victim services provided, whether provided by a victim services agency, or by staff providing victim services within law enforcement, prosecution, or the court system. Report criminal justice activities, such as 911 calls, investigations, and prosecutions, only in section E.

26. Number of victims/survivors and children served, partially served, and victims/survivors and children seeking services who were not served

To the best of your ability, report unduplicated numbers for victims/survivors and children who were served, partially served, and victims/survivors and children who sought services but were not served, during the current reporting period. Victims/survivors and children should be counted during every reporting period that they receive services.

Victims/survivors and children who are inappropriately referred or who do not respond to outreach efforts should not be counted. Victims/survivors and children who receive services funded through other means also should not be counted here. Only count victims/survivors and children who request services that are available from your agency and that are funded through the Rural Program grant.

Adults or emancipated minors who are victims/survivors of domestic violence, and people of any age who are victims/survivors of dating violence, should be counted as **“Domestic violence victims/survivors.”**

Victims/survivors of child victimization (within the context of domestic violence) and the children of domestic violence victims/survivors should be counted as **“Children.”** Children may be served even if the parent or guardian is not seeking or receiving services, as long as the parent or guardian is a victim/survivor of domestic violence.

- A. Victims/survivors served** are those who received the service(s) they needed, if those services are provided under Rural Program grant.
- B. Victims/survivors partially served** are those who received some service(s), but not all of the services they needed, if those services are provided under your Rural Program grant.
- C. Victims/survivors seeking services who were not served** are those who sought services and did not receive the needed service(s), if those services are provided under your Rural Program grant.

Note: If you receive a call or request for service from someone who is NOT a victim/survivor of domestic violence, or if the person is a victim/ survivor but is requesting a service you do NOT provide under your grant, that person should NOT BE COUNTED.

EXAMPLE 1, “Served”: A domestic violence victim/survivor calls your project looking for assistance obtaining a protection order. You assist her with the paperwork and with the filing and service of the emergency protection order and accompany her to the protection order hearing three weeks later. This victim has received a range of the services you provide under your Rural Program grant and should be counted as “served.”

EXAMPLE 2, “Partially served”: A victim/survivor whose ex-husband has been charged with stalking comes into the prosecutor’s office to talk about her case. Your advocate explains the process to her, what she can expect, the different hearings that will take place, etc. She asks the advocate to attend the arraignment with her, but, even though this is a service funded under the Rural Program grant, the advocate already is scheduled to be in another court on that date. This victim received information from your advocate, but not the other services she needed that you normally provide under your grant. She should be counted as “partially served.”

EXAMPLE 3, “Not served”: A woman is assaulted by the person she is dating. She asks an advocate to accompany her to get a protection order, but no advocate is available. This is a service your project is funded to provide under your Rural Program grant. You are unable to provide the needed service, therefore she should be counted as “not served.”

(Examples 4A, 4B, and 4C use the same scenario to illustrate how the three categories of “served,” “partially served,” and “not served” should be applied to the varying responses the victim/survivor received.)

EXAMPLE 4

- A.** *A domestic violence victim/survivor calls your project looking for assistance in obtaining a protection order and support. You assist her with the paperwork and with the filing and service of the emergency protection order, accompany her to the protection order hearing three weeks later, and she joins a support group. This victim/survivor has received a range of the services you provide under your Rural Program grant and should be counted as “served.”*
- B.** *A domestic violence victim/survivor calls your project looking for assistance obtaining a protection order and support. You assist her with the paperwork and with the filing and service of the emergency protection order, and accompany her to the protection order hearing three weeks later. However, your individual and group support services are full and you can not provide this service. This victim/survivor has received some, but not all, of the services you provide under your Rural Program grant and should be counted as “partially served.”*
- C.** *A domestic violence victim/survivor calls your project looking for assistance in obtaining a protection order and support. You have a waiting list for all services and cannot provide her any services at this time. When your services become available, you cannot locate her. This victim/survivor has not received any of the services you provide under your Rural Program grant and should be counted as “not served.”*

EXAMPLE 5: A domestic violence victim/survivor calls your project looking for shelter and counseling services for herself and her two children. You provide these services under your Rural Program grant. You provide shelter for the family but are not able to provide counseling to the children because your children's advocate has resigned. You would count this as one domestic violence victim/survivor "served," and two children "partially served."

EXAMPLE 6: A woman requests shelter and counseling services for herself and her two children, because her partner has abused her two children. However, the perpetrator has not abused the woman, only the children. Since these children were not victims in the context of domestic violence, you would not count them at all, even if you provide services through another funding source.

EXAMPLE 7: A parent calls your project seeking information and support services for her 14-year old daughter, who is being abused by her boyfriend. You are able to provide the girl with advocacy and she joins a support group. You would count this as one domestic violence victim/survivor "served." Although she is a child, dating violence is counted as domestic violence.

27. Reasons victims/survivors and children seeking services were not served or were partially served

Report the reasons that victims/survivors seeking services were not served or were partially served by checking all that apply. OVW acknowledges that funded programs may not be able to serve all victims/survivors that request services. This information is being collected to identify unmet needs and barriers to service.

Program reached capacity: Program is operating at full capacity. Victims/survivors may be placed on a waiting list.

Program unable to provide service due to limited resources/priority-setting: Program has set priorities (e.g., that they will only represent victims/survivors in protection order hearings who are in imminent danger, or who have complex legal issues related to their protection orders) and is unable to serve victims/survivors who do not meet the priority criteria because of limited resources.

Need not documented: Determination is made that there is not sufficient basis to provide the services requested by the victim/survivor. For example, a victim/survivor requests shelter even though she has had no contact or threats from her batterer for more than two years and she is not in danger. Therefore, the need for shelter is not documented, even though she is a victim/survivor.

Did not meet eligibility or statutory requirements: Victim/survivor does not meet eligibility requirements of program or does not meet requirements of statute.

Program rules not acceptable to victim/survivor: Although eligible for services under the grant, a victim/survivor is not willing to comply with rules of the program. For example, a program maintains a 10:00 p.m. curfew and the victim/survivor does not agree with the curfew.

Services not appropriate for victim/survivor: For any reason, the services available under the grant are not appropriate for a victim/survivor.

Transportation problems: Victim/survivor is unable to arrange for transportation to receive services. This includes situations in which public transportation is available but cannot be paid for.

Conflict of interest: The program cannot serve the victim/survivor because current or previous relationships with that victim/survivor or other parties related to that victim/survivor would interfere with the ability of the program to serve that victim/survivor. For example, the program is currently serving a victim/survivor. Her partner, identifying as a victim, requests to join the same support group as the person you are already serving.

Services inappropriate or inadequate for people with substance abuse problems: Staff are not able, for any reason, to provide appropriate or adequate services for victims/survivors with substance abuse problems.

Services inappropriate or inadequate for people with mental health problems: Staff are not able, for any reason, to provide appropriate or adequate services for victims/survivors with mental health problems.

Victim/survivor accompanied by male adolescent: Although shelter services are provided under the grant, your shelter has rules prohibiting adolescent males from residing in the shelter, and the victim/survivor refuses to go to the shelter without the child. Therefore, the victim/survivor is denied shelter services.

Inadequate language capacity (including sign language): Interpreter services not available or not available at the time the victim/survivor is seeking services.

Insufficient/lack of culturally appropriate services: Service currently provided under the grant are not culturally appropriate for the victim/survivor.

Insufficient/lack of services for people with disabilities: The services provided under the grant are not accessible to people with disabilities. For example, a shelter does not allow a care attendant to accompany a victim/survivor to the shelter, which prevents her from being able to use shelter services.

Geographic or other isolation of victim/survivor: Staff or volunteers cannot serve the victim due to geographic distance or isolation.

Hours of operation: The hours the organization provides services are not consistent with the hours the victim/survivor is available to receive needed services.

Other: Describe any other reason for not serving that is not captured above.

28. Demographics of victims/survivors and children served or partially served

Report the number of victims/survivors and children served or partially served by demographic characteristics, for those counted in items 26A and 26B. The total number of victims/survivors and children reported in this question may be higher than the sum reported in items 26A and 26B (with the exception of gender and age). The demographic categories listed under this question are mandated by the federal Office of Management and Budget and are consistent with those employed by the U.S. Census.

Race/ethnicity: Report the race or ethnicity with which the victim/survivor identifies. You may count victims/survivors in more than one of the race/ethnicity categories.

Gender: Report the gender of each victim/survivor or if the gender is unknown, report it as unknown. This is an unduplicated count, and the total number for gender should equal the sum of 26A and 26B.

Age: Report the number of victims/survivors served in the applicable age category. This is an unduplicated count, and the total number for age should equal the sum of 26A and 26B.

People with disabilities: Count victims/survivors with a significant limitation in activities of daily living as people with disabilities. This may include people who are vision impaired, people who are hearing impaired, people with developmental disabilities and people with diagnosed mental illness, if their activities are so limited.

People with limited English proficiency: Report the number of victims/survivors served who have limited English proficiency. Individuals who do not speak English as their primary language and who have limited ability to read, write, speak, or understand English can be counted as having limited English proficiency.

People who are immigrants/refugees/asylum seekers: Where possible, report the number of victims/survivors who are immigrants, refugees, or asylum seekers. This is not a question about immigration or legal status.

People who live in rural areas: Report the number of victims/survivors who live in a rural area or community. *(If you do not know if an area is rural, you may use the following definition: A rural area is any area or community, respectively, no part of which is within an area designated as a standard metropolitan statistical area by the Office of Management and Budget, consistent with the U.S. Census; or any area or community, respectively, that is within an area designated as a metropolitan statistical area or considered as a part of a metropolitan statistical area and is located in a rural census tract. You may also check the following website to determine if a community is considered an urban area or urban cluster: <http://www.census.gov/geo/www/ua/uainfo.html#lists>)*

EXAMPLE 1: You serve a 20 year old woman who is a victim/survivor of domestic violence who identifies as American Indian and Latina whose primary language is Lakota and who does not read or write English. Count this as a domestic violence victim/survivor under Race/Ethnicity (American Indian and Latina), Gender (Female), Age (18-25), and as a person with limited English proficiency.

EXAMPLE 2: A 16 year old girl receives counseling services after being abused by her romantic partner. Report her as a victim/survivor rather than as a child because victims/survivors of dating violence are counted as victims/survivors of domestic violence..

EXAMPLE 3: A 6 year old child is abused by her mother's batterer. You provide services to both the mother and child. Report the mother's demographics under "victim/survivor" and the child's demographics under "children."

29. Victims/survivors' and children's relationship to offender

Indicate the relationship of the victim/survivor or child to the offender. If a victim/survivor was victimized by more than one perpetrator, report the victim/survivor's relationship to each offender. The number of victims/survivors and children reported here may total more than the sum of 26A and 26B.

Current or former spouse or intimate partner: Any relationship included in the definition of domestic violence in these instructions.

Parent, step-parent or guardian: Any person in a parental role due to relationship by blood, marriage, adoption or legal designation. The intimate partner of a parent or guardian may also be counted here.
Other family or household member: Any other family member, such as siblings, grandparents, uncles or aunts, etc.
Dating relationship: A social relationship of a romantic or intimate nature. The existence of such a relationship is determined by the following factors: 1) length of the relationship; 2) type of relationship; and 3) frequency of the interaction between the persons involved.

30. Victim services

Report the number of victims/survivors provided with hotline calls; crisis intervention; hospital response; support group/counseling services; criminal justice advocacy/court accompaniment; civil legal advocacy; civil legal assistance; victim-witness notification; victim/survivor advocacy; child advocacy; or supervised visitation and exchange; or other services not listed. Count a victim/survivor only once for each type of service provided during the reporting period. The number of victims/survivors reported here may total more than the sum of 26A and 26B. A victim/survivor may be counted more than once, if that person received more than one of the listed services. Report shelter services only in question 32.

Hotline calls: Crisis or information and referral calls received by an agency's hotline or office telephone.
Crisis intervention: 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 only crisis intervention that occurs in person. Report telephone crisis intervention under hotline calls.
Hospital response: Accompanying or meeting a victim at the hospital, e.g., for a forensic exam.
Support group/counseling services: Individual or group counseling or support provided by a volunteer, peer, or professional.
Criminal justice advocacy/court accompaniment: Assisting a victim/survivor with legal issues including 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.
Civil legal advocacy/court accompaniment: Assisting a victim/survivor with legal issues including preparing paperwork for protection orders; accompanying a victim/survivor to a protection order hearing or other civil proceeding; and all other advocacy within the civil justice system.
Civil legal assistance: Civil legal services provided by an attorney.
Victim-witness notification: Notifying victims/survivors of case status, hearing dates, providing information regarding criminal process
Victim/survivor advocacy: Actions designed to help the victim/survivor obtain needed support, resources or services including employment, housing, shelter services, health care, victim's compensation, etc. Advocacy would also include accompanying a victim/survivor to an administrative hearing, such as unemployment, Social Security, TANF, or food stamp hearing.
Child advocacy: Actions designed to help the child obtain needed resources or services, such as advocating a change of schools. Advocacy would also include guardian ad litem services.
Supervised visitation or exchange: Supervising visitation or exchange of children with the non-custodial parent.

31. Shelter Services

Report the total number of domestic violence victims/survivors and accompanying family members who received emergency shelter or transitional housing that was funded with your Rural Program grant. Report the total number of bed days provided in emergency shelter or transitional housing to victims/survivors and family members. Emergency shelter can be safe houses or hotel/motel accommodations. Bed days are determined by multiplying the total number of nights each victim/survivor and family member stays in a shelter by the number of victims/survivors and family members served.

EXAMPLE: Ten domestic violence victims/survivors stayed in the emergency shelter for 5 days each and each was accompanied by 3 family members who also stayed for 5 nights each, this would be reported as follows:

Shelter service	Number of victim/survivors	Number of family members (include all children here)	Number of bed days
Emergency shelter	10	30	200
Transitional housing			

Emergency shelter: Victim/survivor is housed in a safe, sometimes confidential place that provides 24-hour access to living quarters. Emergency shelter can also be safe-homes (generally private homes allowing a victim/survivor who is in immediate danger to stay for a short period of time on an emergency basis) and hotel accommodations.

Transitional housing: Housing units either in apartment or single-family units. This housing often includes a case management component that would include a work plan for what the client will accomplish while staying at the facility. Victims/survivors and their children are offered the array of direct services that the victim service agency offers other clients such as court advocacy, assistance in getting TANF, WIC, job training, child care, legal assistance, permanent housing, vouchers, support and educational groups, and other services.

32. Protection orders

Report the numbers of temporary and/or final protection orders requested and granted for which Rural Program-funded victim services staff provided assistance to victims/survivors during the current reporting period. This should include all orders having the force of law that are designed to protect the victim/survivor from contact with the offender during the pendency of the order. They may be referred to as “no contact” or “stay away” orders in your jurisdiction, and they may be criminal or civil. Temporary orders are generally issued *ex parte*, meaning without a court hearing, for a short period of time (e.g., 30 days), and final orders are issued after a court hearing, for a longer period of time (e.g., two years). For all instances in which Rural Program-funded victim services staff provided assistance to the victim/survivor in obtaining such an order, the number of those orders requested and granted should be reported here. Protection orders include those ordered on the behalf of children.

33. Referrals to and from Child Protective Services

Report the number of referrals made to and/or received from Child Protective Services. Count each child covered in a referral as one referral. A Rural Program grant-funded staff must have served the child or the child’s parent or guardian for the referral to be counted here.

SECTION

E1

Criminal Justice System Law Enforcement

If your Rural Program grant was used for law enforcement, check yes and answer questions 34-36. If your Rural Program funds were not used for law enforcement, check no and skip to E2.

For the purposes of the Rural Program, grant funds may be used to address sexual assault, stalking and child victimization only within the context of domestic violence.

If your Rural Program grant provides funding only for training, victim services, or other activities in Section C, and does not provide funding for the types of law enforcement activities listed below, do not complete this section.

EXAMPLE 1: Your Rural Program grant provides funding only for a law enforcement officer to provide training to other staff in your police department regarding best practices in responding to domestic violence incidents. You report the training data in subsection C1, and DO NOT complete this section since no law enforcement activities were funded.

34. Domestic violence activities

Report on any of the following activities you engaged in relating to domestic violence cases/incidents during the current reporting period, by providing a total number for those activities.

For the purpose of the law enforcement section of this report, each incident is one case and may involve one or more offenses and/or one or more victims/survivors. Each case/incident may also involve one or more offenders. For example, each time a law enforcement officer responds to a domestic violence call, it is one incident or case.

Calls for assistance: All 911 and other calls made to law enforcement reporting on or requesting assistance in domestic violence incidents.

Incident reports: All responses to a domestic violence incident as reported on an incident report.

Cases/incidents investigated: All cases in which evidence was collected and witnesses were interviewed relating to a domestic violence incident.

Arrests of predominant aggressor: Responses by law enforcement in which only the primary aggressor is arrested.

Dual arrests: Responses by law enforcement in which both parties involved in the domestic violence incident were arrested. (Dual arrests are discouraged by OVW. It is a goal of this office to reduce the number of dual arrests.)

Protection/ex parte/temporary restraining orders served: All instances in which these types of orders have been served on domestic violence offenders.

Arrests for violation of bail bond: All instances in which arrests were made of offenders charged with domestic violence, who violated conditions set out in their bail bonds.

Enforcement of warrants: All instances in which warrants relating to domestic violence offenses were enforced.

Arrests for violation of protection order: All instances in which arrests were made of offenders who violated conditions of protection orders obtained by victims/survivors of domestic violence crimes.

Protection orders issued: (to be answered only by grantees in jurisdictions that allow law enforcement personnel to issue or to request the issuance of no contact, protection or restraining orders in cases of domestic violence) All orders issued by law enforcement or at the request of law enforcement in a domestic violence case.

Referrals of cases to prosecutor: Number of domestic violence cases/incidents that were referred to the prosecutor's office. These cases may involve multiple offenses.

Referrals of federal firearms charges to federal prosecutor or federal law enforcement: Number of cases/incidents involving firearms that were referred to a federal prosecutor or federal law enforcement agency.

35. Child victimization activities

Report on any of the following activities you engaged in relating to child victimization cases/incidents during the current reporting period, by providing a total number for those activities. The child victimization must have occurred within the context of domestic violence for it to be counted here.

For the purpose of the law enforcement section of this report, each incident is one case and may involve one or more offenses and/or one or more victims/survivors. Each case/incident may also involve one or more offenders. For example, each time a law enforcement officer responds to a child victimization call, it is one incident or case.

Cases/incidents investigated: All cases in which evidence was collected and witnesses were interviewed relating to a child victimization incident.

Arrests of offender: All responses by law enforcement in which the offender is arrested.

Referrals of cases to prosecutor: Number of child victimization cases/incidents that were referred to the prosecutor's office. These cases may involve multiple offenses.

Referrals to child protective services: Number of referrals made to child protective services.

36. Protection orders

Report the total number of temporary and/or final protection orders requested and granted for which Rural Program-funded law enforcement officers provided assistance to victims/survivors during the current reporting period. This should include all orders having the force of law that are designed to protect the victim/survivor from contact with the offender during the pendency of the order. They may be referred to as "no contact" or "stay away" orders in your jurisdiction, and they may be civil or criminal. Temporary orders are generally issued *ex parte*, meaning without a court hearing, for a short period of time (e.g., 30 days), and final orders are issued after a court hearing for a longer period of time (e.g., two years). For all instances in which law enforcement provided assistance to the victim/survivor in obtaining such an order, the number of those orders requested and granted should be reported here. Protection orders include those ordered on behalf of children.

SECTION
E2

Prosecution

If your Rural Program grant was used for prosecution, check yes and answer questions 37-41. If your Rural Program funds were not used for prosecution, check no and skip to E3.

For the purposes of the Rural Program, grant funds may be used to address sexual assault, stalking and child victimization only within the context of domestic violence

If your Rural Program grant provides funding only for training, victim services, or other activities in Section C, and does not provide funding for prosecution activities, do not complete this section.

EXAMPLE 1: Your project receives Rural Program funding for a victim witness specialist housed in the prosecutor's office who works with victims/survivors and witnesses in domestic violence cases. This is the only activity funded with the Rural Program grant. You have reported data in Section D on victim services provided by the specialist. You do not complete this section, because your Rural Program funded employee did not engage in prosecution activities.

37. Number of domestic violence and child victimization cases referred, charged, and not charged

- a. Number of case referrals received in the current reporting period:** Report the number of new domestic violence and child victimization cases referred from law enforcement during the current reporting period. Each case would reflect an incident responded to and reported on by law enforcement, and may involve one or more offenses.
- b. Number of cases in which charges were filed during the current reporting period:** Report the number of domestic violence and child victimization cases referred from law enforcement in which formal charges were filed.
- c. Number of cases in which an affirmative decision was made not to file charges:** Report the number of domestic violence and child victimization cases referred from law enforcement in which decisions were made not to bring charges.
- d. Number of cases transferred to a higher or lower court.** Report the number of domestic violence and child victimization cases referred to a higher or lower court for any reason.

38. Number of pending charges and number of new offenses charged

Report the total number of domestic violence and child victimization charges pending from the previous reporting period and new offenses charged during the current reporting period. If you have not previously filed a semi-annual report, include all charges pending at the beginning of the current reporting period as "pending charges." Child victimization must have occurred within the context of domestic violence for it to be counted here.

Misdemeanor and felony domestic violence offenses include any assaults, battery, vandalism, or other offenses that occurred in a domestic violence incident (including dating violence). Your state law or tribal code does not have to name the offense "domestic violence" or for it to be counted here.

Misdemeanor and felony child victimization offenses include any assaults, battery, neglect, or other offenses that occurred in a child victimization incident. Child victimization is defined by your state statute or tribal code. Your state law or tribal code does not have to name the offense "child victimization" or for it to be counted here.

Sexual assault and stalking offenses should only be used to report offenses against victims/survivors of domestic violence (including dating violence), not children. Report sexual assault and stalking offenses against children as child victimization offenses.

If you are a tribal prosecutor, report on charges handled in tribal court. Charges referred to federal and state entities for prosecution should be reported in item 40.

39. Disposition of charges

Report the disposition of listed types of cases that occurred during the current reporting period, including dismissals, deferred adjudications, convictions, and acquittals.

Dismissed: Report cases that were dismissed, and indicate if the reason for dismissal was the request of victim, lack of evidence or other reason.

Deferred adjudication: Report cases in which there was a deferred adjudication. Deferred adjudication is a process where the judge requires the defendant to adhere to certain terms. If a defendant successfully completes those terms, the case is then dismissed.

Convicted: Report cases in which there was a conviction, and indicate whether the offender was found guilty of the highest offense charged, found guilty of a lesser offense, plead guilty to a lesser offense, or other.

Acquitted: Report cases in which the offender was acquitted.

40. Tribal grantees

If you are a tribal agency or government, report the number of felony domestic violence and child victimization cases that were referred to state or federal prosecutors for prosecution during the current reporting period.

41. Protection orders

Report the numbers of temporary and/or final protection orders requested and granted, for which Rural Program-funded prosecutors provided assistance to victims/survivors during the current reporting period. This should include all orders having the force of law that are designed to protect the victim/survivor from contact with the offender during the pendency of the order. They may be referred to as “no contact” or “stay away” orders in your jurisdiction, and they may be civil or criminal. Temporary orders are generally issued *ex parte*, meaning without a court hearing, for a short period of time (e.g., 30 days), and final orders are issued after a court hearing, for a longer period of time (e.g., two years). For all instances in which prosecutors funded under the Rural Program provided assistance to the victim/survivor in obtaining such an order, the number of those orders requested and granted should be reported here. Protection orders include those ordered on behalf of children.

SECTION E3

Courts

If your Rural Program grant was used for courts, check yes and answer questions 42-46. If your Rural Program funds were not used for courts, check no and skip to E4.

For the purposes of the Rural Program, grant funds may be used to address sexual assault, stalking and child victimization only within the context of domestic violence

If your Rural Program grant provides funding only for training, victim services, or other activities in Section C, and does not provide funding for court activities, do not complete this section.

EXAMPLE 1: Your Rural Program grant only funds a victim-witness specialist employed by the court who provides information and support to victims/survivors involved in court proceedings. You would complete Section D on victim services. However, you would not complete this subsection because the grant did not fund any court activities.

42. Number of criminal charges

Report the total number of domestic violence and child victimization cases carried over from the previous reporting period and new cases opened during the current reporting period. Child victimization must have occurred within the context of domestic violence for it to be counted here.

Misdemeanor and felony domestic violence offenses include any assaults, battery, vandalism, or other offenses that occurred in a domestic violence incident (including dating violence). Your state law or tribal code does not have to name the offense “domestic violence” or for it to be counted here.

Misdemeanor and felony child victimization offenses include any assaults, battery, neglect, or other offenses that occurred in a child victimization incident. Child victimization is defined by your state statute or tribal code. Your state law or tribal code does not have to name the offense “child victimization” or for it to be counted here.

Sexual assault and stalking offenses should only be used to report offenses against victims/survivors of domestic violence (including dating violence), not children. Report sexual assault and stalking offenses against children as child victimization offenses.

Cases pending: Report cases that were opened in the previous reporting period and are still active. If you have not previously filed a semi-annual report, include all pending cases at the beginning of the current reporting period.

New cases: Report new criminal cases opened during the current reporting period.

43. Disposition of criminal charges

Report the disposition of listed types of cases that occurred during the current reporting period, including dismissals, deferred adjudications, convictions, and acquittals.

Dismissed: Report cases that were dismissed, and indicate if the reason for dismissal was the request of victim, lack of evidence or other reason.

Deferred adjudication: Report cases in which there was a deferred adjudication. Deferred adjudication is a process by which the judge requires the defendant to adhere to certain terms prior to any adjudication of guilt. If a defendant successfully fulfills those terms, the charges against that defendant are dismissed.

Convicted: Report cases that resulted in convictions.

Acquitted: Report cases that resulted in acquittals.

44. Judicial monitoring

Report the number of cases reviewed by the court for compliance with conditions of probation or other court-ordered conditions, or for violations of those conditions. Also report the total number of review hearings conducted. Include judicial monitoring that occurs in family and juvenile courts.

45. Dispositions of violations reviewed

Report the number of domestic violence and child victimization cases in which there were dispositions of violations during the current reporting period. If violations occurred but no hearing was held, or if the hearing was continued and not resolved during the current reporting period, do not report during this reporting period. If a violation occurred in a previous reporting period but was heard and disposed of during the current reporting period, that should be counted during this reporting period. Only report when there was a final adjudication of the violation. A case may be counted more than once if there were multiple violations with dispositions during the current reporting period. This question refers specifically to violations of judicial monitoring reported in question 44.

No action taken: No action is taken by the presiding judge or magistrate.

Warning: The offender is given a warning of future consequences.

Fine: A fine is imposed on the offender.

Conditions added: Conditions are added to offender's term of probation.

Partial revocation: The offender is ordered to serve part of suspended sentence.

Probation revoked/incarcerated: The offender's probation is revoked and the offender is ordered to serve the entire sentence.

46. Civil protection orders

Report the numbers of requests received for temporary protection orders and final protection orders and the total number of temporary protection orders and final protection orders granted during the current reporting period in the court receiving funds under the Rural Program. This should include all civil orders having the force of law that are designed to protect the victim/survivor from contact with the offender during the pendency of the order. These may be referred to as "no contact" or "stay away" orders in your jurisdiction. Temporary orders are generally issued *ex parte*, meaning without a court hearing, for a short period of time (e.g., 30 days), and final orders are issued after a court hearing, for a longer period of time (e.g., two years). Protection orders include those ordered on behalf of children.

SECTION
E4

Probation and Parole

If your Rural Program funds were used for probation and parole, check yes and answer questions 47-49. If your Rural Program funds were not used for probation and parole, check no and skip to section E5.

For the purposes of the Rural Program, grant funds may be used to address sexual assault, stalking and child victimization only within the context of domestic violence.

47. Number of cases

Report the total number of continuing and new cases involving offenders charged with domestic violence, child victimization, or both. This is an unduplicated count. If you have not previously filed a semi-annual report, include all pending cases at the beginning of the current reporting period as "cases pending." Child victimization cases are reported only if they occurred within the context of domestic violence.

Domestic violence offenses include any assaults, battery, vandalism, or other offenses that occurred in a domestic violence incident (including dating violence). Your state law or tribal code does not have to name the offense "domestic violence" or for it to be counted here.

Child victimization offenses include any assaults, battery, neglect, or other offenses that occurred in a child victimization incident. Child victimization is defined by your state statute or tribal code. Your state law or tribal code does not have to name the offense "child victimization" or for it to be counted here.

48. Monitoring activities

For new and continuing cases reported in question 47, report the number of the monitoring activities engaged in during the current reporting period. In the second column, "number of offenders," report the total number of offenders who were monitored by the probation office during the current reporting period, by the type of contact. This should be an unduplicated count of offenders for each type of contact. In the third column "total contacts," report the total number of times offenders were contacted, by the type of contact.

Face-to-face meeting with offender: The probation officer has regularly scheduled (e.g., once or twice a week) in-person meetings with the offender, consistent with terms of probation.

Telephone contact with offender: The probation officer has regularly scheduled or unscheduled contact with the offender by telephone.

Unscheduled surveillance of offender: The probation officer observes specific locations (e.g., victim/survivor's home, offender's workplace) or monitors the whereabouts of the offender with or without the offender's prior knowledge.

For new and continuing cases reported in question 47, report the number of times the probation office engaged in outreach to a victim/survivor of domestic violence or child victimization (only include child victimization that occurred in the context of domestic violence). In the second column, "number of victims/survivors," report the total number of victims/survivors who were contacted by the probation office during the current reporting period. This should be an unduplicated count of victims/survivors. In the third column "total contacts," report the total number of times victims/survivors were contacted.

Outreach to domestic violence victims/survivors (including dating violence): The probation officer has telephone or in-person contact with the victim/survivor to provide information about the terms of the offender's probation and inquire about the child's safety.

Outreach to child victims/survivors: The probation officer has telephone or in-person contact with the victim/survivor or the child's non-offending parent/guardian to provide information about the terms of the offender's probation and inquire about the victim/survivor's safety.

49. Dispositions of probation violations

For all domestic violence or child victimization cases in which dispositions of violations occurred during the current reporting period, report what action was taken in response to the violation.

SECTION
E5

Batterer Intervention Program (BIP)

If your Rural Program funds were used for BIP, check yes and answer questions 50-52. If your Rural Program funds were not used for BIP, check no and skip to section F.

50. Offenders in program

Report the number of continuing and new offenders in your BIP during the current reporting period. If you have not previously filed a semi-annual report, include all cases at the beginning of the current reporting period as "offenders continuing in BIP."

51. Outcomes

Report the number of domestic violence offenders in your BIP who successfully completed the program, who were terminated from the program, and who returned after termination during the current reporting period.

52. Length of BIP in weeks

Report the number of weeks batterers are expected to remain in the program to achieve successful completion. If you have programs of more than one length, report the number and the length of each type of program.

SECTION
F

Narrative

All grantees must answer question 53.

Please limit your response to four pages for this question.

53. Report on the status of the goals and objectives for this grant.

Using Appendix A, report on the status of the goals and objectives for your Rural Program grant as of the end of the current reporting period whether they were identified in your grant proposal or have been added or revised. Indicate whether the activities related to your objectives 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 this reporting period, you must provide an explanation.

EXAMPLE: The current reporting period for this grantee is July through December.

Objective: Improved coordination and increased referrals from child protective services agency.

Activity: Train child protective service workers working in areas to identify domestic violence.

Status: Delayed.

Comments: There has been staff turnover at the child protective services agency and our training was not able to be held at the originally scheduled time. We have rescheduled the training for February 4.

All grantees must answer questions 54 and 55 on an annual basis. Submit responses on January to June reporting form only.

Please limit your response to two pages for each question.

54. What do you see as the most significant areas of remaining need, with regard to meeting the needs of victims/survivors of domestic violence and their children, and offender accountability?

Consider geographic regions, underserved populations, service delivery systems and challenges and barriers unique to your state or service area.

EXAMPLE: We still need to reach the frontier areas of our service area. These areas are isolated by distance and geography. Cell phones do not work in these areas and many families live off the grid.

There is no regular law enforcement or other services in these areas, so battered women and their children are particularly vulnerable.

55. What has Rural Program funding allowed you to do that you could not do prior to receiving this funding?

Report on activities or services you have able to provide because of Rural Program funding. This might include expansion of service areas and populations served, expansion of the services offered to victims/survivors.

EXAMPLE: Prior to receiving Rural Program funding, our rural program served 60 domestic violence victims per year. Due to Rural Program funding, in the first 6 months of this year, we served 120 domestic violence victims.

Question 56 is optional.

Please limit your response to two pages for this question.

56. Provide any additional information that you would like us to know about your Rural Program grant and/or the effectiveness of your grant.

If you have other data or information regarding your program that would more fully or accurately reflect the effectiveness of your Rural Program grant than the data you've been asked to provide on this form, answer this question. If you have not already done so elsewhere on this form, 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.

EXAMPLE: Through funding provided by the Rural Program grant, we have improved our working relationships with Child Protective Services (CPS) and the Family Court. We feel the women we serve are understood better by CPS workers and Family Court judges. CPS is much more likely to refer a battered woman whose children have been abused to our shelter than they were before we began training CPS workers. The Family Court judges now really seem to understand the connection between domestic violence and child victimization.