City of Lawrence Social Service Agency Bi-annual Report 2013

Reports on activity should be submitted electronically to Casey Toomay, Budget Manger at ctoomay@lawrenceks.org. Reports on activities from January to June are due on July 15th. Cumulative reports on activities from January through December are due on February 15th.

5	joiney maine. The mine	W Bornestie Violence Cen		
Reporting period:		x□ January - June (deadline July 15)	☐ January - December (deadline February 15)	
1.	Give a <u>brief</u> narrative of above.	the activities that were funde	ed with City funds over the reportir	ng period checked
ch ba wi co	ildren at the agency's safe sed on A Window Betwee tnessed domestic violence	e house shelter, and within the In Worlds workshops which specifies. These activities included ar Ining healthy communication	ed both individual and group based ne community. The curriculum for t pecifically target the needs of child it workshops that promoted increas within relationships, and identifying	hese groups is ren who have sing self-
2.	Provide specific detail (a goals/objectives.	and supportive documents, if	needed) to demonstrate progress r	nade toward you
	Please see attachment #	/ 1		

3. How have you impacted the citizens of Lawrence?

Agency Name: The Willow Domestic Violence Center

The Willow strongly believes in prevention work as it relates to domestic violence. The agency understands the traumatic effects of domestic violence on children – both when they experience the actual abuse, but also when they witness it in the home. In addition to offering drug and alcohol prevention programs that educate youth on the harmful effects of these substances before they find themselves face to face with them, The Willow provides education and information to youth in regard to healthy relationships and boundaries. As a result of this education and information, children are better equipped with accurate facts when making life decisions. Our over-arching goal continues to be that these youth will not be dependent on substances, nor affected by domestic violence in their own relationships –thus ending the cycle of violence within that family. All citizens can be affected by domestic violence in their community and can positively benefit when fellow community members live lives that are violence and drug/alcohol free.

4. What barriers, if any, have you encountered?

During this reporting period, The Willow experienced two issues that significantly influenced our ATF reporting numbers – both of which could not be controlled. 1) The Willow had only a handful of children in our safe home shelter during the months of March and April – at times, there were no children. This is a

highly unusual circumstance for us. 2) The Willow also had transition within the Art Program Coordinator position. Our former staff, Sherry Nelson, decided to retire after many wonderful years at The Willow. During portions of April through late June, The Willow was without an Art Program Coordinator. The agency hired Shawn Patterson in late June. After the agency's initial training, he is now implementing the program and we expect our next 6 month report to reflect increased numbers as a result.

The Willow will still be implementing the new assessment and outcome strategies that Sherry was just starting to implement when she retired. We continue to believe that these changes will make a marked impact in grant objective outcomes. Examples include;

- The Art Program Coordinator provides an age-appropriate rubric system to more accurately capture children's perceptions of their own level of self-confidence and self- esteem. This evaluation tool was administered before participation in the art workshops and after. This information aids advocates in addressing the unique needs of each child. All of the children who completed this rubric during the reporting period reported feeling good about themselves.
- -The agency is still implementing a new drug and alcohol prevention/education program with children. Based on research for children in the targeted group (4-9yrs old), it was determined shelter children should understand the difference between legal and illegal drugs, how each is obtained, and the purpose for each. Each child participating will be given a pre assessment, then instruction using a visual, and a post assessment. The Willow will track each participant's level of mastery of the subject matter. This reporting period we do not have this information due to the staff transition, and low numbers of age-appropriate children within our safe house shelter.
- -Internal agency documentation has been adjusted to ensure a 'pre' and 'post' assessment to demonstrate any increase in the children's non-violent communication and positive reactions to situations that typically generate anger. During this reporting period, no incidents of violent behavior or aggression from children were noted.

The Willow is excited to see results from these changes, and anticipates an increase in reporting numbers now that the Art Program Coordinator position is filled, and we are seeing more 'normal' numbers of children within our safe home shelter. We will continue to evaluate these programmatic changes as new data comes in.

5. Review the line-item budget you provided in your application. How much of your allocation has been spent?

Please see attachment #2

Grant Report Information- FY 2013 January -June 2013 Reporting Period - Attachment #1

Children's Stats

	# of Groups	Group Hours	Direct Service Hours-Groups	Direct Service Hours- Ind
January	2	2	5	4.75
February	5	6.25	15.25	1.25
March**	0	0	0	0
April**	0	0	0	0
May**	0	0	0	0
June	1	1.25	8.75	1
July				
August				
September				
October				
November				
December				
Total	8	9.5	29	7

Grant Objectives

1.Non Violent Communication	Children's groups at The Willow are conducted in a 'safe space' where displays of violence are not appropriate. If/when children display violent communication, they are redirected by advocates and given non violent communication options.
2. Handling Anger Positively	There were no incidents of violent behavior or aggression form children during the reporting period at shelter. Advocates continue to provide children with tools and guidance on how to react differently to situations, and how to understand their emotions, and make appropriate responses.
3.Increased Self Confidence	All the children who completed the rubric scale during this reporting period, reported feeling good about themselves.

Drug and Alcohol Awareness

All children who were in an age appropriate range (4-9 yrs.) who requested drug and alcohol information, or who were assessed as to being able to benefit from this education, completed those activities.

Number of Children Served Unduplicated: 13

8 children were seen 1 time 5 children were seen 2 times 2:18 PM 07/11/13 Cash Basis

The Willow Domestic Violence Center Profit & Loss Detail - 13 Alcohol Tax Fund

Туре	Date	Num	Source Name	Memo	Debit	Credit	Balance
Contributed Support Grants State Grants Alcohol-Tax Deposit	Funds 5/13/2013	389232		1st half 2013		8,500.00	8,500.00
·		303232		13(11411 2013	0.00		
Total Alcohol-	Tax Fullus			-	0.00	8,500.00	8,500.00
Total State Gran	ts				0.00	8,500.00	8,500.00
Total Grants					0.00	8,500.00	8,500.00
Total Contributed Supp	port				0.00	8,500.00	8,500.00
Payroll Expenses Salaries & Wages Art Therapist							
Paycheck	1/25/2013	DD	Nelson, Sherry J	Direct Deposit	539.50		-539.50
Paycheck	2/8/2013	DD	Nelson, Sherry J	Direct Deposit	559.00		-1,098.50
Paycheck	2/22/2013	DD	Nelson, Sherry J	Direct Deposit	500.50		-1,599.00
Paycheck	2/22/2013	DD	Nelson, Sherry J	Direct Deposit	52.00		-1,651.00
Paycheck	3/8/2013	DD	Nelson, Sherry J	Direct Deposit	578.50		-2,229.50
Paycheck	3/8/2013	DD	Nelson, Sherry J	Direct Deposit	19.50		-2,249.00
Paycheck	3/22/2013	DD	Nelson, Sherry J	Direct Deposit	136.50		-2,385.50
Paycheck	3/22/2013	DD	Nelson, Sherry J	Direct Deposit	130.00		-2,515.50
Paycheck	3/22/2013	DD	Nelson, Sherry J	Direct Deposit	260.00		-2,775.50
Paycheck	4/5/2013	DD	Nelson, Sherry J	Direct Deposit	598.00		-3,373.50
Paycheck	4/19/2013	DD	Nelson, Sherry J	Direct Deposit	403.00		-3,776.50
Paycheck	4/19/2013	DD	Nelson, Sherry J	Direct Deposit	260.00		-4,036.50
Paycheck	5/3/2013	DD	Nelson, Sherry J	Direct Deposit	318.50		-4,355.00
Paycheck	5/3/2013	DD	Nelson, Sherry J	Direct Deposit	214.50		-4,569.50
Paycheck	5/17/2013	DD	Nelson, Sherry J	Direct Deposit	208.00		-4,777.50
Paycheck	5/17/2013	DD	Nelson, Sherry J	Direct Deposit	52.00		-4,829.50
Paycheck	5/17/2013	DD	Nelson, Sherry J	Direct Deposit	258.05		-5,087.55
Paycheck	6/14/2013	DD	Patterson, Shawn J	Direct Deposit	19.50		-5,107.05
Paycheck	6/28/2013	DD	Patterson, Shawn J	Direct Deposit	334.75		-5,441.80
Total Art Therapi	st			-	5,441.80	0.00	-5,441.80
On-Call							
Paycheck	2/22/2013	DD	Nelson, Sherry J	Direct Deposit	30.00		-30.00
Paycheck	3/8/2013	DD	Nelson, Sherry J	Direct Deposit	15.00		-45.00
Paycheck	4/19/2013	DD	Nelson, Sherry J	Direct Deposit	75.00		-120.00
Total On-Call					120.00	0.00	-120.00
Total Salaries & Wa	iges				5,561.80	0.00	-5,561.80

The Willow Domestic Violence Center Profit & Loss Detail - 13 Alcohol Tax Fund

Туре	Date	Num	Source Name	Memo	Debit	Credit	Balance
Payroll Taxes							
State Unemplo							
Paycheck	1/25/2013	DD	Nelson, Sherry J	Direct Deposit	29.14		-29.14
Paycheck	2/8/2013	DD	Nelson, Sherry J	Direct Deposit	30.18		-59.32
Paycheck	2/22/2013	DD	Nelson, Sherry J	Direct Deposit	31.46		-90.78
Paycheck	3/8/2013	DD	Nelson, Sherry J	Direct Deposit	33.10		-123.88
Paycheck	3/22/2013	DD	Nelson, Sherry J	Direct Deposit	28.43		-152.3
Paycheck	4/5/2013	DD	Nelson, Sherry J	Direct Deposit	32.29		-184.6
Paycheck	4/19/2013	DD	Nelson, Sherry J	Direct Deposit	39.85		-224.4
Paycheck	5/3/2013	DD	Nelson, Sherry J	Direct Deposit	28.79		-253.2
Paycheck	5/17/2013	DD	Nelson, Sherry J	Direct Deposit	27.97		-281.2
Paycheck	6/14/2013	DD	Patterson, Shawn J	Direct Deposit	1.05		-282.2
Paycheck	6/28/2013	DD	Patterson, Shawn J	Direct Deposit	18.08		-300.3
Total State Une	mployment			-	300.34	0.00	-300.3
FICA Match							
Paycheck	1/25/2013	DD	Nelson, Sherry J	Direct Deposit	33.45		-33.4
Paycheck	2/8/2013	DD	Nelson, Sherry J	Direct Deposit	34.66		-68.1
Paycheck	2/22/2013	DD	Nelson, Sherry J	Direct Deposit	36.11		-104.2
Paycheck	3/8/2013	DD	Nelson, Sherry J	Direct Deposit	38.01		-142.2
Paycheck	3/22/2013	DD	Nelson, Sherry J	Direct Deposit	32.64		-174.8
Paycheck	4/5/2013	DD	Nelson, Sherry J	Direct Deposit	37.08		-211.9
Paycheck	4/19/2013	DD	Nelson, Sherry J	Direct Deposit	45.76		-257.7
Paycheck	5/3/2013	DD	Nelson, Sherry J	Direct Deposit	33.04		-290.7
Paycheck	5/17/2013	DD	Nelson, Sherry J	Direct Deposit	32.12		-322.8
Paycheck	6/14/2013	DD	Patterson, Shawn J	Direct Deposit	1.21		-324.0
Paycheck	6/28/2013	DD	Patterson, Shawn J	Direct Deposit	20.75		-344.8
Total FICA Mate	ch			•	344.83	0.00	-344.8
Medicare Matc	h						
Paycheck	1/25/2013	DD	Nelson, Sherry J	Direct Deposit	7.82		-7.8
Paycheck	2/8/2013	DD	Nelson, Sherry J	Direct Deposit	8.11		-15.9
Paycheck	2/22/2013	DD	Nelson, Sherry J	Direct Deposit	8.44		-24.3
Paycheck	3/8/2013	DD	Nelson, Sherry J	Direct Deposit	8.89		-33.2
Paycheck	3/22/2013	DD	Nelson, Sherry J	Direct Deposit	7.63		-40.8
Paycheck	4/5/2013	DD	Nelson, Sherry J	Direct Deposit	8.68		-49.5
Paycheck	4/19/2013	DD	Nelson, Sherry J	Direct Deposit	10.70		-60.2
Paycheck	5/3/2013	DD	Nelson, Sherry J	Direct Deposit	7.72		-67.9
Paycheck	5/17/2013	DD	Nelson, Sherry J	Direct Deposit	7.52		-75.5
Paycheck	6/14/2013	DD	Patterson, Shawn J	Direct Deposit	0.28		-75.7
Paycheck	6/28/2013	DD	Patterson, Shawn J	Direct Deposit	4.86		-80.6
Total Medicare I	Match		•	•	80.65	0.00	-80.6
Total Payroll Taxes	3			-	725.82	0.00	-725.8
•	es			-	6,287.62	0.00	-6,287.62

2:18 PM 07/11/13 Cash Basis

The Willow Domestic Violence Center Profit & Loss Detail - 13 Alcohol Tax Fund

Туре	Date	Num	Source Name	Memo	Debit	Credit	Balance
Mileage Mileage Shelter							
Bill	3/6/2013	Feb 2	Sherry Nelson - ER	Reim 2/5/13	23.75		-23.75
Bill	4/4/2013	Mar 2	Sherry Nelson - ER	Reim March	14.50		-38.25
Total Mileage Shelter				_	38.25	0.00	-38.25
Total Mileage					38.25	0.00	-38.25
Office Supplies Office Shelter	2/42/2042	200220		Defined Charle		24.00	24.00
Deposit	3/13/2013	396389		Refund Check		24.06	24.06
Total Office Shelter				_	0.00	24.06	24.06
Total Office Supplies					0.00	24.06	24.06
Phone/Communicatior Crises Crises Shelter	ıs						
Bill	5/8/2013	April	Sherry Nelson - ER	Reim April 20	10.00		-10.00
Total Crises Shelte	er			_	10.00	0.00	-10.00
Total Crises				_	10.00	0.00	-10.00
Total Phone/Communica	ations				10.00	0.00	-10.00
Program Supplies Bill	4/4/2013	Mar 2	Sherry Nelson - ER	Reim March	105.45		-105.45
Total Program Supplies			•	_	105.45	0.00	-105.45
TAL				_	6,441.32	8,524.06	2,082.74

2:16 PM 07/11/13 Cash Basis

The Willow Domestic Violence Center Profit & Loss

_	Jan - Jun 13
Ordinary Income/Expense Income	
Contributed Support	
Grants State Grants	
Alcohol-Tax Funds	8,500.00
Total State Grants	8,500.00
Total Grants	8,500.00
Total Contributed Support	8,500.00
Total Income	8,500.00
Gross Profit	8,500.00
Expense	
Payroll Expenses Salaries & Wages	
Art Therapist	5,441.80
On-Call	120.00
Total Salaries & Wages	5,561.80
Payroll Taxes	000.04
State Unemployment FICA Match	300.34 344.83
Medicare Match	80.65
Total Payroll Taxes	725.82
Total Payroll Expenses	6,287.62
Mileage	
Mileage Shelter	38.25
Total Mileage	38.25
Office Supplies Office Shelter	-24.06
Total Office Supplies	-24.06
Phone/Communications	
Crises Crises Shelter	10.00
Total Crises	10.00
Total Phone/Communications	10.00
Program Supplies	105.45
Total Expense	6,417.26
Net Ordinary Income	2,082.74
Net Income	2,082.74
=	