

Town of Richmond

Request for Special Appropriations

Request for Fiscal Year: 2022

Organization's Name: Steps to End Domestic Violence
Address: 294 North Winooski Avenue
City, State, Zip: Burlington, VT 05401
Website address: www.stepsvt.org

GENERAL INFORMATION

1. Program Name:

Shelter and Housing as well as other support services described herein.

2. Contact Person/Title:

Nicole Kubon, MSW Executive Director, Steps to End Domestic Violence

Telephone Number: 802-658-3131 extension 1062

E-mail address: nicolek@stepsvt.org

3. Total number of individuals served in the last complete fiscal year by this program:

In our FY 2020, Steps to End Domestic Violence served a total of 1,274 adults and 565 children. We provided emergency shelter to 247 individuals and 101 children for a total of 18,334 "bed-nights". Our hotline responded to 3,956 calls, emails, and webchats, assisting individuals in crisis and offering access to emergency services along with support and referrals. Our Economic Justice program helped advocate for and support 243 adults and 102 children. Our Legal Advocacy program provided services to 365 individuals seeking support in family and criminal court. Services were provided to 415 children and 153 adults at Steps in the form of playgroups, individual support, advocacy and parenting support, emergency housing services and resources. Steps provided Support Groups to 46 adults for a total of 294 hours.

4. Total number of the above individuals who are Town residents: In FY 2020, Steps directly served 13 Adults self-identified as residents of Richmond. We estimate there were another 5 residents from among our service users who, out of personal safety concerns, chose not to provide a home town, so 18 residents were served. We estimate that 28 Richmond children were exposed to domestic violence.

Percent of people served who are Town residents: 1.4%

5. Amount of Request: \$1,000.00. We plan for 3% of our total budget to come from municipalities in Chittenden County, with each town contributing proportional to their population.

6. Total Program Budget: \$ 1,273,140.00

Percent of total program budget you are requesting from the Town of Richmond:
0.078%

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

To assist in the transition to a safe, independent life for all those who have been affected physically, sexually, emotionally, or economically by domestic abuse. To promote a culture that fosters justice, equity, and safety.

8. Funding will 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? No

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.

b. Were any conditions or restrictions placed on the funds by the Selectboard?
If yes, describe how those conditions or restrictions have been met.

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?

The mission of Steps to End Domestic Violence is to assist in the transition to a safe, independent life for all those who have been affected physically, sexually, emotionally or economically by domestic abuse and to promote a culture that fosters justice, equity and safety. Steps meets our mission by providing trauma-informed, culturally competent services to survivors of domestic violence, allowing them to transition to financial and emotional independence.

We have been serving the residents of Chittenden County since 1974, including residents of Richmond Vermont. Incidents of domestic violence have not abated in recent years, to the contrary, and we fully anticipate a rise in demand for our critical

services in the months ahead.

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.

In 2019, Steps to End Domestic Violence directly served thirteen (13) individuals who identified as residing in Richmond through our shelter and housing programs. This number is alarming in itself but does not reflect the number of those who have contacted our agency's hotline or who have chosen not to identify themselves or their place of residence. **We anticipate that the demand for our services in 2021 from Richmond and other communities will not abate but rather rise during these uncertain and volatile times.**

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?

Our records show that a vast majority of our program participants, including Richmond residents, are low-income. Thus Steps directly reflects the needs of extremely vulnerable citizens and their families.

1. Steps provides a 24/7 hotline that includes safety planning, emotional support, assessment for eligibility for emergency housing, educational information, referrals to other services available and follow up support.
2. Our Shelter and Housing Program provides immediate and safe emergency housing through our shelter sites for victims fleeing domestic violence.
3. Steps' Transitional Housing program includes supportive services and offers temporary rental assistance. During this time, survivors work towards goals such as focusing on career and educational opportunities, childcare, self care, legal matters and tenant/landlord issues.
4. Our Economic Justice Program works with survivors to help regain confidence in personal finance, build employment readiness and secure transitional and permanent housing.
5. Our Legal Advocacy efforts support survivors in district and family courts including relief through abuse orders, divorce, child custody and child support needs.
6. Our Education and Prevention programs raises public awareness about the complex effects of domestic violence on individuals, children and communities and we achieve this through a highly effective social media network, ongoing fundraising efforts throughout the year and our relationships with community leaders and organizations. Our staff and volunteers speak at local schools, community groups and in houses of worship. We also provide brochures, resources and other materials to educate the community, such as placing these in waiting rooms at medical offices, high school classrooms, offices of clergy, corporation offices and resource tables at community organizations and events.

3. Program Funding:

a. Identify how Town funds, specifically, will be used (i.e., funds will provide "X" amount of units of service.)

Richmond's financial contribution supports services available to the residents of Richmond. This includes immediate access to all of our programs as described above to every resident of Richmond, regardless of whether he/she directly seeks our assistance. Our staff and volunteers will be able to expand our outreach efforts in the Richmond community, including school/classroom educational sessions.

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?

We request and receive funding from town councils and select boards throughout Chittenden County. These requests are based on the number of residents in each Town, the Towns' own budget forecasts and resources and our anticipated increased need for resources. Should this revenue be lost, the residents of Chittenden County would be less served in their times of immediate needs and individual towns would see an increased burden on their town budgets' public health and safety budgets.

In addition,

We receive funding from the following federal agencies:

- Housing and Urban Development's Continuum of Care Rapid Rehousing (HUD CoC RR)
- Department of Justice Transitional Housing
- Family Violence Prevention and Services Act (FVPSA)
- Victims of Crime Act (VOCA)
- Stop Violence Against Women Formual Grants Program (STOP)

We receive funding from the following State agencies:

- Vermont Center for Crime Victim Services (VCCVS)
- Vermont Housing Opportunity Program's Emergency Services Grant Program (HOP ESG)
- Vermont HOP Coord Housing Navigation
- VCCVS Omnibus Act 174 and HOP 10% Administration.

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.

Steps to End Domestic Violence is a 501(c)(3) non-profit organization in good standing with the Internal Revenue Service (IRS). The organization includes the formal agency led by an Executive Director who oversees a staff and volunteers and who is supported by a dedicated and well-informed board of directors. A complete list and our bios can be found at <https://www.stepsvt.org/who-we-are>

We formed in 1974, as Women's House of Refuge, by a group of volunteers working together to provide safety and support to those who experienced domestic violence. Providing shelter and answering crisis calls in their own homes, these incredible women laid the foundation for what would become Steps to End Domestic Violence. You might have known us as Women Helping Battered Women, which we became in 1980.

In 2016, we changed our name to Steps to End Domestic Violence. This was done to better reflect the services we provide and the diversity of domestic violence - anyone can be affected, and abuse is much more than a physical act. To this point, 106 male-identified adults were served in FY'20.

Our ED, Nicole Kubon, most recently served as Director of Program Services at Steps, where she oversaw direct service delivery across the organization; hired and supervised direct service staff; and developed and monitored program budgets.

Nicole gained experience working with households experiencing homelessness or housing instability as the Housing Resource Center Coordinator at the Committee on Temporary Shelter (COTS) in Burlington, Vermont, working with families, single adults, veteran populations, and residents of the agency's transitional and permanent housing programs. There she supported the development of the agency's strategic planning, translating appropriate goals into operational plans and models. In that position, she gained experience developing collaborative relationships with community partners, state funders, landlords, school liaisons, and other COTS programs.

Her social justice background includes a stint as Program Director at Queens Community House in Queens, New York, where she supervised the Generation Q Program, an after-school drop-in program for LGBTQ youth ages 13-19 and created a 16-week social justice youth training program. Her anti-violence background includes working as Sexual Assault Advocate/Counselor at Wayne County S.A.F.E. Program in Detroit, Michigan. There she was responsible for planning and implementation of The 400 Project, a federal grant created to audit the backlog of unsubmitted/unprocessed rape kits in Detroit; provided counseling and case management for sexual assault survivors; and provided legal, housing, education, and medical advocacy. Nicole holds a Bachelor of Arts from the University of Michigan, where she majored in women's studies and sociology; and a Master of Social Work from the University of Michigan School of Social Work, with concentrations in interpersonal practice and mental health.

Each program described in this application above is led by a professional supported by staff and volunteers.

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).

Our empowerment model allows clients to establish their own goals within the framework of our services, so outcomes are highly individual. That being said, we collect and analyze data as part of a robust program planning and development effort. We also measure whether our clients become more self sufficient as a result of our services using a self-sufficiency matrix or SSM. The SSM includes a list of domains (shelter/housing; employment; income; food, etc) and five levels running from in-crisis to empowered. The results consistently demonstrate statistically significant self-reported progress on self-sufficiency.

3. Summarize or attach program and or service assessments conducted in the past two years.

See above. Please Note: Our 2020 Annual Report is currently being prepared but we fully anticipate that the demand for our services will show a considerable increase in demand volume and cost.

4. Does your organization have a strategic plan and a strategic planning process in place?

YES. Please follow this link: [Strategic Plan](#)

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

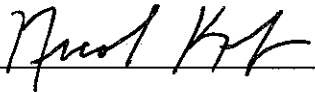
5. What is the authorized size of your board of directors?

The bylaws of our organization state that the board shall have a minimum of five board members. We currently enjoy a board of twelve dedicated members.

How many meetings were held by the board last year? 16 times_

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



Date 10/7/2020

NICOLE KUBON, EXECUTIVE DIRECTOR

Print Name of Applicant and Title