The Grant Is Your Guide

Questions to Ask: About Your Grant

☐ Have you communicated the approved activities to your staff?
☐ Has the staff implementing the grant read the proposal and award letter?
☐ Are you complying with the Special Conditions?
☐ Are you monitoring that partners and sub-grantees are complying with VAWA and grant conditions?
☐ Have you mapped out your project? See Sample Deliverables Chart.

Assessment — Where Are You Now?

Questions to Ask: Population

☐ Do you/your staff know the population you were approved to serve?
☐ Does your staff have training/tools to identify individuals that fall within that population?
☐ Does your staff understand the importance of identifying primary victimization, for the purposes of reporting and eligibility for services?

Questions to Ask: Community Needs

☐ Which languages are most prevalent in your community?
☐ Do you have a staff member able to provide services in those languages?
☐ Or, do you have access to a resource that will allow you to provide services in those languages?
☐ Do you have written/web materials available in a format/language that is accessible for the community you serve?
☐ How are clients accessing your services, or how do you anticipate them to access your services?
☐ Can you meet the client where they are (making services available by phone or online, sending staff into the community, etc.)?


Chapter 1 Assessment Tool

☐ What office protocols do you have for staff interacting with clients?
   - May staff provide clients with their personal cell phone numbers, email address, social media usernames, etc.?
   - May staff provide transportation for clients or ride with a client (to court, meetings, access other support services, etc.)?
   - May staff accept gifts from clients?
   - May staff give gifts to clients?

Questions to Ask: Staff Expertise
*See Chapter 4 for additional materials*

☐ What is the current expertise?
☐ Is the expertise responsive to grant deliverables?
☐ Does it meet the needs of sexual assault survivors (e.g., not just family law)?
☐ Does it meet the needs of the community?

Questions to Ask: Outward Face of Organization
*See Chapters 10 & 11 for additional materials*

☐ Are your materials (website, brochure, etc.) reflective of the services you provide and the populations you serve?
☐ Do your community partners/contacts (both formal and informal) know what services you provide and to whom?