

COSI

Town of Richmond

Request for Special Appropriations

Request for Fiscal Year: 1420

Organization's Name: Chittenden Unit for Special Investigations
Address: 50 Cherry Street Suite 102
City, State, Zip: Burlington, VT 05401
Website address: cosi-vt.org

A. GENERAL INFORMATION

1. Program Name: Chittenden Unit for Special Investigations

2. Contact Person/Title: Veronica (Vickie) Rathgeb / Exec. Director

Telephone Number: 802.922.5494

E-mail address: vrathgeb@bpdvt.org

3. Total number of individuals served in the last complete fiscal year by this program:
Town of Richmond (4,115)

4. Total number of the above individuals who are Town residents: 0
Please attach any documentation that supports this number.

Percent of people served who are Town residents: 100%

5. Amount of Request: \$7,505.00

6. Total Program Budget: \$99,620 Percent of total program budget you are requesting from the Town of Richmond: 8%

7. Please state or attach the mission of your agency: See Attached

8. Will the funding be used to:
 Maintain an existing program Expand an Existing Program
 Start a new program

9. Has your organization received funds from the Town in the past for this or a similar program? Yes

If yes, please answer the following:

a. Does the amount of your request represent an increase over your previous appropriation? If yes, explain the reason(s) for the increase.
No

b. Were any conditions or restrictions placed on the funds by the Selectboard?
If yes, describe how those conditions or restrictions have been met.
No

B. PROGRAM OVERVIEW

1. Statement of Need: Identify the issue or need that the program will address (use statistical data to justify the need for the program). To what extent does this need or problem exist in the Town of Richmond? CUST is a county-wide task force established in 1992. CUST investigates all sexual assaults, human trafficking, child/infant fatalities and severe child abuse. CUST also keeps data on SORs. In FY18, Richmond had six cases & four SORs.

2. Program Summary:

a. Identify the target/recipients of program services. Specify the number of Town residents your program will serve during the fiscal year and explain the basis upon which this number is calculated. Indicate any eligibility requirements your program has with respect to age, gender, income or residence. CUST investigates as many cases as the Town presents which fall under our design, regardless of age, gender, income or residence.

b. Identify what is to be accomplished or what change will occur from participating in the program. How will people be better off as a result of participating in the program? Describe the steps you take to make the project known to the public, and make the program accessible and inclusive? CUST is a law enforcement task force which also consists of a dedicated DCF investigator, victim advocate and Deputy State Attorney. CUST is trained specifically to handle this type of case work.

3. Program Funding:

a. Identify how Town funds, specifically, will be used (i.e., funds will provide "X" amount of units of service.) Each town in Chittenden County which does not provide an "in-kind" donation of LE, is assessed a dollar amount based on a population formula. Funding is used to support CUST in all areas of cases.

b. List the other agencies to whom you are submitting a request for funds for this program and the amount requested. How would this program be modified should revenues be lost? (See attached funding formula)
loss of funding would be devastating to CUST.

C. ORGANIZATIONAL CAPACITY

1. Describe your agency's capability to provide the program including its history, previous experience providing this service, management structure and staff expertise. CUST provides an Annual Report to every town based on the prior fiscal year

2. How will you assess whether/how program participants are better off? Describe how you will assess program outcomes. Your description should include: what (what kind of data), how (method/tool for collecting the data), from whom (source of data) and when (timing of data collection). CUSTI's case load has increased every year for at least the last five years. Data is collected by the Chittenden Children's Advocacy Center, which is co-located with CUSTI, via NEAtrak.

3. Summarize or attach program and or service assessments conducted in the past two years. See the Annual Reports FY 17 & FY 18 attached

4. Does your organization have a strategic plan and a strategic planning process in place? No If yes, please attach your plan.

The strategic plan should include a mission statement, goals, action steps to achieve the goals, and measures that assess the accomplishments of the goals.

5. What is the authorized size of your board of directors? up to 15 members (currently 10)
How many meetings were held by the board last year? 10 -

I, the undersigned, confirm the information contained herein is accurate and can be verified as such. I understand and agree that if the requested funds are approved, the disbursement of funds are subject to all conditions established by the Richmond Selectboard.

Signature of Applicant Veronica M. Rathgeb Date 11.28.18
Print Name of Applicant and Title Veronica Rathgeb Executive Director
(Vickie) Chittenden Children's
Advocacy Center.