

**State of Louisiana**  
Office of the Governor  
**Louisiana Commission on Law Enforcement  
and Administration of Criminal Justice**

**JOHN BEL EDWARDS**  
GOVERNOR

**JIM CRAFT**  
EXECUTIVE DIRECTOR



December 12, 2023

Mrs. Dawn Hawkins  
District Director  
Capital District Law Enforcement Planning Council, Inc.  
1406 South Range Avenue, Suite 5  
Denham Springs, LA 70726-4801

Re: FY 2023 STOP Violence Against Women Formula Grant Program Announcement

Dear Mrs. Hawkins:

The Office of Justice Programs, Office on Violence Against Women, has awarded the State of Louisiana the Fiscal Year 2023 STOP award in the amount of \$2,477,300. The federal end date for these funds is June 30, 2025. OVW mandates the LCLE allocate the award as follows:

- Twenty-five percent (25%) to law enforcement agencies;
- Twenty-five percent (25%) to prosecution agencies;
- Five percent (5%) to courts;
- Thirty percent (30%) to nonprofit victim services providers;
- Fifteen percent (15%) to state-level projects; and,
- Ten percent (10%) of each of these categories for administrative costs.

Of the designated \$1,114,784 set aside to allocate to law enforcement and prosecution agencies, your District's allocation total is **\$215,265** (19.31%). Please distribute fifty percent (50%) of your funding allocation to law enforcement agencies and fifty percent (50%) to prosecution agencies.

When distributing the STOP funds in your jurisdiction, OVW requires that agencies that recognize and meaningfully respond to the needs of underserved populations by providing culturally specific services and activities for the underserved are included in your consideration for eligibility. If you need additional information regarding OVW's definition of underserved populations, please contact Kelly Parks.

Please note the documents listed below included in this envelope:

- Sample of STOP VAWA Formula Grant Program Newspaper Article,
- Notice of Funding Opportunity (NOFO),
- Notice of Intent (NOI) Worksheet
- Risk Assessment – Part A,
- Proposal Review Worksheet,
- Potential Conflict of Interest form, and
- Allocation/Plan Change Request form.

The Notice of Funding Opportunity, Notice of Intent, Risk Assessment, Proposal Review Worksheet and Potential Conflict of Interest forms are available on the LCLE website at <http://www.lcle.la.gov/programs/funding.asp>. You will receive these documents via email as well.

Potential applicants must send their Notice of Intent proposals and Conflict of Interest form directly to you. The Authorized Official of the applicant agency must sign the Conflict-of-Interest certification form. You must complete a Risk Assessment – Part A and a Proposal Scoring Worksheet for each proposal submitted to LCLE.

In order to present your allocations for approval at the March 20, 2024, Victim Services Advisory Board meeting, please submit the following documentation to LCLE on or before **3:00 p.m., Friday, January 26, 2024. Please take into consideration the amount of time it will take for your subgrantee agencies to complete their Egrants applications with this deadline. Please note this deadline is firm and no exceptions will be made.**

- Public Notice(s) advertising the FY 2023 STOP VAWA Formula Grant funds;
- Notice of Intent (NOI) Form for each applicant agency (approved or denied);
- Potential Conflict of Interest Form for each applicant agency;
- Risk Assessment and a Proposal Review Worksheet you complete for each NOI; and
- Allocation Request Form/Certification of LEPC/CJCC District Director.

If you have any questions or need additional information, please contact Ms. Kelly Parks at (225) 342-1955 (office), or email her at [kelly.parks@lcle.la.gov](mailto:kelly.parks@lcle.la.gov).

Sincerely,



Mr. Jim Craft  
Executive Director

cc: Ms. Brittany Koczrowski  
Administrative Assistant