

City of Alexandria, Virginia

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9-10-02

MEMORANDUM

DATE: SEPTEMBER 4, 2002

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: PHILIP SUNDERLAND, CITY MANAGER ^S

SUBJECT: SUBMISSION OF GRANT APPLICATION TO THE VIRGINIA
DEPARTMENT OF CRIMINAL JUSTICE SERVICES FOR THE HISPANIC
OUTREACH SERVICES PROJECT

ISSUE: City Council consideration of a grant application to the Virginia Department of Criminal Justice Services, STOP Violence Against Women Grant Program, in the amount of \$46,512 for the Office on Women's Sexual Assault Response and Awareness (SARA) Program's Hispanic Outreach Services Project.

RECOMMENDATION: That City Council:

- (1) approve the submission of the grant application to the Virginia Department of Criminal Justice Services (DCJS) for funding in the amount of \$46,512 for continued funding of the Office on Women's Hispanic Outreach Services Project;
- (2) approve the continuation of one full-time Hispanic Outreach Specialist position. This grant-funded position would terminate upon the expiration of the grant and the individual who fills this position would be notified of this condition of employment at the time that he or she is hired, and would sign an agreement of understanding with regard to this condition. It should be noted that there are no funds available in the City budget to continue these activities once the grant funds are expired; and
- (3) authorize the City Manager to execute all documents that may be required.

It should be noted that the grant application is due on September 13, 2002. Due to the constrained time line for the grant submission, staff submitted the grant application contingent upon City Council approval at its September 10, 2002 meeting.

BACKGROUND: In 1994, the United States Congress passed the Violence Against Women Act (VAWA) as part of the Violent Crime Control and Law Enforcement Act. One part of the VAWA is the STOP (Services, Training, Officers, Prosecution) Violence Against Women Program. The goal of the STOP program is to develop and strengthen effective law enforcement and prosecution strategies and victims services, thereby providing more widespread apprehension, prosecution, and adjudication of persons committing violent crimes against women. These STOP grants funds are administered by the Virginia Department of Criminal Justice Services, which established the improvement of victim service delivery to racial, cultural, ethnic, and language minorities as one of its priorities.

Regardless of culture, national statistics show that only one in ten victims of sexual assault in the United States report their crime to law enforcement. Typical barriers to reporting a sexual assault are even more pronounced for Hispanic women, who frequently do not speak English, fear law enforcement agents and often face social and cultural norms that reinforce male dominance and discourage discussion of sexual issues. These factors contribute to an environment in which Hispanic victims often fail to get the help they may need.

The Office on Women's Hispanic Outreach Services Project is currently the only program offering comprehensive services to Spanish-speaking victims of sexual assault in Alexandria. The initial grant was awarded for Calendar Year (CY) 1997 and renewed for CY 1998 and 1999 to hire a part-time Hispanic Outreach Specialist in order to provide comprehensive services for victims of sexual assault and educational outreach to the City's growing Spanish-speaking population. Due to the success of this project, the grant award was increased in 2000, which enabled the SARA Program to hire a full-time Hispanic Outreach Specialist to meet the growing demand for services. The V-STOP grant continued to fund the full-time Hispanic Outreach Specialist in 2001. In 2002, V-STOP funding was automatically decreased by 20 percent for all current grantees. Fortunately, funding has been restored to CY 2001 levels, making up for the 20 percent decrease in 2002. If awarded, this funding application for CY 2003 will allow the SARA Program to fund a full-time Hispanic Outreach Specialist who will provide sexual assault victims with direct services and expand outreach efforts to Spanish-speaking residents.

DISCUSSION: The Sexual Assault Response and Awareness (SARA) Program provided comprehensive services for 697 victims of sexual assault during FY 2002. During this time, the Hispanic Outreach Specialist provided comprehensive services to 163 victims of sexual assault and their families, including 135 Hispanic victims. Some of these services included: crisis intervention, court advocacy and information and referral. The Hispanic Outreach Specialist worked closely with medical, legal and police personnel to facilitate timely referrals and provision of services in sexual assault cases. To assist with the prosecution of sexual assault cases, the Hispanic Outreach Specialist provided court advocacy services to Spanish-speaking clients, supporting victims as their cases proceeded through the often intimidating and confusing legal system. In addition, the Hispanic Outreach Specialist provided assistance to victims filing crime victim's compensation forms and in translating their victim impact statements for submission to the Circuit Court.

The Hispanic Outreach Specialist also provided extensive outreach by distributing brochures and posters throughout the Hispanic community. During the first six months of the current grant period, the Hispanic Outreach Specialist has already provided presentations to 197 Spanish-speaking residents within the City on issues such as sexual harassment, child sexual abuse prevention, and sexual assault awareness. In addition, this grant has allowed the SARA Program to develop a committee of bilingual allied professionals called Alexandria Hispanics in Action (AHA), which has representatives from agencies such as the Domestic Violence Program, the Victim Witness Assistance Program and the Alexandria Police Department. The AHA committee meets bimonthly to coordinate victim services and initiate outreach efforts in the Hispanic community in an effort combat sexual and domestic violence. The SARA Program plans to continue these important outreach initiatives if funding is awarded for 2003.

The grant application requests funds for CY 2003 to provide funding for a full-time Outreach Prevention Specialist in the amount of \$46,512 (salary plus benefits).

FISCAL IMPACT: In order to apply for this grant, the City must identify matching funds in the amount of \$15,514 in either in-kind services or a cash match. In the event of a grant award, the City's matching contribution will be provided by the in-kind donations of 950 volunteer hours for a total budget of \$62,026 (including the in-kind match).

The Office on Women will be absorbing the employee benefit costs that exceed the maximum funds available through VSTOP for this grant project. The Office On Women will pay a total of \$6,705 for medical insurance and additional retirement benefits. This total is considered as cash funds from other sources other than the grant program and is not included in the grant budget total.

In addition, the City is responsible for the normal administrative costs associated with this grant. These costs include financial and reporting oversight provided by the administering agency, which includes the Office of Management and Budget and the Finance Department. It should be noted that there are no monies available in the City budget to continue these activities once the grant funds are expended. The grant-funded position would terminate upon the expiration of the grant, and the individual who fills the position would be notified of this condition of employment.

The grant application will be available for review in the Office of Management and Budget, Room 3600, City Hall, during normal business hours.

ATTACHMENTS:

Attachment I: Grant Application face sheet and Itemized Budget

STAFF:

Lisa Oviatt, Director, Office on Women
Melissa Schmisek, Coordinator, SARA Program
Carol Anne Moore, Acting Deputy Director, OMB
Paul Doku, Budget Analyst, OMB

FIN: 54-6001103

Grant Application

Department of Criminal Justice Services, 805 East Broad Street, Tenth Floor, Richmond, Virginia 23219

Grant Program:	V-STOP
Applicant:	Alexandria Sexual Assault Response and Awareness (SARA) Program
Jurisdiction(s) Served:	City of Alexandria
Program Title:	Hispanic Outreach and Services Project
Type of Application:	<input type="checkbox"/> New Applicant <input checked="" type="checkbox"/> Continuation of Grant Number 02-F9393VA01

	Project Director	Project Administrator	Finance Officer
Name:	Melissa Schmisek	Philip Sunderland	D.A. Neckel
Title:	Program Coordinator	City Manager	Finance Director
Address:	421 King Street Suite 400 Alexandria, VA 22314	301 King Street Alexandria, VA 22314	301 King Street Alexandria, VA 22314
Phone:	703-838-5030	703-838-4300	703-838-6420
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E-mail:	Melissa.Schmisek@ci.alexandria.va.us		

Signature of Project Administrator:

Brief Project Description:

The Alexandria SARA Program requests continued funding for one full-time Hispanic Outreach Specialist (HOS) to provide comprehensive crisis intervention services and criminal justice support and advocacy for at least 150-200 Spanish and English speaking victims of sexual assault. The HOS has served 74 victims of sexual assault during the current funding period. This grant would also support the continuation of the Alexandria Hispanics in Action (AHA) Committee, which is a group of bilingual allied professionals, and outreach services to the Hispanic community.

	DCJS Funds		Match
	Federal (V-STOP)	General	
Personnel	\$ 46,512	XXXXXXXXXXXXXXXX	\$15,514
Consultants	\$0	XXXXXXXXXXXXXXXX	\$0
Travel/Subsistence	\$0	XXXXXXXXXXXXXXXX	\$0
Equipment	\$0	XXXXXXXXXXXXXXXX	\$0
Indirect Costs	\$Not allowed	XXXXXXXXXXXXXXXX	\$Not allowed
Supplies/Other Operating Expenses	\$ 0	XXXXXXXXXXXXXXXX	\$0
Totals:	\$46,512	XXXXXXXXXXXXXXXX	\$15,514
Grand Total: \$62,026			

1. Personnel/Employees				(V-STOP)	STATE	CASH	IN-KIND	
a. Names of Employees	Position Titles	Annual Salary Rate	Hours Devoted	FEDERAL				
Lorena Escalante	Outrch. Spec.	39,319	2,080	39,319	XXXXXXX	0	0	39,319
Volunteers	Advocate	16.33	950	0	XXXXXXX	0	15,514	15,514
					XXXXXXX			
					XXXXXXX			
					XXXXXXX			
					XXXXXXX			
				39,319	XXXXXXX	0	15,514	54,833
b. Fringe Benefits					XXXXXXX			
FICA % = 7.65				3,008	XXXXXXX	0	0	3,008
Retirement = 11.83%				3,945	XXXXXXX		0	3,945
Other (itemize) = health insurance 0				0	XXXXXXX	0	0	0
Disability = \$.40 per \$100 of gross annual salary = \$157				157		0	0	157
Group Life = \$2.10 per \$1,000 of gross annual salary = \$83				83		0	0	83
Retiree Health = 0				0		0	0	0
				7,193	XXXXXXX	0	0	7,193
				46,512	XXXXXXX		15,514	62,026

2. Consultants (including Travel and Subsistence)				
a. Individual Consultants				
Type:		XXXXXXX		
Hours Devoted:		XXXXXXX		
	0	XXXXXXX	0	0
b. Organizations and Associations				
Type:		XXXXXXX		
Fee:		XXXXXXX		
Time Devoted:		XXXXXXX		
	0	XXXXXXX	0	0
c. Consultants' Subsistence and Travel				
Number of Days:		XXXXXXX		
Rate/Day:		XXXXXXX		
		XXXXXXX		
	0	XXXXXXX	0	0

3. Travel and Subsistence for Project Personnel

a. Local Mileage _____ X _____ per mile Subcommittee members: 7 members @ 225 miles/mtg X 2 mtgs		XXXXXXXX			
b. Non-local Miles _____ X _____ per mile		XXXXXXXX			
c. Subsistence _____ days X _____ per day Meal Allowance: Lodging:		XXXXXXXX			
d. Air or other fares _____		XXXXXXXX			
TOTAL TRAVEL:	0	XXXXXXXX	0	0	0

ITEMIZED BUDGET (Continued)

4. Equipment				DCJS FUNDS		APPLICANT MATCH		TOTAL
Type	Quantity	Unit Price	Purchase or Rental	(V-STOP) FEDERAL	STATE	CASH	IN-KIND	
					XXXXXXXX			
					XXXXXXXX			
					XXXXXXXX			
					XXXXXXXX			
					XXXXXXXX			
					XXXXXXXX			
TOTAL EQUIPMENT:				0	XXXXXXXX	0	0	0

5. Supplies and Other Expenses

Type	Quantity	Price		XXXXXXXX				
				XXXXXXXX				
				XXXXXXXX				
				XXXXXXXX				
				XXXXXXXX				
				XXXXXXXX				
				XXXXXXXX				
				XXXXXXXX				
				XXXXXXXX				
				XXXXXXXX				
				XXXXXXXX				
				XXXXXXXX				
				XXXXXXXX				
				XXXXXXXX				
				XXXXXXXX				
				XXXXXXXX				
TOTAL SUPPLIES AND OTHER:				0	XXXXXXXX	0	0	0

6. Indirect Cost

			XXXXXXXX	XXXXXXXX	XXXXXX	XXXXXXXXXX	XXXXXXXXXXXX
TOTAL INDIRECT COST:			XXXXXXXX	XXXXXXXX	XXXXXX	XXXXXXXXXX	XXXXXXXXXXXX

GRAND TOTAL:

46,512	XXXXXXXX		15,514	62,026
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7. Cash Funds

Cash funds from sources other than grant program supporting this project - (itemize). (Do not add to requested Project Budget Summary accounts.)				
Employee Benefit: Retirement from Office on Women			707	707
Employee Benefit: Medical Insurance from Office on Women			5,998	5,998
TOTAL:			6,705	6,705