

IV. Summary Data Sheet

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Solano County has not expended \$500,000 in Federal funds in the past fiscal year which ended June 30, 2009.

LIFT3 Support Group, the county's only community based dual domestic violence crisis and transitional shelter program, will be collaborating with the partners on this project.

There is currently no visitation center located in Solano County. Solano County proposes to collaborate with existing programs in neighboring counties to plan, implement and facilitate a safe visitation and exchange program in Solano County. It is the desire of project partners to re-establish the former Rainbow Children Center's safe visitation program located at 600 Merchant Street, Vacaville, CA 95688. This center will serve residents in all seven Solano County cities including the cities of Dixon, Vacaville, Rio Vista and Fairfield, Vallejo and Benicia.

This application proposes the development of a safe visitation and exchange project.

V. Proposal Abstract

The Solano Safe Haven Project will seek to plan and implement a comprehensive and coordinated supervised visitation and safe exchange program for child(ren) and victims of domestic violence, sexual assault, dating violence, stalking, and child abuse and neglect, in Solano County. The Solano Safe Haven Planning Group is coordinated and facilitated by the County of Solano's Office of Family Violence Prevention in partnership with the Superior Court of California, County of Solano; and LIFT3 Support Group, the County's only dual domestic violence crisis and transitional shelter and services agency. Other Planning Group members include the Executive Directors of Child Haven, the premier agency in Solano County for assessing and treating children exposed to domestic violence; Triad Family Services and the Family Unity Project, well-respected visitation and exchange programs currently operating in neighboring counties. The Office of Family Violence Prevention is the lead agency for this project. The goals of this project are: 1) Plan, launch, and evaluate an effective comprehensive service provision program for providing supervised visitation and safe exchange services that enhances safety of child(ren) and adult victims and holds batterers accountable; and 2) Implement and monitor a comprehensive visitation and exchange program that is part of an expansion of services to support child(ren) and adult victims and provides meaningful referrals to appropriate services.

In short, the objectives associated with these goals are to value multiculturalism, recognize and practice equal regard for safety of child(ren) and adult victims, provide services that are respectful and fair, offer a space that provides safety and security, engage in community collaboration to support victim safety and offender accountability, and evaluate the program's effectiveness.

VI. Summary of Current OVW Projects

Solano County is not currently receiving funding for OVW projects and has no unexpended funds remaining from previous OVW grant funded projects.

VII. Project Narrative

A. Purpose of Application

In 1998, Solano County developed a visitation and exchange program under the umbrella of the Rainbow Children's Center, a project of the District Attorney's Office. Due to recent budget cuts, the Rainbow Children's Center was forced to close in October 2009. Since that time, families have been ordered to perform custody exchanges at public locations such as local libraries. Judges know that all Solano County libraries have video cameras installed inside and outside of the facilities and feel that these cameras will be a deterrent to violent behavior. However, for women escaping domestic violence and who must exchange custody of their children, this can be a frightening experience. Domestic violence, sexual assault and stalking are manifestations of power and control tactics used by batterers. Batterers engage in intimidation, manipulation and harassment in trying to exert their power and control over victims and often use children in order to accomplish this. Even in public places with video cameras, power and control tactics can be so subtle that only the victim understands how dangerous their interaction with the batterer can be.

In some cases, judicial officers are making the decision not to allow visitation or exchanges because of safety concerns for children and the custodial parent. While this is certainly the safest option, it does not allow for children to continue a relationship with the non-custodial parent. For those cases where visitation and exchange is ordered, the lack of appropriate services in Solano County creates significant safety concerns for victims of domestic violence and their children. For example, when a visit or exchange is supervised by a friend or family member of the *batterer*, they are often enlisted by the batterer to support their power and

control over the victim. Victims report that the person that is supposed to supervise the visit or exchange is often not present at all.

When the visit or exchange is supervised by a friend or family member of the *victim*, this puts the family member or friend at risk of being victimized by the batterer during the visit or exchange. Additionally, the lack of supervised visitation and safe exchange services puts the court at a huge disadvantage when considering custody orders. Without a supervised visitation and safe exchange center that is staffed by trained professionals, the court does not receive an evaluation of supervised visits or exchanges and must rely on often-conflicting testimony or mediation reports in order to issue custody orders. There is a wealth of research that indicates that victims of domestic violence are at a disadvantage in custody hearings when the courts rely solely on testimony and mediation reports when making custody decisions.

In an effort to address these and other safety issues, this application proposes to utilize funding from the Safe Havens: Supervised Visitation and Safe Exchange Grant Program to plan, develop and implement a visitation and exchange program in Solano County that considers the unique needs of domestic violence victims and their children. Funding from this grant opportunity will assist the County in supporting victim safety and offender accountability by developing a program based on best practices in the field and by utilizing training and technical assistance of experts offered through the Office on Violence Against Women (OVW) and this grant.

The target population will be victims of domestic violence, dating violence, sexual assault, stalking and child abuse or neglect who are trying to build a new, safe life for themselves and their children and who will benefit from supervised visitation and exchange services that emphasize equal regard for their safety as well as the safety of their children. The service area is

Solano County which encompasses the unincorporated areas as well as the seven incorporated cities.

Solano County is located in Northern California, approximately 45 miles northeast of San Francisco and 45 miles southwest of Sacramento. The County is bordered by Napa, Yolo, Sacramento and Contra Costa Counties. Solano County covers 909.4 square miles, including 84.4 square miles of water area and 675.4 miles of rural land. Solano County's population is 426,729¹. According to the Department of Finance 2010 estimates, Solano County's population is 31.4% White, 26.6% Hispanic, 17.8% African American, 16.6% Asian, 4.2% multiracial, 2.1% American Indian, and 1.2% Pacific Islander, and the median age is 34.8 years. Of Solano County's residents, 28.2% speak a language other than English and of those not born in the United States and living in Solano County, 50.2% are not U.S. Citizens.²

In calendar year 2008, the last full year the Rainbow Children's Center was operating; staff monitored 822 supervised visits and 235 custody exchanges. Of the families that utilized the Rainbow Children's Center services in 2008, 60% are Caucasian, 16% are Hispanic, 16% are African American, and 7% are Asian or Pacific Islander.³ Unfortunately, the former staff at the Rainbow Children's Center and in the DA's Office did not recognize the importance of identifying those families with current or prior domestic violence as a factor in the need to have visits and exchanges supervised. As a result, we have no data available to determine how many families requested or were referred to these services as a result of domestic violence.

The California Judicial Council's Center for Family, Children, and the Courts Statewide Uniform Statistic Report System (SUSRS) indicates that at the statewide level in 2003, of all

¹ Solanocounty.com, viewed 1/22/10.

² U. S. Census Bureau

³ Rainbow Children's Center demographic data sheets

families involved in family law child custody disputes, 58% of the parents had an income of less than \$2000 per month and 29% of parents had an income of less than \$1000 per month.

As part of Solano County's Coordinated Community Response to Domestic Violence (CCR), the County is also submitting a Community Defined Solutions to Violence Against Women Program proposal to support the development and implementation of a Solano Family Justice Center project. Most of the partners involved in planning for visitation and exchange services are also members of the strategic planning committee for the Family Justice Center project, and all are partners in the CCR. It is anticipated that approximately 16 to 20 different domestic violence and sexual assault service providers will be colocated at the Family Justice Center. It is proposed that a multidisciplinary team consisting of CCR members from both projects meet weekly to strategize case planning and appropriate access to services provided by both the visitation and exchange program and family justice center programs. By coordinating these efforts, services are not duplicated at either center but will be closely linked. Additionally, clients at both centers will have access to native language and American Sign Language interpreters through shared service agreements that makes it cost effective for the centers to contract for an appropriate service provider; something that individual agencies could not afford to do alone.

B. What Will be Done

Solano County currently has no supervised visitation and exchange services, particularly services for families with a history of domestic violence. We know that psychological, emotional, sexual, financial and physical abuse, as well as stalking and harassment often continue at significant rates and may become even more severe following separation.⁴ The

⁴ Child Custody & Domestic Violence: A Call for Safety and Accountability; Jaffe, Peter G.; Lemon, Nancy K.D.; and Poisson, Samantha E.; 2003

supervised visitation and exchange program previously facilitated by the Rainbow Children's Center did not specifically assess for domestic violence or consider equal regard for the safety of children and victims; its primary goal was to ensure a safe visit or exchange for children. Furthermore, the program did not take into account culture, family or parental circumstances. It is the intent of the Safe Haven Planning Group to plan, develop and implement a visitation and exchange program in Solano County that considers the unique needs of domestic violence victims and their children, that values multiculturalism and diversity, that incorporates an understanding of domestic violence into services, that is respectful and fair in all interactions with individuals using services, that engages in community collaboration, and that advocates for child(ren) and adult victims of domestic violence, sexual assault, child abuse, and stalking.

Many families currently served by the court have serious custody and visitation concerns so that either parent or the child(ren), or both, may be in need of safe visitation options. Judges are continually trying to balance issues of safety and security against parental rights to access – and often a child's wish to have contact with a non-custodial parent. Profiles of children and parents in family law and domestic violence courts indicate a high number of families facing multiple problems. The 2003 California Judicial Council, Center for Families, Children & the Courts, Statewide Uniform Statistical Reporting System indicates that of the approximately 5,085 referrals made each year to the Families and Children's Services bureau Child Custody and Guardianship Mediation Service:

- 35% reported that they needed supervised visitation services;
- 41% have at least one child 5 years of age or younger;
- 51% report experiencing problems related to physical or sexual child abuse, child neglect or abduction, substance abuse;

- 53% had histories of domestic violence;
- 38% of the children witnessed domestic violence;
- 42% reported having a restraining order; and,
- 35% of the parents in child custody mediation had never been married to one another and 9% had never lived together.

In order to address the identified needs, a Safe Haven Planning group was formed in November 2009. The Safe Haven Planning Group is comprised of the Executive Director of LIFT3 Support Group, the county's only domestic violence crisis and transitional housing program; the Court Services Program Manager for Family Law from the Superior Court of California, County of Solano; the Executive Directors of Triad Family Services and the Family Unity Project that provide visitation and exchange services in neighboring counties; the Executive Director of Child Haven, the "go to" agency in Solano County for referring children exposed to domestic violence; and the Director of the Solano County Office of Family Violence Prevention which is a unit of local government and is the lead applicant for this proposal. The Safe Haven Planning Group serves as the community working group for this project and has, as a result of several planning meetings, developed goals, objectives and a timeline that details expected project activities as outlined in Table 1. The identified goals for this project are:

- 1) Plan, launch, and evaluate an effective and comprehensive service provision program for providing supervised visitation and safe exchange services that enhances safety of child(ren) and adult victims and holds batterers accountable; and
- 2) Implement and monitor a comprehensive visitation and exchange program that is part of an expansion of services to support child(ren) and adult victims and provides meaningful referrals to appropriate services.

The Safe Haven Planning Group reached out to judicial officers and service providers and asked them to provide information about what they saw as the biggest gaps and challenges when working with families that are experiencing domestic violence issues and are sharing custody of children. Some of the identified gaps and challenges include:

- Lack of affordable, appropriate, safe, visitation and exchange services in Solano County;
- Victims lack funding resources to pay for professional supervised exchanges, particularly if they are out of county service providers, and non-custodial parents often indicate they don't have sufficient funds to pay for supervised visitation;
- Lack of objective information or evidence regarding basis for supervised visitation being provided to family courts;
- Need for thorough but objective reports of visits, missed visits, quality of visits, etc.;
- Manipulation of custodial parent, children, staff during visits;
- Lack of appropriate information to determine the length or need for supervised visitation;
- Concern that batterers are given custody of children; and
- Inability of custodial and non-custodial parent to agree to a particular supervisor, often leaving domestic violence victims feeling intimidated and agreeing to an unsuitable supervisor (often a friend or family member of the batterer).

Through careful and well thought-out planning, the Safe Haven Planning Group intends to address these and other identified gaps, and, with funding from this proposal, will utilize all appropriate opportunities for training and technical assistance from the OVW identified technical assistance providers to accomplish the goals listed in Table #1.

Table 1: Project Goals, Objectives, Activities, and Timeframe

Goals	Objectives	Activities	Timeframe (Month)
1) Plan, launch, and evaluate an effective and comprehensive service program for providing safe visitation and exchange services that enhances safety of child(ren) and adult victims and holds batterers accountable.	Develop a comprehensive plan for service delivery that considers equal regard for the safety of child(ren) and adult victims; values multiculturalism and diversity, and is respectful and fair.	Establish a consulting committee comprised of experts in the fields of child abuse and neglect, victim advocacy in the underserved communities	1
		Develop a strategic plan that includes security, confidentiality, record keeping, community response, referrals and partnership protocols.	6
	Create an inviting, secure, and welcoming client-friendly facility by opening day to ensure the individual needs of all clients are met.	Develop and implement security measures and protocols that meet the diverse safety needs of the community and individuals using the center.	6
		Review successful safe visitation and exchange program's facility design to ensure Solano County uses best practices in its own facility design plan.	8
		Investigate and plan for a facility design that offers separate entrances, parking lots and waiting rooms. Periodically review facility design to ensure safety needs are met.	6, 12, 18, 24
		Identify community cultural competency and special needs accessibility concerns.	6
	By opening day, create a cultural competency plan to include both clients and partner agencies.	Identify available multicultural resources.	8
		Develop procedures to evaluate and ensure special needs are being met.	10
		Train partners in cultural competency and accessibility procedures.	10
		Incorporate accessibility issues into Center design. Periodically review the Center's ability to provide for multiculturalism and accessibility.	10, 12, 18, 24
	Identify and implement evaluation process to ensure case management,	Create a visitation management system to track client cases, referrals, services provided, etc.	10

	referrals, and outcome tracking.	Identify evaluation process to be used that is most suitable to the Center's needs.	8-10
		Provide status and outcomes reports to consulting committee and stakeholders.	Monthly
2) Implement and monitor a comprehensive visitation and exchange program that is part of an expansion of services to support child(ren) and adult victims and provides meaningful referrals to appropriate services.	Develop a comprehensive program plan to provide supervised visitation and exchange options for families with a history of domestic violence, dating violence, child abuse, sexual assault and/or stalking.	Review best practice programs and guiding principles to ensure guiding principles are incorporated into the program design.	2-3
		Engage a broader group of stakeholders to develop a strategic plan that accounts for equal regard for safety, multiculturalism, respect and supports community collaboration.	6
		Train staff in understanding the nature, dynamics and impact of domestic violence and incorporate this understanding into services.	6, and ongoing
		Engage the community collaborative to ensure that child(ren) and adult victims have meaningful access to services and develop a referral process to support links to services.	6-8
	Support community collaboration that strives to ensure safety for child(ren) and adult victims and that holds offenders accountable.	Engage Coordinated Community Response Partners in development and implementation activities to ensure a holistic response to each family member's needs. Periodically review practices and policies.	6, 12, 18, 24
		Develop policies and services that consider unique experiences, values, circumstances, and cultural backgrounds of individuals receiving services. Review policies.	6, 18, 24
		With the court, domestic violence programs, and other core partners, develop mechanisms for referrals, information sharing, and reporting standards.	6-12

In addition to the goals and objectives listed in the table above, the program will institute strict guidelines regarding confidentiality of program participants and participant information. Information about each parent, including address and telephone number, will not be shared with the other parent. Staff contact with parents is not confidential because assessment reports must be made to Family Court Services regarding the supervised visit. Abuse, suicidal or homicidal threats will be reported and all information will be made available to the appropriate authorities. Cases will not be discussed nor information shared with others outside of these exceptions without a signed release of information.

It is recognized that domestic violence victims have a critical need for privacy and for safety reasons may need to keep particular information confidential from their abuser. This abuse can also involve privacy violations such as surveillance, monitoring, or other types of stalking behaviors. For a domestic violence victim, the need for confidentiality is imperative for ensuring physical safety. It is the intent of the Planning Group that the Center's confidentiality and safety protocols will fully support victim safety and offender accountability.

The Planning and Consulting Group intends to work closely with OVW technical service providers to develop referral processes and procedures, intake procedures, fee protocols and training requirements for staff located at the center. Additionally, the planning group, with the assistance of OVW technical providers, will develop security measures that include security of the facility, protocols and procedures, and training for staff.

C. Who Will Implement the Project

As previously stated, the Safe Haven Planning Group consists of the Executive Director of the county's only community based dual domestic violence crisis and transitional housing agency, the Court Services Program Manager for Family Law from the Superior Court of

California, the Executive Directors of two safe visitation and exchange programs in neighboring counties, the Executive Director of the only agency in Solano County that works with children exposed to domestic violence, and the County's Director of the Office of Family Violence Prevention. This group of dedicated professionals has demonstrated expertise in domestic violence. The lead applicant, [REDACTED], Director of the Solano County Office of Family Violence Prevention, has particular expertise in all areas of family violence prevention, intervention, policy development and service delivery. [REDACTED] holds a Bachelor's Degree in Business Management and has over 25 years experience in personnel and project management, with 15 years experience managing domestic violence programs and initiatives. [REDACTED] has been instrumental in advocating for important domestic violence legislation on behalf of Solano County, is a frequent speaker on domestic violence and child abuse issues at local and statewide conferences and trainings, is a visiting lecturer at local colleges, and is a member of several county and statewide task forces on domestic violence issues. [REDACTED] is a member of the California Leadership Group on Domestic Violence and Child Well-being and developed a workshop and training curriculum on reducing children's exposure to violence that was named a model program by the California Attorney General.

[REDACTED], Executive Director of LIFT3 Support Group, has been working with the domestic violence and sexual assault victim population for seven years. [REDACTED] is a founding member of LIFT3 and has developed a Domestic Violence Public Education Center that provides the public with information on issues of sexual assault, domestic violence, dating violence, stalking, elder abuse and human trafficking. [REDACTED] provides training to criminal justice partners, court advocates, Family Resource Center staff, corporations and small

businesses, children's services, social services, health care professionals and the faith community. [REDACTED] is a member of the Solano County African American Women's Roundtable, is seen as a leader in the victim advocacy community and is active in recruiting women of color as advocates and staff to LIFT3.

The Court Services Manager and Executive Directors of Child Haven, Triad Family Services and the Family Unity Project have a combined 49 years experience working with children and families affected by domestic violence, dating violence, sexual assault, stalking, child abuse and neglect.

The Safe Haven Planning Group will act as the Community Consulting Group for this project and began meeting in November 2009 in an effort to strategize how the county, courts and collaborative partners could re-establish a visitation and exchange program that considers the unique needs of child(ren) and victims of domestic violence. The Planning Group met again on December 2, 2009; January 25, 2010; and February 18, 2010. At its most recent meeting, the Planning Group members expressed their commitment to continued collaboration in planning and implementing the supervised visitation and safe exchange program outlined in this proposal.

The Office of Family Violence Prevention is a unit of local government and as applicant, is entering into a formal collaboration with the Superior Court of California, County of Solano; with LIFT3, a non-profit, nongovernmental organization serving victims of domestic violence, dating violence, sexual assault, and stalking; Triad Family Services and the Family Unity Project, non-profit visitation and exchange service providers; and Child Haven, a non-profit agency serving children exposed to domestic violence. All partners have been involved in planning and preparing this proposal and are committed to continued involvement in development and implementation of the project. The Director of the Solano County Office of

Family Violence Prevention will serve as the coordinator for the project and will be responsible for coordinating all financial and programmatic aspects of the project.

As evidenced by the attached MOU, roles, responsibilities and commitments of the partner agencies include:

The **Office of Family Violence Prevention** will be responsible for:

- Contributing the time and expertise of the Director of the Office of Family Violence Prevention, as well as meeting space and administrative staff to record meeting minutes and to develop agendas.
- Overseeing all grant-related activities, grant reporting and grant fiscal responsibilities.
- Coordinating and facilitating planning meeting.
- Participating in mandatory OVW meetings and trainings.
- Providing meeting space and materials for the advisory committee meetings.
- Coordinating site visits and training and technical assistance opportunities for project partners to attend.
- Working with OVW, the advisory committee and the collaborative to develop policies and procedures that support equal regard for the safety of child(ren) and adult victims, that values multiculturalism and diversity, that incorporates an understanding of domestic violence into center services, that provides respectful and fair interaction, is part of a community collaboration, and provides advocacy for child(ren) and adult victims.
- Ensuring that the project is developed and implemented in compliance with the statutory and minimum requirements of the Safe Haven Supervised Visitation Grant Program.

The **Solano Superior Court** will be responsible for:

- Designating a judicial officer to serve on the project consulting committee and will refer cases directly to the proposed visitation and exchange center.
- Contributing time and expertise of the Court Services Program Manager of the Solano Superior Court, Family Law Division to the collaborative and advisory committee.
- Participating on the advisory committee for the Solano Safe Haven: Visitation and Exchange project;
- Provide meaningful and appropriate data for the completion of grant reports
- Create, through Safe Havens: Supervised Visitation and Safe Exchange Grant Program, the opportunity for parents to interact with their children in a safe, secure, supervised and culturally-sensitive environment.
- Provide referrals from the Family Law Bench to the Safe Haven: Visitation and Exchange project thru Triad Family Services or other designated partnerships.
- Work as a collaborative and provide supervised visitation/monitored exchange court-ordered services to qualifying families in Solano County.

LIFT3 Support Group will be responsible for:

- Contributing the time and expertise of the Executive Director of LIFT3 Support Group to the collaborative and advisory committee.
- Advising the collaborative and project staff on issues related to sexual assault, domestic violence, dating violence and stalking, and how victim safety can be maximized in the context of visitation and exchange of children;
- Participating on the advisory committee for the Solano Safe Haven: Visitation and Exchange project;

- Provide meaningful and appropriate data for the completion of grant reports;
- Providing advocacy, crisis, counseling, and referral services to victims utilizing visitation and exchange services; and
- Providing training and technical assistance to project staff.
- Ensuring that staff and partners are not engaging in activities that compromise victim safety.

The **Triad Family Services** will be responsible for:

- Contributing time and expertise of the Executive Director of Triad Family Services to the collaborative and advisory committee;
- Participating on the advisory committee for the Solano Safe Haven: Visitation and Exchange project;
- Provide meaningful and appropriate data for the completion of grant reports;
- Provide a safe space for children to visit with the non-custodial parent;
- Help keep children and adult victims of domestic violence safe during exchanges and visitation;
- Hold batterers accountable for their violence and abuse during visitation and exchange;
- Be part of an expansion of services to support children and adult victims; and
- Provide access to meaningful referrals

The **Family Unity Project** will be responsible for:

- Contributing the time and expertise of the Executive Director of the Family Unity Project to the collaborative and advisory committee;
- Participating on the advisory committee for the Solano Safe Haven: Visitation and Exchange project;

- Providing meaningful and appropriate data for the completion of grant reports;
- Providing a safe space for children to visit with the non-custodial parent;
- Helping to keep children and adult victims of domestic violence safe during exchanges and visitation;
- Holding batterers accountable for their violence and abuse during visitation and exchange;
- Being part of an expansion of services to support children and adult victims; and
- Providing access to meaningful referrals.

Child Haven will be responsible for:

- Contributing the time and expertise of the Executive Director of the Child Haven to the collaborative and advisory committee;
- Participating on the advisory committee for the Solano Safe Haven: Visitation and Exchange project;
- Advising the collaborative and staff on issues of children's exposure to violence and identification of trauma in children exposed;
- Providing clinical and culturally appropriate guidance to the advisory committee;
- Supporting children and families referred for counseling services.

The planning and development team will be made up of the following members of the collaborative partner agencies:

- Carolyn Thomas-Wold, Director, Solano County Office of Family Violence Prevention
- Claudia Humphrey, Executive Director, LIFT3 Support Group
- Sara Jones, Court Services Program Manager, Superior Court of California, Solano County

- Mark Dandeneau, Executive Director, Triad Family Services
- Melinda Daugherty, Executive Director, Family Unity Project
- Jane Johnson, Executive Director, Child Haven

Please refer to the Memorandum of Understanding for further details regarding additional roles, responsibilities and commitments to the project. It is the intent of the Planning Team to implement an assessment process that is multidisciplinary by including Safe Exchange and Visitation Center staff, LIFT3 staff, Child Haven staff, and other identified staff that have expertise in working with child(ren) and victims of domestic violence. The multidisciplinary assessment team will also be members of the Family Justice Center planning team or staff at the Center, and will provide direct referrals to the Family Justice Center to ensure families are provided with a holistic range of appropriate services.

With the closure of the Rainbow Children's Center, Solano County is afforded a unique opportunity to work with State and Nationally recognized experts in supervised visitation and safe exchange programs that have equal regard for the needs of child(ren) and adult victims of domestic violence. Solano County is strongly positioned to make full use of OVW Safe Haven funding to build a comprehensive program that models best practices and is directly connected to vital services and resources available through the Solano Family Justice Center. There is a clear and pressing need for these services in Solano County and in the absence of these services; victims and children will continue to be victimized by their batterers.

The County of Solano will ensure that the development of this project will meet the statutory and minimum requirements of the grant program as project activities are implemented and has included, as an attachment, a letter signed by the County Administrator attesting to this certification.

VIII. Budget Detail Worksheet and Narrative

This budget reflects the commitment of Solano County to collaborate with community service providers to plan, implement, and launch a supervised visitation and safe exchange center. The Solano County Office of Family Violence Prevention will leverage significant matching resources for this program including County office and meeting space, the cost of printing meeting agendas and hand out materials, phones, and computers.

A. Personnel

The Office of Family Violence Prevention will utilize Safe Haven Grant funding to support the following positions over the 36-month program period:

.5 FTE Program Coordinator: \$87,993

The Program Coordinator will work at the direction of and report to the Director of the Office of Family Violence Prevention to ensure that the main tasks project tasks are completed and to coordinate the financial and programmatic aspects of the project. Responsibilities will include, but are not limited to:

- Convening Consulting Committee meetings
- Coordinating site visits and on-site technical assistance events
- Participating in mandatory OVW meetings and trainings
- Ensuring that the project is developed and implemented in compliance with the statutory

And minimum requirements of the Supervised Visitation Grant Program

This person will be an employee of the Solano County Office of Family Violence Prevention.

(Annual salary \$28.20 per hour x 20 hours per week x 36 months = \$87,993.)

B. Fringe Benefits

Solano County employees receive a portion of the full range of benefits when they are employed half time. In this case, the .5 FTE Project Coordinator receives disability, medical and hospitalization insurance at 7.65% of their salary; and retirement benefits at 28.25% of their salary. The formula for calculating benefits is: $\$87,993 \times 7.65\% = \$6,731$; and $\$87,993 \times 28.25\% = \$24,868$ for a total fringe benefits cost of \$31,599.

C. Travel

The purpose of travel for all three years of the grant project will be to attend OVW-Mandated Training and Technical Assistance events. The Solano County Office of Family Violence Prevention and contracted partners will attend OVW sponsored training and technical assistance events. At the time this proposal was written, the location and dates of training are unknown. However, \$50,000 has been designated in the budget to cover expenses associated with attendance at these events. It is anticipated that project partners will participate in more training and technical assistance opportunities in the first year as the partners participate in planning activities. Therefore, \$25,000 or half of the available training funds has been allocated in the first year. The second and third year has been allocated \$12,500 for each year.

D. Equipment - none**E. Supplies**

Brochures and appointment cards are approximated at \$547 for printing 1000 each.

F. Construction - none**G. Consultants/Contracts**

Solano County will be subcontracting with Triad Family Services and the Family Unity Project to implement the Supervised Visitation and Safe Exchange program developed as a result

of this grant. Each of these agencies has submitted a detailed budget that includes personnel, benefits, equipment, supplies and other costs associated with planning and implementation of this project. Triad Family Services contract amount is \$120,894 and a breakdown of these expenses can be found on Attachment A. It is anticipated that two centers will be opening as a result of this project. Project partners will implement the first center with Triad Family Services providing services. The Family Unity Project will implement the program approximately 6 months after the first phase. The Family Unity Project contract will be in the amount of \$94,767 and a breakdown of their costs can be found on Attachment B.

Solano County will also be contracting with LIFT3 Support Group to provide training and advocacy services to the project. The formula for calculating their contract is \$15 per hour x 20 hours per month x 30 months = \$9,000. It should be noted that LIFT3 Support Group will be contributing additional hours to this project as needed and the additional commitment will be funded from other sources. Additionally, we will be targeting services toward traditionally underserved women in Solano County which includes monolingual Spanish speaking and other non-English speaking women. In an effort to better serve this population, Solano County will be contracting with Language World Translation Services for 80 hours of translation services at \$65 per hour = \$5,200.

H. Other Costs - None

Budget Detail Worksheet

A. Personnel

Name/Position	Computation	Cost
.5 FTE Program Coordinator	\$28.20 per hour x 36 mos.	\$87,993
Sub-total		\$87,993

B. Fringe Benefits

.5 FTE Program Coordinator	OASDI/FICA Med/Hospital Ins @ 7.65%	\$6,731
	Other benefits @ 28.25% of salary	\$24,868
Sub-total		\$31,599

Total Personnel & Fringe Benefits: \$119,592

C. Travel

Year 1 OVW Training	Location & Dates TBD	\$25,000
Year 2 OVW Training	Location & Dates TBD	\$12,500
Year 3 OVW Training	Location & Dates TBD	\$12,500
Total Travel:		\$50,000

E. Supplies

Brochures	1000 ea. Brochures & appt. cards	\$547
Total Supplies:		\$547

G. Consultants/Contracts

Triad Family Services	Please see Budget attachment A.	\$120,894
Family Unity Project	Please see Budget Attachment B.	\$94,767
Language World Translation Services	\$65 per hour X 80 hours of services	\$5,200
LIFT3 Support Group	\$15 per hour X 20 hrs. per mo. X 30 mos.	\$9,000
Total Consultants/Contracts		\$229,861

Attachment A
Triad Family Services
Budget Detail

A. Personnel

Name/Position	Computation	Cost
1 PT Sr Program Coordinator	\$3,820.42 X 15% X 30 months	\$17,192
1 PT Visitation Monitor	\$15 per hour X 80 hours/mo. X 24 mos.	\$28,800
3 PT On-call monitors	\$12 per hour X 40 hours/mo. X 24 mos.	\$34,560
	Sub-total	\$80,552

B. Fringe Benefits

PT Sr Program Coordinator	\$103.14 per mo. X 30 mos.	\$3,095
	Sub-total	\$3,095

Total Personnel & Fringe Benefits: \$83,647

D. Equipment

Telephones	\$200 per month x 30 months	\$6,000
Cell phone/Sr. Prog. Coord.	\$46 per month x 30 months	\$1,380
cell phones for monitors	2 phones x \$46 x 24 months	\$2,208
copy machine lease	\$250 per month x 30 months	\$7,500
	Total:	\$17,088

E. Supplies

Office Supplies	\$100 per month x 30 months	\$3,000
Postage	\$30 per month x 30 months	\$900
	Total:	\$3,900

H. Other Costs

Utilities	\$220 per month x 30 months	\$6,600
Security system	\$100 per month x 30 months	\$3,000
Janitorial	\$100 per month x 30 months	\$3,000
Mileage	\$0.50 per mile for 7,317 miles	\$3,659
	Total	\$16,259

Attachment B
Family Unity Project
Budget Detail

A. Personnel

Name/Position	Computation	Cost
1 PT Visitation Monitor	\$15 per hour X 80 hours/mo. X 24 mos.	\$28,800
2 PT On-call Visitation Monitors	\$12 per hour X 40 hrs./mo. X 24 mos.	\$23,040
	Sub-total	\$51,840
	Total Personnel & Fringe Benefits:	\$51,840

D. Equipment

Telephones	\$200 per month x 24 months	\$4,800
cell phones for monitors	2 phones x \$46 x 24 months	\$2,208
copy machine lease	\$250 per month x 24 months	\$6,000
	Total:	\$13,008

E. Supplies

Office Supplies	\$100 per month x 24 months	\$2,400
Postage	\$20 per month x 24 months	\$480
	Total:	\$2,880

H. Other Costs

Rental fees for leased space	900 sq.ft. X .75/sq. ft. X 24 mos.	\$16,200
Utilities	\$150 per month x 24 months	\$3,600
Security system	\$100 per month x 24 months	\$2,400
Janitorial	\$100 per month x 24 months	\$2,400
Mileage	\$0.50 per mile for 4,878 miles	\$2,439
	Total	\$27,039

Budget Summary

<u>Budget Category</u>	<u>Amount</u>
A. Personnel	\$87,993
B. Fringe Benefits	\$31,599
C. Travel	\$50,000
E. Supplies	\$547
G. Consultants/Contracts	\$229,861
Total Direct Costs:	\$400,000
I. Indirect Costs	\$0
TOTAL PROJECT COSTS	\$400,000



County of Solano
675 Union Avenue, Fairfield, California 94533
www.solanocounty.com

MEMORANDUM OF UNDERSTANDING

WHEREAS, Solano County, Office of Family Violence Prevention, Superior Court of California, County of Solano (hereafter Solano Superior Court), LIFT3 Support Group, Child Haven, Triad Family Services and Family Unity Project have come together to collaborate and to make an application for **Safe Havens: Supervised Visitation and Safe Exchange Grant Program** grant; and

WHEREAS, the partners listed below have agreed to enter into a collaborative agreement in which **Solano County Office of Family Violence Prevention** will be the lead agency and named applicant and the other agencies will be partners in this application; and

WHEREAS, the partners herein desire to enter into a Memorandum of Understanding setting forth the services to be provided by the collaborative; and

WHEREAS, the application prepared and approved by the collaborative through its partners is to be submitted to the Office on Violence Against Women on or before **March 10, 2010**;

1) Description of Partner Agencies

WHEREAS, the Solano County Office of Family Violence Prevention was created by the Solano County Board of Supervisors in 1998 to reduce incidents of family violence in Solano County by encouraging and facilitating coordination and collaboration between and among the County, cities, faith and community based agencies. Additionally, the Office of Family Violence Prevention coordinates with State and Federal agencies in prevention efforts, makes recommendations to the Board of Supervisors on domestic violence, sexual assault, dating violence and stalking policy and funding issues, coordinates county wide public awareness activities, coordinates with State elected representatives to sponsor legislation, and supports countywide efforts to keep victims safe and hold offenders accountable, and provides direct services to victims of sexual assault, domestic violence, dating violence and stalking; and

WHEREAS, the Solano Superior Court is the unified trial court of both general and limited jurisdiction in the county. Comprised of 24 judicial officers (20 judges, 3 commissioners, and 1 judge pro tem) with a staff of 266, the court has jurisdiction over

all cases arising within the county. This includes felony and misdemeanor criminal cases, traffic, civil and small claims, family law, probate, and juvenile cases. The Solano Superior Court operates the Solano Legal Access Center and Family Law Facilitator's Office that provides citizens with free help with family law legal issues including child support, custody, and domestic violence restraining orders; and

WHEREAS, LIFT3 Support Group, a 501(c)(3) non-profit organization since 2004, operates a domestic violence crisis shelter and domestic violence transitional shelter in Solano County for victims of domestic violence, sexual assault, dating violence and stalking. LIFT3 is a primary provider of crisis intervention services for survivors of domestic violence in Solano County. LIFT3 provides the only safe shelter model that includes crisis, transitional and permanent housing for battered women and children. Staff Certified Advocates provide a range of support services to help victims begin the process of healing, transitioning to independence, and living violence-free lives. Support services include peer counseling, 24-hour crisis line, case management, legal advocacy, referrals and support for family law matters, court accompaniment, transportation assistance, access to food and clothing, personalized safety planning, job training and employment services, and mental health referrals. LIFT3 is recognized locally, nationally and internationally for its innovative programs and public awareness campaigns; and

WHEREAS, Child Haven is a non-profit community based agency founded in 1983 to prevent child abuse and neglect and to help children recover from trauma. Child Haven is the only agency in Solano County that provides treatment and services to children exposed to domestic violence; and

WHEREAS, Triad Family Services is a non-profit community-based agency that oversees a comprehensive network of functions including supervised visitation and exchange services. The goal of Triad's supervised visitation program is to provide a safe and enjoyable atmosphere in which parents and children can visit regularly. Trained visitation monitors help facilitate a conflict-free visit and treat everyone involved with dignity and respect.

WHEREAS, Family Unity Project is a non-profit community based agency that provides supervised visitation and exchange services. The Family Unity Project promotes safe, culturally sensitive, positive and conflict-free visitation. While visitations take place in a structured setting, trained staff strives to provide an enjoyable, positive visitation experience.

II) History of Relationship

- ① *Provide a brief history of the collaborative relationship between the partners, including when and under what circumstances the relationship began and when each partner joined the collaboration. Specify how often the collaborators meet.*

WHEREAS, beginning on August 31, 2009, initial collaborative members consisted of the Solano County Office of Family Violence Prevention, Triad Family Services and

Solano Superior Court, who met monthly to strategize ways to reestablish visitation and exchange services in Solano County; and

WHEREAS, beginning in November 2009, the collaborative expanded from its initial three agency members to its current six agency members to include LIFT3 Support Group, Child Haven, and the Family Unity Project. The collaborative meets at least monthly, but more often if needed; and

WHEREAS, the Office of Family Violence Prevention and Child Haven, along with the Solano Superior Court and LIFT3 Support Group, have been partners in a number of projects designed to address the needs of victims of sexual assault, domestic violence, dating violence and stalking, including participating in strategic implementation planning for a Solano Family Justice Center and county-wide Coordinated Community Response to Domestic Violence efforts; and

WHEREAS, the collaborative met approximately nine times since August 31, 2009 to strategize ways of re-establishing a safe visitation and exchange center that recognizes the need to keep child and adult victims of domestic violence safe during exchanges and visitation; and

WHEREAS, it is the goal of the collaborative to establish an advisory committee whose membership will include the collaborative members and other identified agency representatives as appropriate, to oversee the project; and

WHEREAS, it is a further goal to create a visitation center that is part of the larger community response to domestic violence that enhances the safety of children and adult victims and holds batterers accountable, while providing access to visitation and exchange services and provides access to meaningful referrals for services; and

WHEREAS, the collaborative desires to develop principles, standards and practices that support equal regard for the safety of child(ren) and adult victims, that values multiculturalism and diversity, that incorporates an understanding of domestic violence into center services, that provides respectful and fair interaction, is part of a community collaboration, and provides advocacy for child(ren) and adult victims; and

III) Development of Application

- ⊕ *Discuss the circumstances under which this application began and how recent collaboration aided in the development of the application.*

WHEREAS, in August 2009, the Office of Family Violence Prevention received notice that the county's only visitation and exchange program would be closing effective October 2009; and

WHEREAS, a Solano Superior Court Judge met with the Director of the Office of Family Violence Prevention to seek to establish a collaborative partnership and explore options for reestablishing visitation and exchange services; and

WHEREAS, on August 31, 2009, the initial collaborative partners began a series of meetings to determine feasibility, cost, location, and potential services providers for reestablishing visitation and exchange services; and

WHEREAS, in September 2009, the Director of the Office of Family Violence Prevention attended the *New Direction for a Safer Tomorrow: National Conference on Supervised Visitation and Safe Exchange*, presented by the National Council of Juvenile and Family Court Judges in partnership with the U.S. Department of Justice, Office on Violence Against Women in San Diego, California; and

WHEREAS, following conference attendance, the Director of the Office of Family Violence Prevention facilitated a series of meetings with stakeholders and potential project partners to begin to develop a framework for a visitation and exchange program that supports equal regard for the safety of child(ren) and adult victims, that values multiculturalism and diversity, that incorporates an understanding of domestic violence into center services, that provides respectful and fair interaction, is part of a community collaboration, and provides advocacy for child(ren) and adult victims; and

WHEREAS, LIFT3 Support Group, Child Haven, Triad Family Services and the Family Unity Project joined the collaborative in November 2009 and the collaborative agreed to seek funding to support reestablishing a visitation and exchange program; and

WHEREAS, the Office of Family Violence Prevention on behalf of the County of Solano, is the lead agency and was responsible for developing the application and its budget; and

WHEREAS, LIFT3 Support Group, Triad Family Services and the Family Unity Project, all contributed programmatic and budgeting information as well as assisted in developing project strategy, goals and objectives; and

WHEREAS, LIFT3 Support Group, Triad Family Services, the Family Unity Project, Child Haven and the Solano Superior Court provided data necessary for the completion of the narrative report; and

WHEREAS, all collaborative members committed to continued participation in regular and periodic application development meetings and to transitioning the collaborative into the core members of the advisory committee; and

IV) Roles and Responsibilities

NOW, THEREFORE, it is hereby agreed by and between the partners as follows:

That the County of Solano authorizes the Office of Family Violence Prevention to be the lead agency on the Safe Havens: Supervised Visitation and Exchange Grant Program; and

The **Office of Family Violence Prevention** will be responsible for:

- Contributing the time and expertise of the Director of the Office of Family Violence Prevention, as well as meeting space and administrative staff to record meeting minutes and to develop agendas.
- Overseeing all grant-related activities, grant reporting and grant fiscal responsibilities.
- Coordinating and facilitating planning meetings.
- Providing meeting space and materials for the advisory committee meetings.
- Coordinating site visits and training and technical assistance opportunities for project partners to attend.
- Working with OVV, the advisory committee and the collaborative to develop policies and procedures that support equal regard for the safety of child(ren) and adult victims, that values multiculturalism and diversity, that incorporates an understanding of domestic violence into center services, that provides respectful and fair interaction, is part of a community collaboration, and provides advocacy for child(ren) and adult victims.

The **Solano Superior Court** will be responsible for:

- Contributing time and expertise of the Court Services Program Manager of the Solano Superior Court, Family Law Division to the collaborative and advisory committee.
- Participating on the advisory committee for the Solano Safe Haven: Visitation and Exchange project;
- Provide meaningful and appropriate data for the completion of grant reports
- Create, through Safe Havens: Supervised Visitation and Safe Exchange Grant Program, the opportunity for parents to interact with their children in a safe, secure, supervised and culturally-sensitive environment.
- Provide referrals from the Family Law Bench to the Safe Haven: Visitation and Exchange project thru Triad Family Services or other designated partnerships.
- Work as a collaborative and provide supervised visitation/monitored exchange court-orders services to qualifying families in Solano County.

The **LIFT3 Support Group** will be responsible for:

- Contributing the time and expertise of the Executive Director of LIFT3 Support Group to the collaborative and advisory committee.
- Advising the collaborative and project staff on issues related to sexual assault, domestic violence, dating violence and stalking, and how victim safety can be maximized in the context of visitation and exchange of children;
- Participating on the advisory committee for the Solano Safe Haven: Visitation and Exchange project;
- Provide meaningful and appropriate data for the completion of grant reports;
- Providing advocacy, crisis, counseling, and referral services to victims utilizing visitation and exchange services; and
- Providing training and technical assistance to project staff.

The **Triad Family Services** will be responsible for:

- Contributing time and expertise of the Executive Director of Triad Family Service to the collaborative and advisory committee;
- Participating on the advisory committee for the Solano Safe Haven: Visitation and Exchange project;
- Provide meaningful and appropriate data for the completion of grant reports;
- Provide a safe space for children to visit with the non-custodial parent;
- Help keep children and adult victims of domestic violence safe during exchanges and visitation;
- Hold batterers accountable for their violence and abuse during visitation and exchange;
- Be part of an expansion of services to support children and adult victims; and
- Provide access to meaningful referrals

The Family Unity Project will be responsible for:

- Contributing the time and expertise of the Executive Director of the Family Unity Project to the collaborative and advisory committee;
- Participating on the advisory committee for the Solano Safe Haven: Visitation and Exchange project;
- Providing meaningful and appropriate data for the completion of grant reports;
- Providing a safe space for children to visit with the non-custodial parent;
- Helping to keep children and adult victims of domestic violence safe during exchanges and visitation;
- Holding batterers accountable for their violence and abuse during visitation and exchange;
- Being part of an expansion of services to support children and adult victims; and
- Providing access to meaningful referrals.

Child Haven will be responsible for:

- Contributing the time and expertise of the Executive Director of the Child Haven to the collaborative and advisory committee;
- Participating on the advisory committee for the Solano Safe Haven: Visitation and Exchange project;
- Advising the collaborative and staff on issues of children's exposure to violence and identification of trauma in children exposed;
- Providing clinical and culturally appropriate guidance to the advisory committee;
- Supporting children and families referred for counseling services.

The planning and development team will be made up of the following members of the collaborative partner agencies:

- Carolyn Thomas-Wold, Director, Solano County Office of Family Violence Prevention
- Claudia Humphrey, Executive Director, LIFT3 Support Group domestic violence shelter and advocacy agency

- Sara Jones, Court Services Program Manager, Superior Court of California, Solano County
- Mark Dandeneau, Executive Director, Triad Family Services
- Melinda Daugherty, Executive Director, Family Unity Project
- Jane Johnson, Executive Director, Child Haven

Additional partners may be identified through ongoing planning activities. The planning and development team will be responsible for planning, developing and implementing project activities. The planning team will meet at least monthly and the Office of Family Violence Prevention will provide staff support and meeting space to the team. The planning team includes the executive directors of agencies that will be providing services and will ensure the team's goals and objectives are achieved. The planning team will review project progress at least biannually and may require project staff to provide presentations on specific components of the project. This will ensure that planning team members receive information critical to the success of the project.

All project partners are committed to working together to achieve the goals and objectives outlined in the project proposal and to sustaining the project beyond the term of this grant project.

1) **The Solano County Office of Family Violence Prevention** will, in addition to the responsibilities listed above, provide advocacy and referral services to victims of domestic violence, dating violence, sexual assault, and stalking including:

- Referrals to emergency shelter and transitional housing facilities
- Referrals to counseling services
- Assistance in obtaining protective orders and with Victims of Crime applications
- Referrals to immigration services
- Assistance in obtaining legal services
- Court accompaniment and referrals to housing, employment, substance abuse, and parenting assistance services

2) **LIFT3 Support Group** will provide advocacy and referral services to victims of domestic violence, dating violence, sexual assault, and stalking including:

- Access to emergency shelter and transitional housing facilities
- Access to counseling services
- Assistance in obtaining protective orders and with Victims of Crime applications
- Assistance in accessing immigration services
- Assistance in obtaining legal services
- Advocacy, court accompaniment, transportation services

3) **Triad Family Services** will provide monitored visit and exchange services to parents who may present a risk to their children or to another parent to victims of domestic violence, dating violence, sexual assault, and stalking including:

- A safe place for children to visit with the non-custodial parent;

- Keeping child(ren) and adult victims of domestic violence safe during exchanges and visitation
- Holding batterers accountable for their violence and abuse during visitation and exchanges; and
- Providing access to meaningful referrals.

- 4) **The Family Unity Project** will provide monitored visit and exchange services to parents who may present a risk to their children or to another parent to victims of domestic violence, dating violence, sexual assault, and stalking including:
- A safe place for children to visit with the non-custodial parent;
 - Keeping child(ren) and adult victims of domestic violence safe during exchanges and visitation
 - Holding batterers accountable for their violence and abuse during visitation and exchanges; and
 - Providing access to meaningful referrals.

5) **Superior Court of California, County of Solano** will refer families to Safe Haven: Supervised Visitation and Safe Exchange Program who have been identified as benefiting from the opportunity for parents to interact with their child (ren) in a safe, secure, supervised and culturally-sensitive environment. The Superior Court of California, County of Solano recognizes issues that impact the quality of child/parent interactions when domestic violence, which constitutes about 60% of the court mandated visitation orders, is present.

- 5) **The Solano County Office of Family Violence Prevention; Superior Court of California, County of Solano; LIFT3 Support Group, Triad Family Services, Family Unity Project and Child Haven** will collaborate in the following manner:
- Participating as members of the advisory committee;
 - Agreeing to meet monthly or as needed and appropriate;
 - Working together to develop policies and practices that honor equal regard for the safety of child(ren) and adult victims, valuing multiculturalism and diversity;
 - Incorporating an understanding of domestic violence into policies and practices; and
 - Developing a sustainability plan that supports on-going community collaboration.

V) Timeline

The roles and responsibilities described above are contingent on the **County of Solano** receiving funds requested for the project described in the OVV grant application. Responsibilities under this Memorandum of Understanding would coincide with the grant period, anticipated to be **10/01/2010** through **09/30/2013**.

VI) Commitment to Partnership

- 1) The collaboration service area includes Solano County.

- 2) The partners agree to collaborate and provide the services listed above pursuant to the program narrative of the grant application attached to this agreement.
- 3) Compensation for Triad Family Services, the Family Unity Project and LIFT3 Support Group's contribution to this project will be provided as outlined in the attached OVW budget detail worksheet.
- 4) We, the undersigned have read and agree with this MOU. Further, we have reviewed the proposed project and approve it.

By Brynn Thomas-Wald
Director, Solano County Office of Family
Violence Prevention

Date February 18, 2010

By Brian Taylor
Court Executive Officer

Date 02/18/10

By [Signature]
CEO, Triad Family Services

Date 3/4/10

By Melinda Nunnally
Director, Family Unity Project

Date 2/18/2010

By Claudia Hunsley
Director, LIFT3 Support Group

Date 2/18/2010

By [Signature]
Director, Child Haven

Date Feb. 18, 2010