



VICARIOUS TRAUMA RESPONSE INITIATIVE TRAINING AND TECHNICAL ASSISTANCE COMMUNITY IMPLEMENTATION SITE

Frequently Asked Questions (FAQs)

What is the Vicarious Trauma Response Initiative (VTRI)?

The overall goal of the VTRI project is to successfully identify and implement interdisciplinary, cross-agency approaches in diverse communities throughout the United States. Building upon existing evidence-informed resources at the national, regional, tribal, state, and local levels, as well as among various professional disciplines, these approaches could mitigate the negative effects of vicarious trauma for professionals who respond to the needs of crime victims. The VTRI Project Team will select up to 12 Community Implementation Sites (“sites”) that demonstrate a desire to build or strengthen interagency collaborations to best meet the needs of crime victims and foster understanding and response to vicarious trauma.

For the duration of the project, VTRI will provide resources and training and technical assistance (TTA) to the selected sites as they develop vital partnerships and strategies that meet staff needs, help ensure high-quality services to crime victims, and can be expanded and sustained beyond the life of this project. VTRI TTA team members will be matched with each of the selected sites to fully optimize their efforts to conduct assessments, analyze results, and develop individual and collective action plans to address vicarious trauma. All selected sites will benefit from participating in a national learning community that will share resources, experiences, challenges, and encourage problem-solving. Ultimately, each of the sites’ collaborative strategies will be synthesized and documented to provide recommendations for other communities. The VTRI offers a unique opportunity to innovate at the community level and be at the forefront of creating and undertaking new and sustainable practices to address vicarious trauma.

Project Vision
Individuals responsible for responding to and addressing the needs of crime victims in various professional capacities are impacted by both single incident and chronic trauma exposure. Through interdisciplinary, cross-agency community collaborations, the VTRI initiative seeks to ensure that these providers and their organizations understand and address the impact of vicarious trauma and benefit from workplaces and communities of practice that promote their health, well-being, and resilience.

Why should we apply to be a Community Implementation Site?

The organizations selected will work together to strengthen response to vicarious trauma and foster community partnerships to address it. Selected sites will benefit from customized TTA, funding, and other resources that will help build and strengthen collaborations that have dual purposes: (1) to enhance existing peer support networks and build new ones that help alleviate the impact of vicarious trauma and sustain providers in their work and (2) ensure the consistent provision of high-quality services and referrals. In addition to the partnerships built within the community, the sites will have the benefit of being part of the VTRI’s learning community, allowing them to share experiences and resources with each other.

Who makes up the VTRI Project Team?

The VTRI Team is made up of diverse organizations and individual consultants with subject matter, discipline, and community-specific expertise. Please see the below list and refer to the initiative [website](#) for a detailed list of team members and partners. This initiative is funded by the U.S. Department of Justice, [Office for Victims of Crime](#) (OVC).

This document was produced by the International Association of Chiefs of Police under Cooperative Agreement 2019-V3-GX-K007 awarded by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed here are those of the author(s) and do not necessarily reflect the views of the Department of Justice.

Project Partners:

- ICF International, Inc.
- National Children’s Advocacy Center
- Northeastern University, Boston, MA
- University of Oklahoma Health Sciences Center, Indian Country Child Trauma Center



Stakeholder Group:

- AEquitas
- Casa de Esperanza, The National Latino Network for Healthy Families and Communities
- DC Chapter Union of Black Episcopalians
- Forensic Committee, International Association of Chiefs of Police
- Indian County Child Trauma Center at the University of Oklahoma Health Sciences Center
- International Association of Forensic Nurses
- Montana State University, Department of Sociology and Anthropology, Center for American Indian and Rural Health Equity
- National Association of Judiciary Interpreters & Translators
- National Center on Domestic Violence, Trauma, & Mental Health
- National Council for Juvenile and Family Court Judges
- National Council on Interpreting in Health Care
- National Crime Victim Law Institute
- National Sexual Violence Resource Center
- Safe Horizon
- Trauma and Learning Policy Initiative
- University of Montana, School of Social Work Center
- White Bison: An American Indian Non-Profit Corporation

What is vicarious trauma?

Vicarious trauma is defined as exposure to the traumatic experiences of other people, which can manifest from daily experience of working with crime victims or encountering mass violence incidents (Molnar, 2017). When there are negative consequences from this work-related exposure, it is referred to as *vicarious traumatization* (McCann & Pearlman, 1990). Other related terms such as *secondary traumatic stress*, *compassion fatigue*, *critical incident stress*, among others, are all a focus within this project. It is important to mitigate the potential negative effects of vicarious trauma in emergency responders to provide high-quality services for victims and their families. When such impacts are not addressed, individual

This document was produced by the International Association of Chiefs of Police under Cooperative Agreement 2019-V3-GX-K007 awarded by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed here are those of the author(s) and do not necessarily reflect the views of the Department of Justice.

providers and their organizations suffer, as do victims, their families, and the communities who rely on a variety of professionals and services to assist them in seeking healing and justice.

Where can I find more information about vicarious trauma?

The federal [Office for Victims of Crime's Training and Technical Assistance Center](#) (OVC TTAC) is an excellent starting place to learn more about vicarious trauma, its impact on individuals and organizations, relevant response strategies, and other resources.

What is the role of the lead organization?

The lead organization will receive up to \$50,000 to coordinate all community implementation site efforts, while also acting as the primary IACP contact.

What types and how many organizations should be included in a Community Implementation Site?

To apply, you must include, at a minimum, a:

- Victim services agency/organization, public and/or private on local, tribal, state, or federal levels
- Law enforcement

Considerations for additional proposed partners include, but are not limited to: tribal criminal justice and social services; legal services; courts; prosecution; healthcare providers; mental health service providers; child and adult protective services; substance abuse treatment centers; departments of corrections; forensic laboratories; interpreter services; faith-based organizations; school and college campus organizations; and agencies working with elders, LGBTQ communities, people with disabilities, immigrants and refugees, and survivors of human trafficking and of all types of crime and violence.

The number and types of organizations are intentionally left to the discretion of the applicant. You may include organizations you currently partner with, and you are encouraged to invite new organizations that will contribute to a compelling Community Implementation Site application.

Only U.S.-based organizations are eligible to apply, including tribal communities and U.S. territories (foreign entities are not eligible to apply).

Is there a population size or demographic makeup that is required to be considered for a Community Implementation Site?

Specific population size or demographic composition is not required. Population may be considered in the overall selection process to ensure geographic and demographic diversity, but jurisdiction size or population density will not be a limiting factor.

Can a unit/section/division of a larger organization be included in an application?

Yes, specific components of agencies or organizations can be included as partners as long as their organization's senior leadership demonstrates support and commitment to the project.

This document was produced by the International Association of Chiefs of Police under Cooperative Agreement 2019-V3-GX-K007 awarded by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed here are those of the author(s) and do not necessarily reflect the views of the Department of Justice.

How many representatives from each organization need to be involved?

A minimum of one individual is required to represent each partner organization on an ongoing basis. However, there may be activities that additional individuals from the partner organizations will be asked to take part in, and organizations are encouraged to consider designating more than one individual to ensure active participation in project meetings and networking activities for the duration of the project.

Does the community applicant need to have already established collaborative partnerships in order to apply?

No, but collaborative discussions are needed among the identified organizations to discuss interest and feasibility in applying as a community site and to complete the application, including the requisite letters of commitment from each organization's leader. A lead organization in each jurisdiction will guide the identification of agencies and organizations that will best meet their needs for this project. In Section III of the application, you will be asked to provide information about each proposed partner organization, and the narrative responses should reflect their interests in contributing to the collaborative effort as a proposed site. If selected, the partners will be asked to collaboratively develop and sign a memorandum of understanding for purposes of this project.

What is needed for the application's required letters of commitment?

Partner organizations must have the support of their leadership to apply to be a site in the VTRI. Letters of commitment must clearly articulate the leader's commitment to the project's overall purpose, ensuring an appropriate level of participation by designated staff. Each partner organization is required to create their own individual letter that reflects their unique commitment and role in the proposed VTRI community partnership. A list of what to include in the letters can be found in Section IV of the application document.

How will applications be evaluated?

Site selection will be determined based on multiple factors including but not limited to organizations' leadership support; identified strengths, needs, and challenges in addressing the needs of crime victims and providers; desire and ability to collaborate with partner organizations, the VTRI Project Team, and other selected sites to assess current organizational needs and responses to vicarious trauma; capacity to develop, maintain, and enhance diverse community partnerships; dedication to project goals and objectives and the collaborative meaning of community and success; experience managing grants; and the expectation that strategies will be sustained beyond the life of the grant.

Are any financial contributions required of the selected sites?

There is no financial contribution or match required on the part of the lead organization for this project. However, there is an expectation that each organization (the lead organization and all partner organizations) will commit to dedicating staff to actively participate in the effort to ensure deliverables are met and aim for the long-term sustainability of the work after the initiative concludes.

If selected as a Community Implementation Site, will there be funding support?

Lead Organization:

The lead organization of a selected site is eligible to receive a total of up to \$50,000 over the duration of the project. If selected, additional information regarding the financial process will be provided. The lead organization of a selected site

This document was produced by the International Association of Chiefs of Police under Cooperative Agreement 2019-V3-GX-K007 awarded by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed here are those of the author(s) and do not necessarily reflect the views of the Department of Justice.

must have the ability to manage the funding requirements and work with the IACP to create a detailed budget and narrative that will meet federal and IACP guidelines.

Partner Organizations:

The partner organizations of a selected site will not receive funding through this initiative; funding will be provided only to the lead organization. Along with an aim for the sustainability of the work beyond the period of the initiative, each organization is expected to commit to dedicating staff to participate in the effort to ensure deliverables are met.

How can the funding for Community Implementation Sites be used?

The lead organization of the Community Implementation Site can request funds on a reimbursement basis to support their participation in the project (e.g., personnel to coordinate the assessment and survey process, attendance at required training events and meetings, implementation of the developed and approved action plan). Funds for personnel can include fringe benefits and overhead costs associated with salaries of relevant positions. Lead organizations for selected sites will be required to work with the VTRI Project Team to create and submit a detailed budget and narrative that outlines anticipated expenses for personnel, among other costs.

What are allowable and unallowable costs that selected organizations can include in the submitted budgets?

Each site will be unique in its needs; however, as a federally funded initiative, all expended costs must comply with the U.S. Department of Justice (DOJ) [Grants Financial Guide](#). The IACP will work with the identified sites to discuss specific costs and develop reasonable budgets. There may be meetings and training events—virtual and in person—that site members are required to attend; travel costs for these events must be included in the site’s budget. Some costs may be unknown until further into the life of the project.

What additional documents can organizations submit to support the application and highlight their dedication to addressing vicarious trauma?

All applications must have a signed letter of commitment from the lead organization executive and a letter of commitment from the executive of each partner organization named in the application. No additional supporting documents are required or allowed. Additional documents uploaded with the online application will not be reviewed.

Will there be a contract developed between the sites that are selected and the IACP?

Yes. A contractual agreement and supplemental documentation will be secured between the IACP and the lead organization for the selected Community Implementation Site. These documents will outline financial and programmatic expectations and guidelines.

What type of ongoing reporting will be required of the Community Implementation Sites?

The lead organization for each selected site will be required to submit updates tracking progress, benchmarks, successes, and challenges; conduct and participate in regular conference calls; and provide monthly financial reports and invoices to the IACP.

This document was produced by the International Association of Chiefs of Police under Cooperative Agreement 2019-V3-GX-K007 awarded by the Office for Victims of Crime, Office of Justice Programs, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed here are those of the author(s) and do not necessarily reflect the views of the Department of Justice.

Upon successful completion of the project, what will be required of selected organizations for replication and implementation of the initiative?

Sites will focus on their unique needs and action plans as determined through an assessment process. Sites will not be expected to identify solutions for all organizational and community challenges and needs. However, strategies, policies, and programs identified and implemented throughout this project and determined to be useful for other communities will be captured in a document and disseminated nationwide to guide replication. Sites will be contributing to that goal throughout the project and will provide insight for the final written document.

For additional information, please contact Tina Dimachkieh, IACP Project Manager, at dimachkieh@theiacp.org or 1-800-The-IACP ext. 6841 for details.