

City of Lawrence
Outside Agency
Bi-annual Report
2016

Reports on activity should be submitted electronically to Danielle Buschkoetter, at dbuschkoetter@lawrenceks.org. Reports on activities from January 2016 to June 2016 are due on July 15th 2016. Cumulative reports on activities from January 2016 through December 2016 are due on February 15th 2017.

Agency Name: The Willow Domestic Violence Center (The Willow)

Reporting Period (please check one):

☒ January - June
 (deadline July 15)

☐ January – December
 (deadline February 15)

1. Give a brief narrative of the activities that were funded with City funds over the reporting period checked above.

During the months of January 2016 – June 2016, The Willow Domestic Violence Center (The Willow) provided both individual and group based services to children at the agency's safe shelter, and within the community. The curriculum for these groups is based on A Window Between Worlds workshops which specifically target the needs of children who have witnessed domestic violence. These activities include, but are not limited to: art workshops that promote self-confidence/esteem building, maintaining healthy communication within relationships, and identifying and instituting positive personal boundaries.

The Willow also provided a bed in the agency's safe shelter and advocacy to sexual assault survivors within the community in partnership with The Sexual Trauma & Abuse Care Center.

2. Provide specific detail (and supportive documents, if needed) to demonstrate progress made toward your goals/objectives.

Please see attachment #1.

3. How have you impacted the citizens of Lawrence?

The Willow is dedicated to preventing domestic violence and human trafficking in Lawrence, thereby increasing the overall safety of the community. The agency works directly with affected youth of domestic violence and human trafficking by offering a safe space for children, enabling our advocates to facilitate discussions and activities centered on healthy expression. During this time, The Willow was able to educate these children on the effects of drugs and alcohol, as well as domestic violence, in a needs-based framework. The Willow provides preventive drug and alcohol education, as well as behavioral education of interpersonal and relationship skills, in order to increase self-confidence, healthy communication, and anger management. The Willow maintains that with these skills and knowledge, the children of Lawrence are able to maintain drug-free lives, as well as safe, healthy relationships as they grow into adulthood. The following is a story from The Willow's Art Program Coordinator, during the grant reporting period that demonstrates the importance of this program at our shelter and how it relates to connecting with youth:

As The Willow's Art Program Coordinator, one of the responsibilities of this position is to facilitate the weekly children's community support group. This group is unique to the other children's groups because the Art Program Coordinator is able to build long lasting relationships with these children (as opposed to those who reside in the shelter for a short amount of time). She spent an entire year

trying to reach one child in particular. This child does not trust easy, and at times, it could be a real challenge to get him to participate in group activities. The Art Program Coordinator recalled several groups that the child chose to sit quietly by himself for the entire hour. It became a personal challenge for her to really get to know this child and engage him every week with the group. The Art Program Coordinator knew it was going to take time to earn his trust, and over time, she observed that the walls he had built up were slowly becoming smaller and smaller.

During this grant period, the Art Program Coordinator had planned to go home early one evening. As she walked in and told the kids another advocate would be leading the activity that night, the Art Program Coordinator stated that she was not prepared for what was about to happen next. It was at that moment that the child recalled a lesson about accountability and doing what you commit to doing. He asked that she stay for the activity because it was important to him that the Art Program Coordinator would be there for him. The walls that at one point were so high he wouldn't even engage in conversation were completely down, and she had finally become someone he could trust and hold accountable.

According to the Art Program Coordinator, the child didn't know it, but he completely melted her heart that night. A bit emotional, she stated that she could not counter his argument and stayed for the entire group activity. After group ended, the Art Program Coordinator was getting ready to leave and he yelled, "Wait you can't leave yet!" before she was able to make it out the door. The Art Program Coordinator smiled and jokingly made the comment, "Okay, let me hear your argument this time." He ran across the room, gave her a hug, and said, "Now it's okay to leave."

The Art Program Coordinator stated that this small gesture meant the world to her, and she will never forget the interaction. According to the Art Program Coordinator, sometimes she's easily caught up in the planning and curriculum of children's groups that she forgets all the small things, like the tangent discussion on accountability -- these kids are processing the information presented in the groups. Creating an environment that is safe and open to questions and discussion is crucial when working with children who have experienced trauma, and The Willow is proud to offer this service to the community with this fantastic group of kids.

Because survivors need safe and confidential shelter, they often are not able to speak for themselves. For this reason, and because domestic violence itself may not be visible, The Willow also engages in outreach efforts to raise awareness -- what it is, its effects, and how to prevent it. Throughout the course of the past six months, The Willow's Art Program Coordinator worked with survivors -- children and adults alike -- in the shelter and in the community to provide artwork to be displayed for community education. The artwork and other creative expressions aid in humanizing the survivors. Community members that view the artwork are able to relate to survivors through their medium, and see the story of a person rather than a statistic. This is especially important, regarding youth, to educate the community that children, though they may not have been directly abused, are directly affected when they witness violence in their homes. These outreach efforts strengthen the education of the community so that members are able to, in their daily lives, know how to spot domestic violence, continue the conversation about how to create a safe community for Lawrence residents, and make appropriate referrals.

The Willow also partners with its community partner, The Sexual Trauma & Abuse Care Center (The Care Center), by offering shelter to survivors of sexual assault. The Willow recognizes the traumatic effects of sexual assault, and the need for survivors to have a safe place to stay. While at The Willow's emergency safe shelter, survivors of sexual violence are able to work with both agencies to gain trust and support in moving forward in their recovery. In the shelter, they receive information on community resources, as well as access to The Care Center's services, which include education on sexual assault, and continued support as they process their trauma. The Willow's partnership with The Care Center continues to grow and strengthen. In particular, The Willow and The Care Center began meeting after each stay referral to discuss what went right and what needs to be worked on so that survivors are receiving the best services as possible.

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

During this grant reporting period, The Willow's emergency shelter home experienced serious flood damage in the Art Room, after severe thunderstorms occurred in Lawrence in May 2016. The Art Room has been inaccessible since the end of May, until The Willow is able to repair its foundation. In addition to general damage to the Art Room, the flood also greatly affected the newly-installed shelves that were made to fit perfectly in a little nook within the Art Room and were utilized to organize the art supplies within the Art Room. Although The Willow has been unable to provide support groups and other Art Program activities in its Art Room, the Art Program Coordinator has discovered new and innovative ways to continue providing meaningful services, such as nature-themed and edible art projects.

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 - January-June 2016 Reporting Period - Attachment #1

Children's Stats

	# of Groups	Group Hours	Direct Service Hours-Groups
January	8	8.5	53
February	12	10	41
March	6	8	56.5
April	12	13.25	66.75
May	10	11	60
June	12	15.75	109.25
July			
August			
September			
October			
November			
December			
Total	60	66.5	386.5

Grant Objectives

1. Domestic Violence Education

Of the 123 children who participated in the reporting period, 122 showed an increase in knowledge of the harmful effects of domestic violence (or 99%).

2. Non Violent Communication

Of the 394 children who participated in the reporting period, 368 showed an increased knowledge of non-violent communication (or 93%).

3. Handling Anger Positively

Of the 350 children who participated in the reporting period, 321 showed an increase in handling

anger positively (or 92%).

4. Increased Self Confidence

Of the 378 children who participated in the reporting period, 367 showed an increase in self-confidence (or 97%).

5. Drug and Alcohol Awareness

Of the 132 children of the age appropriate range who requested drug and alcohol information, or who were assessed as to being able to benefit from this education, 132 child showed an increased knowledge of the harmful effects of drugs and alcohol (or 100%).

6. Sexual Assault Services

Of the 3 referrals made by The Care Center for a shelter bed, 2 sexual assault survivors came into the shelter and utilized services.

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Accrual Basis

The Willow Domestic Violence Center
Profit & Loss Detail - 16 Alcohol Tax Fund
 January through June 2016

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Contributed Support							
Grants							
State Grants							
Alcohol-Tax Funds							
Deposit	04/11/2016	420789		1st Half 2016		8,855.00	8,855.00
Total Alcohol-Tax Funds					0.00	8,855.00	8,855.00
Total State Grants					0.00	8,855.00	8,855.00
Total Grants					0.00	8,855.00	8,855.00
Total Contributed Support					0.00	8,855.00	8,855.00
Payroll Expenses							
Salaries & Wages							
Art Therapist							
Paycheck	03/04/2016	DD	Martinez, Amanda M	Direct Deposit	520.00		-520.00
Paycheck	03/04/2016	DD	Martinez, Amanda M	Direct Deposit	117.00		-637.00
Paycheck	03/18/2016	DD	Martinez, Amanda M	Direct Deposit	494.00		-1,131.00
Paycheck	03/18/2016	DD	Martinez, Amanda M	Direct Deposit	26.00		-1,157.00
Paycheck	04/01/2016	DD	Martinez, Amanda M	Direct Deposit	520.00		-1,677.00
Paycheck	04/01/2016	DD	Martinez, Amanda M	Direct Deposit	165.75		-1,842.75
Paycheck	04/15/2016	DD	Martinez, Amanda M	Direct Deposit	435.50		-2,278.25
Paycheck	04/15/2016	DD	Martinez, Amanda M	Direct Deposit	84.50		-2,362.75
Paycheck	04/29/2016	DD	Martinez, Amanda M	Direct Deposit	520.00		-2,882.75
Paycheck	05/13/2016	DD	Martinez, Amanda M	Direct Deposit	455.00		-3,337.75
Paycheck	05/13/2016	DD	Martinez, Amanda M	Direct Deposit	65.00		-3,402.75
Paycheck	05/27/2016	DD	Martinez, Amanda M	Direct Deposit	520.00		-3,922.75
Paycheck	05/27/2016	DD	Martinez, Amanda M	Direct Deposit	180.38		-4,103.13
Paycheck	06/10/2016	DD	Martinez, Amanda M	Direct Deposit	396.50		-4,499.63
Paycheck	06/10/2016	DD	Martinez, Amanda M	Direct Deposit	19.50		-4,519.13
Paycheck	06/10/2016	DD	Martinez, Amanda M	Direct Deposit	104.00		-4,623.13
Paycheck	06/10/2016	DD	Martinez, Amanda M	Direct Deposit	19.50		-4,642.63
Paycheck	06/24/2016	DD	Martinez, Amanda M	Direct Deposit	520.00		-5,162.63
Paycheck	06/24/2016	DD	Martinez, Amanda M	Direct Deposit	19.50		-5,182.13
Total Art Therapist					5,182.13	0.00	-5,182.13
On-Call							
Paycheck	03/04/2016	DD	Martinez, Amanda M	Direct Deposit	105.00		-105.00
Paycheck	04/01/2016	DD	Martinez, Amanda M	Direct Deposit	105.00		-210.00
Total On-Call					210.00	0.00	-210.00
Total Salaries & Wages					5,392.13	0.00	-5,392.13

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Accrual Basis

The Willow Domestic Violence Center
Profit & Loss Detail - 16 Alcohol Tax Fund
 January through June 2016

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Payroll Taxes							
State Unemployment							
Paycheck	03/04/2016	DD	Martinez, Amanda M	Direct Deposit	1.48		-1.48
Paycheck	03/18/2016	DD	Martinez, Amanda M	Direct Deposit	1.04		-2.52
Paycheck	04/01/2016	DD	Martinez, Amanda M	Direct Deposit	1.59		-4.11
Paycheck	04/15/2016	DD	Martinez, Amanda M	Direct Deposit	1.04		-5.15
Paycheck	04/29/2016	DD	Martinez, Amanda M	Direct Deposit	1.04		-6.19
Paycheck	05/13/2016	DD	Martinez, Amanda M	Direct Deposit	1.04		-7.23
Paycheck	05/27/2016	DD	Martinez, Amanda M	Direct Deposit	1.40		-8.63
Paycheck	06/10/2016	DD	Martinez, Amanda M	Direct Deposit	1.08		-9.71
Paycheck	06/24/2016	DD	Martinez, Amanda M	Direct Deposit	0.81		-10.52
Total State Unemployment					10.52	0.00	-10.52
FICA Match							
Paycheck	03/04/2016	DD	Martinez, Amanda M	Direct Deposit	46.00		-46.00
Paycheck	03/18/2016	DD	Martinez, Amanda M	Direct Deposit	32.24		-78.24
Paycheck	04/01/2016	DD	Martinez, Amanda M	Direct Deposit	49.03		-127.27
Paycheck	04/15/2016	DD	Martinez, Amanda M	Direct Deposit	32.24		-159.51
Paycheck	04/29/2016	DD	Martinez, Amanda M	Direct Deposit	32.24		-191.75
Paycheck	05/13/2016	DD	Martinez, Amanda M	Direct Deposit	32.24		-223.99
Paycheck	05/27/2016	DD	Martinez, Amanda M	Direct Deposit	43.42		-267.41
Paycheck	06/10/2016	DD	Martinez, Amanda M	Direct Deposit	33.45		-300.86
Paycheck	06/24/2016	DD	Martinez, Amanda M	Direct Deposit	33.45		-334.31
Total FICA Match					334.31	0.00	-334.31
Medicare Match							
Paycheck	03/04/2016	DD	Martinez, Amanda M	Direct Deposit	10.75		-10.75
Paycheck	03/18/2016	DD	Martinez, Amanda M	Direct Deposit	7.54		-18.29
Paycheck	04/01/2016	DD	Martinez, Amanda M	Direct Deposit	11.47		-29.76
Paycheck	04/15/2016	DD	Martinez, Amanda M	Direct Deposit	7.54		-37.30
Paycheck	04/29/2016	DD	Martinez, Amanda M	Direct Deposit	7.54		-44.84
Paycheck	05/13/2016	DD	Martinez, Amanda M	Direct Deposit	7.54		-52.38
Paycheck	05/27/2016	DD	Martinez, Amanda M	Direct Deposit	10.16		-62.54
Paycheck	06/10/2016	DD	Martinez, Amanda M	Direct Deposit	7.82		-70.36
Paycheck	06/24/2016	DD	Martinez, Amanda M	Direct Deposit	7.82		-78.18
Total Medicare Match					78.18	0.00	-78.18
Total Payroll Taxes					423.01	0.00	-423.01
Total Payroll Expenses					5,815.14	0.00	-5,815.14

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Accrual Basis

The Willow Domestic Violence Center
Profit & Loss Detail - 16 Alcohol Tax Fund
 January through June 2016

Type	Date	Num	Source Name	Memo	Debit	Credit	Balance
Insurance							
Vision/Life/LTD							
Bill	04/28/2016	268105648	Humana Insurance Co	Martinez, Amanada	16.50		-16.50
Bill	05/31/2016	268105656	Humana Insurance Co	Martinez, Amanada	16.50		-33.00
Total Vision/Life/LTD					33.00	0.00	-33.00
Total Insurance					33.00	0.00	-33.00
Mileage							
Mileage Shelter							
Bill	02/29/2016	Feb 2016	Amanda Martinez - ER	Reim: February 2016	78.00		-78.00
Bill	03/31/2016	Mar 2016	Amanda Martinez - ER	Reim: March 2016	80.30		-158.30
Bill	04/30/2016	Apr 2016	Amanda Martinez - ER	Reim: April 2016	89.10		-247.40
Bill	05/31/2016	May 2016	Amanda Martinez - ER	Reim: May 2016	116.20		-363.60
Total Mileage Shelter					363.60	0.00	-363.60
Total Mileage					363.60	0.00	-363.60
Office Supplies							
Office Shelter							
Bill	02/29/2016	Feb 2016	Amanda Martinez - ER	Reim: February 2016	10.00		-10.00
Total Office Shelter					10.00	0.00	-10.00
Total Office Supplies					10.00	0.00	-10.00
Phone/Communications							
Crises							
Crises Shelter							
Bill	02/29/2016	Feb 2016	Amanda Martinez - ER	Reim: February 2016	10.00		-10.00
Bill	03/31/2016	Mar 2016	Amanda Martinez - ER	Reim: March 2016	10.00		-20.00
Total Crises Shelter					20.00	0.00	-20.00
Total Crises					20.00	0.00	-20.00
Total Phone/Communications					20.00	0.00	-20.00
TOTAL					6,241.74	8,855.00	2,613.26