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## 2025 HTVAF Grant Application

Agency Name

Agency City

Primary Contact for Grant Project/Program \*

First Name

Last Name

**Email address for Primary Contact \***

email@example.com

**Phone Number for Primary Contact \***



**State Human Trafficking Victims' Assistance Fund (HTVAF)**

No maximum or minimum dollar amount has been established for individual grant awards. However, our agency has been notified by the Governor’s Division of the Budget that grant funds comprised of State General Fund dollars could be reduced in SFY 2025. Other grant funds could also be impacted by a reduction in their funding streams as well. If your agency received a grant in the previous state fiscal year and is requesting funds for continuation of the same grant project, it is strongly suggested to limit your requested grant amount to the same or a lesser amount than you received last year. **The HTVAF Grant funding is to be limited to three years and is for new and/or continuing innovative projects.** Funds may be utilized to continue an existing grant project for the second or third year, as well as create new grant projects to provide services to victims of human trafficking. HTVAF grant projects should not be viewed as an entitlement project, but, rather, short-term support for new or expanded grant project activities. Eligible applicants should indicate how they are seeking other sources of funding to continue their grant projects and how their grant projects will continue to function without HTVAF grant funding. NOTE: there is no guarantee that your full request will be awarded. To view the total amount and awards received last year, please visit the Victim Services Grant Program website at <https://ag.ks.gov/victim-services/grants> (<https://ag.ks.gov/victim-services/grants>).

**Amount Requested \***

\$  USD

**Brief Description of the HTVAF (State Human Trafficking Victims' Assistance Fund) Grant Project \***

**Did you receive HTVAF funds last year? \***

Yes

No

**Will the grant funds awarded be used for an existing project/program or a new project/program? \***

Existing Project/Program: continue existing grant project or program currently funded with grant funds

New Project/Program: Create a new project, program, or service activity not previously funded with grant funds

New projects will require additional forms and questions to be completed.

**Describe the identified need that will be addressed by the grant project for which HTVAF (Human Trafficking Victims' Assistance Fund) grant funds are requested. \***

**Please list your community partners.**

**Or upload the 2025 Community Partners form from our website or through the link below.**

Choose File

Upload a file. No files have been attached yet.

Acceptable file types: .pdf, .xls, .xlsx

This form is available on our website or via this link. (<https://ag.ks.gov/docs/default-source/forms/victims-grants/2023-community-partners.xlsx>)

**If your project includes a new position or employee, please upload the job description.**

Choose File

Select up to 4 files to attach. No files have been attached yet. You may add 4 more files.

Acceptable file types: .doc, .docx, .pdf, .txt

**Check county or counties served by this grant project.**

- Allen
- Anderson
- Atchison
- Barber
- Barton
- Bourbon
- Brown
- Butler
- Chase
- Chautauqua
- Cherokee
- Cheyenne
- Clark

- Clay
- Cloud
- Coffey
- Comanche
- Cowley
- Crawford
- Decatur
- Dickinson
- Doniphan
- Douglas
- Edwards
- Elk
- Ellis
- Ellsworth
- Finney
- Ford
- Franklin

- Geary
- Gove
- Graham
- Grant
- Gray
- Greeley
- Greenwood
- Hamilton
- Harper
- Harvey
- Haskell
- Hodgeman
- Jackson
- Jefferson
- Jewell
- Johnson
- Kearny

- Kingman
- Kiowa
- Labette
- Lane
- Leavenworth
- Lincoln
- Linn
- Logan
- Lyon
- McPherson
- Marion
- Marshall
- Meade
- Miami
- Mitchell
- Montgomery
- Morris



- Morton
- Nemaha
- Neosho
- Ness
- Norton
- Osage
- Osborne
- Ottawa
- Pawnee
- Phillips
- Pottawatomie
- Pratt
- Rawlins
- Reno
- Republic
- Rice
- Riley

Rooks

Rush

Russell

Saline

Scott

Sedgwick

Seward

Shawnee

Sheridan

Sherman

Smith

Stafford

Stanton

Stevens

Sumner

Thomas

Trego

- Wabaunsee
- Wallace
- Washington
- Wichita
- Wilson
- Woodson
- Wyandotte

**Check State Judicial Districts served by this grant.**

- 1st Judicial District
- 2nd Judicial District
- 3rd Judicial District
- 4th Judicial District
- 5th Judicial District
- 6th Judicial District
- 7th Judicial District
- 8th Judicial District

- 9th Judicial District
- 10th Judicial District
- 11th Judicial District
- 12th Judicial District
- 13th Judicial District
- 14th Judicial District
- 15th Judicial District
- 16th Judicial District
- 17th Judicial District
- 18th Judicial District
- 19th Judicial District
- 20th Judicial District
- 21st Judicial District
- 22nd Judicial District
- 23rd Judicial District
- 24th Judicial District
- 25th Judicial District

- 26th Judicial District
- 27th Judicial District
- 28th Judicial District
- 29th Judicial District
- 30th Judicial District
- 31st Judicial District

Please complete the table below to indicate service numbers for both children and adults



	A	B	C	D	E
1	Number served HTVAF Only	ACTUAL SFY 2023 HTVAF Only	ACTUAL SFY 2024 7/1/2023–3/31/2024; Q1-Q3 HTVAF Only	PROJECTED SFY 2023 7/1/2023–6/30/2024 (use actuals for first 3	PROJECTED SFY 2025 7/1/2024–6/30/2025
2	Children				
3	Adults				
4	Total Individuals	0	0	0	0

Upload the Project Budget Narrative. \*



Choose File

Upload a file. No files have been attached yet.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpf, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff, .xls, .xlsx

**Form may be downloaded from the OAG website or from this link** (<https://ag.ks.gov/docs/default-source/forms/victims-grants/2023-project-budget-narrative-htvaf.xlsx>).

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## Proposed Grant Project Goals and Objectives

New Projects or Agencies: Please provide goals that are consistent with the needs statement.

Objectives: Must be SMART. Specific, Measurable, Attainable, Relevant, and Time Limited. The objectives will be used on quarterly reports to measure progress of the project.

List the objectives to be accomplished in order to reach each goal.

Sample Goal: Create a Human Trafficking service division within the existing structure of our agency.

Sample Objective: Hire and contract with a capacity building consultant in quarter 1 to provide input on how to best offer HT victims victim-centered services.

### Goal #1 \*

### Objective 1.1 \*

Data provided to the OAG, person(s) responsible, tasks, and timeframe. \*

**Objective 1.2**

Data provided to the OAG, person(s) responsible, tasks, and timeframe.

**Objective 1.3**

Data provided to the OAG, person(s) responsible, tasks, and timeframe. \*

[Empty text box]

**Goal #2**

[Empty text box]

**Objective 2.1**

[Empty text box]

**Data provided to the OAG, person(s) responsible, tasks, and timeframe.**

[Empty text box]

**Objective 2.2**

[Empty text box]

**Data provided to the OAG, person(s) responsible, tasks, and timeframe.**



**Objective 2.3**

**Data provided to the OAG, person(s) responsible, tasks, and timeframe.**

**Goal #3**

**Objective 3.1**

**Data provided to the OAG, person(s) responsible, tasks, and timeframe.**

**Objective 3.2**

**Data provided to the OAG, person(s) responsible, tasks, and timeframe.**

**Objective 3.3**

**Data provided to the OAG, person(s) responsible, tasks, and timeframe.**

### Project Staffing Pattern and Project Coordination (see description below) \*

**B** *I* U ☰ ☷ “ ” ↻



Limit: 400 words

- Describe the staffing pattern that will meet the proposed grant project goal(s), objectives, and evaluation. Describe grant funded job duties or functions of personnel listed, noting any new duties and functions to be done as a result of the grant.
- Include persons responsible for achieving objectives and the supervisors of the individuals, who may not be grant-funded employees.
- Include all staff responsible for monitoring and evaluating the proposed grant project’s progress.
- Use the official “Position Title” for each employee. The “Position Title” and the “Employee’s Name” in that position must be consistent throughout the entire grant application and all attachments. If the position is vacant, please specify as “Vacant”.
- State how the proposed grant project will coordinate with existing agencies and local resources for the population to be served.

### Project Monitoring (see description below) \*



Limit: 400 words

- Describe the procedure for monitoring the proposed grant project.
- Who will track the proposed grant project throughout the grant project period?
- What data will be collected?

- How will the information that is monitored be used to encourage success of the proposed grant project?

### Project Evaluation \*

Limit: 300 words

- Describe the criteria that will be used to evaluate the effectiveness and quality of services provided through the proposed grant project.
- The evaluation should be designed to provide an objective assessment of the effectiveness or input of the proposed grant project.
- Specify the procedures to be used and how the information/data collected will be used to improve the proposed grant project.
- At a minimum, explain how the proposed objectives will be measured and how it will be determined whether the grant project is effectively and efficiently reaching the proposed goal(s) and objectives.

**By submitting this grant application, I certify that I am a representative of the above \*  
listed agency and am authorized to submit this grant application on their behalf. I  
further declare that I have shared the application, its attachments, and budgets with  
 the appropriate management and board members for their review and approval. All  
information is accurate and correct to the best of my knowledge. Should a discrepancy  
be discovered, I will notify the Office of the Attorney General Victim Services Division  
immediately.**

Save Draft

Submit Form