



## 2016 Social Service Funding Application - Special 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 pursuant City Charter Ordinance 33, which states,

"Moneys in the special alcohol and drugs programs fund shall be expended on such programs, services, equipment, personnel, and capital expenditures as the governing body may from time to time determine is in the best interest of the public to address one or more of the following:

- (a) Prevention of alcoholism and drug abuse, including but not limited to education, counseling, public informational efforts and related activities; or
- (b) Alcohol and drug detoxification efforts and related activities; or
- (c) Intervention in alcohol and drug abuse or treatment of persons who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers; or
- (d) Law enforcement, prosecution, court activities and programs, or portions thereof, related to apprehending, prosecuting, adjudicating or monitoring individuals who are alcoholics or drug abusers or are in danger of becoming alcoholics or drug abusers, including individuals who are or may be charged with violating laws related to alcohol or drug use; or
- (e) Education, counseling, public information efforts, and related and associated activities related to preventing drug abuse and alcohol abuse, including but not limited to efforts to encourage healthy youth and family development and related efforts which include as a partial element drug abuse and alcohol abuse education, counseling, or public information efforts; or
- (f) Programs, activities, or efforts related to preventing or intervening in drug abuse and alcohol abuse, including programs, activities, or efforts for which drug abuse and alcohol abuse prevention or intervention comprises a partial element of the complete program, activity or effort; or
- (g) Any program, activity, or effort, or a portion thereof, that the governing body determines seeks to discourage, prevent, intervene, or address issues related to alcohol or drug abuse. The appropriation of funds by the governing body for such a program, activity, or effort shall be conclusive of compliance with provisions of this ordinance, and separate findings shall not be required."

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 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 need demonstrated through the agency's application
- the stated objectives of the applicant's program
- alignment of the program with City Charter Ordinance 33
- the efforts to collaborate and avoid duplication of service demonstrated through the application
- outcomes that move program participants from total dependency toward measurable levels of independence
- ability to measure progress toward the program objectives and the City Commission Goals
- 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.

**Other Information.** Collaboration and/or coordination between organizations is highly recommended and multi-agency proposals to address an identified community problem are encouraged. Programs should have research based effective strategies or "promising approaches." All programs must have goals with measurable outcomes.

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

The budget picture from the Kansas Legislature creates uncertainty as to the status of the local portion of the alcohol liquor tax. If the Legislature decides to eliminate or reduce the local portion of this tax, it will impact the City's ability to fund programs. The City of Lawrence is proceeding with the Request for Proposal process and accepting applications for the alcohol tax revenues, with the understanding that funding levels, if any, are unknown and potentially subject to reductions by the State Legislature.

**Questions?** Contact Casey Toomay, Assistant City Manager at [ctoomay@lawrenceks.org](mailto:ctoomay@lawrenceks.org) or 785.832.3409.



## 2016 SOCIAL SERVICE FUNDING APPLICATION – SPECIAL ALCOHOL

### SECTION 1. APPLICANT INFORMATION

Legal Name of Agency: The Willow Domestic Violence Center  
Name of Program for Which Funding is Requested: Women and Children's Art Program (based at Safe Shelter)  
Primary Contact Information (must be available by phone 5/27/14 from 8 a.m. to noon.)  
Contact Name and Title: Anna Van Schoelandt, Director of Survivor Services  
Address: 1920 Moodie Rd., Lawrence, KS 66046  
Telephone: 785.331.2034 x 103 Fax: 785.865.2043  
Email: avanschoelandt@willowdvcenter.org

### SECTION 2. REQUEST INFORMATION

The criteria for each application questions are explained below.

**A. Amount of funds requested from the City for calendar year 2016: \$ \$19,000**

**B. Provide a brief description of the program.** Summary of program should be clear and concise. How is program consistent with City Charter Ordinance 33? Is program based on proven effective strategies or "promising approaches?" Description should address how program is designed to have long-term effects on a person's decisions about alcohol and other drug use. When appropriate, program design takes into account the person's family and/or community.

The Willow Domestic Violence Center understands the correlation between domestic violence and drug and alcohol use. In the Selective Prevention program category, The Willow proposes to provide preventative drug and alcohol education to children and adult survivors residing in the agency's safe shelter and ties this information and education delivery to our Art Program. There has been significant research done substantiating that children in abusive homes have a greater risk for drug and alcohol abuse in their teen years that carries over to adulthood as well. The Willow's Art Program allows children and adults to build and/or strengthen self-esteem, confidence and increase their coping skills and provides an avenue for survivors to voice and process through their experience. The Willow believes that by blending a therapeutic art program, designed to strengthen the emotional and psychological well-being of children, with curriculum based on drug and alcohol prevention, children from domestic violence situations will have an increased understanding not only of the harmful effects of drugs and alcohol, but also that via self-esteem and confidence building, they will be less likely to partake in those behaviors in the future. This preventative measure coupled with the agency's on-going domestic violence awareness work will directly feed into the City of Lawrence's goal of increasing 'Neighborhood Quality', by improving the livability and safety of survivors of domestic violence, a population particularly at risk for alcohol and other drug use and abuse.

Due to the innate dynamics of domestic violence The Willow continues to see an increase of survivors that use drugs and alcohol as a coping mechanism for domestic abuse. This significant rise of 'co-occurrences' within families, demands that The Willow address not only domestic violence, but drug and alcohol abuse as well. Children (and all survivors) from domestic violence situations are at very high risk for alcohol and other drug use and abuse. The agency provides children (and families) with information that will allow them to make appropriate and safe choices, and help them increase their positive social skills as they move through life and are faced with these decisions. Specifically with children, providing this alcohol and other drug information coupled with an evidence based art therapy program curriculum (A Window Between Worlds) gives them a forum for safe conversation/questions and an opportunity to learn other safe/healthy techniques for working through challenges and trauma.

The Willow incorporates various mechanisms to ensure program goals are being met. In addition to assessment tools that record survivor feedback, goal progress, and behavioral observations, the Art Program Coordinator also provides a 'pre' and 'post' test that documents the child's initial knowledge of alcohol and drugs. This test also documents if they identify an increase in knowledge after the educational session, and any requests for additional information.

The Willow has also continues to be an active participant in a collaboration, through a Memorandum of Understanding, with GaDuGi SafeCenter, and First Step at Lakeview – DCCCA, Inc. (see more detailed information in the 'Other Information' section) through the recognition of the cross-over clients these three agencies serve. Part of that collaboration involves The Willow providing a room at our safe shelter for GaDuGi survivors as needed. The Willow recognizes that survivors of rape and/or sexual assault are also at high risk for alcohol and other drug use and abuse. By partnering with GaDuGi and First Step at Lakeview (DCCCA, Inc.), The Willow will provide a safe and secure space for these sexual assault survivors as well, where they can seek refuge. The partnership with First Step has also led to a better, more stream-lined referral system for survivors staying at The Willow's safe shelter who are in need of drug and alcohol treatment.

**C. Provide a brief description of how the need for this program was determined.**

The need for the program should be clearly established and outlined. When appropriate, the context of other services available, or the lack thereof, should be provided. Statistical data that supports community need should be provided.

The Willow Domestic Violence Center is the only agency in Lawrence that specifically serves survivors of domestic violence and their children. Our agency serves adult and children in a safe shelter/home type environment where residents feel comfortable and safe as well as in the community at our secure office locations. These safe and supportive environments can make a large difference in providing successful services to a population that has experienced violence and trauma.

The 2002 report from the Department of Justice (Linkage of Domestic Violence and Substance Abuse Services, Research in Brief, Executive Summary, Collins and Spencer) demonstrates the connection between domestic violence and substance abuse:

*Although there is no causal link between domestic violence and substance abuse, the failure to deal with domestic violence in substance abuse treatment programs or to deal with substance abuse in domestic violence programs interferes with the effectiveness of these programs. May service providers recognize the correlation between substance abuse and domestic violence, but few domestic violence programs can offer adequate counseling or health services for substance abusers.*

The report further suggests that failure to address the substance abuse problems of female domestic violence survivors may increase their risk of further victimization after they leave treatment. The reality is that most substance abuse treatment centers do not usually have formal ways to address family violence issues, which unfortunately can lead to the issue being ignored altogether. The DOJ report points out that many domestic violence programs do not provide substance abuse services for a variety of reasons including: *limited resources [that] cannot afford to pay for the equipment, staff, and other resources needed to provide substance abuse programs, the primary focus is on the families safety and shelter, there is fear that focusing on the substance abuse of female survivors might encourage 'victim blaming.'* While another option for treating substance abuse problems of female domestic violence survivors within a domestic violence program is to make referrals to substance abuse programs, sometimes this option is not pursued for many of the above reasons, but also there are often philosophical differences between these two types of programs.

The Willow has addressed this research by its Memorandum of Understanding that includes First Step at Lakeview (DCCCA, Inc.). The Willow expands this research to include the children of domestic abuse survivors. We believe this to be an innovative and substantial approach.

The Willow continues to see an increase in the number of families entering the safe shelter with 2 or more risk factors (domestic violence, alcohol/drug use, etc.). The Willow is committed to holistically addressing the needs domestic violence survivors have and making appropriate community referrals for survivors. We feel very fortunate to have a positive working relationship with our local substance abuse resource center First Step at Lakeview (DCCCA, Inc.) so that the needs and goals of all survivors and their children can be met. In addition to 'simply' referring survivors to First Step, Inc., The Willow has implemented policy and procedures that would stream-line a survivor's ability to get into a treatment program if they are assessed to need one. The hope is that survivors will still have safety, but also the ability to receive the treatment they need to continue moving forward with their goals. This communication between The Willow and First Step is on-going.

**D. Describe the desired outcomes of this program (see Logic Model).** At least one Process, one Behavioral and one Impact Outcome must be included and clearly outlined on Logic Model. Outcomes must be measured by an identified evaluation tool. Does agency show adequate progress towards achieving their targeted outcomes if previously funded.

Please see the attachment #1: Logic Model

**E. Describe any coordination efforts your agency has made.** Program strategy should involve a coordinated approach. Description should address how this particular program or service fits with other existing efforts to reduce fragmentation and duplication.

The Willow has been informally collaborating with GaDuGi SafeCenter and First Step at Lakeview (DCCCA, Inc.) for a number of years and has acknowledged the potential cross over in clientele served. The Willow entered into a Memorandum of Understanding (MOU) with those two agencies in April of 2012 in hopes of stream-lining referrals, sharing community resources, and easing access to services for survivors dealing with multiple issues (domestic violence, sexual assault, alcohol and/drug use and other trauma). This collaboration has continued to grow and strengthen over the past years. By meeting at least quarterly, our three agencies have built a solid collaborative foundation that our shared clientele (and staff) recognize as helpful, without unnecessary barriers, and as one that focuses on a holistic approach to prevention and care. During this past year, the three agencies planned and implemented on-going trainings facilitated by each agency and focusing on continuing education topics that affect all of those we serve. These forums also give staff at each other agencies a chance to exchange and formulate new ideas as well as refine our approach of grant delivery.

**F. Describe how your agency is capable of implementing the proposed program.** Based on agency history, management structure, and staffing pattern, does organization have capacity to implement the proposed program and achieve the desired outcomes?

Since its founding in the mid 1970's, The Willow Domestic Violence Center has been at the forefront in the state for seeking out new and innovation programming, participating in agency analysis to strengthen existing programs, and is always looking for creative new partnerships and collaborations – all in a continued effort to provide quality services to survivors of domestic violence. The Willow is a fully accredited member of the Kansas Coalition against Sexual and Domestic Violence (KCSDV), and is involved in many local partnerships in our tri-county service area (Coordinated Community Response Teams (CCR's), serving with local law enforcement on DV Units, early childhood organizations, etc.).

Despite funding cuts that are occurring across many non-profit and social service agencies, The Willow has maintained a consistent staffing structure to provide supportive services to survivors of domestic violence. This staffing structure is led by our Executive Director, Joan Schultz, who started with the agency in June 2011. Ms. Schultz instituted a management team at that time to support and lead staff members and provides oversight for quality service delivery. The Willow recognizes that a positive culture and strong ethical standard is imperative for an agency that works with survivors of trauma who are fleeing domestic violence situations for their safety, sometimes their lives. The Willow continues to make significant advances in that work by communicating directly with staff members and volunteers.

The Willow has the capacity to implement the self-imposed goals and objectives of this program, and is confident in meeting the desired outcomes. The Willow's innovative and cutting edge approach with this preventative program for children, and the partnership with Window between Worlds, ensures our success.

**G. Provide a detailed budget for the proposed program using the categories provided.** The budget request for the program described should be reasonable and spelled out according to the categories below. Does the organization use funding creatively to get the most for the money, i.e. use of students, volunteers, in kind donations, leveraging of this funding to get other funding, etc.? Are long-term plans for program funding discussed – will this be an annual request for alcohol tax, is it expected to increase, decrease, etc.? Are other sources of funds used for the program? If so, are they described.

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|--|-------------------|--------------------|
| • Personnel(list each staff position individually and note if new or existing) | • Fringe Benefits | • Supplies: office |
|  | • Travel          | • Supplies: other  |
|  | • Office Space    | • Equipment        |

Position Title	Purpose - Explanation	Salary or Wage Per hour	Total Hrs worked for agency	Total Annual Salary or Wage	% of hrs worked for other grant	% of hrs worked for City grant	Other Funds	City Funds	TOTAL
Art Program Coordinator	Shelter	\$13.00	1,040	\$13,520	0%	100%	\$0	\$13,520	\$13,520
On Call	On Call	\$15.00	49 days	\$735	0%	100%	\$0	\$735	\$735
<b>SUBTOTAL</b>							<b>\$0</b>	<b>\$14,255</b>	<b>\$14,255</b>
<b>FRINGE BENEFITS</b>				<b>Total Fringe</b>	<b>% Other</b>	<b>% City</b>	<b>Other Funds</b>	<b>City Funds</b>	<b>TOTAL</b>
FICA & Medicare	13,520 x 7.65%	\$0.00	1,040	\$1,035	0%	100%	\$0	\$1,035	\$1,035
Unemployment Insurance	12000 x 3.43%	\$0.00	1,040	\$412	0%	100%	\$0	\$412	\$412
Health Insurance		\$0.00	1,040	\$878	0%	0%	\$0	\$878	\$878
<b>SUBTOTAL</b>							<b>\$0</b>	<b>\$2,325</b>	<b>\$2,325</b>
<b>TRAVEL</b>	<b>Purpose - Explanation</b>	<b>Rate</b>	<b>Mileage</b>	<b>Total Mileage Exp.</b>	<b>% Other</b>	<b>% City</b>	<b>Other Funds</b>	<b>City Funds</b>	<b>TOTAL</b>
Local Transportation	Meetings, direct service	0.50	1,200	\$600	0%	100%	\$0	\$600	\$600
<b>SUBTOTAL</b>							<b>\$0</b>	<b>\$600</b>	<b>\$600</b>
<b>SUPPLIES AND COMMUNICATIONS</b>				<b>Total</b>	<b>% Other</b>	<b>% City</b>	<b>Other Funds</b>	<b>City Funds</b>	<b>TOTAL</b>
Supplies	paper, markers, labels, etc.			\$500	0%	100%	\$0	\$500	\$500
Cell Phone Reimbursement	On-call expenses			\$120	0%	100%	\$0	\$120	\$120
<b>SUBTOTAL</b>							<b>\$0</b>	<b>\$620</b>	<b>\$620</b>
<b>OTHER</b>				<b>Total</b>	<b>% Other</b>	<b>% City</b>	<b>Other Funds</b>	<b>City Funds</b>	<b>TOTAL</b>
MOU Partnership with GaDuGi/First Step	Bed/living costs for survivors			\$1,200	0%	100%	\$0	\$1,200	\$1,200
<b>SUBTOTAL</b>							<b>\$0</b>	<b>\$1,200</b>	<b>\$1,200</b>
<b>TOTAL EXPENDITURES:</b>							<b>\$0</b>	<b>\$19,000</b>	<b>\$19,000</b>

### SECTION 3. LOGIC MODEL

Please complete the Logic Model below.

ASSESSMENT DATA	CITY COMMISSION GOAL(S)	PROGRAM GOALS/ OBJECTIVES	TARGET GROUP	STRATEGIES	PROCESS OUTCOMES	BEHAVIORAL OUTCOMES
The Willow Domestic Violence Center currently has baseline data involving this program. This includes data collection on drug and alcohol knowledge.	The City Commission Goal(s) related to the program. 1) Neighborhood quality	The Willow will work toward the following Goals/Objectives: 1) Children will receive Domestic Violence education and awareness. 2) Children will increase knowledge of healthy/non-violent communication 3) Children will gain increased skills in handling anger positively, 4) Children will increase their self-confidence, 5) Children who receive information on the harmful effects of drugs and alcohol will show increased understanding of those issues 6) Provide a bed within The Willow's safe shelter for survivors of rape and/or sexual assault as needed and referred by GaDuGi.	The Willow will focus on providing services to: 1) Children within The Willow's shelter who are fleeing domestic violence.  2) Survivors of rape and/or sexual assault  Both of these populations in the community are at high risk for alcohol and/or other drug use and abuse.	The Willow will meet Program Goals/Objectives via: 1) Resilience Enhanced Programming in the Art Program with <i>individual</i> strength assessments, and continual and measurable work around the first 5 goals. 2) Domestic Violence and Substance Abuse Awareness with <i>group</i> sessions that include continual and measureable work around the first 5 goals. 3) The evaluation and strengthening of policy and procedures for intake of GaDuGi clients into The Willow's safe shelter will result in a safe place in emergency situations for these high risk survivors.( A Memorandum of Understanding – (MOU) is currently in place between these two entities.)	The Willow will meet the following Process Outcomes: 1) Annually, 75 children (ages 4-17) will participate in weekly expressive art groups, 2) Annually, 50 children (ages 4-17) will participate in weekly individual sessions involving art therapy, drug and alcohol and domestic violence awareness. 3) Annually, 5 survivors of sexual assault will take advantage of The Willow shelter's secure, supportive, and safe environment	The Willow plans to see the following Behavioral Outcomes: 1) 85% of the children will receive domestic violence information. 2) 85% of the children will maintain a high level of non- violent communication or show an increase in non-violent communication while participating in groups, 3) 85% of children who express difficulties in handling anger will show an increase in handling anger positively while participating in groups, 4) 85% of children participating in groups more than once will show increase self-confidence while participating. 5) 85% of children given training on the harmful effects of domestic violence and alcohol and drug abuse will show improvement in their knowledge of those issues.