



## 2016 Social Service Funding Application – Non-Alcohol Funds

Applications for 2016 funding must be complete and submitted electronically to the City Manager's Office at [ctoomay@lawrenceks.org](mailto:ctoomay@lawrenceks.org) by 5:00 pm on Friday, May 15, 2015. Applications received after the deadline or not following the attached format **will not** be reviewed by the Social Service Funding Advisory Board.

**General Information:** Each year, the City Commission considers requests for the allocation of dollars to a number of agencies that provide services benefiting the Lawrence community. These funds are to be used to support activities that align with the Community Health Plan which was developed with input from many people throughout the community. The five areas for the plan are listed below:

- Access to healthy foods
- Access to health services
- Mental health
- Physical activity
- Poverty and jobs

More information on the Community Health Plan can be found at <http://ldchealth.org/information/about-the-community/community-health-improvement-plan/>.

Applications will be reviewed by the Social Service Funding Advisory Board at meetings held from 8:00 a.m. to 12:00 p.m. on May 27. **Applicants are asked to make a contact person available by phone at that time in case questions arise.**

Following their review, the Advisory Board will forward recommendations for funding to the City Commission. Recommendations will be based upon the following criteria:

- availability of city funds
- the stated objectives of the applicant's program
- alignment of the program with the Community Health Plan
- the efforts to collaborate and create a seamless system of support for residents
- outcomes that move program participants from total dependency toward measurable levels of independence
- ability to measure progress toward the program objectives and the Community Health Plan
- past performance by the agency in adhering to funding guidelines (as appropriate)

The final decision regarding funding will be made by the City Commission when they adopt the Annual Operating and Capital Improvement Budget in August.

Please note that funds will be disbursed according to the following schedule unless otherwise agreed to in writing:

- First half of funds will not be disbursed before April 1
- Second half of funds will not be disbursed before October 1

**Questions?** Contact Casey Toomay, Assistant City Manager at [ctoomay@lawrenceks.org](mailto:ctoomay@lawrenceks.org) or at 785-832-3409.



## 2016 Social Service Funding Application – Non-Alcohol Funds

### SECTION 1. APPLICANT INFORMATION

Legal Name of Agency: TFI Family Services, Inc.  
Name of Program for Which Funding is Requested: TFI Lawrence Visitation and Exchange Center  
Primary Contact Information (must be available by phone 5/27/15 from 8 a.m. to 12:00 p.m.)  
Contact Name and Title: Shirlon Douglas, Program Director  
Address: 4101 Suite A SW Martin Dr., Topeka KS 66609  
Telephone: (785) 256-3526 Fax: (785) 861-7402  
Email: sdouglas@pfsks.org

### SECTION 2. REQUEST INFORMATION

- A. Amount of funds requested from the City for this program for calendar year 2016: \$ 7,500.00  
B. Will these funds be used for capital outlay (equipment or facilities?) If so, please describe: No  
C. Will these funds be used to leverage other funds? If so, how: No  
D. Did you receive City funding for this program in 2015? If so, list the amount and source for funding (i.e. General Fund, Alcohol Fund, etc.): Yes. Non- Alcohol Funds in the amount of \$7,000.00

1. How would any reduction in city funding in 2016 impact your agency?

City funding is used towards staff salary, fringe benefits and security costs. A reduction in funding would impede our ability to pay staff the hours to provide direct services to clients, reducing the amount, frequency, and flexibility in visits for children to see their parents as well as reduction in security to ensure the safety of children, families and staff.

2. If you are requesting an increase in funding over 2015, please explain why and exactly how the additional funds will be used:

Approximately 46% of our clients fall at or below the poverty line and are offered a discounted rate for the services resulting in a decrease in the visitation fees income for supervised visits and monitored exchanges. The increase in funding would be used to pay for the salary and security expenses.

### SECTION 3. PROGRAM BUDGET INFORMATION

- A. Provide a detailed budget for the proposed program using the following categories: personnel (list each staff position individually and note if new or existing), fringe benefits, travel, office space, supplies, equipment, other.

**See attached**

- B. What percent of 2016 program costs are being requested from the City? 8.79%  
C. Provide a list of all anticipated sources of funding and funding amount for this program in 2016:

Visitation Fees	\$12,930.26	Projected
SAVP	\$10,313.00	Awarded
CEVC	\$38,000.00	Awarded
City of Lawrence	\$7,500.00	Requested
TFI Family Services, Inc.	\$13,606.03	Projected
<b>TOTAL REVENUE</b>	<b>\$85,349.29</b>	

#### **SECTION 4. STATEMENT OF PROBLEM / NEED TO BE ADDRESSED BY PROGRAM**

- A. Provide a brief statement of the problem or need your agency proposes to address with the requested funding and/or the impact of not funding this program. The statement should include characteristics of the client population that will be served by this program. If possible, include statistical data to document this need.

Survivors of domestic violence and their children often experience increases in violence when seeking independence from abusers, especially during divorce and custody proceedings. Moreover, persons who batter often use access to the children as a means to continue to control, stalk, and intimidate victims. Supervised visitations and monitored exchanges allow families to establish and/or maintain relationships while ensuring the best interests of the children are at the forefront of all parenting time decisions. Through the Lawrence Visitation and Exchange Center (VEC), clients can maintain positive relationships in a safe and affordable environment.

Client populations served by this program are children and families in Douglas County. Reasons for referral include domestic violence, substance abuse, mental illness, child abuse or neglect, criminal activity, threat of kidnapping and family reintegration. The majority of families served are court ordered to receive services. The Center serves clients of all diversities, backgrounds and income levels although approx. 46% of clients fall at or below the poverty line. In Lawrence during April 2013 to March 2014, 53% of the center's clients were referred due to partner abuse, 26% were referred for child abuse, 50% for substance abuse and 8% were referred for the purpose of reintegration.

- B. How was the need for this program determined?

Families facing these challenges do not have other options by which they can maintain positive relationships in a safe and affordable environment. The Lawrence VEC is one of only two programs currently offering these services. The Lawrence VEC is the only program that receives funding through the state and is mandated by strict safety protocols and service delivery standards.

While current and future clients come from all socioeconomic backgrounds, nearly half of our clients utilize the VEC's sliding fee scale, indicating that those in or near poverty benefit from the program. In Lawrence, 46% of the families utilizing our services reported incomes less than \$20,000. Providing supports is critical to ensure they have a safe reliable service that is not solely available based on ability to pay. Reducing that pressure also ensures more clients will follow through with services

The need for this program is evident from the clients currently being served as well as data from law enforcement agencies. According to the KBI's most recent 2013 report, there were 328 Protection from Abuse (PFA) filed in Douglas County. Among the filed PFA's, 172 were violated. There were 204 Protection from Stalking orders filed in Douglas County and 1,108 incidents of domestic violence in Douglas County which is an increase of 13% compared to previous years. Data from KBI statistics reports domestic violence incidents increase on Friday, Saturday and Sunday. The majority of our visitations and exchanges are in evenings and throughout the weekends. Douglas County VEC's clients follow this trend with the majority being referred due to partner abuse followed by referrals for child abuse and substance abuse. These statistics confirm the need for safety and security at the center to allow for safe and appropriate visitation.

The ongoing and continually increasing volume of services provided demonstrates the clear need for this type of intervention. During April 2014- March 2015, the Lawrence VEC provided approx. 567 supervised visits and 370 monitored exchanges to over 240 clients. This is a 54% increase in monitored exchange services provided in the last year.

- C. Why should this problem/need be addressed by the City?

Utilization of this program allows families to maintain relationships with their children while maintaining safety for the children and for both parents. This reduces law enforcement being used to monitor exchanges, and also reduces public conflict or violence between parents.

For many families, The Lawrence Visitation and Exchange Center is their only option for children and their parents to spend time together in a safe and affordable environment. The VEC provides a safe setting that allows children to develop or renew a healthy relationship with the visiting parent. It can reduce conflict, and offer an opportunity to reinforce good parenting skills. It provides time for trust to develop between parents and between parents and children. During long court processes, it can allow for continued contact between parents

and children. It also allows education to parents who have domestic violence issues and services to those families who may not be able to afford any other option.

Nearly half of the clients we serve are low income so TFI provides services for reduced fees which leaves funds for expansion of the program and funds for increased security and staff at a minimum. The City of Lawrence funding will help to ensure safe and affordable services to the children and families in Douglas County continue.

D. How does the program align with the Community Health Plan (see page one)?

The Visitation Exchange Center improves access to services, mental health and addresses issues of poverty to create sustainable positive change. We promote a “healthier Douglas County” by increasing healthier family connections and reducing family violence, conflict and utilization of city resources such as law enforcement and judicial systems through safe and affordable services that are available to all clients regardless of pay or background.

The City of Lawrence desires to build “a healthier Douglas County”. The basic building block is the family unit. Strong families make strong communities. When children have the opportunity to build healthy relationships with their parents in a safe environment, their families are strengthened both now and in the future.

### **SECTION 5. DESCRIPTION OF PROGRAM SERVICES**

A. Provide a brief description of the service you will provide and explain how it will respond to the need you identified in Section 4. The description should include how many clients will be served, and should describe as specifically as possible the interaction that will take place between the provider and the user of the service.

TFI's Lawrence Visitation and Exchange Center provides supervised visitations and monitored exchange services for parents to exchange physical custody of a child or have a court ordered supervised visit. Supervised parenting is accomplished by having a neutral third party monitor visitation between a parent and child. Monitored exchanges provide a buffer for children being exchanged between parents for visitation. The monitored exchange allows the child to be exchanged for visits without the necessity of parents having contact with each other. The VEC serves as a safe place for children to maintain a relationship with both parents within the controlled environment of the VEC.

The Center remains an important and vital service to the community, law enforcement, the court system, and families. The Center proposes it will provide 600 supervised visits and 400 monitored exchanges to over 250 clients in FY16.

The Center's primary goal is to ensure children's safety while maintaining healthy relationships with both parents. The Center has continuously been able to meet this goal by having no security incidents of violence or conflict. This is accomplished by having a security officer present for all services as well as highly trained staff to enforce strict safety procedures.

The Center is requesting funds in order to supplement the cost of providing trained staff and security during all visitations and exchanges. Providing trained staff and security is crucial due to the population served by TFI. Many of the participants at the Visitation and Exchange Center have a history of alcohol and/or drug use. Additionally, many of the children have witnessed domestic violence. Adults that are served may also have a history of criminal activity, physical abuse, emotional abuse, mental illness, or have made threats to abduct the child. The Center takes necessary steps to protect the child and assure a safe environment. The Visitation and Exchange Center hires security providers, all of whom have formal law enforcement experience and staff that have social service skills and training.

B. What other agencies in the community are providing similar types of services. What efforts have you made to avoid duplication or coordinate services with those agencies?

While there is one other private provider of supervised visitation services in Lawrence, the VEC operates with a considerably higher commitment to safety and security. The VEC is a member of the Supervised Visitation Network and subscribes to the SVN principles of no contact between parents during visits and exchanges. Because the VEC receives state funding, it is also subject to the Kansas Child Exchange and Visitation Guidelines issued by the Attorney General's office. Adhering to the State's best practice protocols, includes: staff training requirements for children's physical and emotional safety, modeling/educating parenting skills; security

measures; documentation requirements; and fiscal management requirements. This Center is also the only program of its kind in Douglas County subjected to regular external compliance audits to ensure the standards of service delivery. These guidelines impact all aspects of the VEC's operations and further ensures a commitment to safety and accountability

The Lawrence Visitation and Exchange Center has collaborated with the following community organizations: Douglas County Court, Court Services, and Kaw Valley Center. These agencies have contacted the Center to inquire about services and have sent referrals. The VEC also communicates about our program to other agencies and individuals such as domestic attorneys, mediators and the Willow Domestic Violence Center. The Center will continue to collaborate with these organizations with the purpose of effectively providing services for their clients. The Center will also provide clients with additional community referrals if the client requests assistance in areas not provided by the Center.

## **SECTION 6. PROGRAM OBJECTIVES**

Please provide three specific program objectives for 2016. Objectives should demonstrate the purpose of the program and measure the amount of service delivered or the effectiveness of the services delivered. A time frame and numerical goal should also be included. Examples include, "75% of clients receiving job training will retain their job one year after being hired," "increased fundraising efforts will result in a 15% increase in donations in 2016," "credit counseling services will be provided to 600 clients in 2016," etc. **Applicants will be expected to report their progress toward meeting these objectives in their six-month and annual reports to the City.**

The Lawrence Visitation and Exchange Center has implemented the following objectives to ensure the Center successfully has a significant and measurable impact on the families and the community.

Objective 1: 97% of supervised parenting time will be free of parental violence or conflict in 2016.

Objective 2: Conduct visits/exchanges without security incidents in 90% of all services in 2016.

Objective 3: TFI will meet or exceed our current 46% rate of serving clients who are at or below the poverty rates by providing scholarships to cover fees and discounted sliding scale rates in 2016.