



## City of Lawrence

### 2011 Outside Agency Funding APPLICATION

**General Information:** Each year, the City Commission considers requests for the allocation of dollars to a number of agencies that provide services benefiting the Lawrence community. The decision on funding a request will be made during the City's annual budgeting process. The decision will be based upon the availability of funds, the need demonstrated through the agency's application, the stated objectives of the applicant's program, past performance by the agency in adhering to funding guidelines (as appropriate), and the ability to measure progress toward the program objectives.

**PLEASE NOTE THAT FUNDS WILL BE DISBURSED ACCORDING TO THE FOLLOWING SCHEDULE UNLESS OTHERWISE AGREED TO IN WRITING:**

- FIRST HALF OF FUNDS WILL NOT BE DISBURSED BEFORE APRIL 1
- SECOND HALF OF FUNDS WILL NOT BE DISBURSED BEFORE OCTOBER 1

**Instructions:** Applications for 2011 funding must be complete and submitted electronically to the City Manager's Office at [ctoomay@ci.lawrence.ks.us](mailto:ctoomay@ci.lawrence.ks.us) by the deadline of 5:00 pm on Monday, May 31, 2010.

**Questions?** Contact Casey Toomay, Budget Manager at [ctoomay@ci.lawrence.ks.us](mailto:ctoomay@ci.lawrence.ks.us) or at 785-832-3409.

**Please give your answers in the gray text fields below:**

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#### Section I. Applicant Information

Legal Name of Agency: TFI Family Services Inc

Name of Program for Which Funding is Requested: Visitation Exchange Center

Primary Contact Person: Beth McKenzie

Address: 910 W 24th St PO Box 3887 Lawrence Ks 66047

Telephone: (785)749-2664

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E-mail: [bethm@the-farm.org](mailto:bethm@the-farm.org)

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#### Section 2. Request Information

- A. Amount of funds requested from the City for this program for calendar year 2011: \$6,750
  - B. Will these funds be used for capital outlay (equipment or facilities) in 2011? If so, please describe:  
No
  - C. Will these funds be used to leverage other funds in 2011? If so, how: No
  - D. Did you receive City funding for this program in 2010? If so, list the amount and source for funding (i.e. General Fund, Alcohol Fund, etc.): Yes, \$6,750 from the General Fund.
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1. How would a 2.5% reduction in city funding in 2011 impact your agency? City funding is used towards staff salary and wages. A reduction in funding would impede our ability to pay staff the hours to provide direct services to clients.

2. If you are requesting an increase in funding over 2010, please explain exactly how the additional funds will be used: N/A

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**Section 3. Agency and Program Budget information**

- A. How many paid full time employees work for your agency? 1 in VEC Volunteers? 3 in VEC
- B. What percent of your total 2010 budget goes to employee salaries and benefits? 51.5%
- C. What percent of your total 2010 budget is used for operating expenses? 24.2%
- D. What is the total estimated cost to provide the program in 2011? \$82,469
- E. What percent of 2011 program costs are being requested from the City? 8.2%
- F. List other anticipated sources of funding and funding amount for this program in 2011:

A

<u>Anticipated Funding Source</u>	<u>Dollar Amount</u>
City of Lawrence	\$ 6,750
SAVP	\$ 10,872
CEVC	\$ 41,100
Client Fees	\$ 20,538
TFI Family Services, Inc (Agency Contribution)	\$ 3,209
	\$
 TOTAL 2011 PROGRAM BUDGET	 \$ 82,469

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**Section 4. Statement of Problem/Need to Be Addressed By Program**

- A. Provide a brief statement of the problem or need your agency proposes to address with the requested funding and/or the impact of not funding this program. The statement should include characteristics of the client population that will be served by this program. If possible, include statistical data to document this need.

Supervised visitations and monitored exchanges allow families to establish and/or maintain relationships while ensuring the best interests of the children are at the forefront of all parenting time decisions. The Center supports children having positive relationships with both parents as much as possible, but having proper intervention when said relationship may be damaging to the child’s wellbeing.

Client populations that are served by this program are the children and families in Douglas County. Reasons for referral include domestic violence, substance abuse, mental illness, child abuse or neglect, criminal activity, threat of kidnapping and family reintegration. The majority of families served are court ordered to receive services, and the Center serves clients of all diversities, backgrounds and income levels.

The number of services the Center has provided demonstrates the need in this community. During the calendar year January 1 - December 31, 2009, the Center provided 582 supervised visits and 591 monitored exchanges to over 150 families.

Throughout these services, the Center has had no security incidents, though the Lawrence Police department reported 147 violations of protective order type charges; 30 interference with custody

type charges; and an overwhelming 626 domestic violence type charges. (Order violations data from <http://www.lawrencepolice.org/stats/2009all.htm>)

B. How was the need for this program determined?

Douglas county families had few options for these services prior to the Visitation and Exchange Center being opened. Utilization of this program allows families to maintain relationships with their children while maintaining safety for the children and for both parents. This reduces law enforcement being used to monitor exchanges, and also reduces public conflict or violence between parents. The ongoing and continually increasing volume of services provided demonstrates the obvious need for this type of intervention.

C. Why should this problem/need be addressed by the City?

The Visitation and Exchange Center is the only one of its kind serving this community. The City can address these families' needs by supporting a safer alternative for them to conduct parenting time.

#### **Section 4. Description of Program Services**

- A. Provide a brief description of the service you will provide and explain how it will respond to the need you identified in Section 3. The description should include how many clients will be served, and should describe as specifically as possible the interaction that will take place between the provider and the user of the service.

Supervised parenting is accomplished by having a neutral third party monitor visitation between a parent and child. Monitored exchanges provide a buffer for children being exchanged between parents for visitation. The monitored exchange allows the child to be exchanged for visits without the necessity of parents having contact with each other.

The Center's main goal is to ensure children's safety while maintaining healthy relationships with both parents. Again this year, the Center has been able to meet this goal by having no security incidents of violence or conflict. This is accomplished by having a security officer present for all services as well as highly trained staff to enforce strict safety procedures.

The Center remains an important and vital service to the community, law enforcement, the court system, and families.

- B. Describe any efforts your agency has made to explore the community to determine if there are any other agencies providing similar types of services. What efforts have you made to coordination services?

This Center is the only supervised visit/exchange program in Douglas County adhering to State and Federal best practice protocols, including: staff training requirements for childrens' physical and emotional safety, modeling/educating parenting skills; security measures; documentation requirements; fiscal management requirements. This Center is also the only program of its kind in Douglas County subjected to regular external compliance audits to ensure the standards of service delivery.

The Center Manager has coordinated with other private supervised visitation providers, providing education and assistance for their program development. Ongoing referrals are made for families requiring less formal supervision or who have been determined by a judge not to have the physical or emotional safety concerns requiring this Center's expertise.

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## **Section 5. Program Objectives**

Please provide three specific program objectives for 2011. Objectives should demonstrate the purpose of the program and measure the amount of service delivered or the effectiveness of the services delivered. A time frame and numerical goal should also be included. Examples include, “75% of clients receiving job training will retain their job one year after being hired,” “increased fundraising efforts will result in a 15% increase in donations in 2011,” “credit counseling services will be provided to 600 clients in 2011,” “new digital arts program will serve 275 students in 2011” etc. **Applicants will be expected to report their progress toward meeting these objectives in their six month and annual reports to the City.**

### Program Objectives

1. Ninety percent (90%) of visits/exchanges will be conducted without security incidents.
2. Ninety-five percent (95%) of parenting time will be free from parental violence.
3. Children will not be exposed to parental fighting or conflict during at least ninety-five percent (95%) of services.

**Please return completed application electronically to [ctoomay@ci.lawrence.ks.us](mailto:ctoomay@ci.lawrence.ks.us) by 5:00 pm on Monday, May 31, 2010.**