

**FORSYTHCOUNTY
BOARD OF COMMISSIONERS**

MEETING DATE: FEBRUARY 10, 2014

AGENDA ITEM NUMBER: 4

SUBJECT: RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE U.S. DEPARTMENT OF JUSTICE—OFFICE ON VIOLENCE AGAINST WOMEN, ON BEHALF OF THE DISTRICT ATTORNEY’S OFFICE, FOR GRANT FUNDS TO SUPPORT THE SAFE ON SEVEN (SOS) PROGRAM (COURT SERVICES)

COUNTY MANAGER’S RECOMMENDATION OR COMMENTS: Recommend Approval

SUMMARY OF INFORMATION:

Over the past four fiscal years, Forsyth County has applied for and received U.S. Department of Justice- Office on Violence Against Women (OVW) Grants, on behalf of the District Attorney’s Office, for the support and maintenance of the Safe on Seven (SOS) Program.

The District Attorney’s Office now requests that Forsyth County submit a new grant proposal to continue the SOS program. This grant application will be submitted to the U.S. Department of Justice-Office on Violence Against Women in the amount of \$133,194 per year for three years. If approved, the total funding for this grant will be **\$399,581** for FY 2014-2015, FY 2015-2016, and FY2016-2017.

This grant will provide funding for an Intake Screener Advocate, Assistant District Attorney and a bilingual Paralegal position. The grant will also pay for analytical data services from Winston-Salem State University’s Center for Community Safety and related travel and equipment costs. No matching funds are required with this grant application, however, under the grant application the SOS program receives credit for in-kind contributions including volunteer/intern hours, various donated supplies and equipment, and the furnished office space at the Hall of Justice by Forsyth County. **No County Dollars are required for this grant application.**

This grant will provide funding for 3 positions that are not funded through the N.C. Department of Public Safety: Governor’s Crime Commission Grant.

ATTACHMENTS: YES NO

SIGNATURE: *J. Dudley Watts, Jr.* DATE: February 4, 2014
COUNTYMANAGER

**RESOLUTION AUTHORIZING SUBMISSION OF AN APPLICATION TO THE
U.S. DEPARTMENT OF JUSTICE-OFFICE ON VIOLENCE AGAINST
WOMEN, ON BEHALF OF THE DISTRICT ATTORNEY'S OFFICE, FOR
GRANT FUNDS TO SUPPORT THE SAFE ON SEVEN (SOS) PROGRAM
(COURT SERVICES)**

WHEREAS, for the past four years, Forsyth County has applied for and received grants from the U.S. Department of Justice-Office on Violence Against Women, on behalf of the District Attorney's Office, for the support and maintenance of the Safe on Seven (SOS) Program; and

WHEREAS, the District Attorney's Office now requests that Forsyth County submit a SOS Program grant application for fiscal years 2014-15 through 2016-17 in the amount of \$399,581 to fund an Intake Screener Advocate, Assistant District Attorney, and a bilingual Paralegal position, as well as analytical data services and related travel and equipment costs;

NOW, THEREFORE, BE IT RESOLVED that the Forsyth County Board of Commissioners hereby authorizes the submission of an application to the U.S. Department of Justice-Office on Violence Against Women, on behalf of the District Attorney's Office, for a three year grant to support the Safe on Seven (SOS) Program in the total amount of \$399,581 to be utilized during FY 2014-2015, FY 2015-2016, and FY 2016-2017 as further provided herein.

BE IT FURTHER RESOLVED that the Forsyth County Board of Commissioners hereby authorizes the Chairman or the County Manager and the Clerk to the Board or their designees to execute the necessary documents to complete the application for said grant funds, subject to a pre-audit certificate, thereon, by the Chief Financial Officer, if applicable, and approval as to form and legality by the County Attorney.

Adopted this 10th day of February 2014.

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

Project Narrative Summary:

The target population for this project is victims of domestic violence, stalking and sexual assault in Forsyth County, North Carolina. In 2005, Forsyth County received a grant from the US Dept. of Justice, Office of Violence Against Women, to create an integrated team (Family Justice Center) for the prosecution of criminal and civil domestic violence cases and improve victims' access to community resources. Safe on Seven: Forsyth Domestic Violence Center (SOS), located in the county courthouse, provides a "one stop shop" by bringing together key service providers, such as prosecutors, law enforcement, victim advocates, government victim assistance, legal advocates and social services to serve victims. The Center helps minimize the difficulties victims face as they navigate the legal system. SOS's overriding focus is victim safety and offender accountability.

The Problem: Before SOS was created, victims had to seek out services at multiple locations throughout the community. SOS is the first comprehensive collaborative multi-agency service center for victims of domestic violence, sexual assault and stalking of its kind in North Carolina. When victims come to SOS seeking assistance with issues of domestic violence, sexual assault or stalking they receive numerous and immediate direct crisis services on the day of application. Those requesting civil protective orders generally are in a state of crisis, often appearing at SOS immediately following a violent incident. They are frightened and confused. Most victims do not know what assistance is available. At this juncture, it is imperative for victims to receive correct information regarding what are resources available, and to be supported in making decisions that could affect their safety. SOS has served over 13,200 victims since opening in October 2005 (See chart below).

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

<u>SOS Victim Count</u>	<u>2005</u>	<u>2006</u>	<u>2007</u>	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>Total</u>
	213	1117	1098	1329	1822	1872	2012	1886	1871	13,220

*October 17, 2005 to December 31, 2005

These numbers indicate an ongoing need for an efficient, effective way to deliver much needed services to this vulnerable population.

Research indicates that financial stress and poverty can correlate with an increase in the incidence of domestic violence. NIJ Research in Brief When Violence Hits Home: “Couples who reported extensive financial strain had a rate of violence three times that of couples with low levels of financial strain” VAWnet.org Economic Stress and Domestic Violence, Claire Renzetti: (Benson & Fox, 2004) “Research shows that couples feeling high levels of financial stress have a DV rate of 9.5% vs. 2.7% for those with low financial strain.” The North Carolina Justice Center estimated that “due to persistent weakness in the economy, the poverty rate in North Carolina jumped 26 % since 2007. The goal of prosperity and economic growth does not seem to be reaching many communities.” “North Carolina’s poverty rate was 18 percent in 2012, statistically unchanged from the rate in 2011 but a 0.5 percent increase since 2010.” Women and people of color experience higher rates of poverty than other groups. In 2012, 28.4 percent of African-Americans, 33.9 percent of Latinos, and 34.8 percent of American Indians in the state lived in poverty. These poverty rates are well above the rate of 12.2 percent for whites and 13.1 for Asians. In 2012, 19.5 percent of females lived in poverty, compared to 16.5 percent of males. NC women continue to deal with elevated levels of unemployment, under-employment and poverty”. Poverty can be an aggravating and complicating factor in the dynamics of DV by possible increased lethality, reduced options and resources. Data collected from SOS indicate that an average of 66% of the victims requesting services in 2011 reported a household income

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

of less than \$25,000. This percentage has measurably increased since SOS opened in 2005 and has increased to over 70% for July-December 2013.

Since 2005, SOS has seen a significant increase in the number of persons seeking Domestic Violence Protective Orders (DVPO). A 2010 study by Reckdenwald, A, & Parker, KK, Understanding Gender Specific Intimate Partner Homicide, “demonstrated that an increase in the number of legal services available is associated with a decrease in intimate partner homicide.” Access to legal representation is limited for many victims due to the costs associated retention of private attorneys. The local Legal Aid of NC office serves 9 counties on already limited resources.

The number of criminal domestic violence cases charged in Forsyth County has continued to remain high. The currently funded specialized domestic violence prosecutor has significantly improved our ability to assess, prepare, and vigorously prosecute domestic violence cases. Having a specialized trained prosecutor in our designated domestic violence court is critical to adequately present domestic cases and counteract defenses. These cases require expertise in confronting evidentiary and hearsay issues, and conducting evidence-based prosecutions. A specialized prosecutor helps create an environment in the courtroom where, regardless of legal outcome, the victim is given the opportunity and support to participate in a meaningful way in the criminal justice process. This prosecutor has been able to educate both law enforcement and judges on the specialized legal issues and dynamics associated with domestic violence victims and offenders, to meet with victims before court as needed to gather additional information and answer questions, enabling victims to feel more confident about outcomes and participate in the criminal justice process, serve as a consistent face to victims and to develop familiarity with recidivists, working to keep the focus on the offender accountability.

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

SOS has been using Jacqueline Campbell's Danger Assessment tool since October 2005 and recent data collected shows 65% scored 8 or higher and 92 % scored 4 or higher indicating many victims are at high risk for serious injury and or homicide. SOS utilizes this tool to assist victims in identifying risk factors they may be facing. Researchers studied this Danger Assessment and found that "despite certain limitations, the tool can with some reliability identify women who may be at risk of being killed by an intimate partner." The study found that women who score 8 or higher on the Danger Assessment are at "grave risk" and women who scored 4 or higher are at "great risk."

The U.S. Census Bureau's 2012 estimates the population of Forsyth County at 358,137; 68% are white, 27% are Black, 12.4% are Hispanic/Latino, 2.1% are Asian, and less than 1% are American Indian, Alaskan Natives, or Native Hawaiian or Pacific Islanders. SOS data indicates that over 10% of all victims using the services identify themselves as Hispanic/Latino. The Hispanic population is predicted to be the fastest growing group in NC.

In the past, stalking and intimidation of victims would be reported in anecdotal form to community partner staff and advocates and would be handled individually with information and options, but a planned system response and education project had not been undertaken in this community. *Sarah Buel* stated "Witness tampering is the most common crime perpetrated by batterers, yet, is the least charged, prosecuted, and sentenced offense." At a recent AEquitas presentation it was stated "victim intimidation is one of the most underreported crimes. The abuser exploits the victim's vulnerabilities by continuing to exert power and control beyond the arrest and this behavior tends to increase as the legal case progresses." "Unwanted calls or messages comprise a majority of the reported incidents of victim intimidation." We do not have local numbers on the extent of victim intimidation, but in a two month random sampling of

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

victims responding to SOS advocate's follow up calls show over 40% of victims report some form of unwanted contact/intimidation. The 2010 National VAW Survey indicated 8.1 % of women report being stalked. The 2010 National Intimate Partner and Sexual Assault Survey indicate 10.7 % women reported this experience and locally SOS records show an increase in requests for protective orders for stalking. From 2008 to 2013 the rate of victims requesting protection from stalking has tripled from 9% to 29.7%.

In summary, victims, including those with Limited English Proficiency (LEP), are in great need of the one stop shop services that SOS provides. As the need continues, so does the importance of an efficient and effective way to provide confidential information and assistance in accessing the criminal and civil justice system, enabling victims to assess their risk and help them develop personal safety plans, assisting victims in identifying additional needs, providing referrals to offsite community resources, providing access to needed advocacy, shelter, protection and services and expanded civil legal representation and increase offender accountability through arrest and effective aggressive prosecution of violent offenders.

SOS is facing increased need with decreased funding options. Without continued OVW funding, SOS partner agencies will not be able to maintain many of the currently OVW funded staff positions at SOS. The office of the District Attorney is funded by the State of North Carolina. Unfortunately, the State continues to experience budget shortfalls requiring cuts. In July, 2013, the General Assembly passed a biennium budget bill covering fiscal years 2013-2014 and 2014-2015. This budget cut the Judicial Branch, the source of funding for the office of the District Attorney, by an additional amount of approximately \$2 million each year. Again, the majority of those funding cuts (over \$1.6 million) were made possible through the elimination of positions, according to the Director of the N.C. Administrative Office of the Courts. The positions

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

eliminated include several assistant district attorney positions statewide, as well as clerks, court reporters, and judicial assistants. The central operations fund for the court system, already reduced by 20% over the past four years, was further cut, with wide-ranging impact on areas from training to travel to copier maintenance. The State continues to be unable to pick up the cost of this specialized prosecutor. The Winston Salem LANC office continues to serve 9 counties (up from 6 counties), with one less attorney position and a hiring freeze in place. Continued OVW funding for the paralegal position in Forsyth County is greatly needed. Unfortunately, due to the cuts in funding available, we will be asking for funds for the paralegal position only even though the need for part time attorney position remains great. In FY2014 Family Services experienced a 7% loss of funding in the Safe Relationships Division (Domestic/Sexual Violence service agency). Efforts to obtain funding from local sources to make up for these losses have been partially successful. However, two staff had to be laid off effective January 1, 2014 as a result of these cuts. For FY2015 the agency does not expect to be able to restore these positions. Further loss of public funds would result in additional layoffs in the Safe Relationships division. The Family Services portion of this grant request is for the bilingual victim intake advocate only, but the victim court advocate position must be eliminated due to the significant cut in funds available through the Arrest funding and inability to absorb this cost. LANC and Family Services, Inc also are in need of financial assistance regarding indirect cost for the two identified positions.

Despite these significant cuts in funding SOS partners have invested in the project by contributing over \$1,118,000 in additional resources through in-kind, additional grants for staff/administrative, added positions, space, furnishings, supplies, equipment and more. (See attached list). Partners understand the need to maintain a strong collaborative to efficiently

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

address this social issue.

SOS strives to apply best practices and does not support procedures/policies that exclude victims from receiving shelter, advocacy, counseling or other services based on age, immigration status, race, religion, sexual orientation, gender identity, mental or physical health, criminal record, sex industry work, or age/gender of children; automatic pre-trial diversion programs; mediation or counseling for couples as a systemic response to domestic violence; operating domestic violence batterer intervention programs that are not court-ordered or court-monitored; utilizing anger management classes instead of batterer intervention programs; requiring victims of sexual assault, domestic violence, dating violence, or stalking to file for a protection order or file criminal charges against their abuser as a condition of receiving services; using practices or procedures that fail to protect the confidentiality and safety of victims;(e.g., not utilizing advocates for safety planning, unsafe ways/means of contacting victims); referring victims to Child Protection Services solely for failure to protect their minor child from witnessing domestic violence; or procedures that would penalize victims of violence for failure to testify against their abusers or impose other sanctions on victims.

In response to having many agencies co-located, SOS created a confidentiality policy that all partners must agree and adhere to upon joining the center. Confidentiality for victims is vital to enable them to trust the center staff. Two partner agencies have clear confidentiality policies: Family Services, Inc and Legal Aid of NC (LANC). All Family Services, Inc. staff are bound by NC state law to protect victim confidentiality. (NC General Statute 8-53.12. Communications with Agents of Rape Crisis Centers and Domestic Violence Programs Privileged). LANC staffs are bound by Lawyer-Client privilege. Other partner staffs are employed by public agencies and therefore are not able to offer this protection to victims. The confidentiality policy and victims'

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

rights as set out are explained to victims at the initial contact by the Intake Screener Advocate (employee of Family Services, Inc) so that they may make an informed decision prior to speaking to other partner staff. Whether victims choose to sign a limited release of information or decline to release their right to maintain confidentiality, their access to all services remains the same.

Effectiveness of Safe on Seven: SOS Victim Survey Results: Random victim surveys are conducted to ensure that SOS services remain victim need driven. 91% of victims rated staff services at SOS a 5 on a 1 (poor) to 5(excellent) scale, rated Overall Services at SOS a 4.9 on scale of 1 to 5 and 97 % report feeling safer after receiving SOS services and 100% report information provided at SOS assisted them in making informed decisions regarding their safety.

Victim Comments: “I love being in this country where there are people like you, that speak English and Spanish, who are there for women who suffer from DV. It motivates me to speak out and go forward. The law provides real justice and gives someone the opportunity to solve problems and seek solutions” “My experience was beyond excellent.”, “I learned so many things I did not know.”, “It really did help me make an informed decision.”, “The staff took care of me and gave me hope for a safe future.”, “The staff was excellent and allowed me to feel safe following the incident that had occurred.” “SOS staff is absolutely wonderful. A great miracle and the only ones that were willing to help me”. “SOS (Staff) were on top of things and the services allowed me to understand the process” “SOS provided me with excellent services that made a difference and are very much needed and very appreciated!” “Having staff available to assist was great! Staff went over and beyond to assist me!”, “I could not have asked for better, I felt safe and cared for. I pray that the government can continue to support the work that you do.”

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

In 2009, Wake Forest Law School students Jamie Meltzer and Jay Henderlite conducted a research project regarding the effectiveness of SOS services (WFU Law Review 2009):

(<http://lawreview.law.wfu.edu/documents/working.2009.meltzer.henderlite.pdf>) and found: **1.**

SOS relieves much of the burden on victims by giving them access to all of the services they need in one location, **2.** The SOS approach is less intimidating and time-consuming for victims and **3.** Other studies have shown that victims that have access to a multi-agency approach (like SOS) are more likely to seek help.

SOS serves as a unique model in North Carolina on how to maximize resources and minimize duplication and inefficiency by demonstrating a model of shared ownership, responsibility, resources and accountability. Many other communities in North Carolina come to tour our center with interest in creating a similar project. The Eastern District of North Carolina US Attorney's Office has presented SOS as an example of collaborative efforts for developing an effective criminal justice system to respond to violence against women. Stephanie Satkowiak, Court Programs Domestic Violence Specialist of the NC Administrative Office of the Courts has identified "SOS as a model for other judicial districts on how domestic violence matters should be handled and is critical in providing victims with the necessary services to move safely through the court system."

The services provided at SOS complement the State's STOP Violence Against Women Implementation Plan because they have: Proven to increase victim participation and attendance in the courtroom, thereby increasing and improving services to victims: Since the SOS victim advocate began court advocacy and follow up phone contacts with identified high risk victims that do not show for their DVPO hearings has dropped from 21 % to 18%, and increased victim participation in criminal court cases has increased prosecution of domestic violence cases: for

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

example, the dismissal rate of cases due to victims not appearing in court has dropped over 35% since the beginning of the District Attorney DV Unit (DADVU).

What Will Be Done:

Goal: Victims of domestic violence will report increased safety through advocacy, civil and criminal legal services, and access to community resources through the provision of an efficient and coordinated, multi-agency resource center.

Objectives: Assist victims with identifying the risk factors they face and develop safety plans that address these factors. Simplify access to civil and criminal legal process, provide immediate and follow up advocacy, legal services for civil protective orders, specialized prosecution of criminal cases, access to appropriate information and services, investigative follow up and referral services to victims(including LEP and) of domestic violence, dating violence, sexual assault and stalking in an efficient and timely manner.

Tasks: Provide confidential bi-lingual intake, advocacy, safety planning and assistance to victims to identify their needs; Provide additional civil legal services by maintaining the LANC full time paralegal position for screening the increased requests for legal representation; Maintain assistant district attorney to specialize in prosecution of all misdemeanor criminal cases involving domestic violence, dating violence, sexual assault, and stalking; Evaluate current practices for effectiveness through the gathering and analysis of the non-identifying data collected from SOS activities and the use of a victim survey; Maintain efficient coordinated service delivery to victims; and Develop a short and long term sustainability plan for the center to continue to operate.

Activities:

Bilingual Victim Intake Screener Advocate: Provide victims with an initial explanation of

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

confidentiality and an overview of available resources and services; Respond to victim identified needs and provide appropriate services that meet these needs; Assist victims in assessing any danger/high risk factors and developing their own personal safety plan; Assist the victim (including LEP) in understanding and completing SOS paperwork, including notice of confidentiality, release of confidentiality, and the danger assessment as well as asking when/if follow up contact can be done safely and referral requests (All SOS Intake forms are available in English and Spanish); Provide follow up contact to identified high risk LEP victims (with consent) as appropriate; This staff position is employed and supervised by Family Services, Inc and trained as a victim advocate; services provided are confidential; The currently OVW funded bilingual Intake Advocate Screener and LANC paralegal positions allows Spanish speaking

Legal Information and Representation: Legal Aid of North Carolina, Inc. (LANC) Domestic Violence Advocacy Center (DVAC) attorneys provide victims of domestic violence with no cost legal advice and representation in protective order hearings. LANC assists victims through the process of filing necessary legal paperwork to obtain protective orders.(The primary form of relief sought at SOS is civil protective orders and protective order forms are available in English and Spanish); Provide direct contact with LANC staff attorneys for immediate advice and/or possible representation; Screen and assign all requests for representation in civil domestic violence cases to staff or volunteer attorneys through LANC; Provide victims with legal representation at their DVPO hearing in Forsyth County.

Specialized DV Prosecution Team: Maintain and expand the specialized DV Prosecution Team to prosecute all criminal misdemeanor and felony domestic violence crimes in coordinated efforts with the District Attorney's Domestic Violence Unit (DADVU). Assign three additional assistant district attorneys (ADAs) to specialize in prosecuting felony domestic violence cases.

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

The Team will consist of an OVW grant funded DV ADA to prosecute misdemeanor cases, 3 experienced staff ADAs to handle all felony DV cases, an ADA supervisor, and 4 DV legal assistants. Further, the specialized DV Prosecution Team will coordinate and implement training for all local law enforcement agencies.

Data Collection/Analysis Process: WSSU Center for Community Safety will collect and analyze non-identifying SOS data collected (from intake forms, danger assessments, resources requested and survey), assess the effectiveness of the project and the community in handling domestic violence concerns; All information submitted for this purpose will have all identifying victim information redacted. Data collected will be analyzed to assess project effectiveness and trends; A random sampling of victims that have previously identified how and when it is safe to contact them will be asked to complete a telephone victim survey regarding their opinions of services offered and suggestions for improvement; Non-identifying survey data will be reported to our data collection service and a report will be submitted to the coordinator and all partners on a semi-annual basis for review.

Time Frame: The SOS project will continue, maintain and further refine the victim intake process, victim advocacy, civil legal assistance and representation, as well as provide enhanced prosecution of violent offenders.

1st Quarter: Develop all appropriate contracts for involved partner agencies and develop any new procedural guidelines as needed;

2nd Quarter: Post and hire new staff as needed;

3rd Quarter: Provide training and orientation to new staff; Continue to develop the system to coordinate the Specialized Prosecution team for misdemeanor and felony cases; Develop a coordinated approach to victim intimidation; Continue to identify, coordinate and address

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

training needs; 4th Quarter: Collect, evaluate and report on data and victim survey results to further develop program procedures and guide partners in program oversight.

5th – 18th Quarters: Maintain service delivery and semi-annual assessment and evaluation of project and ongoing search for increased community funding and support.

There is an ongoing need for bi-lingual staff, in particular for the paralegal and the intake positions. Over 12% of the Forsyth County population is Hispanic/Latino according to the 2012 US Census estimate and SOS data indicates that over 10% of victims seeking services identify themselves as Hispanic/Latino. In the past, we have utilized the services of a local agency, Casa Guadalupe of Catholic Social Services or the Hispanic League for Spanish translation/interpretation purposes. Unfortunately, both agencies have stopped or reduced these services. Competent on-site bilingual services are needed in order to provide services to this traditionally underserved growing population. In response, SOS has all intake forms, Danger Assessment, Notice of Confidentiality, Release of Information forms, brochures and all civil DVPO forms in English and Spanish as well as telephone menus directing LEP victims. SOS strives to maintain an ongoing commitment to compliance with Title VI of the Civil Rights Act of 1964 and will continue in these efforts to provide meaningful access to all services. The current staffing includes a bi-lingual intake advocate, paralegal and two staff LANC attorney's to provide immediate services to Spanish speaking victims at SOS and in the courtroom. Additionally, arrangements have been coordinated with NC Administrative Office of the Courts to cover the costs for a local program; Communication Access Partners, Inc. (CAP) (communicationaccesspartners.com) is a woman-owned business that has been serving the greater Triad area and southwestern VA since 1994. CAP was established when ADA laws came into place providing communication services to those who need them. to provide translation and

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

interpreter services for hearing impaired individuals seeking services as needed for initial intake at SOS and court hearings.

The bilingual Intake Advocate Screener provides victims with more comprehensive initial services. Victims are assisted in identifying their needs, completing a danger assessment, gaining information about the civil and criminal systems, and understanding and completing the initial intake forms. This position is critical to begin wrap around services for victims and sets the tone for the rest of the victim's interaction with the "system." This staff position is trained as a victim advocate, is bilingual and services are confidential.

The bilingual paralegal with Legal Aid of NC (LANC) assists victims (including LEP) by explaining the application process and the legal paperwork the victim must complete. Domestic Violence Protective order (DVPO) forms are available in English and Spanish. LANC paralegals guide the victim through the legal process of obtaining protective orders. The paralegal also refers victims to LANC attorneys if representation is requested for the hearing. As the number of victims (including LEP) requesting representation increases there is an increased need for the paralegal to assist LANC in the screening and processing of victim requests for representation. A dedicated prosecutor in misdemeanor court, as part of the specialized DV Prosecution Team, will continue to aggressively prosecute criminal DV cases, and assist the felony DV prosecutors in identifying and developing cases that should be elevated from misdemeanor to felony status. Further, this dedicated ADA will maintain consistency in the courtroom and uniform application of policies designed to enhance victim safety, will apply appropriate trial strategies, recognize recidivists, make appropriate sentencing requests, and work with victims to address barriers to prosecution. The DADVU legal assistants will contact victims immediately after arrest of defendants to provide information on the status of the case, victims compensation and victim

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

rights. They will provide information on dealing with witness intimidation, safety concerns and making no-contact requests, as well as available community resources. Three ADAs will be assigned to screen and prosecute all felony DV cases as part of a comprehensive prosecution team. The specialized DV Prosecution Team will continue to coordinate and implement training for all local law enforcement agencies.

In Summary: This grant will allow victims, including LEP and hearing impaired victims, to continue to receive up front access to coordinated civil and criminal services, victim advocacy, danger assessment information, safety planning, follow up advocacy, investigative services as needed, focused aggressive prosecution of domestic violence offenders and legal assistance for protective orders, as well as referrals for legal representation at civil protective order hearings, counseling, shelter, and social services assistance programs. These services will be provided by a bilingual intake advocate staff from Family Services, Inc. to respond to victim identified needs and safety concerns; one full time bilingual paralegal from Legal Aid of North Carolina to assist victims with filing for a protective order and screening referrals for possible legal representation; District Attorney Domestic Violence Unit (DADVU) comprised of 4 legal assistants, 1 Assistant District Attorney assigned to prosecute misdemeanors, 3 felony ADA's and an ADA supervisor to aggressively prosecute violent domestic and sexual offenders.

Non-identifying data from SOS intake forms, danger assessments, referrals, survey responses and all data required for the VAWA semi-annual report will be collected and analyzed and reports will be created to assist in evaluation and direction of the project. The WSSU Center for Community Safety will collect the SOS data and provide data analytic services and consultation by a WSSU staff professor on the implementation of a data collection and analysis process, provide timely reports, assist in assessing the impact of the project, assist in preparation of

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

presentations to community stakeholders, provide training opportunities for DV professionals and gather and disseminate information on effective practices addressing DV.

Who Will Implement Project: This project will be implemented by the Forsyth County District Attorney's office and the following partners: Family Services, Inc, Forsyth County Clerk of Court, Forsyth County Sheriff's Office, Legal Aid of N.C., Forsyth County Department of Social Services, N.C. Department of Community Corrections, Winston-Salem Police Department, and the Winston-Salem State University Center for Community Safety. **Family Services, Inc.:**

Family Services is the local non-profit advocacy agency which serves victims impacted by domestic violence, sexual assault and stalking by providing confidential crisis intervention, 24 hr crisis line support, shelter, transitional housing assistance, safety planning, court advocacy, hospital accompaniment, individual and group counseling to victims in Forsyth County. FSI staff has been instrumental in the creation of the center as well as providing oversight and coordination to the project in an ongoing capability. The project coordinator is a 28 year FSI employee. **Forsyth County Clerk of Court's Office:** FCCC for the past 24 years has had the responsibility of assisting victims through the judicial process of obtaining civil domestic violence, dating violence, sexual assault and stalking restraining orders. As a state agency under the NC Administrative Office of the Courts, the Clerk's office is required to provide forms to victims, and a separate space for completing the paper work. The Clerk of Court's office will continue to help guide victims through the judicial system and provide information to local law enforcement agencies. **Forsyth County Department of Social Services:** FCDSS provides a multitude of economic, supportive and protective services to individuals and families in need in Forsyth County. DSS has been a partner with numerous agencies to address the community concerns regarding domestic violence. The DSS provides financial support in the form of Food

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

and Nutrition Services, Medicaid, Work First Cash assistance, heating and cooling related emergency assistance, and child care subsidies to families meeting the income and need criteria.

Forsyth County District Attorney's Office: FCDA's office will continue to serve as the criminal legal advocate for victims of domestic violence, and will provide coordinated services to victims through the specialized DADVU. FCDA will maintain a specialized DV Prosecution Team consisting of 5 ADAs (1 supervisor, 1 misdemeanor prosecutor, and 3 felony prosecutors) and 4 legal assistants to prosecute all criminal domestic violence crimes. The DADVU will provide training to all local law enforcement. The supervising ADA for the unit has been a prosecutor since 2001 and is the DV court supervisor, a member of the DV Community Coalition, and the adult sexual assault prosecutor for the district. The supervisor has provided training on DV issues to law enforcement, magistrates, new prosecutors, and community partners. **Forsyth County Sheriff's Office (FCSO):** The FCSO will continue to refer

information to the District Attorney's Office and Family Services and will continue its pro-arrest policies and procedures, follow Full Faith and Credit guidelines regarding the enforcement of protection orders from other states and jurisdictions and provide training for all deputies. Sworn staff will continue to serve all domestic violence/sexual assault/stalking protective orders in Forsyth County. FCSO absorbed 2 previous project grant positions, currently has no positions that are funded through project grant funds and has committed 5 fulltime staff to the project.

Legal Aid of North Carolina, Inc.: Domestic Violence Advocacy Center (LANC:DVAC): Through DVAC, attorneys provide victims with legal advice and representation in civil legal matters including protective order hearings, custody hearings, and other family and civil matters resulting from domestic violence. Preventing domestic violence continues to be one of several priorities of LANC. Valene Franco: DVAC former Staff Attorney and current Supervising

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

Attorney November 2002 – Present, oversees the legal work of attorneys, paralegals, volunteers, and clinic students in DVAC as well as represents victims in civil DVPO hearings. She is also bilingual. **NC Department of Public Safety: Probation:** Probation Department will provide supervision to all defendants convicted and placed on supervised probation for the offenses of domestic violence, stalking, sexual assault and dating violence. **21st Judicial District, Chief District Court Judge:** The Chief District Court Judge of the 21st Judicial District agrees to continue Domestic Court on-site and the services provided to domestic violence victims. Chief District Court Lisa V. Menefee has attended the National Judicial Institute's "Enhancing Judicial Skills" and "Continuing Judicial Skills in DV" OVW sponsored training and has agreed to send the two newly appointed district court judges to this training in April 2014. **Winston-Salem Police Department:** WSPD organized a Domestic Violence/Victims Services unit in 1996, which is now known as the Victim Assistance Unit. This specialized unit assists victims of domestic violence, burglary, robbery, sexual assault, and homicide within the City of Winston Salem. WSPD will maintain the Victim Assistance Unit as staffed. **Winston-Salem State University: Center for Community Safety: WSSU:** CCS is a permanent, full-time entity of WSSU that helps shape the way local communities respond to violence impacting residents. The CCS will provide SOS data analytic services and consultation by a WSSU staff professor. The CCS is committed to working with these partners as long as the need to address DV exists within our community.

Sustainability: The partnering agencies are committed to the continuation of SOS. All partner agencies understand the current funding limits and have submitted reduced funding requests for this application. SOS currently operates with 23 staff positions, only eight of whom are recipients of grant money. Partner agencies have committed over \$1,118,450 in additional

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

resources to this project through in-kind, additional grants for staff /administrative time, added positions, space, furnishings, supplies, etc. (See attached) Each agency will seek more permanent funding for their respective positions from local and state funding sources. As the State and local budget crisis eases and funding becomes available the FCDA and the Clerk of Court plan to approach the Administrative Office of the Courts, the Forsyth County Commissioners and the Winston Salem City Council for additional funds and moving the positions to permanent budget items. The Clerk of Court currently provides 2 additional state funded clerk of court staff to assist with the project. The FCDA is committed to building a dedicated prosecution team to aggressively prosecute domestic violence cases and has increased the Prosecution team from 1 grant funded assistant district attorney to 4 ADA, including the Arrest funded staff, and will continue to seek out funding to support that effort. FCSO will work to maintain the dedicated 5 regular staff positions to SOS. Family Services plans to explore possible funding options to sustain staff for this project and approach the United Way and local foundations to determine areas of shared missions. CCS is committed to working with these partners as long as the need to address DV exists within our communities. LANC will seek out other possible funding to continue the work. WSPD will maintain the Victim Assistance Unit as staffed.

Safe on Seven: Forsyth Domestic Violence Center

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

2014 MEMORANDUM OF UNDERSTANDING

This document constitutes a Memorandum of Understanding between all partners in the Safe on Seven: Forsyth Domestic Violence Center (SOS) regarding the continuation of the Center.

Whereas: Forsyth County, Forsyth County District Attorney's office, Forsyth County Clerk of Superior Court, Family Services, Inc, Legal Aid of North Carolina, Forsyth County Sheriff's Office, , Inc, Forsyth County Department of Social Services, NC Department Of Corrections, Probation, 21st Judicial District, Chief District Court Judge, Winston Salem Police Department, and Winston Salem State University: Center for Community Safety, have come together to collaborate and to make an application for grant funding; and

Whereas, the partners herein desire to enter into a Memorandum of Understanding setting forth the services provided by the collaborative; and

Whereas, the application and budget prepared is approved by the collaborative through its partners;

I. Description of Partner Agencies:

Forsyth County District Attorney's Office: The Forsyth County District Attorney's (FCDA) office serves as the key criminal legal advocate for victims of domestic violence. The District Attorney's office provides coordinated services to victims through the specialized District Attorney's Domestic Violence Unit (DADVU) that assists victims in preparing a case for trial as well as prosecutes all criminal domestic violence, stalking and sexual assault charges.

Forsyth County Clerk of Court's Office: The Forsyth County Clerk of Court's Office for the past 25 years has had the responsibility of assisting victims through the judicial process of obtaining civil domestic violence, dating violence, sexual assault and stalking restraining orders.

Safe on Seven: Forsyth Domestic Violence Center

As a state agency under the Administrative Office of the Courts, the Clerk's office is required to provide forms to victims, and a separate space for completing the paper work.

Family Services, Inc.: Family Services, Inc. is a local non-profit agency which has provided comprehensive services to the local community since 1905. With special emphasis upon families impacted by violence, the Safe Relationships Division provides crisis intervention and supportive services to families in a three county area that includes Forsyth County. In addition, Family Services operates North Carolina's oldest family shelter for victims of domestic violence. Specific services to families suffering from domestic violence, dating violence, sexual assault and stalking include 24 hour crisis intervention, safety planning, advocacy and support, individual and group counseling. Victims needing comprehensive services are referred to the Family Services office. In addition to serving as the primary trainer of community members and professionals in the areas of domestic violence, Family Services has a ten year history of providing oversight of the Domestic Violence Community Council.

Legal Aid of North Carolina, Inc.: Domestic Violence Advocacy Center(LANC - DVAC):

Through DVAC, attorneys provide victims of domestic violence with legal advice and representation in civil legal matters including protective order hearings, custody hearings, and other family and civil matters resulting from domestic violence which will enhance the safety and self-sufficiency of clients and their children. Paralegals assist victims by explaining the civil filing process and paperwork. Services are provided through staff attorneys, paralegals and volunteer attorneys from the local private bar.

Forsyth County Sheriff's Office: The Forsyth County Sheriff's Office reviews all county domestic violence reports and refers information to the District Attorney's Office as well as to Family Services, Inc for victim services. The agency continues its pro-arrest policies and

Safe on Seven: Forsyth Domestic Violence Center

procedures and training for all deputies responding to domestic violence incidents. The Sheriff's Office will maintain the Domestic Violence Civil Unit for the immediate service of all civil protective orders in Forsyth County. The Office has already followed Full Faith and Credit guidelines. Staff will continue to serve all domestic violence protective orders in Forsyth County.

Forsyth County Department of Social Services: The Forsyth County Department of Social Services provides a multitude of economic, supportive and protective services to individuals and families in need in Forsyth County. DSS has been a partner with numerous agencies to address the community concerns regarding domestic violence. DSS provides financial support in the form of Food and Nutrition Services, Medicaid, Work First Cash assistance, Child Support Enforcement unit, heating and cooling related emergency assistance, and child care subsidies to families meeting the income and need criteria.

NC Department of Corrections: Probation: The Department of Corrections: Probation will continue to provide supervision to defendants convicted of domestic violence, sexual assault or stalking charges and ordered by the Court to supervised probation.

Winston Salem Police Department: The Winston-Salem Police Department (WSPD) organized a Domestic Violence/Victims Services unit in 1996, which is now known as the Victim Assistance Unit. This specialized unit assists victims of domestic violence, burglary, robbery, sexual assault, and homicide within the City of Winston-Salem.

Winston-Salem State University: Center for Community Safety: The Center for Community Safety (CCS) is a permanent, full-time entity of Winston-Salem State University (WSSU) that helps shape the way local communities respond to violence impacting residents. CCS is an outgrowth of Winston-Salem's participation in Department of Justice's Strategic Approaches to

Safe on Seven: Forsyth Domestic Violence Center

Community Safety Initiative (1998) and has also been a key partner in helping shape the Project Safe Neighborhoods focus on strategic response and community partnerships. CCS is recognized both locally and nationally as a leader in sustaining and leveraging community-based initiatives and as a training center for communities in strategic justice planning. The Center's approach is to use its resources to support and build capacity of partner organizations rather than to perform direct services

Safe on Seven is located in the Hall of Justice(Courthouse) in Winston-Salem, NC. This continues to be an ideal facility since it currently houses District and Superior court, judges' chambers, the District Attorney's Office (and its specialized Domestic Violence Unit), and the Clerk of Court. Being located in the Courthouse allows Safe on Seven: Forsyth Domestic Violence Center to have office and building security.

II. History of Relationship and Community Collaboration regarding Domestic Violence

In Forsyth County, community partners have a long history of working collaboratively to improve services to victims of domestic violence. North Carolina's first emergency family shelter serving victims of domestic violence was established in Winston-Salem in 1978. Family Services, Inc. assumed responsibility for this program in 1985 and developed programs to serve both victims and offenders, including court advocacy.

In the 1990's, a number of public and private organizations in Forsyth County began focused efforts to combat domestic violence. Specialized units were created with the Forsyth County District Attorney's Office, the Winston-Salem Police Department and the Forsyth County Sheriff's Office. The Forsyth County Clerk of Court assigned a Clerk specifically to address domestic violence. Winston-Salem State University's Center of Community Safety was established to provide leadership in a variety of areas including strategic planning and the development of more

Safe on Seven: Forsyth Domestic Violence Center

coordinated data collection efforts; focus areas include juvenile crime and domestic violence. In cooperation with the Wake Forest University School of Law and the Forsyth County Bar Association, the Domestic Violence Advisory Center of the Legal Aid Society of Northwest NC, Inc (now Legal Aid of NC) began to provide legal assistance to victims (it was awarded the ABA Harrison Tweed Award for this project in 1996, and in 2004 the North Carolina Bar Association Law Student). Finally, to insure ongoing communication and collaboration, the Domestic Violence Coordinating Council (DVCC) began in 1999 under the leadership of Family Services, Inc. and serves as the primary community convener around the issue of domestic violence. All partners participate in the SOS partner meetings. All of the parties identified in this MOU are represented in the DVCC and pledge to continue their participation which should help ensure the success of the proposed project.

As indicated, there has been a long and positive collaborative history of the key partners of the SOS. All of these parties, and others, have had ongoing discussions about maintaining the current project and to continue to improve victim-related services and to enhance arrest and prosecution practices. Relative to the current grant proposal, input from each partner has been secured through individual and community meetings.

III. Development of the Application

The significant increase in clients seeking services at SOS demonstrates the ongoing need for the specialized services offered. The requested positions are vital to the ongoing efficient functioning of SOS. Victims, the community and the SOS team staff benefit greatly from the collaboration and the services provided. All parties are supportive of these initiatives and of the future plans to submit grant applications to maintain additional needed services related to domestic violence, stalking and sexual assault.

Safe on Seven: Forsyth Domestic Violence Center

IV. Roles and Responsibilities of Partners

Now, therefore it is hereby agreed by and between the partners as follows:

Family Services, Inc.: Family Services, Inc (FSI) staff has been instrumental in the inception and initial creation of the center as well as providing oversight and coordination to the project in an ongoing capacity. Family Services, Inc serves as the community leader for all services regarding domestic violence, sexual assault and stalking. The project coordinator is a 28 year employee of the Family Services, Inc. (the domestic violence, dating violence, sexual assault and stalking victim services agency) and has served as a victim advocate and supervisor of victim services before assuming the coordinator position for Safe on Seven

With respect to the SOS, Family Services will:

- Employ staff to conduct initial screenings, safety planning and assessments; provide advocacy services to victims; and actively collaborate with other team members to insure effective operation of the center;
- Employ staff in role of project coordinator to oversee the entire project and maintain primary focus on victim safety, coordinate all procedures, and serve as the primary victim services advisor;
- Contribute to the project various in-kind services including specialized victim advocacy, counseling, and education to victims which do not compromise victim safety;
- Contribute off-site, residential shelter for domestic violence victims and their children as well as 24-hour crisis response to victims;
- Provide supply of 911 cell phones for distribution to and use of victims for increased safety.

Safe on Seven: Forsyth Domestic Violence Center

- Provide access to trained and certified staff that provide application services for the NC Address Confidentiality program and the NC Victims Compensation program
- Continue its role as the primary service provider for victims of domestic violence in a way that promotes their dignity and self-sufficiency, improves their access to resources, and creates options for them in seeking safety from perpetrator violence;
- Assist in the recruitment and training of volunteer support for program sites;
- Contribute training and educational services to the community on domestic violence, sexual assault and stalking;
- Continue to provide organizational oversight for the Domestic Violence Community Council to address collaborative issues relative to domestic violence.
- Participate in the SOS Partner meetings;
- Collect and provide requested data and/or input for all required reports;

Forsyth County: Forsyth County has worked to support and provides assistance in the grant application process and administration of the various funding sources. Forsyth County has assumed all the administrative costs for financial oversight of grant funds for SOS. The County has donated furnishings and prime downtown office space (which was recently renovated by The County specifically for Safe on Seven) for an in-kind donation in the county court house for the SOS and DADVU projects. In addition, Forsyth County has worked with the Forsyth County District Attorney's office since 1997 to assist and support efforts to address the incidents of domestic violence in our community. Forsyth County has submitted grants to secure initial funding to start and maintain the District Attorney's Domestic Violence Unit and later absorbed much of the ongoing costs to continue this vital service. The SOS project also receives a DOJ: Office of Violence Against Women Arrest grant through Forsyth County and is seeking other

Safe on Seven: Forsyth Domestic Violence Center

sources within the community. Two sworn deputies have been shifted away from Federal funding and transitioned to the County's General Fund under the FCSO.

With Respect to SOS, Forsyth County will:

- Provide in-kind furnished office space in the Hall of Justice for SOS Center;
- Provide coordination and payment of purchasing goods and services;
- Provide for administering and tracking contractual arrangements;
- Assist with the budget and financial management of the program.
- Collect and provide requested data and/or input for all required reports;

Forsyth County Clerk Of Court: The Clerk's office will provide (1) deputy clerk employee to process the filing of the DVPO domestic violence orders. Through the NC Administrative Office of the Courts, preprinted forms will be provided to the victims and the deputy clerk will administer the oath and help the victim to get before a judge. The clerk will be responsible for processing the documents to the various agencies and for data entry and follow up in the court proceedings. In addition, the Clerk will provide a second deputy clerk of court in the civil domestic court room to coordinate the cases, record dispositions and process all the files. The Clerk will oversee the supervision of the deputy clerks working on site and will commit to help in the joint efforts of the project. The Clerk will continue to provide funding for one full time employee and request that the duties currently being done outside of the realm of the General Statutes for the Clerk's role be continued to achieve the success of the project. The Clerk will notify the project if any additional funding can be obtained to sustain the position. The Clerk will insure that project will have employees available to help with the filing procedures, processing the paperwork and assisting the victim to get before the judge. The clerk will provide copies to the victim and distribute copies of any protective orders to the local law enforcement

Safe on Seven: Forsyth Domestic Violence Center

agency and members of the project. The Clerk will work with the collaborated agencies by providing assistance to the victims and helping process the victims that come into the center. The deputy clerk will help collect data that is to be shared among the agencies and provide copies of orders information that can be released. The clerks will be available for collaborative meetings to provide input that they may be having with the various agencies. If continuation funding can not be obtained, the Clerk will determine ways to try and maintain duties or provide the necessary duties to help the victim.

With respect to the SOS, the Forsyth County Clerk Court's Office will:

- Employ two full-time clerks to provide specialized assistance for domestic violence cases;
- Provide state legal forms for DVPO complaints (English and Spanish) as provided by NC Administrative Office of the courts
- Provide on-site services by staff at the SOS;
- Execute the administrative task and duties involved in processing the case through the courts and providing that information back to the SOS and law enforcement agencies;
- Serve as a liaison between the SOS and the Judges;
- Encourage ongoing training relative to domestic violence for Clerk's Office staff; and
- Continue to participate in the Domestic Violence Community Council and the SOS Partner meetings to address collaborative community issues relative to domestic violence.
- Collect and provide requested data and/or input for all required reports;

Forsyth County Department of Social Services: The Forsyth County DSS will provide referral services to clients of the Safe on Seventh program by assigning one DSS employee to be

Safe on Seven: Forsyth Domestic Violence Center

available to respond to referrals for benefit applications. The employee assigned will facilitate the applications for Food and Nutrition Services (food stamps) and for Family and Children's Medicaid benefits. In addition, they will make referrals to other DSS services such as Child Support Enforcement Unit and Child Care Services Unit as requested.

The Forsyth County DSS has a long history of collaborating with the domestic violence prevention and intervention services in our community. We have engaged in outreach and education efforts, and have contracted for counseling services and nights of shelter for persons receiving or eligible to receive DSS services. In addition, the DSS is currently involved in a research initiative - Strong Fathers - involving Family Services, Inc and Duke University which is designed to work with family violence in homes involved with Child Protective Services. The agency's staff will continue to work with the staff of SOS and its clients as needed and appropriate in the provision of DSS services.

DSS provides financial support in the form of Food and Nutrition Services, Medicaid, Work First Cash assistance, heating and cooling related emergency assistance, and child care subsidies to family meeting the income and need criteria. These benefits certainly extend to women and children victimized by domestic violence/sexual offenders.

With respect to SOS, the Forsyth County Department of Social Services will:

- Contribute one staff position to provide screening for services such as TANF fund application assistance,; Child Care assistance and food stamp applications
- Provide services for the Family Services Shelter for Domestic Violence victims and their children;
- Staff will serve as a liaison and resource between SOS and DSS staff;
- Continue to participate in joint training opportunities;

Safe on Seven: Forsyth Domestic Violence Center

- Continue to participate in Domestic Violence Community Council;
- The DSS by definition and by various legal mandates works almost daily with all of the services listed above with the possible exception of Legal Aid and the Center for Community Safety, and these agencies are frequently community partners in initiatives and safety related programs;
- Participate in the SOS Partner meetings;
- Collect and provide requested data and/or input for all required reports.

Forsyth County District Attorney's Office: The Forsyth County District Attorney's office (FCDA) will continue to serve as the key criminal legal advocate for victims of domestic violence. Services will be provided on-site. FCDA will continue to provide coordinated services to victims through the specialized District Attorney's Domestic Violence Unit (DADVU) that assists victims throughout the court process. The District Attorney has created a specialized DV Prosecution Team to prosecute all criminal misdemeanor domestic violence crimes in coordinated efforts with the DADVU. The Unit is comprised of 1) Legal Assistants (to contact victims immediately after arrest, provide information on victims compensation assistance, court process, dates, bond, provide appropriate safety information to ADA and judge at 1st appearance hearings, prep legal case files and provide referrals 2) ADA to prosecute all misdemeanor cases, 2 ADA to prosecute felony DV and stalking cases. The FCDA has committed an additional ADA staff to oversee/supervise DADVU. The specialized DV prosecution team will continue to aggressively prosecute domestic violence cases, respond to information gathered by the DADVU about victim safety issues and needs, and provide skilled advocacy and consistency in the courtroom. The FCDA is committed to building a dedicated

Safe on Seven: Forsyth Domestic Violence Center

prosecution team to aggressively prosecute domestic violence cases, and will continue to seek out funding to support that effort.

With respect to the SOS, the Forsyth County District Attorney's Office will:

- Contribute on-site services by staff (Assistant District Attorneys and staff in the FCDA Domestic Violence Unit) at SOS;
- Hire, train and supervise the requested DADV unit Legal Assistant
- Coordinate with team members relative to the status of case, court appearances, and other judicial matters;
- Ensure the availability of donated (in-kind) space in the Hall of Justice for Center;
- Coordinate with the Legal Aid of NC when clients civil protective order and criminal cases overlap to insure the efficient prosecution of both proceedings;
- Interface with the Forsyth County administrative offices relative to issues involving the physical plant needs of the Center;
- Oversee security arrangements for the protection of victims using the SOS;
- Encourage ongoing training relative to domestic violence for DA's staff; and
- Continue to participate in the Domestic Violence Community Council and the SOS Partner meetings to address collaborative community issues relative to domestic violence.
- Collect and provide requested data and/or input for all required reports;

Forsyth County Sheriff's Office: The Forsyth County Sheriff's Office reviews all domestic violence reports and refers information to the District Attorney's Office and Family Services. The Sheriff's Office will continue to follow Full Faith and Credit guidelines. The Sheriff's Office has four specialized process servers on site that will continue to serve all domestic violence/stalking/and sexual assault protective orders in Forsyth County. The Sheriff's Office

Safe on Seven: Forsyth Domestic Violence Center

has an investigator that is assigned to follow-up on identified domestic violence cases that need additional investigation. The FCSO currently has no positions that are funded through project grant funds. The FCSO has 4 provided fulltime staff to the project and has been able to absorb previous project grant positions into the general budget or by finding alternative grant funding sources.

With respect to the SOS, the Forsyth County Sheriff's Office will:

- To work collaboratively with other law enforcement organizations to develop and maintain integrated data base system within Forsyth County;
- Work to develop a system to identify and track all Domestic Violence Protective Orders and violators of such orders;
- Encourage ongoing training relative to domestic violence for FCSO employees; and
- Continue to participate in the Domestic Violence Community Council and the SOS Partner meetings to address collaborative community issues relative to domestic violence;
- Contribute on-site staff to facilitate communication and coordination with all partner agencies;
- Contribute one full time corporal to provide on site supervision and oversight for process service staff;
- Collect and provide requested data and/or input for all required reports;
- Employ and equip 4 full-time sworn deputies who will be responsible for service of civil DVPO and sexual assault /stalking protective orders in Forsyth County;

Legal Aid Of North Carolina: Legal Aid of NC (LANC) will work with all SOS partners to assist the victim in receiving their protective orders and educating victims regarding their rights to victim compensation. We will contact each agency as it becomes necessary to achieve the

Safe on Seven: Forsyth Domestic Violence Center

ultimate goal of helping the victim separate from the abuser. LANC has been committed to this work since 1996 - when our predecessor Legal Aid Society of Northwest North Carolina, Inc. (LAS) first received a grant to do this work. In 2007, LAS merged its staff with LANC staff and consolidated its operations with LANC. LANC has continued to do the work. This work is one of several priorities that we believe is necessary to serve underrepresented populations. Preventing domestic violence stabilizes families and allows them to feel safe and secure. LANC plans to apply to other funders to receive additional funding to continue the work. Preventing domestic violence continues to be one of several priorities of LANC.

With respect to the SOS, Legal Aid (DVAC) will:

- Contribute an on-site staff paralegal to screen victims of domestic violence and initiate appropriate civil legal services;
- Provide operating costs to support 1.5 staff positions at the shared space of SOS;
- Contribute volunteers to assist with follow-up calls to victims, paralegal services and data entry;
- Contribute the full-time equivalent of at least one staff attorney and more time, if funds become available, to represent victims in court in their efforts to receive one-year protective orders;
- Recruit volunteer attorneys and provide necessary training;
- Provide supervision of its to staff and all operations necessary to sustain its SOS duties and obligations;
- Provide legal representation to qualified victims in appropriate civil actions;
- Coordinate with the FCDA office when clients civil protective order and criminal cases overlap to insure the efficient prosecution of both proceedings;
- Train all DVAC representatives to provide services through the SOS;

Safe on Seven: Forsyth Domestic Violence Center

- Continue to participate in the Domestic Violence Community Council and the SOS Partner meetings to address collaborative community issues relative to domestic violence;
- Collect and provide requested data and/or input for all required reports;

NC Department of Correction: Probation: Probation office will continue to provide supervision to all assigned defendants convicted and placed on supervised probation for the offenses of domestic violence, stalking, sexual assault and dating violence. DOC staff will continue to consult with specialized DADV as appropriate

- Encourage ongoing training of staff;
- Provide supervision to all assigned probationers convicted of domestic violence offenses;
- Coordinate with the FCDA staff and SOS regarding identifying high risk/repeat DV offenders;
- Collect and provide requested data and/or input for all required reports.

Chief District Court Judge

With respect to the SOS, the Chief District Court Judge will:

- Support the concept of SOS which aims to bring together collaborative service providers related to domestic violence;
- Maintain the specialized DV court;
- Encourage ongoing training relative to domestic violence for judges and magistrates;
- Continue to participate in the Domestic Violence Community Council to address collaborative community issues relative to domestic violence;
- Collect and provide requested data and/or input for all required reports;

Winston Salem Police Department: WSPD provides follow-up contact to victims of DV, sexual assault, and stalking if warranted. WSPD provides victims with referrals, informational

Safe on Seven: Forsyth Domestic Violence Center

literature, contacts for community agencies, case status information, assistance with Victim Compensation applications, and court room advocacy. WSPD will provide a victim services specialist at SOS twice a week on Tuesday and Thursday. WSPD will provide follow-up to those in need of services and to those who request follow-up while at SOS office. WSPD Victim Assistance Unit attends collaborative meetings with Family Services, Inc. (DVCC, SART) and Adult Probation and Parole to discuss domestic violence and sexual assault. WSPD seeks to advocate for those affected by these crimes and find new ways to prevent future victimization. Victim advocates are not paid by the grant therefore they would still assist when grant money is gone. WSPD will maintain the Victim Assistance Unit as staffed. WSPD will continue to collaborate with the SOS partner agencies.

With respect to the SOS, the WSPD will:

- Contribute victim assistance staff on-site;
- To work collaboratively with other law enforcement organizations to develop and maintain integrated data base system within Forsyth County;
- Maintain a system to identify and track all Domestic Violence Protective Orders and violators of such orders;
- Encourage ongoing training relative to domestic violence for WSPD employees;
- Continue to participate in the Domestic Violence Community Council and the SOS Partner meetings to address collaborative community issues relative to domestic violence;
- Collect and provide requested data and/or input for all required reports;

WSSU Center for Community Safety: The Center for Community Safety at Winston-Salem State University (CCS) mission is “to engage communities in using research strategically to shape action and response to community safety issues”. This mission is more than just a

Safe on Seven: Forsyth Domestic Violence Center

statement as the CCS was founded based upon an intentional focus of combining participatory, action research and community practitioners in collaborative partnerships to initiate, evaluate and sustain data-driven strategies and practices that would reduce crime and violence. Having been in existence since its inception in January 2001, the CCS has become a permanent vehicle through which the Winston-Salem community partners can work together to address community justice issues. Initial research by the CCS was instrumental in shaping the ongoing work of the DV partners. The CCS is committed to working with these partners as long as the need to address DV exists within our communities.

With respect to the SOS: the WSSU Center for Community Safety will:

- Assist in the development of data collection efforts, especially efforts to alert the integrated team of emerging trends in domestic violence cases, using its spatial analysis research capacity;
- Provide data analytic services and consultation in the implementation of a data collection and analysis process and the resulting in an on-going data mapping system which will have validity over time in capturing information related to D.V.;
- Assess impact of project and assist in preparation of presentation to community stakeholders;
- Assist in the building of awareness and momentum around domestic violence as a top priority for community leaders;
- Initiate and disseminate further research into domestic violence to inform SOS programs and policies;
- Continue to participate in the SOS Partner meetings to address collaborative community issues relative to domestic violence;

Safe on Seven: Forsyth Domestic Violence Center

- Collect and provide requested data and/or input for all required SOS reports.

Timeline:

The roles and responsibilities described above are contingent on Forsyth County receiving funds requested for the project described in GCC grant application. Responsibilities under this MOU will coincide with the grant period anticipated to be 07/1/2014 through 06/30/2016.

Collaboration service area includes Forsyth County, North Carolina.

Partners agree to collaborate and provide multi-agency one stop shop services regarding services and access to the civil and criminal court processes for all the above listed services to victims of domestic violence, dating violence, sexual assault, and stalking pursuant to the program narrative of the grant application attached to this agreement. Compensation for partner's contribution to this project will be provided as outlined in the attached budget detail worksheet.

Safe on Seven: Forsyth Domestic Violence Center

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER
2014 Memorandum of Understanding: Signature Page 1 OF 2

This Memorandum of Understanding reflects the responsibilities of the agencies (*listed alphabetically*) which will be affiliated with the Safe on Seven: Forsyth Domestic Violence Center. It does not preclude the addition of other partners nor of the possibility of modifying the specific role of program partners.

I hereby agree to support the operation of the Safe on Seven: Forsyth Domestic Violence Center, approve the proposed budget, and support the proposed plan specific to my role (or my organization's role) as contained in this Memorandum of Understanding. I understand that the exact responsibilities of each partner agency may be modified as further discussions occur as a part of the strategic planning process. I agree that the continuation of this Center will be of significant benefit to families in our community. We, the undersigned have read and agree with this MOU. Further, we have reviewed the proposed project and approve it.

Robert J. Feikema, President
Family Services, Inc.

Date

Dudley Watts, County Manager
Forsyth County

Date

Susan Frye, Clerk of Court
Forsyth County Clerk of Court's Office

Date

Joe Raymond, Director
Forsyth County Department of Social Services

Date

James O'Neill, District Attorney
Forsyth County District Attorney's Office

Date

William Schatzman, Sheriff
Forsyth County Sheriff's Office

Date

Yvette Stackhouse, Managing Attorney
Legal Aid of NC, Inc (Winston Salem Office)

Date

Nancy Gilchrist, Judicial District Manager
NC Division of Community Corrections

Date

Safe on Seven: Forsyth Domestic Violence Center

**SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER
2014 Memorandum of Understanding: Signature Page 2 OF 2**

Lisa B. Menefee, Chief District Court Judge
21st Judicial District

Date

Barry Rountree, Chief
Winston-Salem Police Department

Date

Alvin Atkinson, Director
WSSU Center for Community Safety

Date

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

BUDGET

All Safe on Seven Partners believe that the proposed project is vital to the ongoing safety of victims in our community. After consultation with OVW staff and receiving approval, SOS Partners consent to a funding request of \$399,581, over the cap amount of \$300,000, although they are willing to have the proposed budget reduced to the cap amount, if necessary. Compensation for partner's contribution to this project will be provided as outlined in this budget detail worksheet.

A. Personnel

There will be no direct employees; all grant staff will be contractual employees of the partner agencies.

Personnel Total	\$0.00
------------------------	---------------

B. Fringe Benefits

There will be no direct employees; all grant staff will be contractual employees of the partner agencies.

Fringe Benefits Total	\$0.00
------------------------------	---------------

C. Travel

All travel will be for contractual partner staff. The county travel policies will be utilized.

<u>Purpose of Travel</u>	<u>Computation</u>	<u>Cost</u>
OVW-designated travel Technical Assistance and Capacity Building (Locations unknown at this time).		
1 trip x 1 Coordinator/1 financial staff		
	Airfare (2 ppl x 1 trip x \$500)	\$ 1,000.00
	Lodging (\$100/night x 1 trip x 2 x 5 nights)	\$ 1,000.00
	Per Diem (1 trip x 2 x \$50/day x 5 days)	\$ 500.00
	TRAVEL SUB-TOTAL	\$ 2,500.00

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

1 trip x 2 partners: 1 Assistant District Attorney, 1 Law Enforcement/Investigator,		
Airfare (2 ppl. x 1 trip x \$500)		\$ 1,000.00
Lodging (2 ppl. x 1 trip x \$100/night x 5 nights)		\$ 1,000.00
Per Diem (2 ppl. x 1 trip x \$50/day x 5 days)		<u>\$ 500.00</u>
		<u>\$ 2,500.00</u>

TRAVEL TOTAL	\$5,000.00
---------------------	-------------------

D. Equipment

There will be no equipment purchased.

EQUIPMENT TOTAL	\$ 0.00
------------------------	----------------

E. Supplies

<u>Item</u>	<u>Computation</u>	<u>Cost</u>
General office supplies	\$500 per year x 3	<u>\$ 1,500.00</u>

SUPPLIES TOTAL	\$ 1,500.00
-----------------------	--------------------

General office supplies will include, but may not be limited to, the following items: file folders, pens, paper, Kleenex tissues for use in the victim's room and court rooms, photo paper, ink cartridges and batteries.

F. Construction

There will be no construction in this project.

Construction Total	\$0.00
---------------------------	---------------

G. Consultants/Contracts

Family Services, Inc.(FSI)

<u>Name/Service</u>	<u>Computation</u>	<u>Cost</u>
Intake Screener Advocate		
Salary:	\$ 26,620.00	\$ 26,620 x 3yr
Fringe:		\$ 79,860.00

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

Retirement Pension:	\$ 26,620.00 x 3.16 %	\$ 852 x 3 yr	\$ 2,556.00
Retirement 403(b):	\$ 26,620.00 x 2.75 %	\$ 741 x 3 yr	\$ 2,223.00
Life	\$ 26,620.00 x 0.30 %	\$ 81 x 3 yr	\$ 243.00
Disability	\$ 26,620.00 x 1.25 %	\$ 337 x 3 yr	\$ 1,011.00
Medical	\$ 26,620.00 x 8.88%	\$2,392 x 3 yr	\$ 7,176.00
FICA	\$ 26,620.00 x 7.65%	\$2,061 x 3 yr	\$ 6,183.00
Work Comp	\$ 26,620.00 x 2.07%	\$ 557 x 3 yr	\$ 1,671.00
Unemployment	\$ 26,620.00 x 1.40%	\$ 377 x 3 yr	\$ 1,131.00
	Sub-total	\$ 34,018 x 3 y	\$102,054.00

Parking fees for FSI non-court staff \$70.00/mo x 36 mo \$ 2,520.00

FSI TOTAL	\$104,574.00
------------------	---------------------

Forsyth County District Attorney (FCDA)

<u>Name/Service</u>	<u>Computation</u>	<u>Cost</u>
Assistant District Attorney		
Salary:	\$ 38,961 x 3yr	\$116,883.00
Fringe:		
Employer's FICA	\$ 38,961 x 7.65% X 3yr	\$ 8,943.00
Retirement	\$ 38,961 x 15% X 3yr	\$ 18,432.00
Health Insurance	\$ 6,000 x 3 yr	\$ 18,000.00
Workman's Comp Policy	\$ 38,961 x 0.75% x 3 yr	\$ 876.00
Unemployment	\$ 1,200 x 3 yr	\$ 3,600.00
 AOC Administrative costs	 \$ 1,557x 3 yr	 \$ 4,671.00
(AOC: Office Supplies: \$300, Phone & connectivity: \$492 Computer & software \$337, Computer support \$ 428)		
	Sub-total	\$ 171,405.00

FCDA TOTAL	\$ 171,405.00
-------------------	----------------------

Legal Aid of North Carolina (LANC)

<u>Name/Service</u>	<u>Computation</u>	<u>Cost</u>
Bi-Lingual Paralegal		
Salary: Full Time	\$ 23,400 yr x 3yr	\$ 70,200.00
Fringe:		
Employer's FICA	\$ 23,400 x 7.65% x 3yr	\$ 5,370.00
Medical and Life Insurance	\$ 23,400 x 19.71% x 3yr	\$ 13,836.00
Unemployment	\$ 23,400 x .64% x 3 yr	\$ 450.00
	Sub-total	\$ 89,856.00

LANC TOTAL	\$ 89,856.00
-------------------	---------------------

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

WSSU: Center for Community Safety

The CCS will provide data analytic services and consultation in the implementation of a data collection and analysis process and the resulting in an on-going data mapping system which will have validity over time in capturing information related to D.V.

Service	Computation	Cost
Data Analytic Services and consultation	N/A	
Data Input personnel- (250hrs/year x \$18)/	\$ 4,500 x 3 yr	\$ 13,500.00
FICA (7.65%)	\$ 344 x 3 yr	\$ 1,032.00
Supplies- Ink, paper printing	\$ 156 x 3 yr	\$ 468.00
Total	\$ 5,000/year	\$ 15,000

WSSU:CCS TOTAL	\$ 15,000.00
-----------------------	---------------------

CONSULTANTS/CONTRACTS TOTAL:	\$380,835.00
-------------------------------------	---------------------

The Intake Screener Advocate will be employed by Family Services, Inc. (the local victim services agency) and will be paid under contract with Forsyth County. Family Services, Inc is the only agency that does not have an office in the downtown area where Safe on Seven is located.

Therefore, Family Services, Inc. must pay parking fees for the two FSI staff and the \$2,520 would assist in covering this expense. The bi-lingual paralegal position will be employed and paid by Legal Aid of North Carolina through contract with Forsyth County. The ADA will be employed by the Forsyth County District Attorney's Office through the NC Administrative Office of the Courts (AOC) through contract with Forsyth County. Additionally, the NC Administrative Office of the Courts has recently required all grants for state court positions provide funds to cover the state administrative/operating costs incurred to support the position including computer lease costs. These-estimated costs are included in the Forsyth County District Attorney's Assistant District Attorney position costs. WSSU: The Center for Community Safety will be paid under contract with Forsyth County for listed services.

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

H. Other Costs

There will be no costs for rent, telephone services, etc. as the space/telephone costs are in-kind donations.

Other Cost Total	\$0.00
-------------------------	---------------

I. Indirect Costs

Family Services, Inc has a federally approved indirect cost rate of 12%. (See attached)

<u>Position</u>	<u>Computation</u>	<u>Costs</u>
Intake Screener Advocate	\$34,018 x 12% x 3 yr	\$ 12,246.00

Indirect Cost Total	\$12,246.00
----------------------------	--------------------

TOTAL PROJECT COST	\$399,581.00
---------------------------	---------------------

J. Partner In Kind Contributions

Forsyth County	2953 sq ft unfurnished office space \$10.16 sq ft.	\$ 30,000
	Donated Furnishings/equipment	<u>\$ 5,200</u>
		\$ 35,200
FCSO	Personnel: 1 Sgt, 1 Cpl, 3 Deputy Process servers	\$280,000
	Equipment	<u>\$298,000</u>
		\$577,000
FC Clerk of court	1 FTE Clerk of Court	<u>\$ 50,000</u>
		\$ 50,000
FCDA	3 FTE ADA, (2 FTE ADA superior court, 1 FTE Supervising ADA DV& SA prosecution team)	\$ 150,000
	4 FTE DA LA (4 x \$48,000)	<u>\$ 192,000</u>
		\$ 342,000
Family Services, Inc	775 Volunteer hours at center.	<u>\$ 7,750</u>

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

		\$ 7,750
WSPD	1.5 Victim witness	\$ 45,000
LANC	1 FTE Attorney, 0.5 FTE paralegal	\$ 55,000
	4 FTE volunteer hours	\$ 6,500
		\$ 61,500

TOTAL PARTNER IN KIND CONTRIBUTION	\$ 1,118,450
---	---------------------

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

Budget Summary

<u>Budget Costs</u>	<u>Amount</u>
A. Personnel	\$ 0.00
B. Fringe Benefits	\$ 0.00
C. Travel	\$ 5,000.00
D. Equipment	\$ 0.00
E. Supplies	\$ 1,500.00
F. Consultants/Contracts	\$ 380,835.00
Total Direct Costs:	<u>\$ 387,335.00</u>
G. Indirect Costs	\$ 12,246.00
TOTAL PROJECT COSTS	<u>\$ 399,581.00</u>
Federal Request	<u>\$ 399,581.00</u>
Non-Federal Amount	\$ NA

ORIGINAL

NONPROFIT RATE AGREEMENT

EIN: 1560689235A1

DATE: 07/08/2013

ORGANIZATION:

FILING REF.: The preceding
agreement was dated
09/28/2011Family Services, Inc. (NC)
1200 South Broad Street
Winston-Salem, NC 27101-

The rates approved in this agreement are for use on grants, contracts and other agreements with the Federal Government, subject to the conditions in Section III.

SECTION I: INDIRECT COST RATES

RATE TYPES:	FIXED	FINAL	PROV. (PROVISIONAL)	PRED. (PREDETERMINED)
	<u>EFFECTIVE PERIOD</u>			
<u>TYPE</u>	<u>FROM</u>	<u>TO</u>	<u>RATE (%)</u>	<u>LOCATION</u>
FINAL	07/01/2010	06/30/2012	12.00	All
PROV.	07/01/2012	Until Amended		
				<u>APPLICABLE TO</u>
				All Programs
				Use same rates and conditions as those cited for fiscal year ending June 30, 2012.

*BASE

Total direct costs excluding capital expenditures (buildings, individual items of equipment, alterations and renovations) and subawards.

ORGANIZATION: Family Services, Inc. (NC)

AGREEMENT DATE: 7/8/2013

SECTION II: SPECIAL REMARKS

TREATMENT OF FRINGE BENEFITS:

The fringe benefits are specifically identified to each employee and are charged individually as direct costs. The directly claimed fringe benefits are listed below.

TREATMENT OF PAID ABSENCES

Vacation, holiday, sick leave pay and other paid absences are included in salaries and wages and are claimed on grants, contracts and other agreements as part of the normal cost for salaries and wages. Separate claims are not made for the cost of these paid absences.

Fringe Benefits include: FICA, Worker's Compensation, Health Insurance, Retirement, Life Insurance, Short- and Long-Term Disability, and Unemployment Tax.

Equipment means an article of nonexpendable tangible personal property having a useful life of more than one year and an acquisition cost of \$1,000 or more per unit.

This rate agreement has been negotiated in compliance with the Administration for Children and Families Program Instruction (ACYF-PI-HS-05-01) dated 3/2/2005, which requires that Head Start Funds shall not be used to pay compensation of any individual either as a direct cost or any pro-ration as an indirect cost at a rate in excess of Executive Level II. As of January 2011, the rate of compensation for an Executive Level II is \$179,700 per year.

TREATMENT OF ADMINISTRATIVE COSTS:

This organization charges all costs direct to a particular final cost objective, i.e., a particular award, project, service, or other direct activities, with the exception of the costs listed below:

Salaries and wages and Related Fringe Benefits:

President/CEO, Chief Financial Officer, Chief Operating Officer, Accounting/Grant Specialist, Grant Services Manager, Accounting Specialist, Director of IT Services (50%), HR Manager (50%), HR Assistant (50%)

Non-Labor Expenses:

Professional fees, Supplies, Postage and shipping, Telephone, Occupancy, Utilities, Insurance, Repairs & maintenance, Printing & duplications, Staff travel and training, Transportation, Food and food service supplies, Depreciation, Interest, and Miscellaneous

ORGANIZATION: Family Services, Inc. (NC)

AGREEMENT DATE: 7/8/2013

SECTION III: GENERAL

A. LIMITATIONS:

The rates in this Agreement are subject to any statutory or administrative limitations and apply to a given grant, contract or other agreement only to the extent that funds are available. Acceptance of the rates is subject to the following conditions: (1) Only costs incurred by the organization were included in its indirect cost pool as finally accepted; such costs are legal obligations of the organization and are allowable under the governing cost principles; (2) The same costs that have been treated as indirect costs are not claimed as direct costs; (3) Similar types of costs have been accorded consistent accounting treatment; and (4) The information provided by the organization which was used to establish the rates is not later found to be materially incomplete or inaccurate by the Federal Government. In such situations the rate(s) would be subject to renegotiation at the discretion of the Federal Government.

B. ACCOUNTING CHANGES:

This Agreement is based on the accounting system purported by the organization to be in effect during the Agreement period. Changes to the method of accounting for costs which affect the amount of reimbursement resulting from the use of this Agreement require prior approval of the authorized representative of the cognizant agency. Such changes include, but are not limited to, changes in the charging of a particular type of cost from indirect to direct. Failure to obtain approval may result in cost disallowance.

C. FIXED RATES:

If a fixed rate is in this Agreement, it is based on an estimate of the costs for the period covered by the rate. When the actual costs for this period are determined, an adjustment will be made to a rate of a future year(s) to compensate for the difference between the costs used to establish the fixed rate and actual costs.

D. USE BY OTHER FEDERAL AGENCIES:

The rates in this Agreement were approved in accordance with the authority in Office of Management and Budget Circular A-122, and should be applied to grants, contracts and other agreements covered by this Circular, subject to any limitations in A above. The organization may provide copies of the Agreement to other Federal Agencies to give them early notification of the Agreement.

E. OTHER:

If any Federal contract, grant or other agreement is reimbursing indirect costs by a means other than the approved rate(s) in this Agreement, the organization should (1) credit such costs to the affected programs, and (2) apply the approved rate(s) to the appropriate base to identify the proper amount of indirect costs allocable to those programs.

BY THE INSTITUTION:

Family Services, Inc. (NC)

(INSTITUTION)

(SIGNATURE)

(NAME)

(TITLE)

(DATE)

ON BEHALF OF THE FEDERAL GOVERNMENT:

DEPARTMENT OF HEALTH AND HUMAN SERVICES

(AGENCY)

(SIGNATURE)

Darryl W. Mayes

(NAME)

Deputy Director

(TITLE)

7/8/2013

(DATE) 0091

HHS REPRESENTATIVE:

Phat Chau

Telephone:

(301) 492-4855

* * * Communication Result Report (Jul. 17. 2013 3:15PM) * * *

1) FAMILY SERVICES
2) 336-722-6390

Date/Time: Jul. 17. 2013 3:14PM

File No. Mode	Destination	Pg(s)	Result	Page Not Sent
3081 Memory TX	13014925081	P. 4	OK	

Reason for error
 E. 1) Hang up or line fail
 E. 2) Busy
 E. 3) No answer
 E. 4) No facsimile connection
 E. 5) Exceeded max. E-mail size

07/17/2013 10:20 2026193379 D+H/CST ALLOCATION PAGE 01/01



DEPARTMENT OF HEALTH & HUMAN SERVICES

PostNet Fax Mode	7671	07/17/13	13:20	4
To: Darryl Mayes		From: C. Campbell		
On Behalf Of: DHHS		On: Family Services		
Phone: (301) 492-4855		Phone: (336) 722-8359		
Fax: (301) 492-5181		Fax: (336) 722-6390		

Program Support Center
 Federal Mine Safety and Health Administration
 1200 Wisconsin Avenue
 Suite 2228
 Bethesda, MD 20814
 PHONE: (301) 412-4811
 FAX: (301) 412-4111

July 8, 2013

Mr. Clifford F. Campbell
 Chief Financial Officer
 Family Services, Inc.
 1200 South Broad Street
 Winston-Salem, NC 27101

Dear Mr. Campbell:

A copy of an indirect cost Rate Agreement is being faxed to you for signature. This Agreement reflects an understanding reached between your organization and a member of my staff concerning the rate(s) that may be used to support your claim for indirect costs on grants and contracts with the Federal Government.

Please have the original signed by an authorized representative of your organization and fax it to me, retaining the copy for your files. Our fax number is (301) 492-5031. We will reproduce and distribute the Agreement to the appropriate awarding organizations of the Federal Government for their use.

An indirect cost proposal, together with the supporting information, is required to substantiate your claim for indirect costs under grants and contracts awarded by the Federal Government. Therefore, your next proposal based on actual costs for the fiscal year ending 09/30/2013 is due by 12/31/2013.

Sincerely,

 Darryl W. Mayes
 Deputy Director
 Division of Cost Allocation

Enclosures



DEPARTMENT OF HEALTH & HUMAN SERVICES

Program Support Center
Financial Management Service
Division of Cost Allocation

Post-It [®] Fax Note	7671	Date	7/17/13	# of pages	4
To	Darryl Mayes	From	C. Campbell		
Co./Dept.	DHHS	Co.	Family Services		
Phone #	(301) 492-4855	Phone #	(301) 231-8859		
Fax #	(301) 492-5081	Fax #	(301) 722-6390		

7700 Wisconsin Avenue
Suite 2300
Bethesda, MD 20814
PHONE: (301) 492-4855
FAX: (301) 492-5081

July 8, 2013

Mr. Clifford F. Campbell
Chief Financial Officer
Family Services, Inc.
1200 South Broad Street
Winston-Salem, NC 27101

Dear Mr. Campbell;

A copy of an indirect cost Rate Agreement is being faxed to you for signature. This Agreement reflects an understanding reached between your organization and a member of my staff concerning the rate(s) that may be used to support your claim for indirect costs on grants and contracts with the Federal Government.

Please have the original signed by an authorized representative of your organization and fax it to me, retaining the copy for your files. Our fax number is (301) 492-5081. We will reproduce and distribute the Agreement to the appropriate awarding organizations of the Federal Government for their use.

An indirect cost proposal, together with the supporting information, is required to substantiate your claim for indirect costs under grants and contracts awarded by the Federal Government. Therefore, your next proposal based on actual costs for the fiscal year ending 06/30/2013 is due by 12/31/2013.

Sincerely,

Darryl W. Mayes
Deputy Director
Division of Cost Allocation

Enclosures

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

VI. Proposal Abstract

This project will maintain and continue the multi-disciplinary wrap around services offered to an increasing number of Forsyth County victims of domestic violence, dating violence, sexual assault, and stalking at Safe on Seven: Forsyth Domestic Violence Center (SOS) by assisting victims with access to civil and criminal legal services, information, advocacy, needs and risk assessments, safety planning, legal assistance and representation for DVPO hearings, specialized criminal prosecution and referral to additional community services in order to increase their safety. SOS has served a total of over 13,200 clients since opening October 2005. This project will maintain the current staff of a bilingual intake screener, victim advocate, bilingual paralegal, part time civil attorney to represent victims in DVPO hearings, a specialized DV prosecutor, and continue data collection and analysis services. Due to the fragile nature of the clients it is imperative that services be provided in the most effective and efficient manner. When a person is severely brutalized as in these domestic and sexual violence cases, it is imperative that the steps that are needed to take back their lives are as easy and straight forward as possible. The services provided at SOS ensure that they have every opportunity to reclaim their lives by providing a “One Stop Shop” access to criminal, civil and community services for victims of domestic violence through an integrated team approach.

The overall goals of this project are: 1) To increase victim safety by providing relevant information about accessing the criminal and civil justice system, assisting victims in effectively and efficiently accessing these system resources, providing legal assistance and representation at DVPO hearings, assessing victim’s risk and helping them develop personal safety plans, Safe On Seven: Forsyth Domestic Violence Center, 2014, OVW, Grants to Encourage Arrest

SAFE ON SEVEN: FORSYTH DOMESTIC VIOLENCE CENTER

assisting victims in identifying addition needs and providing appropriate referrals to offsite community resources and access to needed advocacy, protection and services they need to pursue a safer life and 2) To increase offender accountability by enabling the system to hold offenders responsible for their abusive actions through arrest and effective consistent focused prosecution of violent offenders.