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CARSON CITY
EXECUTIVE OFFICES

Carson City, a Consolidated Municipality

Application for

Carson City Youth Community Support Services Funding

Fiscal Year 2012 - 2013

Name of Organization: Advocates To End Domestic Violence

Amount Request: $5,859

Contact Person: Lisa M. Lee, Executive Director

Mailing Address: Post Office Box 2529

City: Carson City State: Nevada Zip Code: 89702

Phone Number: 775-883-7654 E-mail: carsonadvocates@aol.com

501 (c)3 Taxpayer I.D. Number: 94-2665387

Date Submitted: ~~March~~ 27, 2012
Jan. 30

Please mail completed application and attachments to:
Carson City Executive Offices
201 North Carson Street, Suite 2
Carson City, Nevada 89701

Carson City Youth Community Support Services

APPLICATION FOR GRANT FUNDS

Fiscal Year 2012 - 2013

Organization Information

1. What is the overall purpose or goal of your organization?

Advocates to End Domestic Violence believes in the worth, dignity, and uniqueness of individuals, their ability and responsibility to affect change in their lives, and the right to live free from violence. The purpose of Advocates To End Domestic Violence is to provide prevention, crisis intervention, and support services to victims of domestic violence to aid them and their families in breaking the cycle of violence in their lives and moving toward self-sufficiency.

2. How long has your organization been in existence? __33__ Years
How long has your organization been in Carson City __33__ Years

Advocates was founded in 1979 and incorporated in 1981.

3. Describe in general the activities or services of your organization?

Advocates provides crisis intervention and support services to victims of domestic violence and/or sexual assault.

- The **crisis hot-line** is operated 24-hours a day, seven days a week by both trained staff members and volunteers.
- The 51-bed **emergency shelter** offers victims and their children safety and support while they heal and move forward with their lives. Shelter clients receive intensive case management, budgeting, parenting and life skills classes, support groups, individual counseling, and aid toward becoming independent and self-sufficient. The emergency shelter can provide up to five months of stay.
- The 14-bed **transitional housing** offers an additional twelve months of supportive stay toward achieving self-reliance.
- The **Teen Dating Violence Prevention** program is presented to area youth, providing awareness and resources toward breaking the cycle of abuse before it begins.
- The **Court Advocates'** program directly assists victims throughout the community in obtaining stalking and temporary protection orders, court accompaniment, court hearings, and community referrals.

- The **Sexual Assault Response Advocates** (S.A.R.A.) provide crisis intervention, hospital accompaniment during rape exams, court advocacy, and assistance with police reports and victims of crime.

4. **How many people do you intend to serve during the Fiscal Year 2012-2013? #of Youth** 800 **#of Adults** 0 **#of Seniors** 0

5. **How many people served this Fiscal Year 2012-2013 will be Carson City residents?** #of Youth 800 #of Adults 0 #of Seniors 0

6. **How many paid employees/volunteers does your organization employ?**

   # of full-time employees 13 # part-time employees 5 & 140 trained volunteers

7. **Percentage of organizational funds to be utilized for administrative costs (i.e., salaries, travel, training, etc):**

   Advocates will **not** utilize requested City funds for administrative costs. 100% of all funds received will be allocated toward direct services for the Teen Dating Violence Prevention program.

8. **Describe how your organization is managed and governed (i.e., Board of Directors).**

   Advocates has a dedicated board of directors consisting of seven community members who meet monthly and provide guidance on policies and fiscal oversight. The Executive Director is responsible for the day-to-day operations of the agency and reports directly to the Board of Directors. The agency contracts for **independent** monthly financial statements and an **annual audit.** Additionally, the agency passes numerous annual program reviews conducted by granting agencies and operates within "governmental accountability office" polices.

9. **Please provide information on your Executive Board members or contact person:**

Name	Title	Phone	Chairperson
Lisa Lee	Executive Director	883-7654	Candy Duncan

Program/Proposal Information

10. Amount of funds requested? $ 5,859

11. Purpose of Program/Proposal: Describe the program/proposal, target population, number to be served, what the grant will specifically fund. Explain your organization's qualifications to deal with the issue.

Teen dating violence, like adult domestic violence, is a pattern of **coercive, manipulative behavior** that one partner exerts over the other for the purpose of establishing and maintaining power and control. The effects of dating violence can range from bruised self-esteem to broken bones, permanent injury, and even death. The Bureau of Justice reports that nearly one in three high school students have been or will be involved in an abusive relationship. Dating violence crosses all economic, racial, gender, and social lines, with the majority of victims being young women who are at the highest risk for serious injury.

In 2000, Advocates developed the school-based dating violence prevention program in a proactive effort to eliminate domestic violence before it has the opportunity to affect the lives of local teenagers. The program's curriculum and materials have been approved by the school district and are structured to reach each targeted age group. Presentations are given to Carson Middle School, Eagle Valley Middle School, Silver State Charter Schools, Opportunity High School, and Pioneer High School Students. The presentations are also provided to area youth groups and organizations, and materials are tailored to meet the needs of each group and time frame. In total, the program is anticipated to reach **a minimum of 800 students**. The classes utilize age-appropriate dramatized videos, informational handouts, worksheets, role playing, and class discussions to encourage interaction and capture the student's attention while providing opportunities for skill development and increased awareness. Pre and post tests document students' level of awareness prior to and after each presentation. The ultimate goal of the program is to reduce violence in youth dating relationships and promote healthy, respectful relationships through increased awareness, and the ability to identify controlling and abusive behaviors. Conflict resolution, communication, and critical thinking skills are the cornerstone of the program.

12. Goals, Objectives & Measurable Outcomes: The events and/or services must assist the City to fulfill its vision statement and accomplish one or more of the City's goals. Please indicate which goal(s) will be met. Clearly state measurable outcomes of the project. Tell how you propose to achieve the outcomes of the project in terms of specific activities, including a timetable (proposed starting date and duration of the project):

Advocates' request for funding will meet at least two of the City's stated goals: *A Safe and Secure Community and A Healthy Community.*

GOAL: Reduce teen dating violence to promote a safe, secure, and healthy community that promotes respectful relationships through increased knowledge and awareness of abusive and harmful relationships.	
OBJECTIVES	**OUTCOMES**
Review, compile, revise, and develop age-appropriate curriculum materials to be presented in a classroom setting.	Purchase/produce videos and handout materials for 800 students during the 1st and 2nd quarters.
Presentations will be provided to 7th & 8th grade students at the middle schools as well as area high schools and local youth groups.	Classroom presentations will be scheduled with middle schools and high school administrators and teachers during the 2nd and 3rd quarters.
Using a variety of techniques such as role play, videos, creative expression, structured exercised, and practice of new skills, the classroom presentations will engage students in discussions of real life situations related to healthy and abusive relationships.	Present teen dating violence prevention program to 800 Carson City students utilizing approved curriculum and pre and post tests during the 3rd and 4th quarters.

13. Indicate who will benefit from the use of these funds, and how they will benefit. If this is an ongoing event, please state how you intend to fund the program in future years.

By providing youth with the necessary tools to recognize and thus **avoid** abusive relationships, Advocates believes that fewer teenage relationships will evolve into **adult domestic violence** incidents. This will decrease the need for crisis intervention, emergency shelter, legal services, law enforcement, substance abuse counseling, and welfare assistance, thereby changing the path that many teens are heading toward while benefitting the community of Carson long term.

14. Are you aware of any other private sector/nonprofit/governmental/agencies in the area providing the same services as your program/proposal? If yes, please explain how your project will compliment other existing programs?

Advocates To End Domestic Violence is the **only program** that provides interactive teen dating violence prevention classes to students in Carson City. Advocates works in a collaborative effort with other social service organizations and agencies in order to provide a full range of opportunities and services for the students we serve.

15. Please include a detailed budget for this program/event, and detailed list of intended expenditures and revenues.

Budget Category	Calculations	Budget Request
Personnel/Fringe: The part-time position will dedicate a minimum of 6 weeks of class instruction; 2 weeks of program development, class preparation, and program reporting, and 2 weeks of community presentations.	40hrs/wk x $14.00 x 10wks =$5,600 11% withholding/benefits = $616 Total Personnel Cost $6,216 Advocates will be matching the staffing cost of $2,316 through other funding sources	**$3,900**
Travel: Mileage to and from area schools	14 miles/day x 5days x 6wks x .50 =$210 Advocates will be providing the cost of travel in the form of a match	N/A
Training: In-state conference/seminar	Estimated registration fee $200 Advocates will be providing the cost of training in the form of a match	N/A

Operating: Printed materials/handouts workbooks, pre-post tests, and evaluations will be purchased, printed, and copied. Interactive videos will be updated annually to remain current and timely. Materials listing the 24-hour crisis hot-line number will be given to students for future reference.	Purchase of printed materials and copies $3,000 Educational videos $300 Promotional materials/handouts $600 Total Costs $3,900 Advocates will be matching the remaining $1,941 in material costs through other sources.	**$1,959**
Total Budget Request		**$5,859**

16. Has your organization been funded by Carson City previously? [X] Yes [ ] No
If yes, please list:
The teen dating violence prevention program has received funding through CCOY/Partnership since 2000. The following represents the past six years of funding.

Year	Amount	Program
06-07	$6,600	Teen Dating Violence Prevention
07-08	$5,859	Teen Dating Violence Prevention
08-09	$5,859	Teen Dating Violence Prevention
09-10	$5,859	Teen Dating Violence Prevention
10-11	$5,859	Teen Dating Violence Prevention
11-12	$5,859	Teen Dating Violence Prevention

Required Attachment

- A copy of your 501 (c)3 Designation Letter from the IRS. For branches of a larger organization (i.e., local troop of Boy Scouts of America), please provide the letter for your umbrella organization.
- A copy of your most recent audited financial statement. For smaller organizations, or branches, a more simple budget showing income and expenses is acceptable. Also include an IRS form 990.
- **Previous Grantees: If your organization received grant funding in Fiscal Year 2011-2012 you must complete and submit an Annual Report form detailing how those funds were spent. Applications for former grantees will not be considered if an Annual Report has not been included.**
- Signed Guidelines for Grants (please keep a copy for your files).

Advocates To End Domestic Violence has provided the above required documents in our request for City Block funding and therefor have not reduplicated the documentation.

Carson City, A Consolidated Municipality

Annual Report

Carson City Youth

For Community Support Services Funding
Fiscal Year 2011-2012

Name of Organization: Advocates To End Domestic Violence

Program/Project: Teen Dating Violence Prevention

Amount of Funds Received $5,859

Contact Person: Lisa M. Lee, Executive Director

Mailing Address: Post Office Box 2529

City: Carson City **State:** Nevada **Zip Code:** 89702

Phone Number: 883-7654 **Email:** carsonadvocates@aol.com

Date Submitted: January 27, 2012

Advocates received an award of $5,859 to fund a Teen Dating Violence Prevention program that targets at-risk junior and high school students in Carson City. The grant is effective from July 1, 2011 though June 30, 2012. The following is a mid-year accounting of expended funds and program goals. A final financial and program report will be provided within 30 days of the end of the fiscal year.

1. **Please attach a final financial income and expense statement that specifically explains how grant funds were used, including a comparison between your budgeted and your actual incomes and expenses.**

Granted Expenditures	Awarded Funding	Expended To-Date	Balance
Program Facilitator	$3,900	$1,950	$1,950
Educational Videos Handouts Printed Materials	1,959	0	1,959
Total	$5,859	$1,950	$3,909

Advocates combines several resources to fund the Teen Dating Violence Prevention program. To simplify the accounting process, we expend the resources of each grant before we begin allocating funds from the next grant. As outlined in the goals and objects, the first two quarters of the grant cycle was spent revising the curriculum, working with the schools and teachers to schedule class time, and developing handout materials. The majority of city funding will be expended during the third and fourth quarters with a zero balance remaining by the end of the fiscal cycle.

2. **Evaluate your achievement of your program/proposal objectives listed in your application:**

The primary program goal is to promote a safe, secure, and healthy community that promotes respectful relationships through increased knowledge and awareness of abusive and harmful relationships. The program provides education and awareness regarding the signs and effects of abusive dating relationships for area youths. Many youth become involved in dating relationships at an early age that develop into emotionally and physically abusive relationships. According to the Bureau of Justice, Nevada once again ranks first in the nation for women killed by intimate partners.

The Teen Dating Violence Prevention Program works with the junior and high schools to reach out to youth and provide tools to identify behaviors, both male and female, that can lead to jealousy, control, and abuse. To evaluate whether students have increased their knowledge, a pre and post test is given as well as a program evaluation.

3. **Approximately how many people benefitted from your project? How many of those people were Carson City residents? What were some of the individual benefits?**

All the students who participate in the Teen Dating Violence Prevention program attend Carson City district schools or community youth programs. This program will reach an estimated 800 youth by the end of the grant cycle. The following are quotes taken directly from evaluations completed by students at the end of the course:

- It showed me that violence isn't just physical - 13 year old female
- Showed that guys and girls can both be perpetrators - 13 year male
- Showed me that even being controlling can be bad - 14 year male
- I found out that there is ways to get help - 14 year female
- I thought violence was only hitting - 13 year male
- This program showed how to watch out for violence and how to escape a relationship with red flags - 14 year female

4. **What specific community benefit did your project provide Carson City?**

Nearly 1 in 5 women and 1 in 7 men who will ever experience rape, physical violence, and/or stalking, first experienced some form of partner violence between 11 and 17 years of age according to the 2010 Centers for Disease Control and Prevention. The financial burden to communities, law enforcement, courts, health care, employers, and social services due to domestic violence is calculated to be in the billions annually. The overall goal of the Teen Dating Violence Prevention program is to provide awareness and prevention of domestic violence, and thus reduce the incidents of future family violence.

5. **Will this program/project be reoccurring? How do you anticipate funding the project in the future?**

The Teen Dating Violence Prevention program is on-going, and relies upon community support for continuation. The program is provided to the school district and youth groups without charge, and does not generate revenue. The funding received through Partnership is essential in providing prevention to the youth of Carson City and reducing domestic violence in our community.

6. **Describe any challenges that impacted your program.**

Operating a non-profit is financially challenging in the best of economic times but even more so during the past three years. In addition, domestic violence and sexual assault are not issues that most people want to think about until it affects their life or that of a family member, friend, or co-worker. These issues are often considered "family secrets" and are associated with shame and blame. Awareness and prevention are important components in reducing family and sexual violence.

Carson City, A Consolidated Municipality

Guidelines for Grants

Fiscal Year 2012-2013

Vision

A leader among cities as an inviting, prosperous community where people live, work and play!

Mission

Preserve and enhance the quality of life and heritage of Carson City for present and future generations of residents, workers and visitors.

City's Goals

A Safe and Secure Community
A Healthy Community
An Active and Engaged Community
A Clean and Healthy Environment
A Vibrant, Diverse and Sustainable Economy
A Community Rich in History, Culture and the Arts
A Community Dedicated to Excellence in Education
A Physically and Socially Connected Community
A Community Where Information is Available to All

1. The competitive grant review process seeks to identify and fund those projects and programs with the greatest potential for furthering the City's goals while benefitting the community.
2. Funding is provided on a year to year basis only. Funding is strictly limited by the availability of funds.
3. Upon approval by the Board of Supervisors of the request, the grant money will be included in the next succeeding year's budget and will be dispensed by the City Manager's Office without further hearing. However, the Board shall continue to retain the prerogative and authority to deny any payment, if in the opinion of the Board, the applicant is not making a "good faith" effort in meeting the obligations and commitments outlined by said applicant within the application process. All grants approved shall be subject to funding availability.
4. The Board of Supervisors may in any event decide by majority vote to conduct a subsequent hearing concerning the application and, if so, the applicant will be notified as to the date of the subsequent hearing.
5. The applicant will utilize the grant monies solely for the general benefit of Carson City and the purpose set forth in the grant application.
6. These guidelines shall not prevent the City from entering into a contract to provide grant money for a term of years.
7. These guidelines shall not control any grants of money provided by any other public or private entity.

8. Approval of each request for funds and/or other forms of consideration shall have a condition that the applicant must complete an Annual Report form detailing all funds utilized, measurable outcomes and benefit to the citizens of Carson City. The completed Annual Report must be submitted to the City Manager's Office no later than March 2, 2012.

9 Any and all individuals and/or entities desiring a grant from the City must complete and execute an "Application for Grant Funds" form and include the required attachments as listed in the application.

10. The **original and nine (9) copies** of the application packet must be submitted to the City Manager's Office no later than **5:00 p.m. on January 31, 2012.** An electronic pdf version may also be e-mailed to cceo@carson.org.

I have read and understand the Guidelines for Grants. The information that is included within this application and its attachments are true to my knowledge.

Advocates To End Domestic Violence
Name of Program

Project Director Signature

1/27/12
Date

Carson City Executive Offices
201 N. Carson Street, Suite 2
Carson City, NV 89701
775-887-2100
775-887-2286 (fax)
cceo@carson.org
www.carson.org