

## **Supporting Statement for Paperwork Reduction Act Submission**

### Annual Performance Report for Sexual Assault Services Formula Grant Program

#### **A. Justification**

##### 1. Statutorily Mandated Need for Information

The Sexual Assault Services Formula Program (SASP) was created by the Violence Against Women and Department of Justice Reauthorization Act of 2005, as amended by the technical amendments to that Act. SASP directs grant dollars to states and territories to assist them in supporting rape crisis centers and other nonprofit, nongovernmental organizations or tribal programs that provide direct intervention and related assistance to victims of sexual assault, regardless of age. This program is authorized by 34 U.S.C. §12511.

Currently, there are different statutory and regulatory reporting requirements that affect SASP Program grantees. VAWA 2000 requires all VAWA grantees, including SASP grantees, to report on the effectiveness of their programs to the Attorney General who, in turn, must report to Congress every two years. Section 1003 of VAWA 2000 states that

(a) REPORT BY GRANT RECIPIENTS.- The Attorney General or Secretary of Health and Human Services, as applicable, shall require grantees under any program authorized or reauthorized by this division or an amendment made by this division to report on the effectiveness of the activities carried out with amounts made available to carry out that program, including number of persons served, if applicable, numbers of persons seeking services who could not be served and such other information as the Attorney General or Secretary may prescribe.

(b) REPORT TO CONGRESS.- The Attorney General or Secretary of Health and Human Services, as applicable, shall report biennially to the Committees on the Judiciary of the House of Representatives and the Senate on the grant programs described in subsection (a), including the information contained in any report under that subsection.

34 U.S.C. 10238.

OVW must also comply with the Government Performance and Results Act of 1993 (GPRA) (Pub. L. 103-62) which was enacted to increase Congressional and Administrative focus on the results from government programs and activities. To meet its GPRA reporting obligations and elicit more meaningful information about grantee performance, OVW has recently developed performance measures, including output measures, regarding which the SASP grantees must report on an annual basis.

##### 2. Use of Information

OVW uses data from the information collection<sup>1</sup> in different ways. OVW will use the information collected from SASP State Administrators and subgrantees to monitor their grant-funded activities and qualitatively assess those activities. In particular, OVW is seeking data that includes baseline information to review activities supported with SASP Formula Grant funds, including, for example, an increase in the number of trainings or an increase in the number of victims served. OVW will review each annual performance report to monitor individual SASP State Administrator's performance, including the grant-funded activities of subgrantees, and ensure that the goals and objectives set forth in applications for funding and award documents are met.

SASP subgrantees collect information that addresses the following grant-funded activities (different sections on the reporting form): staff, statutory purpose areas, products, and victim/legal services. Narrative questions at the end of these different sections enable subgrantees to give more detailed qualitative information about their grant-funded activities. In addition, SASP subgrantees must answer narrative questions on the most significant areas of remaining need with regard to improving services to victims/survivors of sexual assault, increasing victim/survivor safety, and enhancing community response (including offender accountability), what has SASP funding allowed the subgrantee to do that the subgrantee could not do prior to receiving funding, additional information about the SASP subgrant and/or the effectiveness of the subgrant and any additional information about the data submitted. This information is submitted to SASP State Administrators, who coordinate submitting aggregate data to OVW.

In addition to the proposed information collection, OVW will continue to use a number of other techniques to assess the performance of SASP grantees and subgrantees. These may include OVW staff attendance at site visits, grant-funded training and technical assistance events, staff review of products prior to dissemination, and ongoing consultation with OVW staff.

SASP state administrators report aggregate subgrantee data to OVW on an annual basis. OVW will aggregate data from all SASP grantees and subgrantees' performance reports to assess the performance of SASP as a whole and to respond to Congressional, Department of Justice, and other inquiries about how SASP funds are being used. In addition, information collected from SASP grantees will support the following OVW GPRA measures:

Number of victims receiving requested services;  
Percentage of victims requesting services who received them;  
Number of protection orders issued;  
Number of products developed/revised; and

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<sup>1</sup> Under a cooperative agreement between OVW and the University of Southern Maine's (USM) Muskie School of Public Service, data collected from OVW grantees on all of OVW's performance report forms is transmitted to USM for analysis. Standard descriptive statistics (frequency, sum, percentage, mean, etc.) are used to describe the characteristics of the grantees and report basic findings.

### Number of communities with improved CCR.

Information collected from SASP grantees will enable OVW to respond to statutory requirements to report on the effectiveness of grant-funded activities. Grantee-reported performance measures and a summary of research are available through OVW's Biennial Report to Congress on the Effectiveness of Grant Programs Under the Violence Against Women Act, including our 2024 Report. *See [2024 Biennial Report to Congress on the Effectiveness of Grant Programs Under the Violence Against Women Act](#)*. The data that OVW collects on the annual performance reporting forms is currently not used in connection with a formal evaluation of SASP.

### 3. Use of Information Technology

The collection of information will involve the use of automated, electronic, mechanical or other technological collection techniques or other forms of information technology. OVW SASP Administrators are required to submit annual performance reports through the Just Grants Management System and submit aggregate sub-grantee data to OVW via a web-based dashboard.

### 4. Duplication of Information Request

There is no other mechanism by which OVW collects information about grant funded activities including number of victims served, victims seeking services who could not be served, or persons trained.

### 5. Impact on Small Entities

There is no impact on small entities as the collection of this type of information is routinely kept during the normal course of business by most grantees receiving funds under SASP.

### 6. Consequences to Federal Programs or Policy

By statute, Congress has mandated that SASP grantees report to the Attorney General on the effectiveness of their activities funded under VAWA. If OVW was not able to collect the information necessary to complete these reports on behalf of the Attorney General, not only would OVW fail to meet a statutorily required reporting mandate, but also the existence of this important and necessary grant program could be jeopardized.

### 7. Special Circumstances

There are no special circumstances as identified in the specific instructions for a supporting statement for Paperwork Reduction Act Submissions.

8. Federal Register Publication

OVW has consulted with people outside the agency who have advised that the data proposed to be collected is available, the annual collection of such data is not burdensome, the form is clear, and that the information is routinely kept by most grantees receiving funds under the SASP Program. OVW has solicited public comment on this form in accordance with the requirements of the Paperwork Reduction Act. A 60-day notice was published in the Federal Register on May 5, 2025, (Federal Register, Volume 90, page 18994) and a 30-day notice was published in the Federal Register on July 11, 2025 (Federal Register, Volume 90, page 30983). OVW received a single comment questioning the use of federal funds for this program.

9. Payment or Gift to Respondents

There will be no payment or gift to respondents.

10. Confidentiality

Although this information is needed for a public report to Congress, it will not involve any personal information about victims that could identify them as specific individuals. However, anecdotal, non-identifying information about the effectiveness of individual programs may be included in the report. There is no assurance of confidentiality.

11. Specific Questions

The annual progress report will not contain any questions of a personal, sensitive nature such as sexual behavior and attitudes, religious beliefs, and other matters that are commonly considered private.

12. Hour Burden of the Collection of Information

This annual progress report is not overly burdensome. The data collection tool will be completed by approximately 606 SASP grantees and subgrantees once a year. There will be 606 annual responses, and it is estimated that it will take grantees and subgrantees no more than 1 hour to complete the performance report form. Thus, the annual reporting and recordkeeping hour burden is 606 hours. SASP grantees are informed about the reporting requirements during the grant application process and during the grant award process.

OVW is seeking information that is routinely kept by the SASP grantees and subgrantees in the normal course of their operations. Thus, the requirement that grantees and subgrantees complete this performance report within a period of less than 30 days after receipt of it is not overly burdensome. OVW estimates that it will take approximately 1 hour for a grantee or a subgrantee to complete the form. OVW developed this estimate based on the fact that information of this nature is already kept by grantees and subgrantees receiving funds under SASP and grantees are informed of these reporting requirements during the application process and reminded throughout the grant award process. The performance report is divided into

sections that pertain to the different types of activities that grantees may engage in, i.e. training, product development, and victim services. Grantees and subgrantees will only have to complete the sections of the form that relate to their specific activities.

13. Cost Burden of the Collection of Information

OVW does not believe that there is any annual cost burden on respondents or recordkeepers resulting from the collection of this information.

14. Annualized Costs to the Federal Government

The annualized costs to the Federal Government resulting from the OVW staff review of the progress reports submitted by grantees are estimated to be \$33,936.

15. Program Changes or Adjustments

There are no program changes or adjustments for the estimates identified in Section 13 and in Section 14. This is an information collection that is necessary for OVW and its SASP Program grantees to comply with the statutory reporting requirements and the Government Performance and Results Act of 1993 (Pub. L. 103-62).

16. Published Results of Information Collections

There will be no complex analytical techniques used in connection with the publication of information collected under the request. Information will be gathered once a year at the end of the reporting periods. OVW is statutorily required to submit a report on the effectiveness of all grant-funded activities on a biennial basis.

17. Display of the Expiration Date of OMB Approval

OVW will display the Expiration Date of OMB Approval in the upper right-hand corner of the performance report.

18. Exception to the Certification Statement

OVW is not seeking any exception to the certification statement identified in Item 19, Certification for Paperwork Reduction Act Submissions, of OMB Form 83-I.