

April, 22, 2009

Dear STOP Administrators,

We are following-up on the recent letter from the OVW STOP Unit (see below) regarding STOP reporting.

The VAWA Measuring Effectiveness Initiative has added new and updated information on the revised progress reports to our website, <http://muskie.usm.maine.edu/vawamei/formstop.htm>. You will find the STOP Subgrantee form and instructions - you or your subgrantees may download this form to report calendar year 2008 activities. In addition, the STOP Administrator form and instructions are also available for your reference but you must download the 2008 form from GMS.

Please be aware that OVW has been working to make the STOP subgrantee form compatible with Adobe 9, but have not yet been successful. The only known solution is to have Adobe 8.1.2 which your subgrantees can download through a link on our website. You can also access the proper version of Adobe Reader on GMS where you download your PDF.

Please note that both reports will be due on later than July 19, 2009.

As we did last year, Karen Monahan and Anita St. Onge will be conducting technical assistance calls for STOP administrators in May and June. We will send you a notice and will post registration information on our website. In the meantime, do not hesitate to call 1-800-922-VAWA (8292) or email vawamei@usm.maine.edu if you have any questions. Please be sure to note that you are calling about the STOP program reporting forms.

The VAWA Measuring Effectiveness Team

FROM THE OVW STOP UNIT:

Dear STOP Administrators,

I am writing to notify all STOP Administrators that the revised annual progress report form for the STOP Formula Grant program will be available on the Grants Management System (GMS) Monday April 20, 2009.

To allow STOP Administrators sufficient time to complete these reports, the Office on Violence Against Women (OVW) is extending the deadline for the January 1 through December 31, 2008 progress reporting period (previously due March 30, 2009) until July 19, 2009. All Administrators must submit their January 1 through December 31, 2008 progress reports on GMS by July 19, 2009.

The new STOP Subgrantee reporting form will be made available on the OVW website as well as on the Muskie School website <http://muskie.usm.maine.edu/vawamei/index.htm>. The STOP subgrantee reporting form will be due on July 19, 2009. Additionally, the revised STOP subgrantee progress reporting form is attached.

If you have any questions about either reporting requirement, please contact your OVW Program Manager. If you need technical assistance regarding how to answer specific questions on the form, please contact the Muskie School's staff at vawamei@usm.maine.edu or call their technical assistance line at 1-800-922-VAWA (8292). Please remember that any questions about the GMS system should be directed to the GMS Helpdesk at 1-888-549-9901.

Thank you again for your patience and ongoing cooperation in this process of providing critical data to OVW and to Congress regarding the valuable work you are doing with VAWA funds.

Sincerely,

The STOP Unit