**What is the Building Agency Capacity: A Toolkit for Human Trafficking Investigations project?**

The *Building Agency Capacity: A Toolkit for Human Trafficking Investigations* project is funded by the [Office for Victims of Crime (OVC)](https://www.ojp.gov/ovc) from 2022–2024. The overall goal of the project is to develop a toolkit of resources to enable law enforcement agencies to identify and assist victims of human trafficking and conduct investigations using trauma-informed, victim-centered principles. The toolkit will include an agency self-assessment, policy and training guidelines, an action planning guide, and human trafficking reporting checklists. Additionally, up to four Demonstration Sites (“sites”) will be selected to build or strengthen human trafficking efforts in their agency, collaborate on developing the toolkit, and receive customized training and technical assistance.

**What are the benefits to agencies to be part of the demonstration site initiative?**

Sites will contribute to the identification, development, and testing of the resources included in the toolkit which will be available to law enforcement nationwide to strengthen programming and build capacity to address human trafficking. Agencies will receive attribution in the acknowledgments section of the published toolkit and be listed as a participant on the IACP project website.

Agencies will collaborate with the IACP, OVC, a project Advisory Group of law enforcement executives, prosecutors, service providers, and survivors, plus a cadre of subject matter experts to assess their organizational readiness and develop strategies to address human trafficking in their communities. Additionally, agencies will gain knowledge from three other law enforcement agency demonstration sites and participate in tailored training and technical assistance for each site. Agencies will participate in a webinar or workshop to highlight their experience and introduce the toolkit nationwide.

**How long is the project?**

Agencies selected to participate in the demonstration site initiative will be part of the project from February 2023–September 2024 for up to 24 months unless sooner terminated according to the conditions set forth in a memorandum of understanding or due to other unforeseen circumstances.
What are the project milestones?

Demonstration site application deadline January 9, 2023

Kick-off call February 2023

Work with IACP on toolkit development, piloting, & evaluation February 2023–May 2024

Toolkit launch nationwide June–October 2024

Demonstration site selection January–February 2023

Complete agency assessment February–March 2023

Receive TTA March 2023–September 2024

What agencies are eligible to apply?

The IACP welcomes applications from state, county, local, tribal, campus, or territorial law enforcement agencies with varying levels of experience in identifying and assisting victims of human trafficking and conducting investigations. Consideration will also be given to agencies having no experience with human trafficking that are seeking to establish investigative capacity for these complicated cases.

Does the applicant need to have already established human trafficking personnel or a dedicated unit to apply?

No.

Is there an agency or population size and demographic makeup that is required to be considered for demonstration sites?

A specific size or demographic composition is not required but may be considered in the overall selection process to ensure population, geographic, and demographic diversity. Agency and jurisdiction type and size will not be limiting factors.

Is an agency eligible if it has been part of or is currently named on a consent decree agreement with the Department of Justice?

Agencies can apply to be considered a demonstration site even if they have been under a consent decree. The fact that an agency is under a consent decree, in and of itself, will not be either an advantage or a disadvantage.

Will any additional documents be requested as part of the application process?

Agencies applying to be considered for the demonstration site initiative may be asked for additional supporting documents.
Are any financial contributions required of the selected agencies to be part of the demonstration site initiative?

No.

Are there any financial benefits for the selected agencies to be part of the demonstration site initiative?

No, but the law enforcement agencies that participate in this demonstration site initiative will receive in-kind resources and training and technical assistance from subject matter experts in the field at no cost to the sites.

What assessments, questionnaires, or evaluations will be conducted throughout the project period?

- Initially, sites will complete an agency self-assessment to determine their baseline foundation and identify needs for customized training and technical assistance.
- Agencies will pilot toolkit components and provide feedback.
- Agencies will complete an evaluation at the completion of training and technical assistance.

Will there be a memorandum of understanding (MOU) developed between the agencies that are selected and the IACP?

Yes, the IACP will work with each site to secure a MOU that the head of the agency/agency executive will be expected to sign. This document will outline programmatic expectations and guidelines.

What type of ongoing activities will be required of the demonstration site agencies?

Selected sites will be required to participate in scheduled monthly, bi-monthly, or ad-hoc conference calls to discuss goals and objectives, review needs and challenges, and evaluate resources and tools. Sites will complete a self-assessment included in the toolkit, collaborate in the development of resources, pilot test the toolkit, and provide feedback on toolkit components to the IACP. On-going technical assistance will support sites and address any gaps in knowledge or resources and troubleshoot emerging issues. Sites may participate in a webinar or workshop to highlight their experience and introduce the toolkit nationwide.

Who will the demonstration sites be working with throughout the project?

IACP staff, subject matter expert consultants, and an Advisory Group comprised of the Office for Victims of Crime (OVC), law enforcement, prosecutors, victim service providers, researchers, national training and technical assistance providers, and human trafficking survivors throughout the U.S. Sites can expect to work with a cohort of three other law enforcement agency demonstration sites that were also selected.
Upon successful completion of the project, what is expected/required of selected agencies for implementation of the project toolkit nationally?

This is a demonstration project, there is not an expectation that agencies will identify solutions to all challenges and needs. Sites are not committed beyond the conclusion of the project in 2024.

How can my agency apply to be a demonstration site?

Agencies interested in applying for this opportunity can submit an application online at https://form.jotform.com/twoodhead28/toolkit-demo-site-app. To apply by fax or mail, please reach out to the IACP at humantrafficking@theiacp.org for additional instructions.

Applications will be accepted through Monday, January 9, 2023.

How will applications be evaluated?

Site selection will be determined based on multiple factors including:

- Agency executive and leadership support
- Willingness to collaboratively work with the IACP project team to assess organization efforts, develop, and implement toolkit resources
- Articulated dedication to project goals and objectives
- Identified strengths, needs, and challenges to addressing human trafficking in their community
- The likelihood that implemented efforts will be sustained beyond the project period

What other resources and support are available to strengthen our response to human trafficking?

The IACP has developed numerous tools and resources to support law enforcement agencies, human trafficking task forces, and allied stakeholders to strengthen their efforts to address human trafficking. Please visit the IACP webpage at https://www.theiacp.org/projects/anti-human-trafficking-training-and-technical-assistance for details about available resources as well as no-cost training and technical assistance.

Where do I find more information on the Office for Victims of Crime human trafficking resources?

What is the federal definition of human trafficking\(^1\)?

The Trafficking Victims Protection Act of 2000 (TVPA), as amended (22 U.S.C. § 7102), defines “severe forms of trafficking in persons” as:

**Sex trafficking:** The recruitment, harboring, transportation, provision, obtaining, patronizing, or soliciting of a person for the purpose of a commercial sex act, in which the commercial sex act is induced by force, fraud, or coercion, or in which the person induced to perform such act has not attained 18 years of age.

**Labor trafficking:** The recruitment, harboring, transportation, provision, or obtaining of a person for labor or services, through the use of force, fraud, or coercion for the purpose of subjection to involuntary servitude, peonage, debt bondage, or slavery.

For additional information, please contact Hilary Burgess, IACP Senior Project Manager, at [burgess@theiACP.org](mailto:burgess@theiACP.org) or 1-800-THE-IACP ext. 6839 for details.

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