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INTRODUCTION

To SAKI Sites:

On behalf of the Bureau of Justice Assistance (BJA) and the National Sexual Assault Kit Initiative (SAKI) Training and Technical Assistance (TTA) team, we would like to welcome you as a new site for the SAKI project. SAKI TTA is a BJA–funded program operated by RTI International through a grant. The SAKI TTA team provides a range of TTA to SAKI sites regarding investigations, prosecution, inventorying and tracking sexual assault kits (SAKs), and victim advocacy engagement. Our team can also assist in developing effective practices addressing sexual assault response and facilitating the sexual assault response team (SART) concept in communities, including those struggling with unsubmitted SAKs.

The Table of Contents provides a list of key documents included in your SAKI TTA Welcome Packet. Your assigned site liaison from the SAKI TTA team will be contacting you to discuss any questions you may have, as well as to discuss other needs that your site may have at this time.

We are excited to have the opportunity to work with you and your local partners.

Regards—

Kevin Strom  
SAKI TTA Project Co-Director

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Like SAKI on Facebook  
Follow SAKI on Twitter
SAKI sites, both currently and previously funded, represent approximately 57% of the U.S. population (331.5 million).
NATIONAL SEXUAL ASSAULT KIT INITIATIVE
Leading the Way in Sexual Assault Response Reform

Funded by the Bureau of Justice Assistance (BJA), the National Sexual Assault Kit Initiative (SAKI) aims to create a coordinated community response that promotes survivor healing and ensures just resolution to sexual assault cases through a comprehensive and victim-centered approach, building jurisdictional capacity to prevent accumulation of unsubmitted sexual assault kits (SAKs) in the future and supporting the investigation and prosecution of cases for which SAKs were previously unsubmitted.

As of September 2021, SAKI has accomplished the following:

- **146,278** SAKs inventoried
- **83,201** SAKs sent for testing
- **72,350** SAKs tested to completion
- **30,259** DNA profiles uploaded
- **13,961** CODIS hits

- **20,448** investigations
- **1,874** cases charged
- **1,069** convictions
- **1,938** CODIS hits to serial sex offenders
- **7,316** CODIS hits to serial violent offenders

*Includes plea bargains

SAKI assists jurisdictions with implementing best practices, generating victim-centered policies, and creating sustainable comprehensive sexual assault response reform.

**AMOUNT INVESTED (IN MILLIONS)**

- **Total:** >$282
- **SAKI Sites (FY15–FY21):** >$263
- **SAKI TTA:** >$17
- **SAKI Program Evaluation:** $2

**THE SAKI TEAM**

- SAKI Training and Technical Assistance (SAKI TTA): [www.sakitta.org](http://www.sakitta.org)
- Violent Criminal Apprehension Program (ViCAP): [www.fbi.gov/wanted/vicap](http://www.fbi.gov/wanted/vicap)

This project was supported by Grant Nos. 2015-AK-BX-K021 and 2019-MU-BX-K011 awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the U.S. Department of Justice’s Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice. For more information, visit [www.sakitta.org](http://www.sakitta.org).
SAKI TTA: Factsheet

The federally funded National Sexual Assault Kit Initiative (SAKI) is a Bureau of Justice Assistance (BJA)-led program that assists jurisdictions contending with unsubmitted sexual assault kits (SAKs). In 2015, 20 state and local jurisdictions were selected as SAKI sites; BJA funded 13 existing SAKI sites and 12 new jurisdictions in 2016, 12 existing SAKI sites and 9 new jurisdictions in 2017, 16 existing SAKI sites and 13 new jurisdictions in 2018, 19 existing SAKI sites and 10 new jurisdictions in 2019, 28 existing SAKI sites and 7 new jurisdictions in 2020, and 19 existing SAKI sites and 5 new jurisdictions in 2021—for a 7-year total of 76 grantees. The SAKI TTA Team provides targeted TTA regarding investigation and prosecution of violent, cold cases; inventorying and tracking of SAKs; and advocacy and engagement for victims and their families. Our team develops effective practices addressing violent crime and sexual assault response in communities, including those that have struggled with unsubmitted SAKs.

Project Activities
- Deliver TTA to address immediate needs
- Assess long-term needs to address strategic challenges and priorities, and implement sustainable practices
- Facilitate cross-site learning
- Develop TTA curricula and materials—on site and online—that align with policy and implementation needs
- Disseminate and assist with implementation of evidence-based practices
- Offer technical assistance (provided by technical advisors) upon request

TTA Focus Areas
The SAKI TTA Team engages subject matter experts (SMEs) in the following areas to deliver relevant, informative content in various forms—including training materials, webinars, and briefs. These focus areas highlight some of the important work being accomplished by SAKI TTA and our SME partners.

Multidisciplinary Response: We design effective practices—including creating and maintaining a sustainable SART—and craft resources that help multidisciplinary team members seamlessly collaborate to create policies that enhance a coordinated response to sexual assault. A multidisciplinary approach to sexual assault provides a victim-centered response for survivors and is foundational for the successful investigation and prosecution of sexual assault cases.

Law Enforcement: SAKI TTA identifies investigative steps to combat violent crimes and identify serial offenders. We create effective investigative practices to address Combined DNA Index System (CODIS) hits, including strategies to prioritize CODIS hits; investigative standards; and guidelines for evidence collection and handling. Our work in this area also focuses on managing investigations. We provide policy and practice guidance for collecting, tracking, testing, and entering lawfully owed DNA samples into CODIS.

Prosecution: SAKI TTA and our partner organizations strive to overcome challenges associated with cold case violent crime prosecutions, including defeating common defenses and creating a trial theme for each case. We design preparation strategies for trial, including training about (1) witness preparation and questioning, (2) presenting sexual assault evidence, and (3) providing assistance to address violent crime—particularly capital litigation. We promote strategies to mitigate the risk of error and wrongful conviction through the application of forensic evidence.

Victim and Family Advocacy: SAKI TTA provides victim-centered and trauma-informed practices that improve how survivors and their families engage the criminal justice system. We offer support and training about cold case notification policy, victim and family advocacy practices, and advocate roles and responsibilities.

Sexual Assault Nurse Examiners (SANEs): We identify needs and challenges in local SANE programs, as well as a SANE’s role in sexual assault cases. We recognize the need for—and value of—a victim-centered, trauma-informed...
approach. Therefore, we create policies and practices emphasizing the importance of SANEs; collaboration with law enforcement agencies; and survivor healing, well-being, and care.

Forensics and Crime Analysis: We offer valuable expertise about SAK testing—including forensic genealogy, crime analysis, and other advanced forensic DNA techniques—to assist law enforcement, prosecution, and other parties with investigations.

Case Management: We offer expertise related to connecting crime laboratory information management systems and evidence tracking systems to investigations and prosecutions; we also work to increase laboratory efficiency and prioritize cold case evidence.

Partners
- AEquitas
- International Association of Chiefs of Police (IACP)
- The Joyful Heart Foundation
- Project: Cold Case
- The Rape, Abuse & Incest National Network (RAINN)
- SANE-SART Resource Service—Dr. Linda Ledray, Founder
- Dr. Rebecca Campbell from Michigan State University

Frequently Asked Questions

Q. How do I learn more about SAKI?
A. Please visit www.sakitta.org. You will find information on the goals of the SAKI and SAKI TTA programs, grantee profiles for each SAKI site, training resources, and much more. Additional information is also available on the BJA SAKI website.

Q. What types of TTA are available?
A. The SAKI TTA Team works closely with each SAKI grantee to develop activities based on their specific needs. In addition to live training events, SAKI TTA offers online learning opportunities—including the SAKI Toolkit, Virtual Academy, webinars, and other resources. Topics include building a multidisciplinary team, providing trauma-informed and victim-centered care, submitting and testing SAK evidence, and maintaining best practices for investigating and prosecuting sexual assaults and other violent crimes. Technical assistance from a member of the SAKI TTA Team is also available upon request.

Q. Who has access to TTA resources?
A. The SAKI TTA website houses resources that are freely accessible to anyone. Additionally, SAKI TTA SMEs can assist SAKI-funded sites in a more comprehensive way to address their specific needs.

More Information
If you have questions or want more information about the SAKI TTA program, please contact us.

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To request TTA, contact the SAKI TTA Help Desk:  
sakitta@rti.org or 800.957.6436
Making the Most of Your SAKI Award

The National Sexual Assault Kit Initiative Training and Technical Assistance (SAKI TTA) Team has prepared the following information for your SAKI site. This checklist provides the SAKI TTA Team’s suggested guidance for initiating activities associated with a SAKI award.

- Locate and view the Department of Justice (DOJ) Financial Guide.*
- Log into your Performance Measurement Tool (PMT) account. (If you experience any issues, contact the Bureau of Justice Assistance PMT Help Desk at bjapmt@ojp.usdoj.gov or 1.888.252.6867.)
- Hold an introductory call with your SAKI TTA site liaison. (Your assigned site liaison will schedule this call.)
- Review the FY2021 SAKI Welcome Packet.
- Hold your first SAKI multidisciplinary team (MDT) meeting.
- Create an account for the following online resources:
  - SAKI Toolkit
  - Virtual Academy
- Create a briefcase within the SAKI Toolkit.
- Share at least two resources from the SAKI Toolkit with your team members.
- Start a spreadsheet to track future SAKI successes and milestones.
  - Examples of successes and milestones may include establishing your MDT, certification of your SAKI inventory, sexual assault kit (SAK) testing plan initiated, completion of SAK testing, first SAKI arrest, first SAKI indictment.

If you have any questions regarding this checklist or the SAKI Welcome Packet, contact your site liaison or the SAKI TTA Help Desk at sakitta@rti.org or 1.800.957.6436.

*The DOJ Financial Guide is updated online periodically. To ensure you are viewing the most recent version, please use the link to access it; do not download and save your own copy.
Congratulations on becoming a new grantee of the National Sexual Assault Kit Initiative (SAKI)! Our training and technical assistance team—the SAKI TTA Team, which consists of RTI International and its partners—is committed to helping you succeed.

As you continue to become acclimated with all things SAKI, we encourage you to review the following information; these details will help you understand more about the SAKI TTA Team’s role as well as about how we can assist you in getting started on the project.

**Assigned SAKI TTA Site Liaison**

As part of our mission to assist you in accomplishing your site’s SAKI goals and objectives, we assign a SAKI TTA Site Liaison to each grantee. This member of the SAKI TTA Team will work closely with you over the course of your SAKI award(s) to provide training and technical assistance (TTA) that is tailored to your site’s needs. Your site liaison will be conducting the initial contact as well as checking in with you on a regular basis to discuss SAKI goals, challenges, successes, and any specific TTA needs that you may have. Your site liaison will also be available for any TTA requests you have that may come up along the way, including facilitating peer-to-peer connections with other SAKI grantees.

**TTA Development Plan**

Each SAKI grantee will have a TTA Development Plan. Your SAKI TTA Site Liaison will work with SAKI TTA’s Leadership Team and subject matter experts to customize a plan for the duration of your SAKI award. This plan will include information on topics that you identify as challenges, areas of interest, and gaps that you would like to fill. Your TTA Development Plan will include potential training opportunities, tailored resources to fit your needs, and relevant topics for future TTA planning. You will have the opportunity to discuss your TTA Development Plan with your site liaison to provide input and feedback.

**Initial Site Visit**

During the first few quarters of communication with the SAKI TTA Team, your SAKI TTA Site Liaison will talk to you about an initial site visit; your site liaison will also solicit input from you about this visit. This site visit will allow the SAKI TTA Team to get to know your jurisdiction’s personnel as well as begin brainstorming on the TTA Development Plan. SAKI TTA Team members, including individuals who have expertise relevant to your SAKI goals and objectives, will lead the initial site visit. Individuals from your host agency as well as all relevant collaborators and members of your SAKI Multidisciplinary Working Group should attend the initial site visit. **This initial site visit may be hosted virtually if travel restrictions are in place.**

**SAKI TTA Website and Help Desk**

The SAKI TTA Team is proud to host the SAKI TTA website funded by the Bureau of Justice Assistance. The website houses all resources produced as part of the SAKI program—including webinars, resource briefs, the SAKI Toolkit, and the SAKI Virtual Academy. Additionally, the website highlights information about upcoming trainings, success stories from grantees, and key metrics from the SAKI program since its inception in 2015.

For assistance in locating items on the SAKI TTA website, reach out to your SAKI TTA Site Liaison or the SAKI TTA Help Desk at 1.800.957.6436 or sakitta@rti.org.
Get Connected

- The SAKI TTA Team is pleased to offer multiple grantee-focused working groups. Working group topics rotate on a monthly basis. Meetings with a specific audience or interest—including SAKI site coordinators, researchers, and crime analysts as well as forensic genetic genealogy and lawfully owed DNA—are available. For more information on the latest working group offerings, contact your SAKI TTA Site Liaison.

- The SAKI TTA Team encourages you to join our mailing list to receive the most up-to-date information about upcoming trainings, webinars, and announcements for SAKI grantees. You can do so by contacting your SAKI TTA Site Liaison or the SAKI TTA Help Desk at 1.800.957.6436 or sakitta@rti.org.

- The SAKI TTA Team also encourages you to connect with us on the following SAKI social media accounts:
  - Like SAKI on Facebook
  - Follow SAKI on Twitter

This project was supported by Grant No. 2019-MU-BX-K011 awarded by the Bureau of Justice Assistance. The Bureau of Justice Assistance is a component of the U.S. Department of Justice's Office of Justice Programs, which also includes the Bureau of Justice Statistics, the National Institute of Justice, the Office of Juvenile Justice and Delinquency Prevention, the Office for Victims of Crime, and the SMART Office. Points of view or opinions in this document are those of the author and do not necessarily represent the official position or policies of the U.S. Department of Justice. For more information, visit www.sakitta.org.
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Bureau of Justice Assistance Purpose Area Requirements

The following list contains requirements that all National Sexual Assault Kit Initiative (SAKI) grantees must follow. Requirements that apply only to grantees in specific purpose areas are indicated in the list.

If your agency has extenuating circumstances that prevent you from meeting any of these requirements, please contact your assigned SAKI TTA Site Liaison and/or your Bureau of Justice Assistance (BJA) State Policy Advisor.

- **Sexual Assault Kit Tracking:** Grantees of Purpose Areas 1 and/or 2 are required to track inventoried sexual assault kits (SAKs) throughout their award period. Specifically, these agencies will be expected to track each SAK using an assigned unique identifier in an automated information technology system. Contact your SAKI TTA Site Liaison for more information about no-cost evidence tracking systems.

- **Training:** Grantees of all purpose areas must attend the annual National SAKI Grantees Meeting in the Washington, DC, area; SAKI site representatives are expected to attend each annual meeting during the course of any active award(s). Up to three representatives per site may attend if the annual meeting is an in-person event, and up to five representatives per unique SAKI award may attend if the annual meeting is a virtual event. BJA may request attendance at additional required trainings.

- **DNA Analyses:** Your agency must perform SAK testing and DNA analysis (per your program narrative and approved budget) as well as associated technical review and Combined DNA Index System (CODIS) upload activities. All DNA analyses conducted under the SAKI program must be performed by a government-owned or fee-for-service laboratory that is accredited and undergoes external audits at least once every 2 years, with the exception of forensic genetic genealogy (FGG) testing. The following required data elements must be reported to BJA for FGG analyses:
  - Type of crime investigated
  - Details about if FGG DNA analysis/FGG DNA analysis and searching (FGGS) was conducted on a forensic sample or a reference sample
  - Type of forensic sample subjected to FGG and a description of the total amount, condition, and concentration of that sample (e.g., single source, mixed profile, degradation status)
  - FGG analysis resulted in a searchable profile. (Yes/No)
  - Name of the vendor laboratory that conducted FGG and the genetic genealogy service(s) used to search the FGG profile
  - The investigation resulted in an arrest that was based, in part, on the use of FGGS. (Yes/No)
  - Total amount of federal funding used to conduct FGG/FGGS in each case

- **Violent Criminal Apprehension Program Entry:** Grantees of Purpose Areas 1, 2, and/or 4 are required to enter all “criteria cases” into the Violent Criminal Apprehension Program (ViCAP) before the grant period ends to increase the chances of identifying and apprehending violent serial offenders who pose a serious threat to public safety.

  - Cases submitted to ViCAP must meet the following criteria requirements:
    - Homicides (and attempted homicides) that (1) are known or suspected to be part of a series and/or (2) are apparently random, motiveless, or sexually oriented.
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Assaults that (1) are known or suspected to be part of a series and/or (2) are committed by a stranger.

- Suspects involved in circumstances in which there is a strong possibility of foul play and the victim is still missing.
- Human remains linked to a case in which the manner of death is known or is suspected to be a homicide.

- Only one case incident can be submitted per case entry.
- Grantees must ensure all ViCAP questions are appropriately answered and, when available, provide additional details.
- Information entered in ViCAP must be comprehensive.
- Grantees should enter all solved and unsolved ViCAP criteria cases.
- Grantees are expected to allot time to search ViCAP regularly, in addition to routinely entering cases.

Elements of the BJA SAKI Model

1. **Inventory all unsubmitted SAKs** in the jurisdiction’s possession (as defined in the FY2021 SAKI solicitation), regardless of their storage location (e.g., police evidence facility, hospital, another relevant location). Track their progress from testing through final adjudication. Partially tested SAKs must be included in the inventory. Sites must capture all SAKs in their jurisdiction that have never been tested with CODIS-eligible DNA methodologies.

2. **Create a multidisciplinary working group** that convenes regularly to address and identify the individual, organizational, and systemic factors that lead to high numbers of unsubmitted SAKs in the jurisdiction. Develop a comprehensive strategy to address the backlog and provide uniform assistance to all agencies—including those in rural and tribal areas in statewide or countywide sites—that fall within the grantee’s jurisdiction. This working group should comprise law enforcement personnel (including superior officers and officers who respond to and investigate sexual assault complaints), forensic medical personnel (including sexual assault forensic examiners), forensic laboratory personnel, prosecutors, victim advocates (both system- and community-based), and victim services providers. *(Some jurisdictions may already have existing sexual assault response teams that could form the basis of a multidisciplinary working group.)*

3. **Designate a site coordinator** who will serve as the central point of contact for the SAKI TTA Team; this individual should have the lead agency’s full support. Together, the site coordinator and the lead agency will be responsible for fostering and coordinating communication among team members and ensuring that the team is meeting milestones.

The site coordinator must also

- Demonstrate a willingness and commitment to institutionalize systems, policies, and protocols developed by the working group to help address the backlog of unsubmitted SAKs and prevent a future backlog.
- Be a strong and knowledgeable leader who can work closely with the lead agency to ensure a coordinated effort among all SAKI team members.
Leverage their organization's skills to support the work.

Foster solid working relationships and hold all entities accountable for their roles within the SAKI effort.

The site coordinator does not need to be a sworn law enforcement officer; however, prior experience working with law enforcement agencies, prosecutors, and victim advocates will be highly advantageous.

For more information on any of the required BJA elements, please review the FY2021 SAKI Site Solicitation.
Introduction Summary
As a Purpose Area 1 SAKI award recipient, you are responsible for implementing a comprehensive approach to unsubmitted sexual assault kits (SAKs); this approach includes the following three elements of the Bureau of Justice Assistance (BJA) model outlined in the BJA FY2021 SAKI solicitation.

- You must complete an inventory of unsubmitted SAKs, including partially tested SAKs. Your assigned SAKI TTA site liaison will discuss the inventory requirements with you, as well as assist you with BJA inventory approval and certification. Visit the Resources section for helpful materials that are specific to the SAKI inventory.

- You are also required to form and/or maintain a multidisciplinary working group; this working group should perform the following:
  - Meet regularly to (1) eliminate or reduce the existing number of unsubmitted SAKs through increased testing and (2) influence changes in practice, protocol, and organization culture necessary to prevent unsubmitted SAKs from accumulating in the future.
  - Seek to improve cross-disciplinary training.
  - Establish evidence-based and victim-centered protocols and policies.
  - Address potential trauma to survivors when discussing cold cases.
  - Strengthen victim advocacy.
  - Enter cases into the Violent Criminal Apprehension Program.
  - Identify and allocate resources required to produce and follow up on all valid evidence from the testing process.
  - Establish processes that prioritize the investigation and adjudication of SAKI cases.
  - Establish evidence tracking, case management, and victim notification mechanisms.

- You are required to establish a site coordinator for your SAKI award; this role is critical to the success of your SAKI site. The site coordinator will accomplish the following:
  - Lead your site (and its partners)
  - Maintain oversight of all project activities—including, but not limited to
    - Tracking progress towards SAKI goals and objectives
    - Coordinating the inventory process
    - Leading working group meetings
    - Coordinating the prompt submission of quarterly performance metrics
    - Maintaining communication and an active relationship with the assigned SAKI TTA Site Liaison.
Resources

SAKI TTA has provided a list of resources that we encourage your SAKI team to review and discuss within the first few months of getting started. These resources were chosen as they are fundamental to supporting the objectives listed for your Purpose Area.

- **SAKI Inventory**
  - [SAKI Site SAK Inventory Certification Form](brief)
    This updated form ensures a comprehensive inventory of previously unsubmitted SAKs in SAKI jurisdictions. This fillable PDF can be submitted to your SAKI site liaison for review prior to obtaining BJA approval.
  - [SAKI Site Inventory Guidance](brief)
    This document provides a thorough explanation of the requirements of the BJA inventory completion and certification for SAKI grantees. SAKI TTA has technical advisors available to answer any questions to provide further clarification during the SAKI inventory process.

- **Multidisciplinary Team**
  - [Creating a Strong Multidisciplinary Team and/or Sexual Assault Response Team](Toolkit Topic)
    A strong multidisciplinary approach to sexual assault provides a victim-centered response for survivors while increasing coordination and public safety. These tools can be used to develop a multidisciplinary team or sexual assault response team for the first time or to strengthen existing practices. Explore the benefits of working across disciplines; learn from the experiences of existing teams; and find out what role each discipline can play in a coordinated, community response to sexual assault.
  - [Working the Case I: Case Assessment and Review](Virtual Academy Module)
    Discover SAKI’s promising practices for investigating cold case sexual assaults. This curriculum presents five modules that review how to establish your new case file; apply a victim-centered, trauma-informed approach to case review; engage a multidisciplinary team in case assessment; and remain aware of and avoid inherent biases. The curriculum also covers some basic steps and questions for developing an investigation checklist or plan for your cold case.

- **SAKI Programmatic Topics**
  - [Use of SAKI Logo and Publication Approvals](Brief)
    This document provides information on the use of the SAKI logo, as well as steps for the publication review and submission process required by the special conditions of each SAKI grant.
  - [Performance Metric Tracking (PMT): Overview of Requirements](Brief)
    This document provides an explanation of the requirements of PMT reporting. PMT reports provide quarterly updates to BJA and the SAKI TTA team.

- **Sexual Assault Response Reform**
  - [Unsubmitted Sexual Assault Kits: Navigating the Process from Inventory to Adjudication](Brief)
    The SAKI Training and Technical Assistance (SAKI TTA) program uses a multidisciplinary approach to sexual assault reform, guiding jurisdictions through inventorying and tracking sexual assault...
Purpose Area 1
Comprehensive Approach to Unsubmitted Sexual Assault Kits

Resources (cont.)

- Implementing victim-centered and trauma-informed practices to investigate and prosecute cases and provide support to victims; and using strategies that identify serial offenders and support prosecution. All disciplines can use these focus areas to assess sexual assault reform in their communities.

  - **What I Wish I Knew** (Webinar)
    This webinar focused on what Jefferson County District Attorney’s Office, the City of Duluth Police Department, and the West Virginia Division of Justice and Community Services have learned during their time as part of the SAKI project. Each site discussed key lessons learned over the duration of their period of performance, challenges that they’ve faced, and the strategies used to overcome those challenges.

  - **Victim Engagement/Interactions**
    - **Law Enforcement and Victim Advocates: Supporting Survivors Together** (Webinar)
      When victim advocates and law enforcement work together, survivors are more effectively supported and have a better understanding of the judicial system process and their rights. This webinar focused on each discipline using their expertise and trauma-informed approaches in a collaborative manner to overcome barriers and promote productive teamwork to support survivors.

    - **The Neurobiology of Trauma: Webinar Series**
      In this three-part webinar series, psychology professor Dr. Rebecca Campbell explains the neurobiology of sexual assault trauma. The presentations discuss the body and brain response to trauma, implications for improved response to sexual assault, victim behavior during and after an assault, ways in which trauma affects memory formation and recall during and immediately after an assault, and application of knowledge of the body and brain response to trauma in cold case investigations and victim notification.

  - **Sexual Assault Investigations**
    - **Cold Case Sexual Assault Investigations: Key Considerations & Recommendations** (Brief)
      This guidance document provides considerations and recommendations for cold case sexual assault investigations, including cases reopened based on the availability of DNA evidence from previously unsubmitted SAKs. It also discusses effective investigative practices in sexual assault; these practices are one of SAKI's principal objectives.

    - **Foundations for Investigation: Cold Case Sexual Assault** (Webinar)
      This 90-minute interactive webinar presented by James (Jim) Markey, Senior Law Enforcement Specialist at RTI International, focused on the fundamentals and basic standards of investigating cold case sexual assaults. Mr. Markey is a 30-year veteran of the Phoenix (Arizona) Police Department and oversaw the adult sex crimes unit, which investigated more than 7,000 sexual assault cases—including over 100 serial rape suspects. Novice investigators, supervisors, and those with cold case sex crimes experience will benefit from this archive presentation.
• **Foundations for Investigation: Cold Case Sexual Assault Part 2** (Webinar)
  
  Section two of this two-part webinar series included a lecture-based curriculum with interactive questions for attendees. Topics covered in this section included an interactive case study requiring attendees to apply information from the section one lecture.

• **Sexual Assault Prosecutions**

  • **Successful Prosecution of Cold Case Sexual Assault** (Webinar)
    
    This webinar focused on the unique challenges to investigating/trying cold case sexual assaults. The presenter discussed best practices in sexual assault prosecutions as well as promising practices.

  • **Beyond Conviction Rates: Learning from Cold Case Sexual Assault and Managing Future Performance** (Webinar)
    
    Conviction rates alone fail to capture the unique challenges in sexual violence cases, the victim's experience with the criminal justice system, and the strengths and opportunities for improvement in prosecution. At the conclusion of this presentation, participants were better able to identify promising cold case sexual assault prosecution strategies, integrate performance measures into existing data systems, and develop strategies to measure prosecutorial effectiveness beyond conviction rates.

  • **Unique Aspects of Prosecuting Cold Case Sexual Assaults** (Brief)
    
    Preparing a cold case sexual assault for trial is challenging. Although challenges accompany any prosecution, the passage of time complicates the case. Discover aspects of prosecution such as locating witnesses, addressing pre-accusation challenges, and ensuring the jury realizes the case’s urgency.

• **ViCAP**

  • **Leveraging the Violent Criminal Apprehension Program (ViCAP)** (Brief)
    
    ViCAP is designed to collect and analyze information from violent crimes across jurisdictions and state lines. Results from testing unsubmitted sexual assault kits and recent research show that serial sexual offenders often cross jurisdictional and state boundaries. The ViCAP repository can identify critical links among cases. This short brief explains how investigators can easily use ViCAP’s data repository to assist in identifying serial offenders and resolving cases.

  • **Developing Your Agency’s ViCAP Plan** (Grantees Meeting Session)
    
    This presentation from the Virtual 5th Annual National SAKI Grantees Meeting discusses strategies and considerations for developing the ViCAP plan for the Missouri Attorney General’s Office.
**Introduction Summary**

As a Purpose Area 2 SAKI award recipient, you are responsible for forming and maintaining a multidisciplinary approach to address sexual assault kit (SAK)-related issues in your jurisdiction, establishing partnerships where possible, and ensuring that SAKI activities are effectively coordinated.

Grantees are required to establish the following:

- A point of contact who will coordinate activities with all key collaborators.
- A small working group that comprises—at a minimum—a prosecutor, an investigator, and a community advocate.

Grantees are also encouraged to implement all three elements of the Bureau of Justice Assistance SAKI model:

1. Complete an inventory of all unsubmitted SAKs, including any partially tested SAKs.
2. Create a multidisciplinary working group. (BJA recognizes a robust working group may not be feasible for smaller jurisdictions.)
3. Appoint a designated site coordinator.
Resources
SAKI TTA has provided a list of resources that we encourage your SAKI team to review and discuss within the first few months of getting started. These resources were chosen as they are fundamental to supporting the objectives listed for your Purpose Area.

❖ SAKI Inventory
- SAKI Site SAK Inventory Certification Form (Brief)
  This updated form ensures a comprehensive inventory of previously unsubmitted SAKs in SAKI jurisdictions. This fillable PDF can be submitted to your SAKI site liaison for review prior to obtaining BJA approval.
- SAKI Site Inventory Guidance (Brief)
  This document provides a thorough explanation of the requirements of the BJA inventory completion and certification for SAKI grantees. SAKI TTA has technical advisors available to answer any questions to provide further clarification during the SAKI inventory process.

❖ Multidisciplinary Team
- Creating a Strong Multidisciplinary Team and/or Sexual Assault Response Team (Toolkit Topic)
  A strong multidisciplinary approach to sexual assault provides a victim-centered response for survivors while increasing coordination and public safety. These tools can be used to develop a multidisciplinary team or sexual assault response team for the first time or to strengthen existing practices. Explore the benefits of working across disciplines; learn from the experiences of existing teams; and find out what role each discipline can play in a coordinated, community response to sexual assault.
- Working the Case I: Case Assessment and Review (Virtual Academy Module)
  Discover SAKI's promising practices for investigating cold case sexual assaults. This curriculum presents five modules that review how to establish your new case file; apply a victim-centered, trauma-informed approach to case review; engage a multidisciplinary team in case assessment; and remain aware of and avoid inherent biases. The curriculum also covers some basic steps and questions for developing an investigation checklist or plan for your cold case.

❖ SAKI Programmatic Topics
- Use of SAKI Logo and Publication Approvals (Brief)
  This document provides information on the use of the SAKI logo, as well as steps for the publication review and submission process required by the special conditions of each SAKI grant.
- Performance Metric Tracking (PMT): Overview of Requirements (Brief)
  This document provides an explanation of the requirements of PMT reporting. PMT reports provide quarterly updates to BJA and the SAKI TTA team.

❖ Sexual Assault Response Reform
- Unsubmitted Sexual Assault Kits: Navigating the Process from Inventory to Adjudication (Brief)
  The SAKI Training and Technical Assistance (SAKI TTA) program uses a multidisciplinary approach to sexual assault reform, guiding jurisdictions through inventorying and tracking sexual assault kits;
implementing victim-centered and trauma-informed practices to investigate and prosecute cases and provide support to victims; and using strategies that identify serial offenders and support prosecution. All disciplines can use these focus areas to assess sexual assault reform in their communities.

- **What I Wish I Knew (Webinar)**
  This webinar focused on what Jefferson County District Attorney's Office, the City of Duluth Police Department, and the West Virginia Division of Justice and Community Services have learned during their time as part of the SAKI project. Each site discussed key lessons learned over the duration of their period of performance, challenges that they’ve faced, and the strategies used to overcome those challenges.

- **Victim Engagement/Interactions**
  - **Law Enforcement and Victim Advocates: Supporting Survivors Together (Webinar)**
    When victim advocates and law enforcement work together, survivors are more effectively supported and have a better understanding of the judicial system process and their rights. This webinar focused on each discipline using their expertise and trauma-informed approaches in a collaborative manner to overcome barriers and promote productive teamwork to support survivors.
  - **The Neurobiology of Trauma: Webinar Series**
    In this three-part webinar series, psychology professor Dr. Rebecca Campbell explains the neurobiology of sexual assault trauma. The presentations discuss the body and brain response to trauma, implications for improved response to sexual assault, victim behavior during and after an assault, and application of knowledge of the body and brain response to trauma in cold case investigations and victim notification.

- **Sexual Assault Investigations**
  - **Cold Case Sexual Assault Investigations: Key Considerations & Recommendations (Brief)**
    This guidance document provides considerations and recommendations for cold case sexual assault investigations, including cases reopened based on the availability of DNA evidence from previously unsubmitted SAKs. It also discusses effective investigative practices in sexual assault; these practices are one of SAKI’s principal objectives.
  - **Foundations for Investigation: Cold Case Sexual Assault (Webinar)**
    This 90-minute interactive webinar presented by James (Jim) Markey, Senior Law Enforcement Specialist at RTI International, focused on the fundamentals and basic standards of investigating cold case sexual assaults. Mr. Markey is a 30-year veteran of the Phoenix (Arizona) Police Department and oversaw the adult sex crimes unit, which investigated more than 7,000 sexual assault cases—including over 100 serial rape suspects. Novice investigators, supervisors, and those with cold case sex crimes experience will benefit from this archive presentation.
  - **Foundations for Investigation: Cold Case Sexual Assault Part 2 (Webinar)**
    Section two of this two-part webinar series included a lecture-based curriculum with interactive questions for attendees. Topics covered in this section included an interactive case study requiring attendees to apply information from the section one lecture.
**PURPOSE AREA 2**
SAKI for Small Agencies (Including Rural and Tribal Agencies)

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**Resources (cont.)**

- **Sexual Assault Prosecutions**
  - **Successful Prosecution of Cold Case Sexual Assault** (Webinar)
    This webinar focused on the unique challenges to investigating/trying cold case sexual assaults. The presenter discussed best practices in sexual assault prosecutions as well as promising practices.
  - **Beyond Conviction Rates: Learning from Cold Case Sexual Assault and Managing Future Performance** (Webinar)
    Conviction rates alone fail to capture the unique challenges in sexual violence cases, the victim’s experience with the criminal justice system, and the strengths and opportunities for improvement in prosecution. At the conclusion of this presentation, participants were better able to identify promising cold case sexual assault prosecution strategies, integrate performance measures into existing data systems, and develop strategies to measure prosecutorial effectiveness beyond conviction rates.
  - **Unique Aspects of Prosecuting Cold Case Sexual Assaults** (Brief)
    Preparing a cold case sexual assault for trial is challenging. Although challenges accompany any prosecution, the passage of time complicates the case. Discover aspects of prosecution such as locating witnesses, addressing pre-accusation challenges, and ensuring the jury realizes the case's urgency.

- **ViCAP**
  - **Leveraging the Violent Criminal Apprehension Program (ViCAP)** (Brief)
    ViCAP is designed to collect and analyze information from violent crimes across jurisdictions and state lines. Results from testing unsubmitted sexual assault kits and recent research show that serial sexual offenders often cross jurisdictional and state boundaries. The ViCAP repository can identify critical links among cases. This short brief explains how investigators can easily use ViCAP's data repository to assist in identifying serial offenders and resolving cases.
  - **Developing Your Agency's ViCAP Plan** (Grantees Meeting Session)
    This presentation from the Virtual 5th Annual National SAKI Grantees Meeting discusses strategies and considerations for developing the ViCAP plan for the Missouri Attorney General's Office.
Introduction Summary

As a Purpose Area 3 SAKI award recipient, you have made significant progress in eliminating your backlog of unsubmitted sexual assault kits (SAKs) and made other significant policy and programmatic improvements. The Bureau of Justice Assistance (BJA) and the SAKI Training and Technical Assistance (SAKI TTA) Team appreciate your efforts.

In accordance with applicable state law and for the purpose of resolving sexual assault cases associated with previously unsubmitted SAKs, Purpose Area 3 addresses the identification, collection, and DNA profiling of samples from convicted offenders who should have samples in the Combined DNA Index System (CODIS); however, samples from these individuals have never been collected or submitted to a laboratory for testing.

Grantees are required to complete the following:

- Support activities associated with the collection of lawfully owed DNA samples. BJA defines these samples as, “A DNA sample from a qualifying offender who should have a sample in CODIS (based on the type and time of the offense in relation to applicable state law), but from whom a sample has never been collected or submitted to a lab for testing.”

- Conduct a Census of Convicted Offenders, which will identify eligible convicted offenders who could be linked with the jurisdiction’s previously unsubmitted SAKs and who should have samples in CODIS.

- Produce a DNA Collection Plan that will target the collection of DNA from convicted offenders who have a high likelihood of being linked to cases associated with the jurisdiction’s unsubmitted SAKs.

- Designate a SAKI Convicted Persons DNA Collection Coordinator. This individual will collaborate with the existing SAKI working group, local sexual assault response team, and any other critical partners or groups to ensure coordination of efforts; plan and perform DNA collections from convicted offenders to inform case investigations and prosecutions that result from evidence provided by previously unsubmitted SAKs; and access criminal records and other sensitive law enforcement records.

- Create a final summary report pertaining to achieved outcomes as the result of SAKI Purpose Area 3 funding.

- Work with BJA’s SAKI TTA Team, which will provide assistance for conducting the census and performing lawfully owed DNA collections and/or optimization of arrestee DNA collection protocols. The SAKI TTA Team will also assist in compiling and issuing a final summary report of achieved outcomes.

Grantees are also encouraged to analyze and assess existing policies and protocols (and statewide legislation) relevant to DNA collection methodologies to ensure sample collection policies are being adhered to and that samples are being obtained from all eligible individuals for CODIS entries. The testing of arrestees’ and/or convicted persons’ samples may be outsourced to an accredited laboratory or tested by the award recipient’s local or state laboratory.
PURPOSE AREA 3
Expansion of DNA Databases to Assist With Sexual Assault Investigations and Prosecutions: Collection of Lawfully Owed DNA From Convicted Offenders and Arrestee DNA Collections

Resources
SAKI TTA has provided a list of resources that we encourage your SAKI team to review and discuss within the first few months of getting started. These resources were chosen as they are fundamental to supporting the objectives listed for your Purpose Area.

* Lawfully Owed DNA
  - [Collecting Lawfully Owed DNA](Brief)
    To resolve violent crimes, investigators and prosecutors often rely on DNA samples to build a successful case with the assistance of CODIS. Collecting DNA samples from qualifying offenders increases the number of profiles in CODIS, therefore leading to increased probabilities of a “hit.” This brief shows the importance of collecting lawfully owed DNA and the importance of implementing DNA collection laws.
  - [Collecting Lawfully Owed DNA to Assist with Sexual Assault Investigations](Webinar)
    In this webinar, representatives from the Cuyahoga County SAKI site discuss using SAKI funding to address lawfully owed DNA, including current efforts to collect lawfully owed DNA as well as legal concerns and issues encountered during this process. Data are presented on a number of lawfully owed DNA profiles that were not previously in CODIS in Cuyahoga County.
  - [Lawfully Owed DNA Part 2](Webinar)
    This webinar is presented by Amy Jeanguenat from Mindgen LLC and Jayann Sepich, Founder of DNA Saves. This webinar, the second in a two-part series, focuses on recognizing the importance of obtaining and processing lawfully owed DNA samples in adequate time to recognize the full benefits of the CODIS database. Jayann Sepich discusses the relevance of lawfully owed DNA databases and the complexity of data collection. Amy Jeanguenat discusses considerations and strategies for assessing the scope of sample collection, tracking, and processing within a jurisdiction and the impact to the crime laboratory.
**Introduction Summary**

As a Purpose Area 4 SAKI award recipient, you have received funding to support the investigation and prosecution of numerous sexual assault cases that have resulted from testing backlogs of previously unsubmitted sexual assault kits (SAKs).

Grantees are encouraged to use their SAKI funding in the following areas:

- Personnel costs, including hiring and overtime, to allow adequate follow-up for casework. These costs may also include establishing a cold case or sexual assault investigation unit and hiring specialized victim advocates or treatment providers.

- Training related to sexual assault evidence collection, DNA technology, victimization and trauma response, and other topics to improve the quality and outcomes of investigations and prosecutions.

- Enhancements to services and support for past and current sexual assault victims; these enhancements include victim access to case information, when applicable.

- Travel costs associated with victim engagement and/or suspect interviews or apprehension.

- Application of advanced DNA and research methodologies to help identify and apprehend violent serial offenders linked to sexual assaults or sexual assault homicides. These methodologies include the following:
  - Familial DNA searches
  - Forensic genealogy searches
  - Phenotyping/ancestral analysis

Grantees are required to establish the following:

- Partnerships where possible

- A point of contact who will coordinate activities with all key collaborators.

- A small working group that comprises—at a minimum—a prosecutor, an investigator, a laboratory representative, and a community advocate.

Grantees are required to provide information about any previously conducted inventories of unsubmitted SAKs. The SAKI Training and Technical Assistance Team can provide information about conducting a SAKI inventory; additionally, the inventory documents are listed in the Resources section.
PURPOSE AREA 4
Investigation and Prosecution of Cold Case Sexual Assaults

Resources
SAKI TTA has provided a list of resources that we encourage your SAKI team to review and discuss within the first few months of getting started. These resources were chosen as they are fundamental to supporting the objectives listed for your Purpose Area.

♦ Multidisciplinary Team
  • Creating a Strong Multidisciplinary Team and/or Sexual Assault Response Team (Toolkit Topic)
    A strong multidisciplinary approach to sexual assault provides a victim-centered response for survivors while increasing coordination and public safety. These tools can be used to develop a multidisciplinary team or sexual assault response team for the first time or to strengthen existing practices. Explore the benefits of working across disciplines; learn from the experiences of existing teams; and find out what role each discipline can play in a coordinated, community response to sexual assault.
  • Working the Case I: Case Assessment and Review (Virtual Academy Module)
    Discover SAKI’s promising practices for investigating cold case sexual assaults. This curriculum presents five modules that review how to establish your new case file; apply a victim-centered, trauma-informed approach to case review; engage a multidisciplinary team in case assessment; and remain aware of and avoid inherent biases. The curriculum also covers some basic steps and questions for developing an investigation checklist or plan for your cold case.

♦ SAKI Programmatic Topics
  • Use of SAKI Logo and Publication Approvals (Brief)
    This document provides information on the use of the SAKI logo, as well as steps for the publication review and submission process required by the special conditions of each SAKI grant.
  • Performance Metric Tracking (PMT): Overview of Requirements (Brief)
    This document provides an explanation of the requirements of PMT reporting. PMT reports provide quarterly updates to BJA and the SAKI TTA team.

♦ Sexual Assault Response Reform
  • Unsubmitted Sexual Assault Kits: Navigating the Process from Inventory to Adjudication (Brief)
    The SAKI Training and Technical Assistance (SAKI TTA) program uses a multidisciplinary approach to sexual assault reform, guiding jurisdictions through inventorying and tracking sexual assault kits; implementing victim-centered and trauma-informed practices to investigate and prosecute cases and provide support to victims; and using strategies that identify serial offenders and support prosecution. All disciplines can use these focus areas to assess sexual assault reform in their communities.
  • What I Wish I Knew (Webinar)
    This webinar focused on what Jefferson County District Attorney’s Office, the City of Duluth Police Department, and the West Virginia Division of Justice and Community Services have learned during their time as part of the SAKI project. Each site discussed key lessons learned over the duration of their period of performance, challenges that they’ve faced, and the strategies used to overcome those challenges.
Resources (cont.)

- **Victim Engagement/Interactions**
  - **Law Enforcement and Victim Advocates: Supporting Survivors Together** *(Webinar)*
    When victim advocates and law enforcement work together, survivors are more effectively supported and have a better understanding of the judicial system process and their rights. This webinar focused on each discipline using their expertise and trauma-informed approaches in a collaborative manner to overcome barriers and promote productive teamwork to support survivors.
  - **The Neurobiology of Trauma: Webinar Series**
    In this three-part webinar series, psychology professor Dr. Rebecca Campbell explains the neurobiology of sexual assault trauma. The presentations discuss the body and brain response to trauma, implications for improved response to sexual assault, victim behavior during and after an assault, ways in which trauma affects memory formation and recall during and immediately after an assault, and application of knowledge of the body and brain response to trauma in cold case investigations and victim notification.

- **Sexual Assault Investigations**
  - **Cold Case Sexual Assault Investigations: Key Considerations & Recommendations** *(Brief)*
    This guidance document provides considerations and recommendations for cold case sexual assault investigations, including cases reopened based on the availability of DNA evidence from previously unsubmitted SAKs. It also discusses effective investigative practices in sexual assault; these practices are one of SAKI's principal objectives.
  - **Utilizing DNA Evidence to Investigate Cold Case Sexual Assaults Through CODIS** *(Booklet)*
    This resource discusses the benefits of the Combined DNA Index System related to testing SAKs and assisting law enforcement investigation of sexual assault cases.

- **Sexual Assault Prosecutions**
  - **Successful Prosecution of Cold Case Sexual Assault** *(Webinar)*
    This webinar focused on the unique challenges to investigating/trying cold case sexual assaults. The presenter discussed best practices in sexual assault prosecutions as well as promising practices.
  - **Beyond Conviction Rates: Learning from Cold Case Sexual Assault and Managing Future Performance** *(Webinar)*
    Conviction rates alone fail to capture the unique challenges in sexual violence cases, the victim's experience with the criminal justice system, and the strengths and opportunities for improvement in prosecution. At the conclusion of this presentation, participants were better able to identify promising cold case sexual assault prosecution strategies, integrate performance measures into existing data systems, and develop strategies to measure prosecutorial effectiveness beyond conviction rates.
  - **Unique Aspects of Prosecuting Cold Case Sexual Assaults** *(Brief)*
    Preparing a cold case sexual assault for trial is challenging. Although challenges accompany any prosecution, the passage of time complicates the case. Discover aspects of prosecution such as locating witnesses, addressing pre-accusation challenges, and ensuring the jury realizes the case's urgency.
PURPOSE AREA 4
Investigation and Prosecution of Cold Case Sexual Assaults

- **ViCAP**
  - [Leveraging the Violent Criminal Apprehension Program (ViCAP) (Brief)](#)
    ViCAP is designed to collect and analyze information from violent crimes across jurisdictions and state lines. Results from testing unsubmitted sexual assault kits and recent research show that serial sexual offenders often cross jurisdictional and state boundaries. The ViCAP repository can identify critical links among cases. This short brief explains how investigators can easily use ViCAP’s data repository to assist in identifying serial offenders and resolving cases.
  - [Developing Your Agency’s ViCAP Plan (Grantees Meeting Session)](#)
    This presentation from the Virtual 5th Annual National SAKI Grantees Meeting discusses strategies and considerations for developing the ViCAP plan for the Missouri Attorney General’s Office.
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SEXUAL ASSAULT
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