



SASP ALLOWABLE & UNALLOWABLE COSTS

Funded through the U.S. Department of Justice Office on Violence Against Women, the purpose of the Sexual Assault Services Program (SASP) is to provide intervention, advocacy, accompaniment (e.g., accompanying victims to court, medical facilities, police departments, etc.), support services, and related assistance for adult, youth, and child victims of sexual assault, non-offending family and household members of victims, and those collaterally affected by the victimization.

ALLOWABLE COSTS & ACTIVITIES:

1. **24-hour hotline services** providing crisis intervention services and referral for victims of sexual assault.
2. **Accompaniment and advocacy for victims of sexual assault through medical, criminal justice, and social support systems.**
 - Including medical facilities, police, and court proceedings
 - May include legal advocacy but no legal advice or representation
3. **Crisis intervention, short-term individual and group support services, and comprehensive service coordination and supervision** to assist sexual assault victims and family or household members.
4. **Counseling services for victims of sexual assault**, including child and adult victims of child sexual abuse.
 - Short-term counseling is allowable up to one year
5. **Information and referral to assist the sexual assault victim and non-offending family or household members**, including outreach activities.
6. **Community-based, linguistically, and culturally specific services and support mechanisms**, including outreach activities for underserved communities.
7. **Development and distribution of materials on issues related to the services described in the previous bullets.**
 - Examples include pamphlets, brochures, or community presentations announcing services available under the grant.

DETAILS ON ALLOWABLE COSTS

HOTLINE SERVICES:

1. A hotline may be supported to the extent it is for sexual assault victims. If the hotline covers a broader array of issues, the costs should be pro-rated according to the percentage of calls



that are for sexual assault. In order for a multi-issue hotline to receive SASP funds, the people who answer the hotline would need to have sexual assault specific training.

SERVICE PROVISION:

1. Services offered should address victims of intimate partner, stranger, and non-stranger sexual assault, as well as adult, adolescent, and child sexual violence, regardless of when the assault occurred. Victims of any gender may be served.
2. Services rendered to children do not have to be connected with serving an adult parent, and there is no age restriction on providing services to children. Funds may also be used to provide services to children who have not been assaulted but whose parent is a victim of sexual assault.
3. While the subgrantee organization must provide services to sexual assault victims of all ages, the specific subgrant of SASP funds may focus on a particular age group, such as children or elders. For example, SASP may be used to hire a children's or youth advocate, as long as the subgrantee offers sexual assault services to victims regardless of age.
4. A subgrantee may provide women's only and men's only support groups, but only if it is necessary to the essential operation of the program that these support groups be segregated by sex. If a recipient can establish that sex-specific support groups are necessary to the essential operation of the program, "comparable services" are required to be provided to victims who cannot be served by the sex-specific support groups.
5. Services may be provided to victims of sexual assault within a detention setting (prison, jail, etc.)

COVERING COSTS FOR VICTIMS:

1. Costs associated with emergency supports for needs directly related to an incident of sexual assault are allowable. Examples include but are not limited to:
 - Transportation to attend therapy or court
 - Assistance with necessary bills if victim is unable to work due to assault or has to take unpaid leave from work to attend criminal or civil proceedings
2. Financial support related to healing may be allowable; ongoing financial supports are best considered on a case-by-case basis.
3. Gift cards to victims are only allowable if they are used for allowable costs under SASP, such as the purchase of emergency food or gas to allow victims to attend appointments related to the victimization. Agencies must acquire receipts from the victim documenting that the gift card was only used for the purchase of allowable items. Without receipts, these costs will be deemed unallowable and repayment of these funds will be required.
4. Paying for an application fee to help a sexual assault survivor apply for housing is allowable.



DETAILS ON OUTREACH:

1. Providing brief information in a school or community setting about what sexual violence is and how to access available services is allowable. SASP funds may not be used for education and prevention, however.
2. SASP funds may be used to coordinate and facilitate activities for Sexual Assault Awareness Month if the outcome is to increase awareness of the subgrantee's sexual assault services and resources.
3. Allocation of SASP grant funds to support activities that help to ensure individuals with disabilities and Deaf individuals and persons with limited English proficiency have meaningful and full access to services is encouraged. For example, grant funds can be used to support American Sign Language (ASL) interpreter services, language interpretation and translation services, or the purchase of adaptive equipment. Applicants proposing to use grant funds to create websites, videos and other materials must ensure that they are accessible to persons with disabilities and grant funds must be allocated for these purposes.

DETAILS ON TRAINING:

1. Volunteer-related expenses are allowable as they relate to the SASP project. Examples include training to provide crisis intervention and supervision of direct-service volunteers.
2. Costs for training advocates (volunteer or employee) who will provide specific grant-funded services are allowable. Funds may not be used to provide a generalized statewide training nor may funds be used to develop training curriculums.
3. The amount of funds spent on training should represent only a small portion of the overall subgrant.

DETAILS ON ADMINISTRATIVE ALLOWABLE COSTS:

1. Funds may be used toward rent, office supplies, computer equipment, office furniture, etc. as long as they are associated with a SASP-funded position providing direct sexual assault services.
2. Costs associated with the development of policies and protocols are allowable as long as the cost is only a small aspect of the overall direct service project, particularly if revising policies and protocols is an integral part of a project's effort to improve the delivery of direct intervention services to survivors of sexual violence.



UNALLOWABLE COSTS & ACTIVITIES:

SERVICES

- 1. Subgrantees who provide services only to a specific age group.**
 - For example, a child advocacy center may not receive SASP funds unless they also provide services to adult victims of sexual assault.
- 2. Education programs or training** for allied professionals or the general public.
- 3. Activities focused on prevention efforts.**
 - Examples include but are not limited to bystander intervention, social norm campaigns, or presentations on healthy relationships.
- 4. Legal advice or representation.**
- 5. The development of training curricula.**
- 6. Lobbying** – e.g. ANDVSA membership dues.
- 7. Research projects.**
- 8. Physical modifications to buildings**, including minor renovations.
- 9. Vehicle purchases.**
- 10. Sexual Assault Forensic Examiner (SANE) projects.**
- 11. Criminal justice-related projects** including law enforcement, prosecution, courts, and forensic interviews.
- 12. Financial support to Sexual Assault Response Teams (SART).** However, if an advocate position is funded under the SASP grant, the advocate's time to attend SART meetings may be covered as part of the advocacy being provided.
- 13. Domestic violence services that do not relate to sexual violence.**
- 14. Food or beverages.**
- 15. Fundraising**, including financial campaigns, endowment drives, solicitation of gifts and bequests, and similar expenses incurred solely to raise capital or obtain contributions.

ACTIVITIES THAT COMPROMISE VICTIM SAFETY AND RECOVERY AND UNDERMINE OFFENDER ACCOUNTABILITY

The Office on Violence Against Women does not fund activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape



responsibility for their actions. SASP projects that engage in activities that compromise victim safety and recovery may be eliminated from further funding consideration. Examples of these activities include but are not limited to:

1. Procedures or policies that exclude victims from receiving safe shelter, advocacy services, counseling, and other assistance based on their actual or perceived age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, income or lack of income, or the age and/or gender of their children.
2. Procedures or policies that compromise the confidentiality of information and/or privacy of persons receiving services.
3. Procedures or policies that fail to include conducting safety planning with victims.
4. Project designs, products, services, and/or budgets that fail to account for the unique needs of individuals with disabilities, with limited English proficiency, or who are Deaf or hard of hearing, including accessibility for such individuals.
5. Procedures or policies that deny individuals access to services based on their relationship to or involvement with the perpetrator.
6. The development of materials that are not tailored to the dynamics of sexual assault or to the culturally specific population(s) to be served by the funded project.
7. Procedures or policies that require victims to take certain actions in order to receive services (e.g. receive counseling, seek an order for protection, report to law enforcement, etc.)
8. In child- or youth-focused projects, failing to develop policies addressing confidentiality, parental involvement/consent, mandatory reporting, and collaboration with other ancillary services providers.