

**Cumberland County Community Development Program  
2016 CDBG General Program Application  
Community Cover Page**

**Project Title**      Domestic Violence Rural Outreach Services

**Lead Community**      Town of Standish

**Additional Communities**      Windham, Casco, Raymond and Naples

**Contact Information**      Name Gordon Billington

Address 175 Northeast Road, Standish, ME 04084

Email standishtownmanager@roadrunner.com      Tel 207-642-4659

**Program Category**

Public Service   X  

**CDBG "National Objective"**

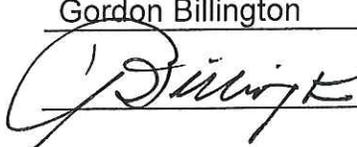
Low/Moderate Income:      Area-Wide             Limited Clientele   X  

Direct Benefit:      Presumed Group   Abused Spouses   (Identify Group)

**Amount of CDBG Funds Requested**        \$27,000  

**Total Estimated Project Cost**        \$32,400  

**Name of Authorized Official**      Gordon Billington

**Signature of Authorized Official**      

Cumberland County Community Development Program  
2016 CDBG General Program Application  
*Regional Cover Page*

**Project Title** Domestic Violence Rural Outreach Services

**Regional Applicant** Cumberland County Commissioners

**Non-Profit Entity** Family Crisis Services

**Contact Information** Name Jen LaChance Sibley

Address PO Box 704, Portland, ME 04104

Email jen\_s@familycrisis.org Tel 207-712-8476

**Program Category**

Public Service

**CDBG "National Objective"**

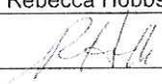
Low/Moderate Income: Area-Wide  Limited Clientele

Direct Benefit: Presumed Group Abused Spouses (Identify Group)

**Amount of CDBG Funds Requested** \$27,000

**Total Estimated Project Cost** \$32,400

**Name of Authorized Official** Rebecca Hobbs – Executive Director

**Signature of Authorized Official** 



## **1. Brief Summary**

Family Crisis Services (FCS) is the domestic violence resource center serving victims and survivors of domestic and sexual abuse, dating violence, stalking and human trafficking in Cumberland County, Maine. Our core services are free and confidential to people living in or leaving abusive relationships, struggling with a former partner, and concerned friends, family members, neighbors, etc.

Family Crisis would like to continue the ***Domestic Violence Rural Outreach Services*** initiative created in August 2015 through Cumberland County Community Development Block Grant funding. FCS would enhance our outreach efforts in four current communities in the Lake Region area that include: Standish, Windham, Casco and Raymond and expand to the town of Naples. The CDBG funding would support a staff person in the Lake Region office to provide direct advocacy support services to individuals residing in the five towns. The advocate would connect with victims either within their communities (churches, medical offices, town offices, etc) or our office in Bridgton to provide services. These services would include but not limited to: safety planning, individual and court advocacy, assistance filing protection orders, support groups, and referrals to other services providers.

The advocate would also continue to develop opportunities in each community based on each towns' needs. This current grant cycle, FCS participated or is scheduled for several public awareness events including tabling at local community events (ie Summerfest, Safety Day in Standish, etc.). We are offering healthy relationship courses at the three adult education programs in the Lake Region area, and creating public services announcements for local public access television. The advocate currently holds open walk-in office hours at the Standish Town Hall and FCS would like to maintain these services to people who have transportation issues. FCS would continue to create opportunities to promote and offer our services to individuals needing support as well as community members who would like to engage in supporting our mission.

This upcoming year the project would like to build off the connections that have been made within communities and expand to other sites including the public libraries, local groups and additional community events. The advocate would also continue to offer support/educational groups for victims residing in these communities in various sites.

FCS would utilize one outreach advocate and the Outreach Services director to support these efforts in each community. FCS would also utilize other team members and volunteers to provide services and participate in community events.

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## **2. Need for the Activity**

a. In the fiscal year ending September 30, 2015, Family Crisis Services provided services and supports to **2,824 different people**. We worked with **207 unduplicated people** for a total of 474 hours in Windham, Standish, Casco, Raymond and Naples. In that same year we handled 6,356 calls and electronic contacts plus 10,360 face to face contacts. We sheltered 97 women, 33 children and 2 men. We provided 227 presentations to a total of 4,953 people plus 624 youth presentations to 10,291 students.

These numbers reflect the volume of people we have served who are affected by domestic violence. However, we also recognize that we are missing data for victims who have been prevented from seeking assistance due to their unfamiliarity with our services, fear of reaching out, or any additional barriers like lack of finances or lack of transportation.

b. We do not have a clear way of identifying how many other people are affected by domestic violence in each town as it often goes unreported. Last year we worked with 207 individuals from the five communities. We also receive domestic violence police reports from Cumberland County Sheriff's Office and Windham Police Department in order to provide follow-up services. FCS received **47 domestic violence police reports from Windham** between June-December and was able to provide services to 29 individuals. FCS received **135 domestic violence related police reports for Standish, Raymond, Casco and Naples** from Cumberland County Sheriff's Office during that same time period.

The Domestic Violence Rural Outreach Services falls under the category "battered spouses" for this grant. We are not required to meet the income guidelines for low/moderate income households. However a significant number of people we serve are from low/moderate income households.

c. Domestic violence is extremely damaging to the social health of individuals, their families and the communities they reside in. The goals of our services are to support individuals in offering options for safer, healthier lives. We educate and present options and referrals to individuals that allow them to make educated decisions regarding the best ways to financially support themselves and stay safe. Family Crisis Services provides safety plans for every individual we connect with. It is also important for us to partner with other providers, community programs and criminal justice systems in order to collaboratively support a family in their attempt for an improved life.

d. The goal would be to provide direct services and support to 175+ families in Windham, Standish, Casco, Raymond and Naples. Family Crisis Services would also like to provide outreach activities in the five communities 2-3 times per month.

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### **3. Management of the proposed activity**

a. The Domestic Violence Rural Outreach Services will be overseen by Jen LaChance Sibley, Outreach Services Director for Family Crisis Services. Gordon Billington, Standish Town Manager, will take leadership for the multi-jurisdictional communities involved for grant purposes.

The Outreach Services Director and the assigned outreach advocate will meet bi-weekly to discuss work plans and upcoming goals for each month. The Outreach Services Director and the assigned advocate will partner in continuing to develop community relationships. The Outreach Services Director will also facilitate a monthly Outreach team meeting with the entire Outreach team to provide ongoing support and help identify areas of improvement. Accounting of the outreach program will be managed by FCS contracted accountant Sheri Morrison, CPA under the auspices of Rebecca Hobbs, FCS Executive Director.

b. Founded in 1977, Family Crisis Services provides comprehensive domestic violence services to victims and their families. FCS has been very successful in recognizing the gaps of services for victims and creating programming to address these needs. FCS has brought new services to Cumberland County including a sex trafficking case manager through the Preble Street Anti-Trafficking Coalition within the past two years. FCS also has created a team of advocates to partner with every law enforcement department in Cumberland County in order to provide follow-up visits to victims. Both of these initiatives are based on multi-disciplinary teams providing direct service and community outreach in a number of communities. FCS has a rich history of working with a variety of community providers in order to provide wrap around services for individuals we serve. These programs started as pilot projects and have morphed into cornerstone services for our agency.

c. Family Crisis Services receives federal funding through the Victims of Crime Act (VOCA) for direct service advocates. This money is budgeted across all of the outreach advocates positions. This money does not cover all of the costs needed to operate the programming. The Violence Intervention Prevention also received federal monies to fund a .5 advocate position for FCS that will provide follow-up services with victims who reside in all of CCSO's catchment area.

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#### **4. Ready to proceed**

The Lake Region advocate will continue to provide the services for the Domestic Violence Rural Outreach program for 20 hours per week. The work will vary each week pending on the needs of people we are serving. When not providing individual support and advocacy, the advocate will actively work on public awareness events or groups to offer in Naples, Casco, Raymond, Standish and Windham.

FCS has an office in Bridgton that the advocate will be stationed out of. The advocate offer drop-in office hours weekly at the Standish Town Office and schedule programming at various other community sites. The advocate will continue to facilitate an ongoing educational group in Windham that has been established this year. The advocate will also continue to co-facilitate the Lake Region Coalition with a member of the Sexual Assault Prevention and Response Services. This coalition meets monthly during the school year and consists of community members, social service providers, educators and law enforcement. The goal of this coalition is to connect people and create educational opportunities for domestic violence/sexual assault programs within different community settings (ie schools, mental health agencies, medical, etc).

The Outreach Services Director has connected with the four town managers that participated this year and have gained their support for our continued work in their communities. The town of Naples has signed on this year as a new addition to our work with rural communities.

The assigned advocate has over three years of experience providing support services to victims in Cumberland County. The advocate also has been involved in facilitating support groups, participating in community events and working on public service announcements for local television stations. The advocate also co-facilitates the Lake Region Coalition meeting that is held monthly in Naples for the past two years. The Outreach Services Director has been with Family Crisis Services since 2000 and has overseen multiple outreach programs throughout the agency since 2005. Some of the outreach initiatives that the Outreach Services Director supervises are the Peer Parenting Program at Maine Correctional Center, the EPIC program within law enforcement departments, and community support group programming.

FCS does not foresee any potential impediments to initiate this project. Naples will be a new addition to this initiative. The Outreach Services Director has contacted the Naples Town Manager, to set up a meeting to talk about next steps for this program to be offered in the town of Naples. The Naples Town Manager has committed to partnering with FCS this upcoming year.

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- Please see attached Appendix IV match funds form
- Family Crisis Services raises funds through individual and corporate donations, fundraising events, and foundation grants. We commit to using \$5400 of unrestricted funding to match the dollars provided in this CDBG grant.

## **5. Budget for project**

- Please see attached Appendix V budget form
- Family Crisis Services is asking \$27,000 for CDBG funding. In the pre-application form we originally asked for \$34,500. We budgeted the hours for 20 hours/week for the advocate instead of 24 hours/week as originally planned.
- CDBG Funds: Salaries are based on hourly rates – 20 hours/week for Outreach Advocate at a rate of \$15.46/hour plus fringe including FICA at 7.65%, SUTA @2%, Workers Comp Insurance at 1.36%, retirement plan @3%, Health, Dental and Life/LTD/ADD insurances at 50% of full time rate. Operations cost includes utilities, phone, internet and computer support at 50%. Transportation is based on 1860 miles at .40/mile. Rent is 50% of monthly cost of \$450.
- Other Funds: Salaries are based on hourly rates – 2 hours/week for Supervisor at a rate of \$25.76/hour plus fringe including FICA at 7.65%, SUTA @2%, Workers Comp Insurance at 1.36%, retirement plan @3%, Health, Dental and Life/LTD/ADD insurances at 50% of full time rate. Transportation is based on 900 miles at .40/mile. Consultants is 2 hours/month for billing and statistical

## **6. Implementation schedule** - please see attachment

## **7. Need for CDBG program funds**

a. CDBG funding is critical for this program to continue in the Lake Region area. FCS has identified a need to create more access to services for victims residing in rural areas. FCS recognizes that in order to provide services, we need to be more visible in these communities. The funding would allow an advocate to focus 20 hours per week on community outreach efforts and direct service to over 175+ individuals. Our goals are to increase the number of people we serve in these areas and improve community awareness.

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b. Family Crisis Services will continue to look for additional funding to provide services to these communities. The Violence Intervention Partnership was recently awarded a federal grant that will fund a half-time advocate position to work with the Cumberland County Sheriff's Office providing follow-ups with deputies in all of the towns CCSO covers.

FCS will also continue to look for private charitable grants to help support our work in rural communities. The Ham Charitable Foundation has been utilized in the past to help support our program in the Lake Region area.

c. If CDBG is unable to fund this initiative, FCS will need to eliminate the advocate's time working on community outreach efforts, walk-in office hours, workshops and groups. If FCS received partial funding the advocate would prioritize their hours to provide direct service and support to those individuals residing in the five communities.

d. This past year FCS was awarded funding through CDBG to develop the Domestic Violence Rural Outreach program in four communities. FCS succeeded in meeting the goals of the grant and expanded every opportunity we could. Our program provided direct service and support to 89 individuals since July 2016. FCS created walk-in office hours at the Standish Town Office to help eliminate the issues around transportation and accessibility. The Lake Region advocate participated in numerous community-wide events including: Summerfest, Standish Safety Day and Family Fest/Octoberfest. The advocate developed adult education curriculum and is offering it to the three adult education programs in the Lake Region area this spring. The advocate also co-facilitates the Lake Region Coalition that bring community members together to support domestic violence and sexual assault issues.

Due to the success of this work, we have seen the increasing need to provide more community outreach services to these communities. If we received further funding from CDBG we would be able to expand the program to Naples and continue to develop relationships in the other four towns. The first year of this grant was a solid start in creating relationships, participating in community events and offering mobile direct services to individuals who are unable to meet in our outreach offices.

## **8. Distress Score**

- :
- a. Score assigned by the County – please see attached (Appendix I)
  - b. Score assigned by the County.
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## **9. Multi-Jurisdictional Bonus**

**c.i.** Family Crisis Services will continue to provide support and direct services to low/moderate income residents who are experiencing domestic violence in each of the five communities involved in this grant. Victims will be offered support services that include but not limited to: safety planning, individual and court advocacy, shelter support groups, social services referrals for victims and their children, transportation and housing resources.

The Lake Region advocate will be holding open walk-in hours weekly at the Standish Town Office, facilitate monthly educational groups in Windham, table at community events when offered in each town and provide awareness opportunities in several locations including adult education, food banks and libraries.

**ii.** The five communities are committed to providing FCS opportunities to offer direct service to victims residing in their towns as well as outreach efforts in a variety of community settings. For example: the Standish town office will continue to be utilize for walk-in office hours and other community sites have allowed FCS to meet individuals in their sites for support services. There will be ongoing meetings with key stakeholders in each community to improve outreach efforts. This will include meeting with town managers, community members and providers.

**d.** Please see Appendix VI for all five town managers' endorsement for this project.

**e.** Distress score for multi-jurisdictional applicants:  
i. Score assigned by the County.  
ii. Score assigned by the County.



<u>Appendix III - Project Implementation Schedule</u>				
<u>Activity</u>	<u>Q #1</u> J – S 2016	<u>Q #2</u> O – D 2016	<u>Q #3</u> J – M 2017	<u>Q #4</u> A – J 2017
Meet with Naples Town Manager to discuss implementation of project	x			
Provide direct service and support for victims within their communities (ongoing)	x	x	x	x
Create and participate in community awareness events (including community providers groups, library events, workshops, etc)	x	x	x	x
Co-facilitate Lake Region Coalition with community members and providers		x	x	x
Facilitate educational groups in various sites	x	x	x	x
Review progress with key community providers		x		x
Review data for status progress check		x		x



## Appendix V: Budget

<b>Public Service Programs</b>				
<b>Cost Category</b>	<b>CDBG Funds</b>	<b>Municipal Funds</b>	<b>Other Funds</b>	<b>Total</b>
<b>Equipment</b>				
<b>Materials/Supplies</b>				
<b>Operations</b>	2381			2381
<b>Salaries</b>	16078		2679	18757
<b>Fringe</b>	5097		921	6018
<b>Transportation</b>	744		360	1104
<b>Consultants</b>			1440	1440
<b>Space/Rent</b>	2700			2700
<b>Project Management</b>				
<b>Other – 1)</b>				
<b>Other – 2)</b>				
<b>Total Costs</b>	27000		5400	32400
<b>Provide the basis for determination of budget amounts:</b>				
<p>CDBG Funds: Salaries are based on hourly rates – 20 hours/week for Outreach Advocate at a rate of \$15.46/hour plus fringe including FICA at 7.65%, SUTA @2%, Workers Comp Insurance at 1.36%, retirement plan @3%, Health, Dental and Life/LTD/ADD insurances at 50% of full time rate. Operations cost includes utilities, phone, internet and computer support at 50%. Transportation is based on 1860 miles at .40/mile. Rent is 50% of monthly cost of \$450.</p> <p>Other Funds: Salaries are based on hourly rates – 2 hours/week for Supervisor at a rate of \$25.76/hour plus fringe including FICA at 7.65%, SUTA @2%, Workers Comp Insurance at 1.36%, retirement plan @3%, Health, Dental and Life/LTD/ADD insurances at 50% of full time rate. Transportation is based on 900 miles at .40/mile. Consultants is 2 hours/month for billing and statistical reporting.</p>				

**Appendix V: Multi-Community Application Endorsement**

**CUMBERLAND COUNTY COMMUNITY DEVELOPMENT PROGRAM**

**CDBG PUBLIC SERVICES APPLICATION - 2016**

Lead Community Applicant: Town of Standish

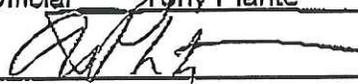
Lead Community Authorized Official Gordon Billington

Signature of Authorized Official 

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Additional Community Applicant: Town of Windham

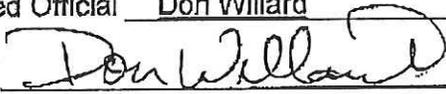
Additional Community Authorized Official Tony Plante

Signature of Authorized Official 

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Additional Community Applicant: Town of Raymond

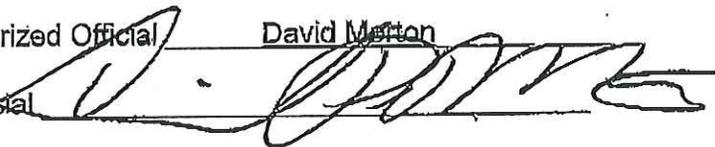
Additional Community Authorized Official Don Willard

Signature of Authorized Official 

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Additional Community Applicant: Town of Casco

Additional Community Authorized Official David Merton

Signature of Authorized Official 

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Additional Community Applicant: Town of Naples

Additional Community Authorized Official Ephrem Paraschak

Signature of Authorized Official 