PROPOSAL SUBMITTAL FORM

Agency Information

Agency Name: Children's Advocacy Center of the Bluegrass

Mailing Address: 162 N. Ashland Ave. Lexington, KY 40502

Street Address: 162 N. Ashland Ave. Lexington, KY 40502

Phone: (859) 514 - 1566

Is your Agency registered with the IRS as a 501(c)3 organization? ☑ Yes ☐ No
*Note: Agencies **must** be registered with the IRS as a 501(c)3 organization to be eligible for ESR Program funding.*

Does your agency have a Silver Seal of Transparency or higher profile on GuideStar.org? ☑ Yes ☐ No
*Note: Agencies **must** have a Silver Seal of Transparency or higher profile with GuideStar.org to be eligible for ESR funding.*

Website Address: www.kykids.org

Agency Representative *(typically the Executive Director - Name, Title, Phone, Email)*:
Winn Stephens, Executive Director, 859-514-1566, winn@kykids.org

Person Completing Application *(Name, Title, Phone, Email):*
Townsend Miller, Development Director, 859-514-1566

Program Information

Name of program for which funds are being requested: **Victims Services Program**

Total Funding Amount Requested: $ **$150,000.00**

RFP #3-2020 PROPOSAL SUBMITTAL FORM

- **Save this PDF formatted Proposal Submittal Form to your hard drive before beginning to enter responses in it to ensure your responses are saved to the form.**
- **LIMIT RESPONSES IN TEXT BOXES TO 250 WORDS**
- **REMINDER: All proposals must be written in a clear and concise manner, as there will be no follow-up or clarifications to proposer's submittal form once the evaluation process begins.**

5.1 Program Proposal & Design

5.1.1 Needs Statement—Purpose of the Program Proposal / Problem Statement **15 Points**

Using local data, provide a description of the problem in Fayette County. Identify the specific population your program is targeting (i.e. age, geographical region, economic status, etc.) and explain why. Discuss whether this population is under-served or at-risk. Describe your understanding of the local system of services addressing this problem, obstacles and/or opportunities your clients face, and how your agency fits within this system of services.

Across the United States, one in ten children will be a victim of abuse by the time they are 18 years old. In a report published by the US Department for Health and Human Services in 2019, Kentucky has the highest rate of child abuse in the country. Fayette County is not immune to an issue such as child abuse and children of all races and socio-economic backgrounds can be victims of abuse.

In 2019, 231 new cases of child sex abuse cases totaling 321 children were presented to a multidisciplinary team consisting of law enforcement, cabinet employees, members of the Fayette County Attorney's Office, the Commonwealth's Attorney's Office and Children's Advocacy Center staff.

The Children's Advocacy Center works directly with children up to the age of 18. An appointment is scheduled at the CAC after a law enforcement officer or social worker receive a report of child sexual abuse. All parties meet at our family-friendly center as opposed to travelling to a police station or hospital.

When children witness or experience abuse, it can have a detrimental effect on their well-being as an adult. Their experiences have been linked to the development of depression, anxiety, substance abuse, as well as eating disorders later in life. From the investigation to recovery and therapy, our focus, and mission is helping the child. Our center is the only organization coordinating the investigation and treatment of child sex abuse cases in Fayette County.

5.1.2 Service Delivery Model **15 Points**

What steps will you take or what activities will you provide to assist clients in achieving these goals? Describe each "unit of service" you will provide for clients and how often and how long this service will be provided (e.g. a one-time three-hour training; a weekly one-hour support group for 12 weeks; one 30-minute health exam twice a year; 1-3 hour advocacy services as needed; etc.) How will these services address the problem as identified in the Needs Statement above? Be specific.

The Children's Advocacy Center takes a holistic approach to address sexual abuse of children in our service area by coordinating the investigation, prosecution, and treatment of each case. All of these services are conducted in efforts to meet the needs of sexually abused children in our community. For each child, advocacy and support is provided, a forensic interview is conducted, and a medical exam, and therapy are provided if necessary.

Clients that come to our Center are typically in distress when they initially arrive. Our family advocates welcome families into a comfortable environment and let them know they are safe. Parents or caregivers naturally have many questions about what the services of the CAC and how their case will be investigated. Family advocates explain the process of the forensic interview, inform caregivers about our therapy and counseling programs, and provide documentation and contact information regarding their legal case.

Comprehensive medical examinations take 60 to 90 minutes to complete depending on the level of relaxation of the child. Exams allow the physician to diagnose and treat injury, test for sexually transmitted diseases, collect forensic evidence when appropriate, assess behavioral and emotional problems, and make additional referrals.

Therapy services can be provided on an ongoing basis based on the need of the client. Some clients need 3 sessions, some need 12. Some children may not display any symptoms at first; however, it is important to provide counseling for them. Counseling sessions last around 60 minutes.

5.1.3 Client Eligibility and Requirements **5 Points**

What eligibility requirements must clients meet to qualify for services? What are the expectations of clients while receiving services? (e.g. client must pay $30 fee for each class; client must remain sober; client is responsible for chores; nothing other than participation in services; etc.)

Clients of the Children's Advocacy Center are children, up to the age of 18, who are suspected victims of sexual abuse. The Children's Advocacy Center also serves secondary victims of abuse, who are typically relatives and/or caretakers and siblings of the affected children. All services are provided at no cost to the clients and their family members.

While at our center, unoffending caregivers are expected, but not required, to actively participate in a discussion regarding their child's case. Often times, law enforcement officials use our center to interview adults about details of a case. Caregivers are expected to provide proper transportation to the CAC and are asked for consent to interview their child.

For counseling and therapy, parents are requested to bring their child at the time of appointment. Parents can wait at the center in our therapy suite waiting room. For one specific therapy modality, Parent-Child Interaction Therapy, parents are expected to actively engage in their child's treatment. The CAC also hosts two group-therapy options during the year, a "Girl's group" and "Parent Group". These group options provide a great outlet for kids and teenagers to discuss a shared experience they don't often get to talk about. All therapy opportunities, individual or group, are entirely free to each family.

5.1.4 Evidence-Based/Best Practice **10 Points**

Describe the evidence-based or promising practice model on which this service approach is based. Provide particular sources that indicate what you are doing is best-practice.

Because our model is based on a national movement we benefit from studies which prove our effectiveness and cost efficiency.
By providing a holistic approach we ensure better outcomes for the child and family. Caregivers in CAC cases are more satisfied with the investigation than those from non-CAC sites. 97% of parents would recommend our center.1

We hold offenders accountable. Usage of CACs results in increased successful prosecutions of perpetrators. One study shows an average 94% conviction rate for CAC cases carried forward.2

Our model saves court, child protection, and investigative dollars averaging $1,000 per child abuse case compared to non-CAC communities.3 In Fayette County in 2019 that accounted for over ¬¬¬$321,000 in savings (compared to $120,000 from ESR funding).

Childhood experiences of abuse are linked with serious life-long problems including depression, suicide, and addiction, and major medical problems like heart disease, cancer, and diabetes.4 According to a 2015 study, the lifetime cost associated with untreated child abuse trauma is over $215,000 per child.5

1. National Children's Alliance 2015 outcome measurements surveys
2. Walsh, W.A., et al. (2008). How long to prosecute child sexual abuse? Child Maltreatment, 13 (1)
3. Formby, J. et al. (2006). Cost-benefit analysis of community responses to child maltreatment. (Research Report No. 06-3)

5.2 Program Measures & Evaluation

5.2.1 Service Efficacy & Desired Outcomes **10 Points**

What do you hope to help your clients achieve? What are some examples of goals you will set with clients? What is your service philosophy in terms of helping your clients achieve these goals? Describe how you define "successful" completion of services. (e.g. service is complete if: client remains for entire three-hour training; client continues services until judge orders otherwise; etc.) What percentage of clients meet that criteria for success?

The goal for each child that comes to the Children's Advocacy Center is to overcome the trauma of sexual abuse. Helping parents understand what their child is going through can be difficult. Our Family Advocates provide a broad array of support services designed to help families understand the dynamics of abuse and navigate the legal process. This includes crisis counseling support groups, and case management services. All abuse cases are unique and therefore each requires a unique, individual treatment.

For a medical exam, the goal is to identify and treat injury, collect forensic evidence, and screen for other health conditions. Our physician performs a full well-child examination as well as a mental health screening. Medical exams also provide reassurance and peace of mind for children and their families.

Through therapy, healing emotionally distraught children is the priority. Our therapist utilizes trauma-informed counseling to promote emotional healing after abuse. Therapy serves to increase a child's coping skills, help them process and heal from traumatic thoughts, and improve their capacity for safety. In some cases, non-offending parents or caregivers are also provided counseling.

Our staff also work with the Fayette Commonwealth's Attorney's office to coordinate the investigation of each case. According to statistics maintained by the Commonwealth's Attorney's office, conviction rates have risen from lower than 5% to over 95%.

5.2.2 Client Empowerment & Community Impact **10 Points**

Describe what meaningful difference these services make in the lives of people served. What value is added to the community? Provide examples. (e.g. client demonstrates change in attitude; client has behavior change; etc.)

The services provided by the CAC can make a significant difference in the life of a child who has been sexually abused. The CAC serves as a one-stop shop for all victims and their families. The CAC offers caregivers a place to speak openly about the complex range of emotions that arise during this time. Parents are also taught special communication strategies to help their child cope during the recovery process. Our staff address issues of guilt with parents, and empower them to be supportive during these times.

From a medical exam, parents and children are offered peace of mind. Identifying injury and collecting evidence also help in the legal case for law enforcement and local prosecutors. Our medical team can address fears and anxieties, and provide the emotional support you might not receive in an emergency room.

Through counseling and therapy, children are able to fully address their issues emotionally and psychologically. Children often must address issues such as experiencing nightmares, change in behavior or mood and feelings of anxiety, fear or guilt. With our therapist, children work on their trauma narrative and talk about what it means to be a survivor.

In a 2018 report printed in the Journal for Child Abuse & Neglect, the lifetime cost of untreated childhood trauma is over $420 billion. This number includes health care costs, psychological counseling, and productivity losses. This number is devastating to both the victim and our community.

5.2.3 Data Assessment & Quality Improvement **10 Points**

While it doesn't have to be complicated, evaluation is more than saying "we provided this many 'units of service.'" How will you know if your services have been effective? How does this relate to the desired outcomes for your clients? How will the information gathered be used to improve your services in the future? Be specific (for example, data collection may be through focus groups, pre-and post-tests, client satisfaction surveys, etc.), and also **be specific regarding sampling size and frequency of evaluation.**

Continuous quality assurance is the hallmark of a well-functioning CAC. This requires seeking feedback directly from clients regarding the services they received so that improvement may be made in service delivery on an ongoing basis. Each of our caregiver clients completes an Operating Measuring System (OMS) Survey that is designed to measure CAC performance based on client satisfaction. OMS helps us see from the clients' perspective and fill any gaps in our daily services. In a survey of all of the parents/caregivers of our clients, 97% of them say they would recommend our center to other parents in need.

Our Medical Director and Family Advocates track the number of cases we see through client files and the Center's new statewide database, Collaborate, and are updated daily.

Our therapist utilizes a pre-test and post-test design using the child behaviors checklist for her clients. This test will help address specific issues and determine the desired outcomes for each individual client. Our goal is that at least 70% of clients will report improvement of mental health symptoms from pre-test to post-test.

Data is gathered and examined over a period of time to look for quality improvement. Our data is used by Fayette County law enforcement and social workers to track child abuse cases. Statistics and results from programs like OMS are included in aggregated state, regional, and national reports. The National Children's Advocacy Center uses this data to advocate for CACs on a Federal level.

5.3 Capacity & Sustainability

5.3.1 Staff Qualifications & Experience **5 Points**

Provide information on the key/primary individuals that will be involved in the provision of services and demonstrate that they have the capacity to address the stated need. List each position by title and name of employee, if available. Describe the anticipated roles and responsibilities for each person as it relates to this project. Describe the experience, expertise, and capacity of each individual to address the proposed activities.

Each of the Children's Advocacy Center staff members that work with our clients is highly educated and highly trained. Below is a listing of each staff person and their role in the Victims Assistance Program.

Program Director- Kristin Jenkins, MSW - Kristin oversees the daily operations of all victims' services. She works with our Executive Director to direct and grow our four core services.

Family Services Director – Jackie Cobb - Jackie serves as the direct supervisor to the Family Advocates and directs the day-to-day programming operations. Jackie and Kristen lead all efforts to maintain and foster strong relationships with our many community partners.

Family Advocates- Carly Hodskins MSW, Alex Quillen, Whitney Roepke CSW, Kathryn Boelk CSW - Family Advocates work directly with families to help them understand the dynamics of abuse and navigate the legal process. This includes crisis counseling, support groups, and case management services.

Child & Family Therapists –, Jonna Sears LCSW, Michelle Adams LCSW - Child and Family Therapist- Jonna and Michelle provide counseling and therapy to children after an experience of sexual abuse. The utilize trauma-informed counseling to promote healing and recovery.

5.3.2 Partnership & Resource Leverage **5 Points**

How do your programs and services support our community's comprehensive response to the identified priority area of Community Wellness & Safety? Does your organization have any formal agreements or informal working relationship with other local service programs?

What role does your governing board members, volunteers, and / or donors play in facilitating viable service delivery and program administration? Does your program have any major civic benefactors or corporate sponsors? Describe other secured funding sources and committed operational resources your organization has allocated for the proposed program.

The CAC's Victims Services Programs directly address issues prioritized in the Community Wellness & Safety ESR grant. Our center provides free violence intervention for children, and their unoffending family members in Fayette County. By providing free therapy for these individuals, our organization is supporting our city's goal of addressing mental health issues. The CAC has a formal agreement with UK Healthcare to help provide free comprehensive medical exams to child victims. Our center is also a popular site for social worker practicum students.

The Children's Advocacy Center could not accomplish all that it has without the work of strong and committed partners. On a daily basis, our staff partner with state and local law enforcement officials, state and county social workers, prosecuting attorneys and many other individuals. All of these partners play a role in the investigation and treatment of child sex abuse cases. With the focus on healing the child, we can leverage the partnerships we have to make social change. With that said, the Children's Advocacy Center is the only organization that has the full capacity to coordinate the investigation and treatment of each case in Fayette County.

Our Center is thankful for the support we receive from many donors across our state. Our diverse funding areas include the Victims of Crime Act, The Kentucky Cabinet for Health and Safety, private grants and foundations, generous local and regional donors, and one annual fundraiser. The CAC Board of Directors provides fiscal oversight and administration of all center activities.

5.3.3 Outreach & Inclusion Strategy **15 Points**

Demonstrate how the program will ensure services are available and accessible by all potential participants, especially related to language barriers for persons with limited English proficiency; persons with physical or other disabilities; and persons impacted by poverty and economic distress.

Has your organization enacted any policies (or employs any standard operating procedures) to ensure equitable service opportunity and / or benefit program to a diverse cross-section of the greater community?

The Children's Advocacy Center serves families of diverse background, ethnicities and socio-economic status. The Center is ADA compliant with a ramp to allow individuals with physical disabilities access to our center.

The CAC currently has one-full time multilingual staff member who is fluent in Spanish and English. She is our intake coordinator, and serves as the contact for all of our Hispanic clients. Thankfully, she is able to greet all of our Spanish-speaking clients with the comfort and security we do other families. Having a fluent Spanish-speaking staff member creates a climate for our clients to openly and easily discuss their issues and feelings. However, many of our families will require the need of an interpreter and/or translator. The city of Lexington has fast-growing Congolese population and is home to many refugees. We are happy to provide a translator at no-cost to the client to help with their experience while at the CAC.

Our center is in a location that is easily accessible through public transportation. We also provide Lyfts/Uber or other forms of transportation in Fayette County, at no cost to the family, if a client does not have means of getting to our center. Recently, our therapist began conducting HIPAA compliant telehealth therapy sessions. We understand that not every family will have the capability to physically get to our center. In order to healing and growth, our therapist will talk with clients via computer or phone.

6.0 Program Budget Summary Form Instructions

Proposal Submittal shall be considered incomplete and shall be rejected without completed Budget Summary Form. *(Including total amount of ESR grant request.)* **The Program Budget will be the same for both FY21 and FY22; there will be no increases in award for Year 2 of the grant.**

For organizations requesting funding for more than one program in this RFP, combine into a single Program Budget narrative for the proposal.

Please note that the Program Budget will be part of the grantee agreement with LFUCG and regular tracking and expenditure reporting will be required.

To ensure readability and uniformity, please use the Program Budget form included. Provide brief line-item detail as specified in each section below and verify all calculations.

This section provides a summary of the total proposed Program Budget for FY 2021. It requests the allocation of all projected funding amounts (City and non-City sources) for anticipated FY 2021 program expenditures.

Total Program Budget

Column A should reflect projected expenditures for the entire program (not just the proposed LFUCG ESR grant funding request portion). When the chart is completed this column should equal ESR Grant Funding Request plus other/non-ESR program funding. (A=B+C)

ESR Grant Funding Request

Column B is the grant amount being requested from this RFP to support this program's services to eligible Fayette County Participants.

Non-LFUCG Program Funding

Column C is the non-LFUCG ESR funding that is allocated to the Total Program Budget (A-B = C).

This form is for the budget for the PROGRAM applying for ESR funds, not the total agency budget.

For each category identify the amount requested and the amount to be leveraged through other programs or organizations (if applicable).

Staff Salaries – Identify the number of Full-time position salaries allocated to the program, and part-time positions allocated to the program, and the amounts of each allocated to Columns A, B, & C.

Consultant Services – In the "List Details" box, **briefly** describe any expenses associated with providing expanded supportive services or other services for which the organization intends to contract with another entity. Any of these expenses to be provided by the proposing organization should be included in other line items.

Space/Facilities – In the "List Details" box, **briefly** list the basis of the allocation of rental costs, utilities, janitorial costs, and any other facility costs for the Program. Identify any office or program space in an LFUCG owned building, and any other costs (rent, monthly utilities, etc.) reimbursed to LFUCG.

Scholarships/Stipends – In the "List Details" box, **briefly** list the type of scholarships or stipends, and include the number of people or organizations to receive funds.

Operating Expenses – In the "List Details" box, **briefly** list the costs associated with expenses, supplies, utilities, and any other expense associated directly with the operation of the project.

Other – In the "List Details" box, **briefly** list any other costs for the Program not covered above.

PROGRAM BUDGET SUMMARY

Agency Name **Children's Advocacy Center of the Bluegrass**

Program Name **Victims Services Program**

FY 2021 (July 1, 2020--June 30, 2021) Total Program Budget

	# of Employees:	Column A Total Program Budget [= B+C]	Column B ESR Grant Funding Request	Column C Non-ESR Program Funding [A-B]
1. Staff Salaries for Program				
Full-Time (FTE)	12	173,350	103,000	70,350
Part-Time	3	43,500	23,500	20,000
Total Salaries		216,850	126,500	90,350
3. Consultant Services	$	0		
list details				
4. Space/Facilities	$	17,090	8,000	9,090
list details	mortgage, building and grounds maintenance			
5. Operating Expenses	$	23,250	10,780	12,470
list details	utilities, telephone/internet, supplies, printing, etc.			
6. Scholarships / Stipends	$	0		
list details - numbers & amounts				
7. Other	$	17,390	4,720	12,670
list details	interpreters, transportation for clients, laboratory fees, travel and training for personnel			
8. TOTAL FY21 PROGRAM BUDGET *(Program budget will be the same for FY22; no increase in award for Year 2 of the grant)*	$	274,580	150,000	124,580

Cost per Program Participant: $ 853

I understand that this document in its entirety is incorporated into my grant Agreement with the Lexington-Fayette Urban County Government.

Authorized Representative *(typed name)*: Townsend A. Miller

Title: Development Director **Date**: 3/30/2020