



Maryland Network Against Domestic Violence

Application for Training and Technical Assistance to Implement the Domestic Violence Lethality Assessment Program—Maryland Model (LAP)

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Project Description

The Office on Violence Against Women (OVW) has awarded the Maryland Network Against Domestic Violence (MNADV) funding under the OVW Technical Assistance Program to provide training and technical assistance to aid communities across the country in promoting or enhancing strategies to address homicide prevention and reduce violence against women through the *National Lethality Assessment Program—Maryland Model (LAP) Training and Technical Assistance Project*.

Under this Program, the MNADV can provide *cost-free* train-the-trainer instruction and technical assistance to community-based domestic violence victim services programs and their partnering law enforcement agencies to implement the Domestic Violence Lethality Assessment Program (LAP) in their jurisdictions.

The LAP, a project of the MNADV, is a two-pronged intervention process that makes use of a specialized lethality assessment instrument and an accompanying protocol. Trained police officers on the scene of a domestic violence call assess a victim's risk for serious injury or death using the one-of-a-kind Lethality Assessment Screen. Officers immediately link "high risk" victims to the community-based domestic violence victim services program hotline in their area with the goal of having victims receive program services. The LAP enables police officers and local domestic violence victim services programs to work as equal partners in a more coordinated, communicative, and cooperative manner to engage victims who would, otherwise, be unlikely to seek the support of domestic violence services. The LAP is the *only* program of its kind in the nation and was recently honored as a Mary Byron Foundation "Celebrating Solutions" Award recipient and recognized by Harvard University's Ash Institute as one of the "Top 50" Innovations in American Government programs in 2008.

Eligibility

Applicants are limited to:

- Teams of *at least one* (1) law enforcement agency and *at least one* (1) community-based domestic violence victim services program serving the same jurisdiction (see Attachment B);
- At least one participating law enforcement agency or domestic violence victim services program on your team is a current OVW grantee (see Attachment A);
- Participating law enforcement agencies *and* domestic violence victim services programs that have language access policies and procedures in place that comply with Title VI of the Civil Rights Act of 1964 and the Safe Streets Act of 1968 (see Attachment A);

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- Participating domestic violence victim services programs that have policies and procedures in place that provide access for individuals with disabilities per the Americans With Disabilities Acts of 1990 and 1991 (see Attachment A);
- Teams that meet the minimum required criteria for implementing the Lethality Assessment Program—Maryland Model set forth on the accompanying *LAP Implementation Readiness Checklist* (see Attachment B);
- Teams that agree to all the conditions set forth in the accompanying *Letter of Commitment* (see Attachment C); and
- Teams that have had their authorized officials of the participating law enforcement agencies *and* domestic violence victim services programs sign off with original signatures on all of the accompanying attachments (see Attachments A, B, and C).

Scope of Project

Successful applicants will attend locally conducted LAP train-the-trainer instructional sessions. After attending the training, the trainees will be given up to three months to train their fellow law enforcement officers and program staff as they prepare for implementation of the LAP. Shortly after, a 3-month implementation period will begin, which includes collecting and reporting required data to assess each team's effectiveness in implementing the LAP in their jurisdictions. The MNADV will provide technical assistance over the telephone and by e-mail during all phases of this project.

- **Pre-Training Teleconference**
A teleconference for law enforcement and victim services program representatives who are policymakers and administrators will be arranged through your jurisdiction's **coordinator at least two weeks before the train-the-trainer session**. This teleconference will explain how the LAP works and will review implementation and administrative provisions. The teleconference will be conducted by the MNADV's senior law enforcement trainer and a domestic violence victim services program trainer. It will last approximately two hours.
- **Train-the-Trainer Session**
An MNADV law enforcement and a victim services program trainer, working as a team, will conduct a one-day, six-hour train-the-trainer session that must be attended jointly by participating law enforcement agency officers and victim services program staff who will provide in-service training to their officers and staffs. This session will be arranged through the appointed team coordinator/point of contact for a date **between July - October, 2012**.
- **In-Service Training**
Through either a regular one-hour in-service session or over several roll calls, the newly instructed LAP trainers will conduct in-service training for their officers and victim services program staffs **to be completed by December 31, 2012**.
- **Implementation**
Implementation will occur no later than **January 1, 2013**; however, the LAP may be implemented as soon as in-service training has been completed. For the purposes of this project, implementation is only required for three months. The appointed team coordinator/point of contact will notify the MNADV of their jurisdiction's implementation date.

- **Data Collection**
LAP statistical data will be collected by law enforcement agencies and victim services programs during the 3-month implementation period for the purpose of providing a LAP statistical report to the MNADV.
- **Statistical Report Due Date**
A LAP statistical report will be forwarded to the MNADV **within two weeks following the end of the 3-month implementation period.** A reporting format will be provided to all jurisdictions.

Scope of Project Timeline Summary

- **Pre-training teleconference:** Held at least two weeks prior to each jurisdiction's train-the-trainer session.
- **Train-the-trainer session:** Conducted between **July - October 2012.**
- **In-service training:** To be completed by **December 31, 2012.**
- **Implementation:** To begin by **January 1, 2013** for a three-month period.
- **Data collection:** Gathered during the three-month implementation period.
- **Data report due date:** Submitted to the MNADV within two weeks following the end of the three-month implementation period.

How to Apply

Applicants must apply as a single team: *At least one* (1) law enforcement agency and *at least one* (1) community-based domestic violence victim services program from a jurisdiction. An appointed representative for the team will be required to sign and submit the application as well as serve as the team coordinator/point of contact. If the application is selected, the same individual agrees to facilitate and coordinate the team's training and technical assistance activities as necessary.

Selection Criteria

Key criteria for evaluating the applications include the following:

1. The number or size of law enforcement agencies partnering with a domestic violence victim services program(s) that comprises a team;
2. The size and demographics (gender, age, ethnicity, etc.) of the population being served that demonstrate the diversity of the jurisdiction;
3. The demonstrated ability to meet the minimum criteria for implementing the LAP; and
4. The demonstrated ability of partnering law enforcement agencies and a domestic violence victim services program(s) to work together in the development, training, and implementation of the LAP in their jurisdictions.

Pre-Application Teleconference

A pre-application teleconference will be held from **1:00 p.m. – 3:00 p.m. (EST) on April 30, 2012** to:

1. Acquaint applicants with the principal components of the Lethality Assessment Program (LAP);
2. Address issues associated with LAP implementation;
3. Clarify the Scope of the Project;
4. Explain the minimum required criteria listed on the Implementation Readiness Checklist (Attachment B) and the Letter of Commitment (Attachment C); and
5. Answer participants' questions about the LAP, the technical assistance project, and the application process.

Please register with the Maryland Network Against Domestic Violence by e-mailing khartz@mnadv.org after **April 10, 2012** to obtain the call-in and code numbers. Please designate **LAP Teleconference Registration** on the subject line for the fastest response.

Deadline for Submission of Applications

Applications **must be received on or before May 25, 2012**. Completed applications with required signatures may be faxed, scanned and e-mailed, or mailed. Applicants will receive an e-mail confirmation upon receipt of their application.

Send applications with the required signed attachments to:

Karen Hartz, Project Manager
Maryland Network Against Domestic Violence
6911 Laurel Bowie Road, Suite 309
Bowie, Maryland 20715

Fax: (301) 809-0422
E-mail: khartz@mnadv.org

Contact Information

For assistance with the requirements of this solicitation, contact the Maryland Network Against Domestic Violence at (301) 352-4574 or email khartz@mnadv.org.

Notification of an Award

Applicants will receive notification of award status by e-mail no later than **June 22, 2012**.



Maryland Network Against Domestic Violence

Application for OVW Training and Technical Assistance to Implement the Lethality Assessment Program

I. Applicant Information

An appointed representative for the team will serve as the team coordinator/point of contact for this project and will facilitate and coordinate the team's training and technical assistance activities as necessary, if selected, to fulfill the requirements of the training and technical assistance project.

Name of appointed representative _____

Title (and rank, if applicable) _____

Agency/Program _____

Street Address _____

City, State, ZIP Code _____

Telephone _____

FAX _____

Email _____

Signature of Appointed Representative

Date

II. Demographic Information

1. State/Territory _____

2. County or jurisdiction _____

3. 2010 U.S. Census Bureau estimated population in your jurisdiction _____

4. 2010 U.S. Census Bureau top five estimated populations by race/ethnicity:

	Race/Ethnicity	Number	Percentage
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____
4.	_____	_____	_____
5.	_____	_____	_____

5. 2010 U.S. Census Bureau estimated populations that are

Urban: Number _____ Percentage _____

Rural: Number _____ Percentage _____

Average number of intimate partner-related homicides per year since 2006, which also includes secondary victims such as children, law enforcement, victim defenders, etc.: _____

III. Narrative Questions (Please answer the following questions on a separate page to be labeled as Attachment D.)

A. The LAP is a preventive, first responder tool that identifies victims of domestic violence who are at the greatest risk of being killed and encourages them to go into provider services. In 500 words or less, tell us why your team is applying for our assistance.

B. The success of the LAP requires coordination, communication, and cooperation by the partnering law enforcement agencies and domestic violence provider programs. In 500 words or less, describe how your team has worked collaboratively in the past to serve victims of domestic violence.

Attachment A

OVW Project Eligibility Requirements

- 1. _____ At least one participating law enforcement agency or domestic violence victim services program on our team is a current OVW grantee.

The current OVW grantee agency/program is: _____

The current OVW grant award number is: _____

- 2. _____ All of our participating law enforcement agencies *and* domestic violence victim services programs have language access policies and procedures in place that comply with Title VI of the Civil Rights Act of 1964 and the Safe Streets Act of 1968.
- 3. _____ All of our participating domestic violence victim services programs have policies and procedures in place that provide access for individuals with disabilities per the Americans With Disabilities Acts of 1990 and 1991.

We, the undersigned, certify that our team meets the three OVW-mandated conditions set forth above. *(Please submit signatures for additional participating team agencies or programs on a separate page labeled Attachment A.)*

Participating Team Law Enforcement Agency

Participating Team Victim Services Program

Signature of Highest Ranking Official Date

Signature of Highest Ranking Official Date

Print Name

Print Name

Agency

Program

Attachment B

Lethality Assessment Program-Maryland Model

Implementation Readiness Checklist

*This Readiness Checklist sets out the **minimum required criteria** needed for implementing the Lethality Assessment Program-Maryland Model (LAP).*

1. _____ Does your team consist of *at least one* (1) law enforcement agency and *at least one* (1) community-based domestic violence victim services program serving the same jurisdiction?
2. _____ Is there a 24/7 domestic violence hotline available for officers to call?
3. _____ Is there a full-service domestic violence victim services program, including shelter, available?
4. _____ Have you, the participating law enforcement agencies and domestic violence victim services programs, specifically communicated about the LAP, and do you wish to participate as a team in the LAP?
5. _____ Is there an agreement by participating law enforcement agencies and victim services programs to use the Lethality Screen for First Responders, which is in the form of 11 questions that are asked of victims?
6. _____ Is there an agreement by participating law enforcement agencies that their officers will utilize the LAP phone protocol, which consists of making the call to the domestic violence hotline from the scene of a domestic call for service?
7. _____ Is there an agreement by participating law enforcement agencies that their officers will encourage high-danger victims to speak on the phone to the hotline worker from the scene?
8. _____ Is there an agreement by participating domestic violence victim services programs to conduct immediate safety planning with the victim and encourage the victim to go into services?
9. _____ Is there an agreement by participating law enforcement agencies that their officers will remain on the scene during the brief 5-10 minute phone conversation the victim has with the hotline worker?

We, the undersigned, certify that our team meets all the 9 implementation readiness conditions set forth above. *(Please submit signatures for additional participating team agencies or programs on a separate page labeled Attachment B.)*

Participating Team Law Enforcement Agency

Participating Team Victim Services Program

Signature of Highest Ranking Official Date

Signature of Highest Ranking Official Date

Print Name

Print Name

Agency

Program

Attachment C

Letter of Commitment

We, the undersigned, are submitting this Letter of Commitment as part of the Application for LAP Training and Technical Assistance. If our team is selected, our agency/program agrees to all of the following:

- To comply with and agree to the minimum criteria set forth in the LAP Implementation Readiness Checklist.
- To commit to having our respective law enforcement agencies and victim services programs participate as a team in the development, training, and implementation of the LAP.
- To appoint a contact person who will serve as our team’s coordinator and who will work with the MNADV in scheduling training and technical assistance activities as necessary to fulfill the requirements of the project. Should the contact person leave their position or decide not to become involved in the project, we will promptly assign another individual to fulfill the duties of the contact person.
- For representatives from our policy and administrative staffs to participate in a pre-training teleconference at a mutually agreed upon time at least two weeks prior to training.
- To coordinate a train-the-trainer session so that the MNADV-provided training is completed during a one-day period on a mutually agreed upon date within the timeframe specified in the “Scope of Project” in this application.
- To ensure that the train-the-trainer session is attended by both law enforcement agency officers and domestic violence victim services program staff who will train their respective staffs.
- To complete the in-service or roll call training of participating law enforcement agency officers and victim services program staff, who will be in assignments where the LAP will be used, within the timeframe specified in the “Scope of Project” in this application.
- To implement the LAP in our jurisdiction by January 1, 2013.
- To collect LAP data and submit the collected data to the MNADV as specified in the “Scope of Project” in this application.
- To give permission for participating officers and victim services program staff to be surveyed by the MNADV and for our staffs to administer surveys within our own agencies to assist the MNADV in project evaluation.
- To make a good-faith commitment to institutionalize the LAP within your participating agencies and programs beyond the three-month implementation period specified in this application.

(Please submit signatures for additional participating team agencies or programs on a separate page labeled Attachment C.)

Participating Team Law Enforcement Agency

Participating Team Victim Services Program

Signature of Highest Ranking Official Date

Signature of Highest Ranking Official Date

Print Name

Print Name

Agency

Program