

BUREAU OF JUSTICE ASSISTANCE

# FY23 NATIONAL SEXUAL ASSAULT KIT INITIATIVE GRANTEE ORIENTATION

JANUARY 30, 2024



# Presenters



**Dr. Angela Williamson** – Supervisor, Forensics Unit/FBI ViCAP Liaison



**Carey Hendricks** – Policy Advisor, Forensics Unit



**Lauren Troy** – Grants Management Specialist



**Mila Hago** – Grants Management Specialist



**Tiffany Johnston** – Grants Management Specialist

# Agenda

## BJA Introductions – Policy and Programs Offices

## Office of Justice Programs (OJP) and Bureau of Justice Assistance (BJA) Overview

## SAKI Grant Program Requirements

- Award Conditions
- Reporting Requirements
- Budget Considerations

## Grants Management Best Practices

- Publication Review Process
- Grant Award Modifications
- BJA Monitoring
- Sub-Awards vs. Contracts
- Subrecipient Policies & Procedures
- Procurement

## Resources

## Q&A

# What is the Office of Justice Programs?

- The Office of Justice Programs (OJP) provides grant funding, training, research, and statistics to the criminal justice community.
- OJP is one of three grant-making components of the Department of Justice along with the **Office on Violence Against Women (OVW)** and the **Office of Community Oriented Policing Services (COPS)**.

**BJA** – Bureau of Justice Assistance



**BJS** – Bureau of Justice Statistics



**NIJ** – National Institute of Justice



**OVC** – Office for Victims of Crime



**OJJDP** – Office of Juvenile Justice and Delinquency Prevention



**SMART** – Office of Sex Offender Sentencing, Monitoring, Apprehending, Registering, and Tracking

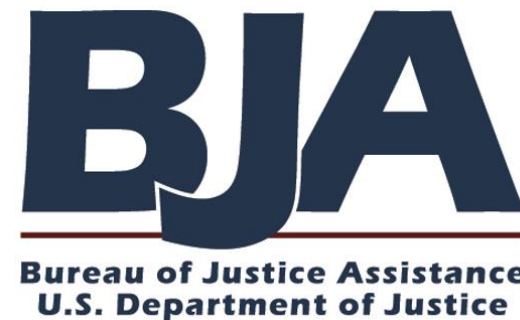




# U.S. Department of Justice Bureau of Justice Assistance

**Mission:** BJA's mission is to provide leadership and services in grant administration and criminal justice policy development to support state, local, and tribal justice strategies to achieve safer communities. BJA works with communities, governments, and nonprofit organizations to reduce crime, recidivism, and unnecessary confinement, and promote a safe and fair criminal justice system.

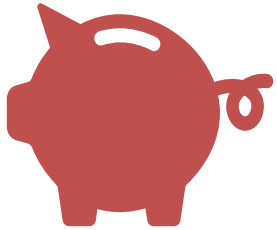
**Karhlton F. Moore, BJA Director**



<https://bja.ojp.gov/>



# How BJA Supports the Field



## Investments

Provide diverse funding to accomplish goals.



## Sharing Knowledge

Research, develop, and deliver what works to build capacity and improve outcomes.



## Engagement

Consult, connect, and convene.

# National Sexual Assault Kit Initiative (SAKI) Program Overview

The goal of the SAKI is the creation of a multi-disciplinary response that ensures just resolution of violent cold case crimes, particularly those that are sexually motivated, through a victim-centered approach.

SAKI provides funding to:

- Support multidisciplinary response teams to inventory, track, and expeditiously test previously unsubmitted SAKs (including partially tested kits) and secondary evidence as appropriate.
- Collect and test lawfully owed DNA from offenders as well as develop policies surrounding arrestee DNA collection.
- Produce necessary protocols and policies to improve collaboration among laboratories, police, prosecutors, and victim service providers.
- Provide resources to address the sexual assault investigations and prosecutions that result from evidence and CODIS hits produced by tested SAKs.
- Optimize victim notification protocols and services.
- Address the lack of criminal justice resources for other violent cold case crimes.

# **SAKI Grant Program Requirements**

- 1. Award Conditions**
- 2. Reporting Requirements**
- 3. Budget Considerations:  
Allowable/Unallowable**





# Poll Question

**Is there an award condition that your agency has the most questions on, or have struggled to address in the past?**

Certification of Inventory

Budget Clearance

National Environmental Policy Act (NEPA)

Indirect Costs

# Award Conditions

Award conditions are terms & conditions of the award. By accepting the award, you agree to comply with them.

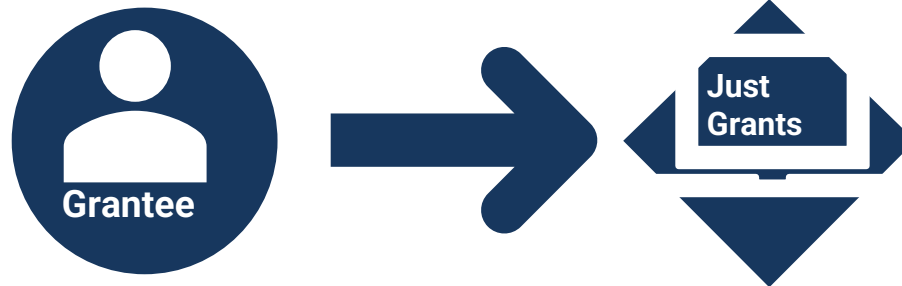
| Standard Award Conditions   | SAKI - Specific Award Conditions  | Withholding Award Conditions                 | Award Conditions (FAQs)   |
|---|---|--|---|
| Grant Award Administrator and Financial Manager - Completion of "OJP financial management and grant administration training" required*    | SAKI – Withholding of Funds for Completed Inventory (ALL grantees will work with <i>RTI</i> directly to address this requirement) | Budget conditional clearance                 | Submission of BJA published materials                           |
| Comply with the requirements of 28 C.F.R. Part 46 and all OJP policies and procedures regarding the protection of human research subjects | SAKI – Withhold of Funds for Completed Inventory (PA 6)   | Indirect Costs                               | FFATA Reporting Subawards and Executive Compensation (\$30,000) |
| Subawards - all subawards require federal authorization   | NEPA Environmental Assessment* (grantee will work with <b>The Clark Group</b> directly to address this requirement).              | Research Evaluation Independence & Integrity |   |
|   |   | Application Attachments                      |   |

# Reporting Requirements

| Report                                | Purpose   | Completed in:                            | Submitted in: | Report Due Date   |
|---------------------------------------|---|--|---------------|---|
| <b>Performance Report</b>             | <ul style="list-style-type: none"> <li>To identify your (grantee) successes and potential areas of improvement.</li> <li>To help us (BJA/DOJ) understand your (grantee) activity and progress</li> <li>To help us (BJA/DOJ) understand what funds are being used for</li> </ul> | Performance Management Tool System (PMT) | JustGrants    | The PMT includes performance measures (completed and <b>submitted quarterly in PMT</b> ) and narrative questions ( <b>submitted semiannually in the PMT</b> ). The PMT report is generated and submitted semi-annually in JustGrants. |
| <b>Federal Financial Report (FFR)</b> | SAKI grantees are required to report their financial activity for the previous 3 months of their award.   | JustGrants                               | JustGrants    | The FFRs are due quarterly.   |

# Federal Financial Reporting

Grantee logs into the JustGrants System/



Grantee (Manager) completes their Federal Financial Report on a **quarterly basis** in the **JustGrants system**.

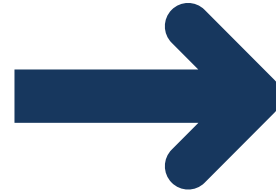
For each FFR report, grantees should enter cumulative expenditure amounts for each reporting period.

- i** **Helpful Tip:** Grantees can always check the JustGrants Federal Financial Report (FFR) due dates in the **Federal Financial Report** tab of their award account.

# Performance Reporting

**Step 1:** Grantee logs in to the PMT System.

**Note:** The PMT system is a separate and independent system from the JustGrants system.



**Step 2:** Grantee completes the SAKI PMT Report on a quarterly basis in the PMT.



**Step 3:** On a semi-annual basis, grantee reports on the Goals and Objectives and generates a PDF of the PMT report for submission into the JustGrants system.



**Step 4:** Grantee uploads and submits a PMT report (via PDF) on a semi-annual basis in the JustGrants system.



**Step 5:** BJA Programs reviews PMT report and requests revisions if necessary.



Grantees should ensure the correct PMT report is submitted for the appropriate reporting period.

# Why Does BJA Use Performance Measures?



To identify areas of success and potential areas of improvement



To track grant activity and progress towards program goals



To understand how funds are being distributed



To comply with the law

# Poll Question

Do you understand the requirement of Performance Reporting?

Yes

No

# Goals and Objectives

| Goal  | Status  | Progress and Barriers   | Planned Activities  |
|---|---|---|---|
| <ul style="list-style-type: none"> <li>Goals are set for the duration of your project and should remain consistent throughout each Report.</li> <li>Goals should be SMART: Specific; Measurable; Achievable; Relevant; Time Bound.</li> </ul> | <p>The status of the goal may change from one reporting period to the next – there are prepopulated options in the PMT.</p> | <ul style="list-style-type: none"> <li>Progress, achievements, and challenges towards each goal should be reported here for the last two quarters.</li> <li>Detailed narrative should be specific and clearly demonstrate the work completed in the last 6 months as it relates to each specific goal.</li> </ul> | <p>Anticipated activities, as they relate to a particular goal, should be outlined for the next 6 months.</p> |

Note: The Goals and Objectives narrative section of the Performance Management Tool (PMT) Report generates semi-annually.



# SMART Goals

| Purpose Area          | Goals and Objectives  |
|-----------------------|---|
| <b>Purpose Area 1</b> | <p>Goal: Eliminate the backlog of previously unsubmitted SAKs by conducting an inventory of all SAKs within the first 6 months of the project and testing all eligible SAKs at a rate of 100/month.</p>   |
| <b>Purpose Area 3</b> | <p>Goal: Increase the efficacy of national DNA databases by collecting, testing, and uploading DNA samples from convicted offenders who legally owe DNA.</p> <p>Objectives:</p> <ul style="list-style-type: none"> <li>• Conduct a comprehensive census within the first year of the project to identify eligible convicted offenders who could be linked with the jurisdiction’s previously unsubmitted SAKs and who should have samples in CODIS.</li> <li>• Formulate a DNA collection plan within the first year of the project that will target the collection of DNA from convicted offenders who have a high likelihood of being linked to cases associated with the jurisdiction’s unsubmitted SAKs.</li> <li>• Collect, test, and upload to CODIS lawfully owed DNA samples from convicted offenders who are confirmed as not in CODIS and who legally owe DNA.</li> </ul> |

# SMART Goals

| Purpose Area          | Goals and Objectives  |
|-----------------------|---|
| <b>Purpose Area 4</b> | <p>Goal: Facilitate a coordinated community response to sexual assault through a victim-centered approach.</p> <p>Objectives:</p> <ul style="list-style-type: none"> <li>• Form (within the first year of the project) and maintain an MDT group to oversee the investigation and prosecution of cases, victim engagement and services.</li> <li>• Investigate and prosecute cases through to final adjudication throughout the project period.</li> <li>• Launch a public awareness campaign within 6 months of receiving the grant to keep the public updated on the sexual assault reform efforts and encourage victim engagement.</li> <li>• Engage with victims, on rolling bases as appropriate, to provide support and services throughout the investigation/prosecution of cases resulting from SAK testing.</li> </ul> |

# SMART Goals

| Purpose Area                 | Goals and Objectives   |
|------------------------------|--|
| <p><b>Purpose Area 5</b></p> | <p>Goal: Implement sustainable changes in policies and procedures that ensure unsubmitted kits never accumulate again, enhance overall response to sexually motivated crimes, and maintain a victim-centered focus.</p> <ul style="list-style-type: none"> <li>• Objectives:</li> <li>• Develop policies and procedures that require all law enforcement agencies to submit newly collected SAKs to a forensic crime laboratory within 30 days and require the forensic lab to test the submitted kits within a specified timeframe.</li> <li>• Require mandatory training for all law enforcement officers on sexually motivated crimes.</li> <li>• Require a victim advocate to be available to all survivors of sexually motivated crimes.</li> </ul> |

# SMART Goals


| Purpose Area          | Goals and Objectives   |
|-----------------------|--|
| <b>Purpose Area 6</b> | <p>Goal: To implement a comprehensive approach to resolve violent crime cold cases which are not sexually motivated.</p> <p>Objectives:</p> <ul style="list-style-type: none"> <li>• Inventory all unresolved violent crime cold cases in the jurisdiction’s possession within the first 6 months of the project period.</li> <li>• Create, within the first 6 months, a multidisciplinary working group that convenes regularly to identify and address the individual, organizational, and systemic factors that led to the high number of unresolved violent crime cold cases in the jurisdiction.</li> <li>• Establish and implement processes that prioritize the investigation and adjudication of violent crime cold cases identified through the inventory.</li> </ul> |

Note: The PMT report for PA6 is currently under development. Until the PMT reporting is established, grantees should fill out the PDF of Purpose Area 6 questions and submit as an attachment in JustGrants. The PDF of the questions can be found here: <https://bja.ojp.gov/funding/performance-measures/saki-pa6.pdf>.


# Budget Considerations

To be allowable under federal awards, costs must be reasonable, allocable, and necessary to the project. In addition, they must comply with funding statute requirements.

## Allowable uses of funding include:

- 
- Directly support activities to inventory, track, and expeditiously test previously **unsubmitted SAKs**.
  - Provide resources to address the sexual assault investigations and prosecutions **that result from evidence and CODIS hits produced by the tested SAKs**.
  - Produce necessary protocols and policies to improve collaboration among laboratories, police, prosecutors, and victim service providers.
  - Optimize victim notification protocols and services.

## Unallowable uses of SAKI funds include:

- 
- Victim services such as emergency financial aid, shelter, food, transportation costs (NOT related to their case).
  - Lab equipment.
  - Testing of current SAKs.
  - Investigations and prosecutions of current sexual assault cases.

Please reference the DOJ Grants Financial Guide at <https://www.ojp.gov/funding/financialguidedojo/overview>, as well as the FY23 SAKI solicitation for Purpose Area notes on allowable costs, at <https://bja.ojp.gov/funding/opportunities/o-bja-2021-94003>.

# Budget Considerations



- All Indirect cost rates must be current and approved.
- Training Requests: *requires prior BJA approval for each specific training.*



## Allowable uses of funding include:

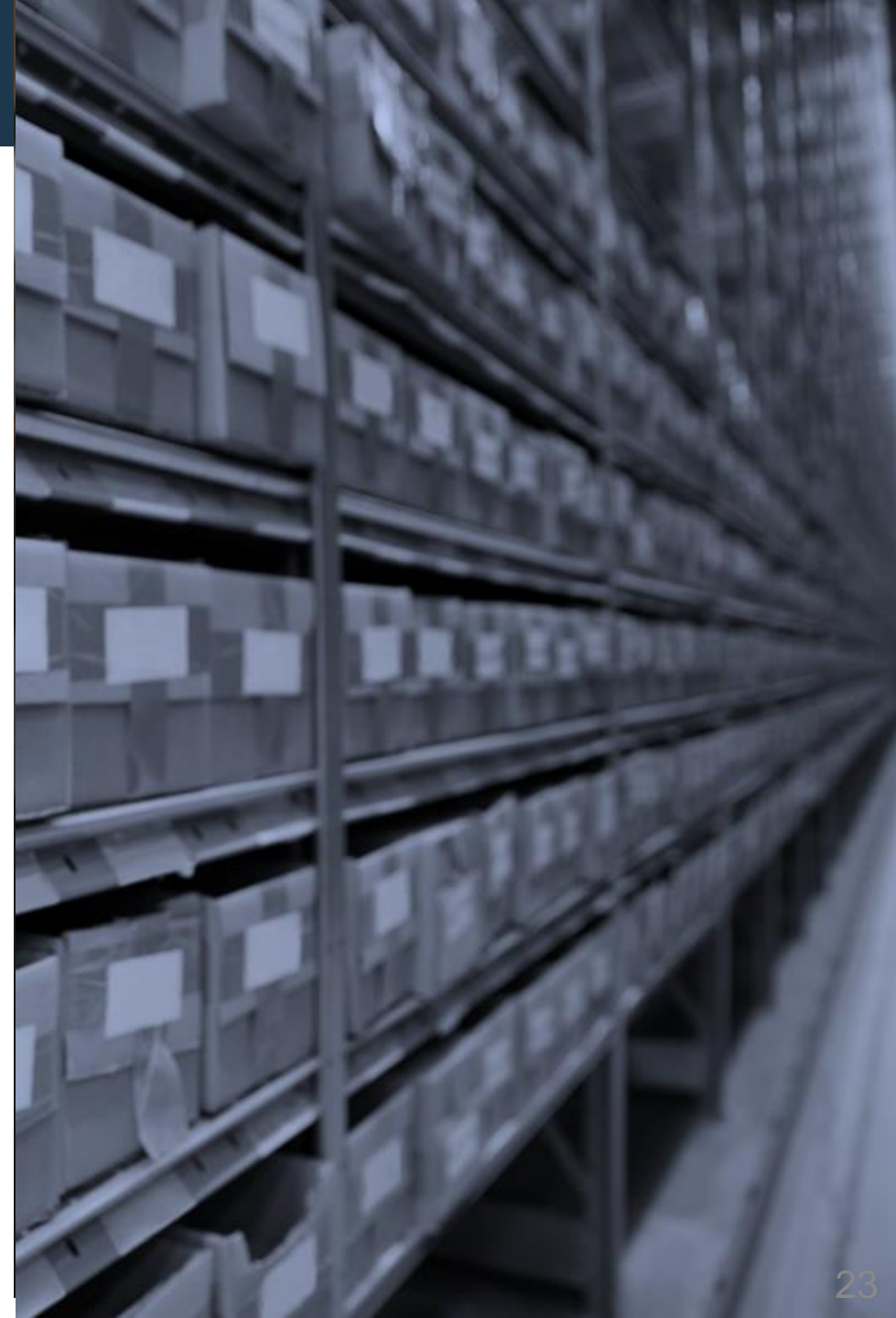
- Collecting and testing lawfully owed DNA from offenders/arrestees.
- Setting aside travel funds to attend the annual BJA SAKI Conference.



Be sure to learn more about funding opportunities offered by Department of Justice:  
Office for Victims of Crime (OCV): <https://ovc.ojp.gov/funding/types-of-funding>  
Office on Violence Against Women (OVW): <https://www.justice.gov/ovw/how-apply>

# Grants Management Best Practices

1. Publication Review Process
2. Grant Award Modifications
3. BJA Monitoring
4. Sub-Awards vs. Contracts
5. Subrecipient Policies & Procedures
6. Procurement



# Publication Review Process

***Award Condition: The recipient agrees to submit to BJA for review and approval any curricula, training materials, proposed publications, reports, or any other written materials that will be published, including web-based materials and web site content, through funds from this grant at least thirty (30) working days prior to the targeted dissemination date.***

Any written, visual, or audio publications, with the exception of press releases, whether published at the grantee's or government's expense, shall contain the following statement:



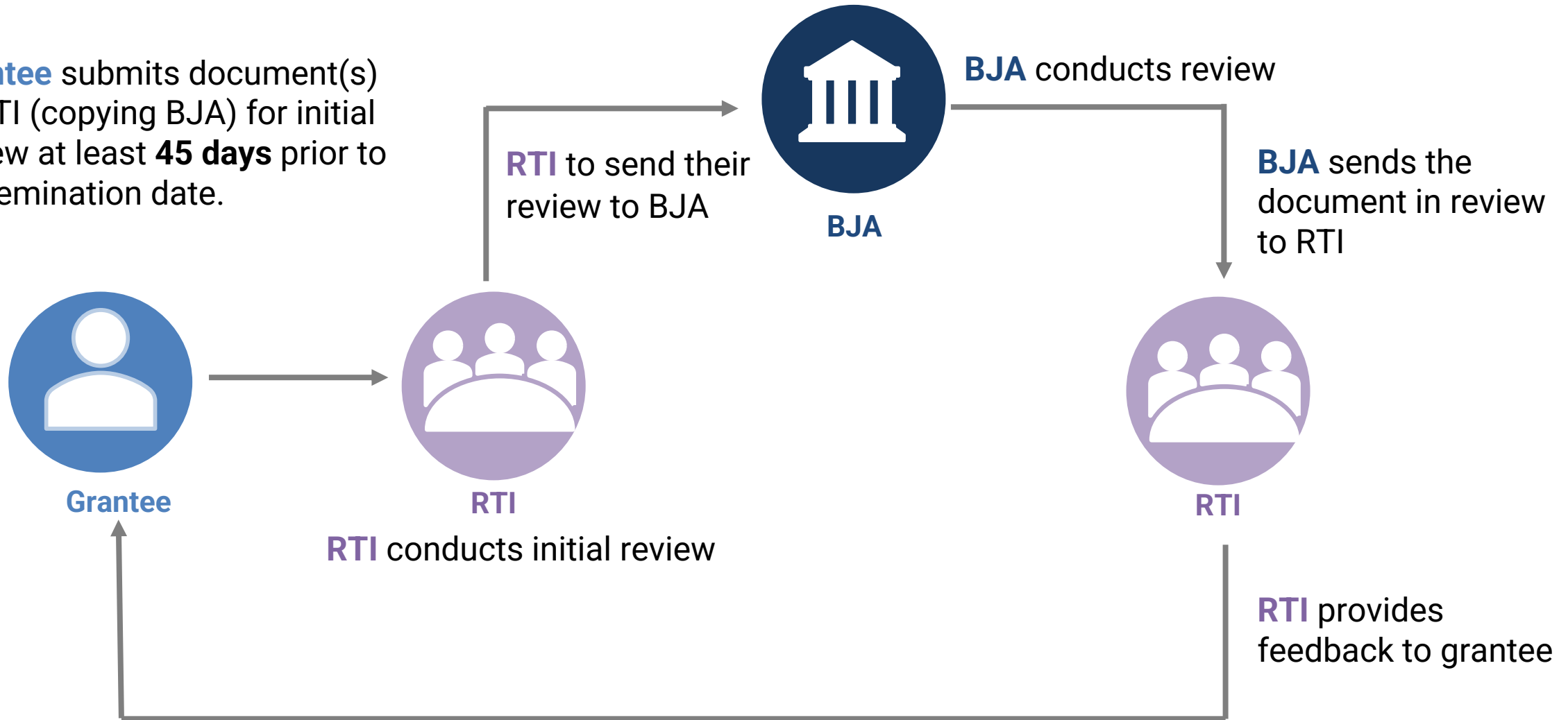
**"This project was supported by Grant No. <AWARD\_NUMBER> awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice."**

The current edition of the DOJ Grants Financial Guide provides guidance on allowable printing and publication activities.



# Publication Review Process

**Grantee** submits document(s) to RTI (copying BJA) for initial review at least **45 days** prior to dissemination date.



**Grantee** has 7 business days to address any feedback.

# Grant Award Modifications (GAM) Overview

- A GAM is used to request changes that require prior approval.
- The assigned GAA must submit GAMs in JustGrants.

## Programmatic

- Programmatic Costs GAM (costs requiring prior approval)
- Scope Change GAMs (alter programmatic activities, add subaward, change the project site, or change key staff)

## Financial

- Budget Clearance GAM
- Budget Modification GAM (moving more than 10% of funds, or adding funds into a category previously at \$0)
- Sole Source GAM for any sole source procurement in excess of simplified acquisition threshold (currently \$250,000)

**BEST PRACTICE:** Contact your BJA Grant Manager if you have questions prior to submitting a GAM.

Resource: <https://justicegrants.usdoj.gov/training/training-grant-award-modifications>

# GAM: Project Period Extension

- Must be requested through JustGrants at least 30 days prior to the current end date.
- Must include narrative justification and a revised timeline. **Extensions should not be requested solely to expend remaining funds.**
- Generally, no more than one extension not to exceed 12 months is approved. OJP will consider exceptions on a case-by-case basis.

**See the DOJ Grants Financial Guide for all requirements and contact your Grant Manager with any questions.**



# BJA Monitoring

**Performance report** – submitted semi-annually

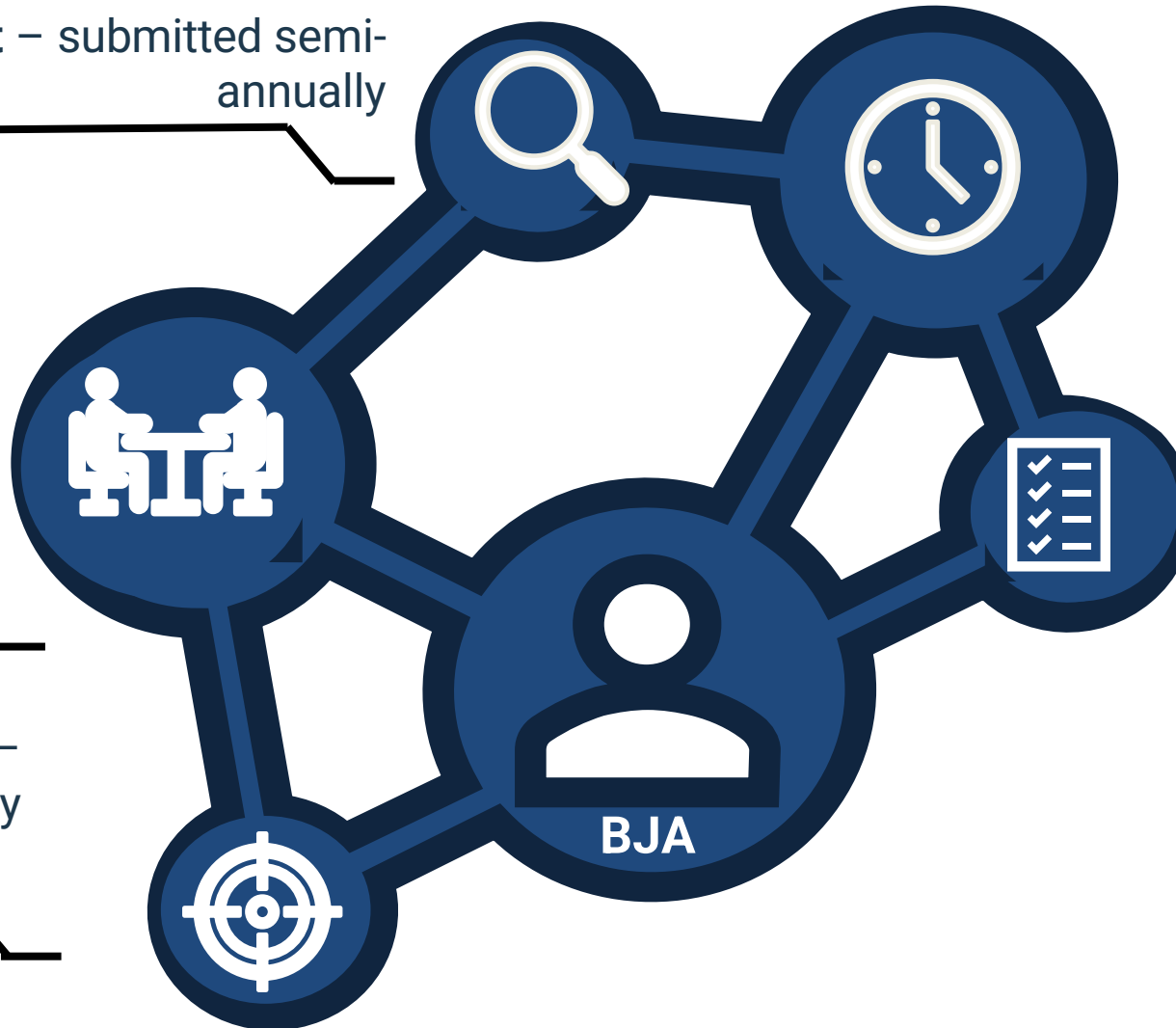
**Site Visit** – conducted at any point in the grant project period if selected by program office or OCFO

**Remote In-depth Monitoring** – conducted at any point in the grant project period if selected by program office or OCFO

**BJA will monitor grant recipients to ensure they are:**

- Doing what was proposed and approved
- Meeting programmatic, administrative, and fiscal requirements
- Identifying and resolving problems and/or issues
- Receiving needed training and guidance

**Desk Review** – conducted annually



# Poll Question

What aspect of grant administration does your agency find the most challenging or confusing?

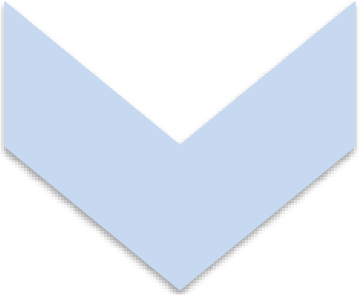
Subrecipient Management Requirements

Procurement Transactions

Difference between Sub-Award and Procurement Contracts

Reporting Requirements

# Common Areas of Noncompliance




**Grant Award Administrator and Financial Manager: Financial Management and Grant Administration Training** – must be completed within 120 days of the award. Noncompliance will result in your funds being frozen. Training can be found here: <http://www.ojp.gov/training/fmts.htm>.

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## FFATA Reporting

- Prime recipients of awards \$30,000 or more, must report on any first-tier subawards and subcontracts of \$30,000 or more no later than end of the month following subaward.
  - To help navigate the submission process, user guides, FAQs, and online demos are available at: [www.fsrs.gov/resources](http://www.fsrs.gov/resources).
  - For more information about FFATA, see: <http://ojp.gov/funding/Apply/Resources/FFATASubawardReportingWebcast.wmv>.
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**Mis-classification of Sub-Awards vs. Contracts under OJP awards** – grantees must make this determination.

# Common Areas of Noncompliance



**Subaward Management and Monitoring** – grantees must maintain written policies and procedures for its subrecipient award process to ensure it meets the requirements as laid out in 2 C.F.R. § 200.303 and 200.331. These policies and procedures should have specific sections around pre-award and post-award responsibilities.

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**Procurement transactions** – grantees must conduct all procurement transactions in a manner to provide the maximum extent practical, open and free competition.

# Sub-Awards vs. Contracts

There are significant differences between a subaward and a procurement contract, including how those entities are selected and monitored.

OJP has developed the following guidance documents to help clarify the differences between subawards and procurement contracts under an OJP award and outline the compliance and reporting requirements for each. OJP grantees are encouraged to use the Checklist to help them determine if pass through funding is considered a sub-award or Procurement Contracts.

This information can be accessed online at <https://ojp.gov/training/subawards-procurement.htm>.

Additional resources include:

- [Subawards under OJP Awards and Procurement Contracts under Awards: A Toolkit for OJP Recipients](#)
- [Checklist to Determine Subrecipient or Contractor Classification](#)
- [Sole Source Justification Fact Sheet and Sole Source Review Checklist](#)



# Sub-Awards vs. Contracts

## Sub-award

- Determines who is eligible to receive what federal assistance under the program guidelines.
- Has its performance measured in relation to whether objectives of a federal program were met.
- Has responsibility for programmatic decision making.
- Is responsible for adherence to applicable program requirements specified in the federal award.
- In accordance with its agreement, uses the federal funds to carry out a program for a public purpose specified in authorizing statute, as opposed to providing goods or services for the benefit of the pass-through entity.

## Contracts

- Provides the goods and services within normal business operations.
- Provides similar goods or services to many different purchasers.
- Normally operates in a competitive environment.
- Provides goods or services that are ancillary to the operation of the federal program.
- Is not subject to compliance requirements of the federal program as a result of the agreement, though similar requirements may apply for other reasons.

# Sub-Awards vs. Contracts

## Examples of Sub-awards

- Funding a rape crisis center to provide services/advocacy
- Funding a prosecutor's office to prosecute cold cases resulting from testing of SAKs
- Funding a research partner to conduct data analysis

## Examples of Procurement Contracts

- Contracting with a commercial lab to test the SAKs
- Contracting with an IT vendor to build out a SAK tracking system
- Contracting with a staffing agency to help meet project staffing needs

# Subrecipient Policies and Procedures



The pass-through entity must develop and maintain written policies and procedures for its subrecipient award process to ensure it meets the requirements as laid out in 2 C.F.R. 200.303 and 200.332.



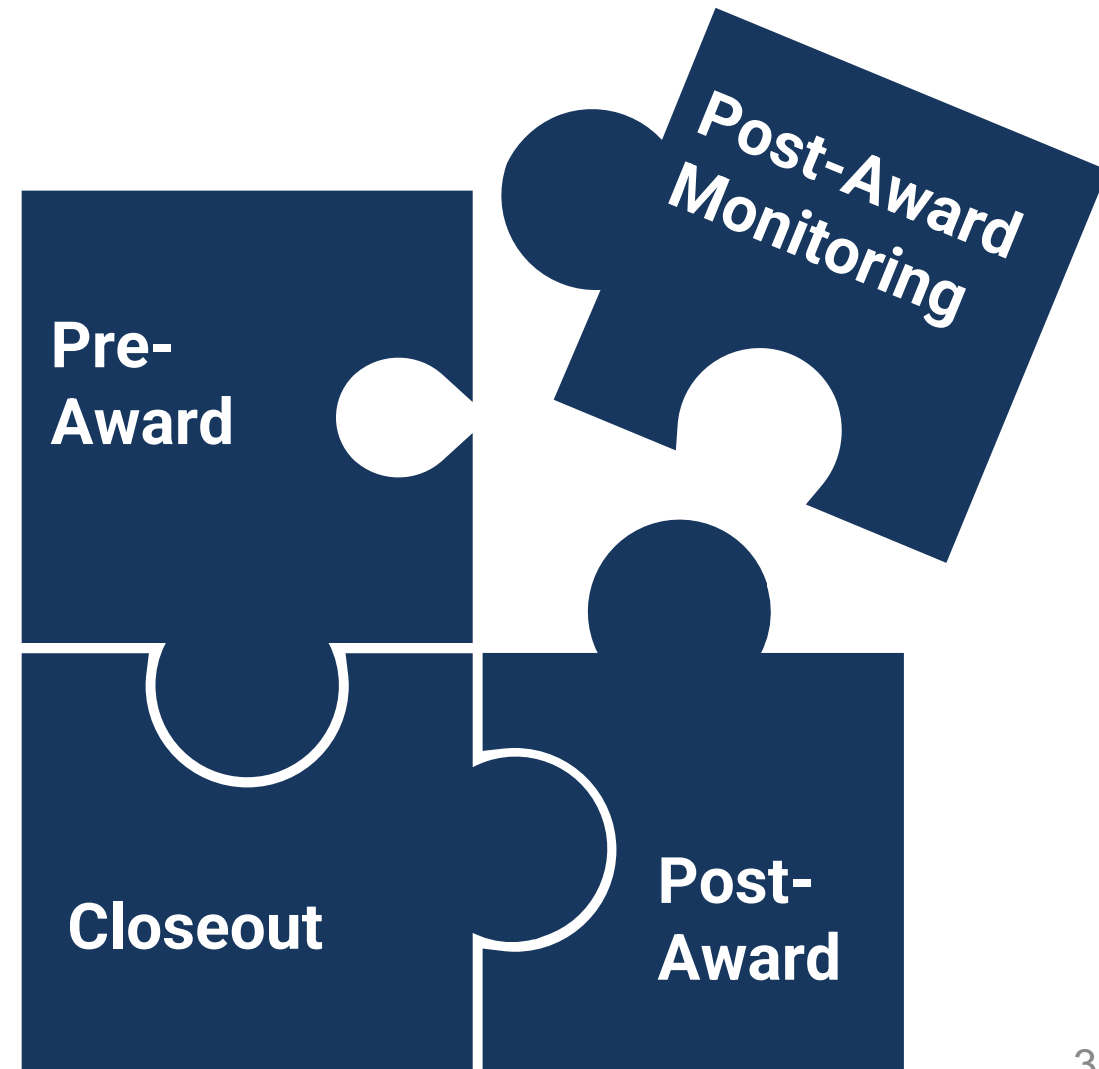
These policies and procedures should have specific sections around pre-award and post-award responsibilities and include a process for closing out subawards.



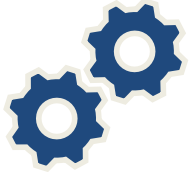
Policies and procedures must be in writing and clearly describe the pass-through entity's responsibility for managing subrecipient's activities throughout the award lifecycle.



For in-depth discussion on this requirement, watch the **Subrecipient Policies and Procedures Webinar**  
Link: <https://bja.ojp.gov/media/video/41256>



# Procurement Overview



All procurement transactions must be conducted in a manner to provide the maximum extent practical, open and free competition

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Grantees should follow their local/state guidelines for procurement

When deciding the specific processes for bids, timelines, and how the scope of those documents you should use your local/state guidelines as long as these do not contradict Federal regulations on procurement

# Procurement Overview

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There are certain circumstances that may call for other than full and open competition. These circumstances may result in “sole sourcing” contracting.

- To request advance approval from OJP to use a noncompetitive approach for a procurement contract that would exceed the simplified acquisition threshold (\$250,000), the recipient must submit a justification for use of a noncompetitive approach in a form of a GAM through JustGrants.
- Grantees may make the initial determination that competition is not feasible if one of the following circumstances exists:
  1. The item of service is available only from a single source.
  2. The public exigency or emergency for the requirement will not permit a delay resulting from a competitive solicitation.
  3. After solicitation of numerous sources, competition is considered inadequate.

# Procurement Documentation

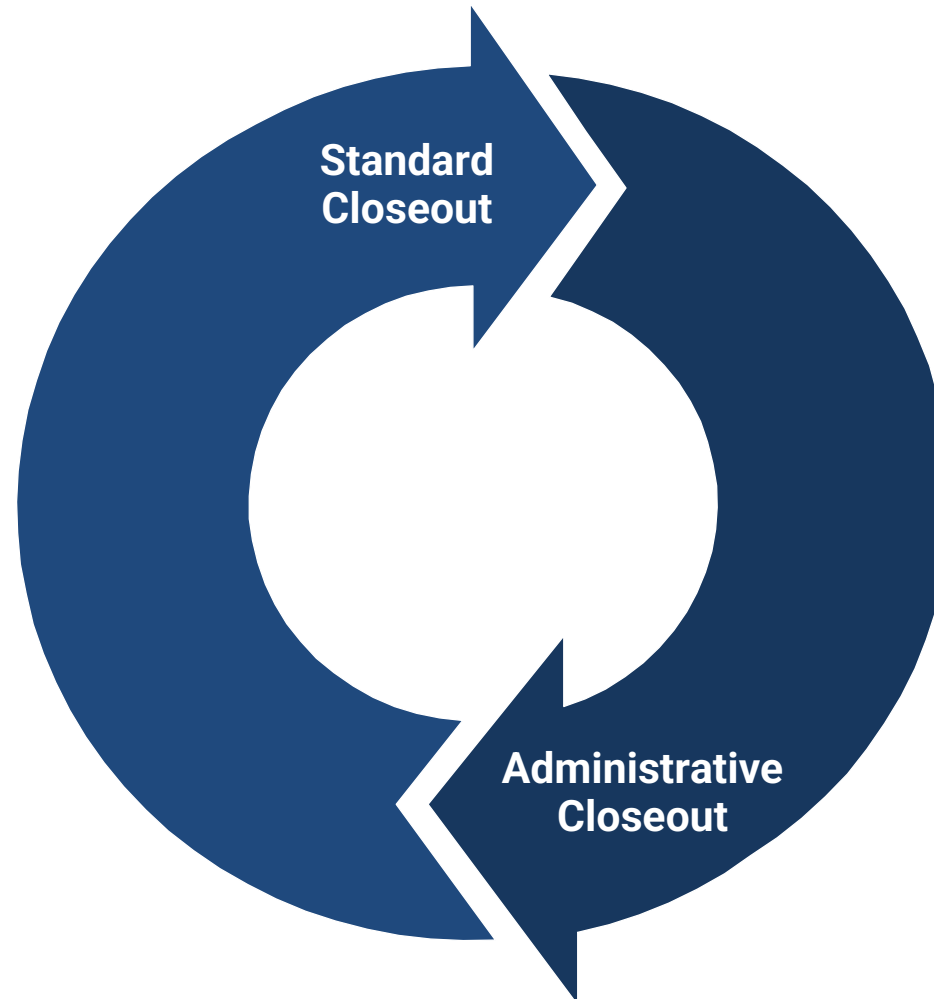


- It is crucial that you maintain all procurement-related documentation for BJA review.
- Regardless of the need for approval, all procurement decisions should be documented and evidence maintained for review.
- This documentation should include what was sent out, what was received, and how the decision was made.
- Each of the procurement contracts or subawards should have their own subfolder with all the relevant documentation – just like the main grant file of your award.
- Consultant Rates: \$650 per day maximum rate.

# Grant Closeout

## Standard Closeout

- Submitted within 120 calendar days after the grant end date.
- All administrative, programmatic, and financial requirements, including submission of final reports, have been met.
- All expenses must be obligated by the last day of the project period
- JustGrants will begin notifying the grantee 60 days prior to the grant end date.

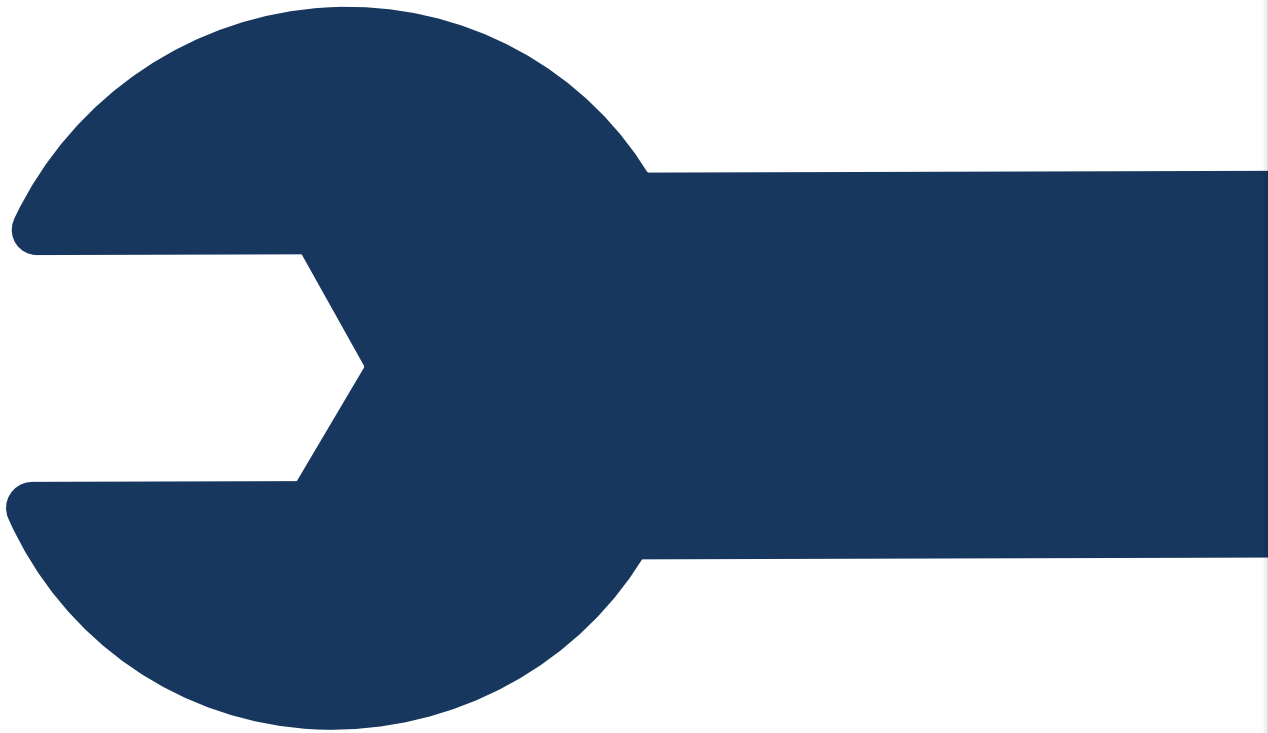


## Administrative Closeout

If the grantee is unwilling/non-compliant or unable to complete closeout requirements:

On the 121st day after the grant end date, JustGrants will automatically freeze funds, initiate an administrative closeout and notify the grantee.

# JustGrants System



## **Training Available:**

<https://justicegrants.usdoj.gov/training-resources/justgrants-training/grants-management-lifecycle>

## **Subscribe to the JustGrants Newsletter:**

<https://justicegrants.usdoj.gov/news>

For any questions or technical issues regarding JustGrants please contact the helpdesk at [JustGrants.Support@usdoj.gov](mailto:JustGrants.Support@usdoj.gov) or 833-872-5175.



# Reporting Requirements

| Resource  | Link  |
|---|---|
| Performance Management Tool (PMT) Login                                       | <a href="https://ojpsso.ojp.gov/">https://ojpsso.ojp.gov/</a>   |
| Performance Reporting: S.M.A.R.T Goals Training                               | <a href="https://youtu.be/9XD6_adJH9w">https://youtu.be/9XD6_adJH9w</a>   |
| Performance Measures webpage  | <a href="https://bj.a.ojp.gov/funding/performance-measures/overview">https://bj.a.ojp.gov/funding/performance-measures/overview</a>                         |
| Performance Management Tool (PMT) Helpdesk                                    | Contact the PMT help desk staff by email <a href="mailto:bjapmt@ojp.usdoj.gov">bjapmt@ojp.usdoj.gov</a> or toll-free at 1-888-252-6867.                     |
| Federal Financial Report (FFR) – Technical assistance with FFR submission     | Contact the JustGrants technical support team at <a href="mailto:JustGrants.Support@usdoj.gov">JustGrants.Support@usdoj.gov</a> or call 833–872–5175.       |
| Federal Financial Report (FFR) – Revision request and questions on FFR & ASAP | Contact the Office of the Chief Financial Officer (OCFO), please call 1-800-458-0786 or email to <a href="mailto:ask.ocfo@usdoj.gov">ask.ocfo@usdoj.gov</a> |

# Sub-Awards vs. Procurement Contracts

## Resource

## Link

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**Subawards under OJP Awards and Procurement Contracts under Awards: A Toolkit for OJP Recipients**

<https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/Subaward-Procure-Toolkit-D.pdf>

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**Checklist to Determine Subrecipient or Contractor Classification**

<https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/Subrecipient-Procure-cklist-B.pdf>

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**DOJ Financial Guide**

<https://www.ojp.gov/funding/financialguidedoj/overview>

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# Procurement and Sole Source

## Resource

## Link

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**Sole Source Justification Fact Sheet and Sole Source Review Checklist**

<https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/Sole-Source-FactSheet-C.pdf>

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**Guide to Procurement Procedures for Recipient of DOJ Grants and Cooperative Agreements (Updated in 2016)**

[https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/New\\_Procurement\\_Guide\\_508compliant.pdf](https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/New_Procurement_Guide_508compliant.pdf)

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# Subrecipient Monitoring Policies & Procedures

## Resource

## Link

**Sample Subrecipient Monitoring Risk Assessment Tool**

[https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/Sample\\_Subrecipient\\_Monitoring\\_Risk\\_Assessment\\_Tool.pdf](https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/Sample_Subrecipient_Monitoring_Risk_Assessment_Tool.pdf)

**Subrecipient Financial Monitoring - Site Visit Review Items for Consideration**

[https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/Subrecipient\\_Monitoring\\_Site\\_Visit\\_Review\\_Items\\_for\\_Consideration.pdf](https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/Subrecipient_Monitoring_Site_Visit_Review_Items_for_Consideration.pdf)

**Sample Subrecipient Monitoring Checklist**

[https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/Sample\\_Subrecipient\\_Monitoring\\_Checklist.pdf](https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/Sample_Subrecipient_Monitoring_Checklist.pdf)

**Pass-through Entity's Responsibilities Checklist**

[https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/Pass\\_through\\_Entities\\_Responsibilities\\_Checklist.pdf](https://www.ojp.gov/sites/g/files/xyckuh241/files/media/document/Pass_through_Entities_Responsibilities_Checklist.pdf)

**Subrecipient Policies and Procedures Webinar**

<https://bja.ojp.gov/media/video/41256>

# Additional Resources

## BJA SAKI Website

[https://bja.ojp.gov/program/sexual-assault-kit-initiative-saki/overview?Program\\_ID=117](https://bja.ojp.gov/program/sexual-assault-kit-initiative-saki/overview?Program_ID=117)

## SAKI TTA Website

<https://sakitta.org/>



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## Overview [↗](#)

The National Sexual Assault Kit Initiative (SAKI) provides funding to:

- Support multidisciplinary community response teams to inventory, track, and expeditiously test previously unsubmitted sexual assault kits (SAKs).
- Collect and test lawfully owed DNA from offenders/arrestees.
- Produce necessary protocols and policies to improve collaboration and promote sustainable reform among laboratories, police, prosecutors, and victim service providers.
- Provide resources to address the cold case sexual assault investigations and prosecutions that result from evidence and Combined DNA Index System (CODIS) hits produced by tested SAKs.
- Optimize victim notification protocols and services.

SAKI also provides [training and technical assistance \(TTA\)](#)<sup>gr</sup>. The TTA provider (RTI International) is charged with assisting jurisdictions in establishing sustainable change in practices, protocols, and policies as they relate to untested SAKs and sexual assault response. While each jurisdiction encounters unique challenges and circumstances, common issues are identified across all site grantees. BJA collaborated with the TTA provider to produce an online toolkit/guide to provide direction and a centralized source of evidence-based practices and relevant TTA resources that can be leveraged by all jurisdictions grappling with the challenge of not only untested SAKs, but downstream investigative/prosecutorial resources.

### Overview

About the Program

Funding

Grantees

Resources

Archives

Access data showing the [impact of SAKI funding](#)<sup>gr</sup> on awarded sites.

# Stay Connected!

- **Facebook:** <https://www.facebook.com/DOJBJA>
- **Twitter:** <https://twitter.com/DOJBJA>
- **YouTube:** <https://www.youtube.com/dojbja>
- Use the QR code to subscribe to “**Justice Matters**” and “**News From BJA**” to receive the latest information from BJA and the field.
- For information on funding opportunities, publications, and initiatives, visit **BJA’s website:** [www.bja.ojp.gov](http://www.bja.ojp.gov).



# BJA Contact Information

## **Dr. Angela Williamson**

Supervisor, BJA Forensics Unit/  
FBI ViCAP Liaison

[Angela.Williamson@usdoj.gov](mailto:Angela.Williamson@usdoj.gov)

Mobile: 202-598-6443

## **Carey Hendricks**

BJA Policy Advisor, Forensics Unit

[Carey.A.Hendricks@usdoj.gov](mailto:Carey.A.Hendricks@usdoj.gov)

Mobile: 202-598-3188

## **Mila Hago**

BJA State Policy Advisor/Grants  
Management Specialist

[Ludmila.Hago@usdoj.gov](mailto:Ludmila.Hago@usdoj.gov)

Mobile: 202-598-9104

## **Lauren Troy**

BJA State Policy Advisor/Grants  
Management Specialist

[Lauren.Troy@usdoj.gov](mailto:Lauren.Troy@usdoj.gov)

Mobile: 202-598-9472

## **Tiffany Johnston**

BJA State Policy Advisor/Grants  
Management Specialist

[Tiffany.Johnston@usdoj.gov](mailto:Tiffany.Johnston@usdoj.gov)

Mobile: 202-445-4301



# Questions?

Enter in the Q&A box and send to All Panelists.







# The National Sexual Assault Kit Initiative Training and Technical Assistance Team (SAKI TTA)

This project was supported by Grant No. 2019-MU-BX-K011 awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the U.S. Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice.



# Kevin Strom, Ph.D.

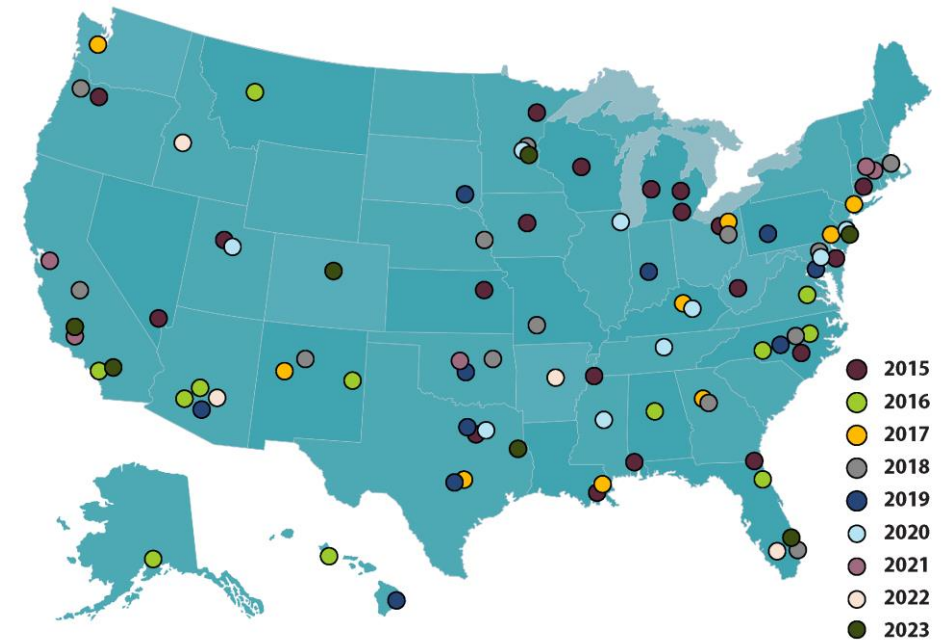
Kevin J. Strom, PhD, is a center director at RTI International, where he leads the Center for Public Safety and Resilience, which conducts research, technical assistance, and training across a range of topics related to policing, investigations, and violence prevention. His portfolio includes projects focused on the United States as well as internationally. Dr. Strom has led projects for the U.S. Department of Justice, including work aimed at improving the response to violent crime through enhanced investigative practices and community partnerships. He currently leads the national Sexual Assault Kit Initiative Training and Technical Assistance project, which is supporting state and local jurisdictions from across the country in testing, investigating, and prosecuting cases associated with previously unsubmitted sexual assault kits. He also leads the National Case Closed Project, a nationwide effort designed to support law enforcement agencies in improving their violent crime clearance rates, with an emphasis on fatal and nonfatal shooting cases.



# SAKI Grantees

This map highlights the 90 SAKI grantees that have received funding over the last 9 years. SAKI sites, both currently and previously funded, represent 43 states and the District of Columbia. The below table shows a breakdown of the number of grantees funded each year since the inception of the SAKI program.

| <i>Funding Year</i> | <i>New Grantees</i> | <i>Existing Grantees</i> |
|---------------------|---------------------|--------------------------|
| 2015                | 20                  | -                        |
| 2016                | 12                  | 13                       |
| 2017                | 9                   | 12                       |
| 2018                | 13                  | 16                       |
| 2019                | 10                  | 19                       |
| 2020                | 9                   | 26                       |
| 2021                | 5                   | 19                       |
| 2022                | 4                   | 14                       |
| 2023                | 8                   | 16                       |
| <b>Total</b>        | 90                  | -                        |



# SAKI Training and Technical Assistance Team Role

- Provide customized TTA to SAKI Grantees
- Address long-term needs including capacity building, interagency coordination and strategic priorities
- Facilitate cross-site communication and learning
- Develop TTA curricula and materials that align with policy and implementation needs
- Disseminate and assist with implementation of evidence-based practices

# SAKI Providing Multidisciplinary Outreach

The SAKI Training and Technical Assistance (TTA) program offers expertise and assistance for collecting and processing forensic evidence, investigating and prosecuting sexual assault cases and other violent cold case crimes as well as supporting survivors of sexual assault.

## SAKI Training Topics

- Multidisciplinary team response
- Law enforcement and cold case investigation
- Cold case prosecution
- SANE participation
- Advanced DNA analysis
- Victim advocacy and victim-centered approaches/family advocacy

## • TTA by the numbers:

- **Over 80** SAKI TTA Team Site Visits completed
- **Over 100** Technical Assistance and Training events (on-site and virtual), **over 2,700 attendees**
- **Over 45** Written briefs on **over a dozen topics**
- **Over 100** Webinars completed, **reaching over 6,900 practitioners**

# SAKI TTA Partners



**AEQUITAS**



**RAINN** RAPE,  
ABUSE &  
INCEST  
NATIONAL  
NETWORK



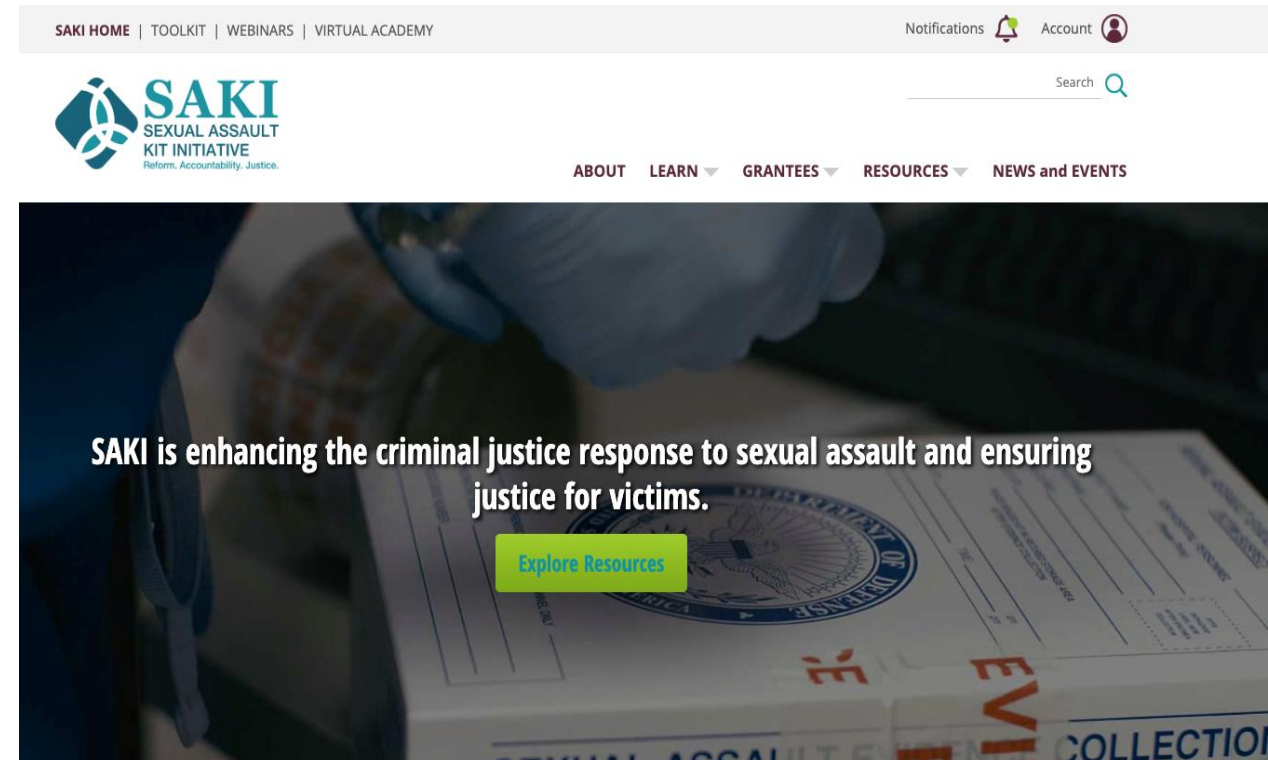
# TTA for Your Success

- Dedicated SAKI TTA Subject Matter Expert (SME) to serve as your primary POC
- TTA team of qualified experts, SMEs and former practitioners to support your SAKI goals
- Strategic TTA process to organize and identify your needs and strategies to address immediate and long-term gaps
- Flexible TTA process to request technical assistance
- Timely and responsive TTA administered in a variety of formats, including: in-person, web-based (virtual), regional and national events
- Advanced technical assistance available on an as needed basis as your project progresses



# SAKI TTA Resources

- SAKI Website – <http://sakitta.org>
  - Upcoming and archived webinars, practitioner resources
- [SAKI Virtual Academy](#) – online learning platform offering five e-learning curricula covering the key steps to sexual assault response reform
- [SAKI Toolkit](#) –resources to build custom curricula tailored for the community of practitioners working to respond to cold case sexual assault



# SAKI TTA Resources cont.

- Additional Focus Areas
  - Lawfully Owed DNA
    - <https://sakitta.org/beyond-the-kit/>
    - Supports SAKI Purpose Area 3 grantees conducting a census of convicted offenders who lawfully owe DNA, collecting DNA samples, conducting laboratory testing, and uploading profiles into CODIS.
  - Other Violent Cold Case Crimes (OVCCC)
    - <https://sakitta.org/ovccc/>
    - Supports SAKI sites investigating homicides, attempted homicides, kidnappings and missing and unidentified persons associated with suspicious circumstances.
  - Enhancing Conviction Integrity through Forensics
    - <https://sakitta.org/conviction-integrity/>
    - Forensic-based training for attorneys trying violent crime cases, including cold cases and death penalty cases, have the knowledge and tools to effectively understand and present forensic evidence in court.

# Virtual SAKI Working Groups

- Cross-site information sharing involving multidisciplinary practitioners from across SAKI grantee sites
- 1-hour Zoom/MS Teams calls hosted 2x per month
- Hosted on a variety of topics:
  - SAKI Site Coordinators
  - Forensic Genetic Genealogy
  - Lawfully Owed DNA
  - Investigations
  - Prosecution
  - Advocacy
  - Crime Analysis
  - Research

# What's next?

- Introduction to your SAKI Regional Team Lead and Members
- SAKI Welcome Packet
  - Highlight key resources
  - Overview of PMT requirements
  - Guidance on conducting an inventory and creating or implementing a SAK testing plan
  - Overview of evidence tracking, victim notification, cold case investigation and prosecution
- 9<sup>th</sup> Annual National SAKI Grantees Meeting (In-Person) – Summer 2024

# SAKI TTA Contact Information



**Kevin J. Strom, PhD**  
SAKI TTA Project Director  
(919) 485-5729  
[kstrom@rti.org](mailto:kstrom@rti.org)

**Patricia A. Melton, PhD**  
SAKI TTA Co-Project Director  
(919) 541-6546  
[pmelton@rti.org](mailto:pmelton@rti.org)

SAK TTA Help Desk  
(800) 957-6436  
[sakitta@rti.org](mailto:sakitta@rti.org)

SAKI TTA Website  
<http://sakitta.org>

Facebook:  
[www.facebook.com/sakiniatiative](http://www.facebook.com/sakiniatiative)

Twitter:  
[@SAKInitiative](https://twitter.com/SAKInitiative)



# Questions?

Enter in the Q&A box and send to All Panelists.

