Supporting Statement for Paperwork Reduction Act Submission

Annual Progress Report for STOP Violence Against Women Formula Grant Program

A. Justification

1. Statutorily Mandated Need for Information

The primary goal of the STOP (Services*Training*Officers*Prosecutors) Violence Against Women Formula Grant Program (STOP Formula Grant Program) is to develop and strengthen the criminal justice system's response to violence against women and to support and enhance services for victims. The STOP Formula Grant Program was authorized through the Violence Against Women Act of 1994 (VAWA) and amended and reauthorized in 2000, 2005, 2013 and 2022. Grant awards are given to state governments and administered through a STOP State Administrator. Each state and territory must allocate OVW grant funds to law enforcement, prosecution, courts, and victim services within the statutory parameters. Eligible applicants for the STOP Formula Grant Program include any state within the United States, the District of Columbia, the Commonwealth of Puerto Rico, the Virgin Islands, American Samoa, Guam, and the Commonwealth of the Northern Mariana Islands.

Currently, there are different statutory and regulatory reporting requirements that affect STOP Formula Grant Program grantees. The Violence Against Women Act of 2000 (VAWA 2000) established the requirement that all VAWA grantees, including STOP Formula Grant Program grantees, report on the effectiveness of their programs to the Attorney General who, in turn, must report this information to Congress every two years. Section 1003 of VAWA 2000 states,

> (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.
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> (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. VAWA requires that "[u]pon completion of the grant period..., a State or Indian tribal grantee shall file a performance report with the Attorney General explaining the

activities carried out, which report shall include an assessment of the effectiveness of those activities in achieving the purposes of this [part].” 34 U.S.C. § 10446(h).

OVW must also comply with the Government Performance and Results Act of 1993 (GPRA) (Pub. L. 103-62), which was enacted to fulfill various purposes, including to improve Federal program effectiveness, improve service delivery, and to provide more objective information for congressional decision making. To meet its GPRA reporting obligations, OVW developed performance measures, including output measures, in which STOP Formula Grant Program grantees must report on an annual basis.

2. Use of Information

OVW uses data from the information collection in different ways. OVW will review each annual progress report to monitor statutory compliance and to ensure that the goals and objectives of the award are met.

This information collection request contains two separate forms, the Annual STOP Subgrantee Report and the Annual STOP Administrators Report, which are used in combination to meet congressional reporting requirements.

The STOP Formula Grant Program subgrantees collect information on various grant-funded activities, including staff, statutory purpose areas, training, community education and victim services. Narrative questions at the end of these sections enable subgrantees to give more detailed qualitative information about their grant-funded activities. In addition, 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 victims/survivors safety, and enhancing community response (including offender accountability), what has federal funding allowed the grantee to do that the grantee could not do prior to receiving funding, additional information about the STOP Formula Grant Program subgrant and/or the effectiveness of the subgrant and any additional information about the data submitted. [1]

The STOP Formula Grant Program state administrators collect information that addresses data provided to the state administrator by the subgrantee and other reporting requirements, including the number of awards made to subgrantees and allocation categories, an explanation of how administrative funds were used, and a listing of all active subgrants.

OVW aggregates data from all subgrantee progress reports to assess the performance of the STOP Formula Grant Program. Moreover, information collected from STOP state administrators and subgrantees will enable OVW to respond to statutory requirements to report on the effectiveness of grant-funded activities.[2] In addition, information collected from grantees will

1 Under a cooperative agreement between OVW and the University of Southern Maine’s Muskie School of Public Service (Muskie), data collected from OVW grantees is transmitted to Muskie for analysis. Muskie uses standard descriptive statistics (frequency, sum, percentage, mean, etc.) to describe the characteristics of the grantees and report basic findings. All analyses are conducted in SPSS 13.0.

2 *See* The 2024 Biennial Report to Congress on the Effectiveness of the Grant Funds under the Violence Against

address the following OVW GPRA measures:

Number of victims receiving requested services;
Number of advocates funded:
Number of protection orders issued;
Number of policies developed/revised;
Number of victims requesting services who received them;
Number of grant funded multi-disciplinary training events that have occurred; and
Number of professionals trained to respond to domestic violence, dating violence, sexual assault, and stalking.

In addition to the proposed information collection, OVW will continue to use other techniques to review the activities of the STOP state administrators and subgrantees. These may include site visits, grant-funded training and technical assistance events, and ongoing consultation with OVW staff.

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. STOP administrators are required to submit annual progress reports through the JUSTgrants system.

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 by most STOP administrators and subgrantees receiving funds under the STOP Formula Grant Program.

6. Consequences to Federal Programs or Policy

The STOP Formula Grant Program promotes a coordinated, multi-disciplinary approach to improving the criminal justice system's response to violence against women and supports partnerships among law enforcement, prosecution, courts, and victim advocacy organizations to enhance victim safety and to increase offender accountability. Pursuant to 34 U.S.C. § 10238, STOP administrators and subgrantees must report to the Attorney General on the effectiveness of activities funded under VAWA, and OVW, on behalf of the Attorney General, must report this information to Congress, biennially. If OVW cannot collect the

Women Act, December 13, 2024. This report includes data submitted by STOP Formula Grant Program grantees.

information necessary to complete these reports, OVW will fail to meet statutorily required reporting mandates, and the existence of this important and necessary formula 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 persons 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 the information is routinely kept, in the normal course of operations, by most grantees receiving funds under the STOP Formula Grant 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 August 20, 2026 (Federal Register, Volume 91, page 53896) and a 30-day notice was published in the Federal Register on October 27, 2026 (Federal Register, Volume 91, page 67611). The notice will be open for public comments until November 27, 2026.

9. Payment or Gift to Respondents

There will be no payment or gifts to respondents.

10. Confidentiality

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

The annual progress report will be completed by 56 STOP State Administrators (from 50 states, the District of Columbia and five territories and commonwealths (Guam, Puerto Rico, American Samoa, Virgin Islands, Northern Mariana Islands) and their approximately 1,960

subgrantees.[3] There will be 2,016 annual responses and it is estimated that it will take State STOP Administrators and subgrantees no more than one hour to complete the annual progress report form. Thus, the annual reporting and recordkeeping hour burden is 2,016. State STOP Administrators are informed about the reporting requirements during the grant application process and during the grant award process.

13. Cost Burden of the Collection of Information

To calculate the estimated annual cost to respondents, OVW averaged the U.S. Bureau of Labor Statistics (BLS)[4] wage data for the following job categories: Office and Administrative Support Occupations (43-0000), hourly median wage $22.81; Other Office and Administrative Support Workers (43-9000), hourly median wage $21.78; and Office and Administrative Support Workers, All Other (43-9199), hourly median wage $21.96. The selected categories are the positions that most closely match the positions that may be involved in compiling data and completing the OVW performance report in response to this information collection. It should be noted that the BLS wage data categories do not include positions such as grants data analyst, advocate, and grants specialist, which are more accurate job titles for those that are likely to respond to this type of information collection. OVW calculated the average of the three annual median wages for the job categories mentioned above.

Table A: Estimated annual cost to respondents for the hour burdens for collection of information

Type of Collection	Number of respondents	Frequency of response (per year)	Average response time (hours)	Total burden (hours)	Average hourly median wage	Estimated annual cost to respondents
Annual Progress Report for the STOP Violence Against Women Formula Grant Program	2,016	1	1	2,016	$22.18	$44,714.88

14. Annualized Costs to the Federal Government

The annualized costs to the Federal Government resulting from OVW staff review of the

3 Each year the number of STOP subgrantees changes. The number 1,960 is based on the number of reports received by state administrators from STOP subgrantees in 2024.

4 Occupational Employment and Wage Statistics, U.S. Bureau of Labor Statistics, Cross-industry, Private, Federal, State, and Local Government, Period: May 2025. *Available at* Occupational Employment and Wage Statistics (last visited July 15, 2026).

progress reports submitted by grantees are estimated to be $3,278.80.[5]

The calculation is as follows: Annual salary of grant manager (GS-13, step 1)/26 (number of pay periods) = gross income every two weeks for grant manager

2-week gross income /80 hours = hourly rate

Hourly rate * total annual hour burden = estimated total annual cost of burden
$121,785 (Washington, DC Locality)/26=4684.04
4684.04/80=58.55
58.55*56=$3,278.80

15. Program Changes or Adjustments

There are no program changes or adjustments for the estimates identified in Section 13 and in Section 14. This information collection is necessary for OVW and its STOP administrators and STOP Formula Grant Program subgrantees 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 this 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 Progress 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.

5 This calculation does not include performance reports from subgrantees because those performance reports are sent to state administrators to review.