Phase 1: Information Gathering

- ☐ Convene representatives from the following disciplines to explore integrating Seek Then Speak (STS) into community response system:
  - Law enforcement
  - Advocacy
  - Medical/forensic examiners
  - Prosecution
- ☐ Identify existing challenges and opportunities you are trying to address with STS.
- ☐ Present materials to partners to review and discuss:
  - STS program overview
  - STS website
  - STS FAQs
- ☐ Contact EVAWI for information, training, and support throughout the implementation process.

Phase 2: Process Development

- ☐ Propose adding STS to your agency's sexual assault responses by discussing with supervisors or sending proposal through chain of command for approval.
- ☐ Law Enforcement – identify an existing email address, or create a new one, for survivors to send completed STS reports.
- ☐ Multidisciplinary Partners – include information about STS in internal response procedures and any community-wide protocols.
- ☐ Law Enforcement – develop procedure for responding to STS reports:
  - How to follow up with victims who submit STS reports
  - Guidelines for anonymous or non-investigative reports
  - How to utilize report during investigation
- ☐ Data Tracking – when designing implementation procedures, consider what data your agency may want to track in an ongoing way.
- ☐ Contact EVAWI to access a specialized link to be used in your community.

Phase 3: Training

- ☐ Provide training to all multidisciplinary agencies on how to refer victims to STS and how victims can submit STS reports to law enforcement:
  - Crisis line and advocacy staff/volunteers
  - Medical/forensic examiners
  - Investigators
  - Patrol officers and dispatch
  - Therapists and social workers
  - Domestic violence program staff
  - Other community organizations and agencies

Phase 4: Public Awareness

- ☐ Order STS brochures, pocket cards, and posters to inform community about STS. Materials can be ordered from EVAWI or downloaded:
  - Some jurisdictions develop their own public awareness materials with STS logos and graphics from the EVAWI website.
- ☐ Post STS link on agency websites with instructions on how to submit STS report to law enforcement.
- ☐ Post about STS on agency social media pages.
- ☐ Send press release to local media contacts to promote the program. A sample press release is available here.
- ☐ Respond to media inquiries. Multidisciplinary collaboration is recommended for media contact when possible.

Seek Then Speak program materials:

- Seek Then Speak website: seekthenspeak.app
- Program overview: evawintl.org/seek-then-speak
- FAQs: evawintl.org/wp-content/uploads/Seek-Then-Speak-FAQs.pdf
- Resource page: evawintl.org/seek-then-speak-resources

Examples of community websites promoting Seek Then Speak:

Agency websites referring survivors to Seek Then Speak:

- Seattle, WA: seekthenspeakseattle.com
- Jacksonville, FL: thewcj.org/seek-then-speak
- Brighton, CO: brightonco.gov/1046/Seek-Then-Speak-Tool
- Washington State University: police.wsu.edu/sexual-assault-investigations/elements-section
- Tulsa, OK: tulsapolice.org/sexual-assault-victim-resources

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