

FY 2018-2019 PUBLIC SERVICES FUNDING APPLICATION

Date Submitted by Applicant:	2/15/18
Date Received by City:	2-15-18 11:39 A.M.

APPLICANT INFORMATION

Organization/Agency Name: Women In Distress									
Funding Requested: \$50,000	Number of Clients To Be Served: 50								
Select One Public Service Activity / Category Name Below: <table border="0"><tr><td><input type="checkbox"/> Economic Empowerment/Development Program</td><td><input type="checkbox"/> Health Care and Substance Abuse Program</td></tr><tr><td><input type="checkbox"/> Education Program (including childcare and the like)</td><td><input type="checkbox"/> Recreation Program</td></tr><tr><td><input checked="" type="checkbox"/> Emergency Food and Shelter Program</td><td><input type="checkbox"/> Other (Identify the Activity / Service: Click here to enter text.</td></tr><tr><td><input type="checkbox"/> Grassroots Community Projects in Eligible Neighborhoods</td><td></td></tr></table>		<input type="checkbox"/> Economic Empowerment/Development Program	<input type="checkbox"/> Health Care and Substance Abuse Program	<input type="checkbox"/> Education Program (including childcare and the like)	<input type="checkbox"/> Recreation Program	<input checked="" type="checkbox"/> Emergency Food and Shelter Program	<input type="checkbox"/> Other (Identify the Activity / Service: Click here to enter text.	<input type="checkbox"/> Grassroots Community Projects in Eligible Neighborhoods	
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Select one HUD National Objective below: <table border="0"><tr><td><input checked="" type="checkbox"/> Benefit to low- and moderate- income (LMI) persons</td></tr><tr><td><input type="checkbox"/> Aid in the prevention or elimination of slums or blight</td></tr><tr><td><input type="checkbox"/> Urgent Need</td></tr></table>		<input checked="" type="checkbox"/> Benefit to low- and moderate- income (LMI) persons	<input type="checkbox"/> Aid in the prevention or elimination of slums or blight	<input type="checkbox"/> Urgent Need					
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Address Where Public Service Activity To Be Administered: 4700 NW 3 rd Ave, Deerfield Beach, FL 33064									
Primary Contact Person: Michael Barron	Title: Director of Operations								
Agency Address: 4700 NW 3 rd Ave.	City: Deerfield Beach Zip Code: 33064								
Phone #: (954) 760-9800 Fax #: (954) 832-9487	E-mail: grants@womenindistress.org								
Printed Name of Authorized Official Signing: Mary Riedel									
Title of Authorized Official Signing: President & CEO									
Employer Identification Number (EIN): 59-1592524	Dun & Bradstreet Number (DUNS)¹: 09-608-9552								
CENTRAL CONTRACTOR REGISTRATION (CCR)² <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No									

¹ All recipients who are awarded federal funding must have a DUNS Number. To request a DUNS Number, access: <http://mycredit.dnb.com/establish-your-business/>

² All recipients who are awarded federal funding must be registered on the CCR website prior to receiving a grant. Once a DUNS Number has been obtained you must register at <https://www.sam.gov/portal/public/SAM/#1>

PLEASE NOTE: CDBG funds cannot be used to purchase equipment, machinery, software or vehicles.

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Section #1: EXECUTIVE SUMMARY (limit 2000 characters)

Include a project overview of the services to be provided and the planned recipients (target population(s)) of the service (*i.e. youth, homeless, disabled, etc.*).

Women In Distress (WID) is the only nationally accredited, state-certified, full service domestic violence center in Broward County, established in 1974. Operating as one of the largest domestic violence centers in Florida, WID is committed to serving all living in unsafe situations due to domestic violence. Services provided at WID are confidential and offered at no cost to survivors of domestic violence no matter their age, gender identity, race, religion, mental or physical disability, veteran or military status, immigration status or socio-economic standing.

Women In Distress utilizes the following services to meet the needs of individuals and families affected by domestic violence in our community:

- **Emergency Shelter:** Survivors are provided shelter for up to 90 days including, food, transportation, advocacy, therapy, counseling, and clothing. Last fiscal year, WID provided 32,556 nights of shelter and supportive services to 744 survivors, a 6% increase from the previous year. Approximately half of the survivors served in the emergency shelter, were the smallest victims of domestic violence – children.
- **24-Hour Crisis Hotline:** The 24-Hour Crisis Hotline (954-761-1133) operates 24 hours a day, 7 days a week to provide emergency intervention, counseling, safety planning, advocacy, referrals and information on available services. (FY17- 23,180 calls were answered)
- **Advocacy & Support Groups:** Advocates serve as a support system for survivors, both those living in our emergency shelter, as well as those living in the community. They develop safety plans that meet their individualized needs, facilitate support groups, provide case management, and identify services and community resources to help survivors transition out of an abusive relationship and into safety.
- **Therapy:** The Therapy Program provides clinical assistance to adults and children who are suffering from symptoms of domestic violence, that impact their ability to function on a day-to-day basis.

Section #2: STATEMENT OF NEED (limit 6000 characters)

Describe the Fort Lauderdale community's need for your project. Include information on the history and severity of the need in this city and, if applicable previous successful or unsuccessful attempts to meet these needs. Provide specifics regarding the demographics of the population to be served including the number of people experiencing this need and their location. **NOTE: If you are targeting the homeless population, please attach data that deals with homeless statistics in Fort Lauderdale, crime rate for applicants providing those types of services, drop-out rate, pregnancy rate should be placed as attachment B9.**

Survivors of domestic violence are often isolated from family and friends, as well as revoked access to financial resources. Financial instability can dramatically reduce options for victims of domestic violence who may be forced to leave their homes to escape the cruelty. As a survivor makes the decision to leave their home, at that moment they are legally considered to be homeless. For many, Women In Distress is their last option for emergency housing before resorting to living on the street or going to a homeless shelter.

Based on a report published by the National Coalition for the Homeless, families who resort to homelessness in order to escape abuse at home, have a particularly difficult time securing permanent housing. Not only can victims suffer poor credit records and employment histories due to the abuse they have endured, landlords often discriminate against victims if they have a protection order or any other indicator of domestic violence. If violence occurs in the home, landlords can evict their tenants, resulting in a victim becoming homeless because she was abused.

Women In Distress provides shelter to survivors fleeing domestic violence and who would otherwise have no place else to go. Some survivors face the difficulty of having to choose between staying in an abusive home or becoming homeless. Survivors and their children come to Women In Distress in hopes of finding shelter, security, and an opportunity to start their healing process. Of those staying in the shelter, approximately half are the youngest of survivors - children. While there are no income requirements to be eligible for services, approximately 90% of the adults and children served by our agency are low/moderate income level, in accordance to the Department of Housing and Urban Development's definition.

Advocacy and therapy services offered in conjunction with emergency housing, provides valuable counseling opportunities designed to help families begin to heal and recover from the effects of abuse. As families begin to heal from their experiences, Advocates work with them to establish a plan for successful transition out of the emergency shelter including the identification of safe housing, child care, employment and continued services through Women In Distress' Outreach (non-residential) program. Through intervention, education and advocacy, the services and resources provided by the Women In Distress Emergency Shelter program are designed to empower survivors affected by domestic violence with the necessary tools required to gain long-term independence and economic self-sufficiency.

According to the 2016 Florida Department of Law Enforcement Annual Report, Fort Lauderdale moved from third to second for Broward County cities in number of cases from the previous year, out of the 5,504 domestic violence offenses in Broward County, a total of 460 offenses were documented in Fort Lauderdale, including 104 aggravated assaults, 3 stalking incidents and 2 murders. Also, the City of Fort Lauderdale has one of the highest numbers of domestic violence offenses, compared to the number of residents in the state of Florida.

Women In Distress has been the only nationally accredited, state-certified, full-service domestic violence center in Broward County serving Fort Lauderdale residents, for the past 43 years. We work to provide critical, confidential services to survivors at no cost, at undisclosed locations. Confidential services include our 24-

hour crisis hotline, emergency shelter, counseling, therapy, advocacy, and supportive services. WID offers legal services for survivors providing counsel on the injunction process, assistance with filing the petition and representation during the final hearing and violation hearings. We also offer economic training to survivors to build their financial literacy, job readiness skills, obtain their GED and discuss affordable housing securement.

The City of Fort Lauderdale continues to be the largest municipality in Broward County that Women In Distress serves, which is inclusive of a diverse population such as African American, Caucasian, Hispanic and Haitian populations, as well as female and male victims. Through supporters like the City of Fort Lauderdale, we are able to provide vital services to residents in our community. With previous funding through the Fort Lauderdale CDBG program, we were able to provide the following services:

In fiscal year 2016-2017, Women In Distress provided the following services to Fort Lauderdale residents:

- 6532 emergency shelter nights to 160 domestic violence survivors from Fort Lauderdale were provided, accounting for 20% of total shelter nights during this time period.
- 664 crisis hotline calls from Fort Lauderdale residents were received during this time period. •

Additionally, during the 2016-2017 year, the number of survivors served in satellite offices in Fort Lauderdale more than doubled to 189, proving that offering services closer to survivors homes will enable them to take more advantage of them.

Section #3: PROGRAM DESCRIPTION (limit of 6000 characters)

Describe how the proposed project will address the need as stated on previous page and identify how input and support has been obtained from the impacted community. If other agencies are currently providing a service to address this need, explain how your approach or program will improve or expand the provision of services.

Women In Distress (WID) is requesting \$50,000.00 in funding to supplement the cost of providing emergency shelter and supportive services to 50 Fort Lauderdale residents who are victims of domestic violence. At an estimated cost of \$94.00 per emergency shelter night, this funding will provide 531 nights of safe housing, counseling, therapy, transitional assistance, food, and clothing, from October 1, 2018 through September 30, 2019. To ensure the suitability of the agency, Women In Distress utilizes allocated funds in line with contract guidelines and maintains a low administrative/programming funding ratio. Last fiscal year, our administrative and fundraising expense percentage was 19%, while 81% of funding went to provide first services in our programs.

The emergency shelter program and its supportive services are at the heart of WID's mission. When a victim of abuse makes the difficult decision to leave their abuser and come to Women In Distress, our focus at this critical time is to address their immediate needs, so they do not have to worry about how they are going to feed their family or where they are going to lay their head. When survivors arrive at WID, they are provided shelter for up to 90 days including, food, transportation, advocacy, therapy, counseling, and vouchers to the Women In Distress Thrift Store to obtain clothing for their family. Providing these immediate needs assists survivors to take steps towards rebuilding an independent, violence-free life.

To ensure that WID meets the diversifying needs of victims, the agency receives continuous feedback through participant entrance and exit interviews, satisfaction surveys, recurring residential meetings, and suggestion boxes. These forums provide an effective way for survivors to provide comments on the delivery of services, safety, needed resources/services and ongoing shelter needs. Based on feedback, Women In Distress' management continually assesses programming to align current services with the needs of the community and implements new services, as needed.

WID continues to be the only certified domestic violence shelter serving residents who need help in Fort Lauderdale. WID is very fortunate to work closely with agencies and individuals throughout the Fort Lauderdale community, including nonprofit organizations, government agencies, corporations and individual donors. Working in collaboration, these community partners help WID meet the diverse needs of Fort Lauderdale residents. Here is a highlight of some of our partners:

- 2-1-1 Broward: If individuals are in need of community resources that WID and/or partner agencies cannot provide, 2-1-1 Broward serves as a referral source for such programs as they have the most comprehensive inventory of over 4,500 programs in their community resource database.
- Broward Regional Health Planning Council: Provides WID participants with free child care vouchers.
- Hope South Florida: WID works with survivors in shelter, during case management, for transitional housing and work directly with HOPE case managers, while applying for available funds and support for survivors throughout the process.
- Legal Aid Service of Broward County: Women In Distress and Legal Aid Service collaborated to implement The LIFT Project, which provides legal and economic assistance for domestic violence victims to help them keep their public benefits.
- Salvation Army: WID works directly with Salvation Army to provide survivors with short term assistance such as transitional housing, rental assistance, food and clothing.

- School Board of Broward County: WID provides prevention education presentations on teen dating violence in Broward County schools.
- A Child is Missing, Inc.: A non-profit organization, Alert & Recovery Center, which assists law enforcement in the early search and recovery of missing children, the elderly, and other vulnerable populations.
- Children's Harbor: WID accepts domestic violence referrals from Children's Harbor and provide their staff with appropriate domestic violence training.
- ChildNet: WID collaborates with them to provide expertise on the dynamics of domestic violence, family support and case management, while in the child dependency system.
- Broward Sheriff's Office: WID partners with BSO to provide both the Intimate Violence Advanced Service Team (InVEST) and Child Protective Investigation Section (CPIS) programs.

PROGRAM DESCRIPTION CHART

GOAL	OBJECTIVE	ACTIVITIES	TIMELINE	MEASURABLE OUTCOME
Provide 50 Fort Lauderdale residents who are fleeing domestic abuse with emergency shelter and critical services as they transition to a safe, self-determined future.	Address the critical needs – emergency safe shelter, food, clothing, transportation, medical assistance, legal assistance, trainings – of Fort Lauderdale residents who are victims of abusive situations.	<ul style="list-style-type: none"> • Provide safe shelter • Provide safe transportation to emergency shelter. • Provide participants with food and address any dietary restrictions. • Provide vouchers to WID Thrift store where participants can obtain clothing and household needs. • Provide bus passes and/or alternative transportation when needed. • Provide medical prescriptions when needed. • Provide legal assistance with injunctions for protection • Provide trainings in financial stability, job readiness, GED courses, and more. 	October 1, 2018 - September 30, 2019	50 Fort Lauderdale residents will receive 531 nights of safe shelter and have their critical basic needs met.
Assist 50 Fort Lauderdale residents maintain their safety while in shelter as well as after they exit the program.	Provide Fort Lauderdale residents affected by domestic violence with a tool kit that will assist with reducing their risk when confronted with a threat of harm or actual harm.	Create a safety plan unique to each individual's situation, including non-disclosure of shelter location, not frequenting locations that the abuser goes to, how to remain safe when going to work, maintaining children's safety when at	Within 72 hours of arriving at Women In Distress.	50 Fort Lauderdale residents will establish personalized safety plans within 72 hours of arriving at shelter.

		school, and informing school staff about the situation and any restraining orders in place, etc.		<ul style="list-style-type: none"> • Prior to exiting emergency shelter, review safety plan and revise to ensure continued safety, such as remaining safe in public by avoiding routines the abuser is familiar with, varying routes to and from work, asking co-workers to screen calls, etc. 	
Provide 50 Fort Lauderdale residents with access to supportive services that will assist with their short-term and long-term needs.	Provide supportive services to Fort Lauderdale residents affected by domestic violence as they recover from the traumatic effects of victimization in a safe environment.	<ul style="list-style-type: none"> • Individual & group counseling/therapy • Assist with transitional assistance including depositions for utilities, medical/dental assistance, transitional /relocation assistance, and employment resources. • Provide referrals to external resources, such as legal assistance. 	October 1, 2018 - September 30, 2019	50 Fort Lauderdale residents will receive supportive services while at shelter.	
Assist 50 Fort Lauderdale residents successfully transition into a safe, self-determined life through establishing short and long-term goals.	Help individuals transition into a safe, independent life.	<p>Advocates will meet with Fort Lauderdale residents to discuss and establish goals centered around the following:</p> <ul style="list-style-type: none"> • Employment benchmarks • Financial independence • Identify safe living space • If possible, establish plan for safe exit out of emergency shelter 	October 1, 2018 - September 30, 2019	50 Fort Lauderdale residents will partially or completely accomplish self-determined goals.	

EVALUATION

For each goal listed in the Program Description Chart and using the chart below detail how you will evaluate the effectiveness of the program including how you will measure the achievement of the planned outcomes, and how and when you will report the program outcomes to the grantor.

GOAL	EVALUATION METHOD	COMPLETION DATE	REPORTING MECHANISM
Provide 50 Fort Lauderdale residents who are fleeing domestic abuse with emergency shelter and critical services as they transition to a safe, self-determined future.	Program Compliance Manager will retrieve and review reports from database on shelter nights provided to participants, to monitor for compliance.	Monthly	CDBG Sub-recipient Monthly Beneficiary Report
Assist 50 Fort Lauderdale residents maintain their safety while in shelter as well as after they exit the program.	Safety plans reviewed with Advocate monthly to ensure continued safety; noted in participant file.	Monthly	CDBG Sub-recipient Monthly Beneficiary Report
Provide 50 Fort Lauderdale residents with access to supportive services that will assist with their short-term and long-term needs.	Program Compliance Manager will retrieve and review reports from database, service records, group logs, activity reports to monitor for compliance.	Monthly	CDBG Sub-recipient Monthly Beneficiary Report
Assist 50 Fort Lauderdale residents successfully transition into a safe, self-determined life through establishing short and long-term goals.	Self-determined goals reviewed with Advocate monthly to ensure progress on the road from emergency shelter to self-sufficient living; noted in participant file. Residents will partially or completely accomplish self-determined goals.	Monthly	CDBG Sub-recipient Monthly Beneficiary Report

Section #4: PROJECT BENEFIT (limit of 6000 characters)

Using data and research explain how the project is expected to result in long term as well as short-term benefit. Include both an overview of the scope of services to be provided as well as specific information as to the goals, objectives, activities, timelines and measurable outcomes for the project, using the chart below.

The U.S. Department of Justice defines domestic violence as a pattern of abusive behavior in any relationship that is used by one partner to gain or maintain power and control over another intimate partner. According to the National Coalition Against Domestic Violence (NCADV) one in four women will experience abuse in her lifetime. At that rate, approximately 20,000 of the 78,134 women living in Fort Lauderdale will experience abuse, and so may their children.

Nationally, on average, more than three women a day are killed at the hands of their husbands or boyfriends. Children from homes with violence are more likely to experience significant psychological problems in the future. Sadly, individuals who experience or witness domestic abuse, are subject to a life that may negatively impact them and their family forever. The U.S. Advisory Board on Child Abuse and Neglect suggests that domestic violence may be the single major precursor to child abuse and fatalities in the country.

Services provided while staying in WID's emergency shelter are designed to empower survivors to take charge of their life and work towards becoming independent. The goal of the emergency shelter program is to empower survivors, while providing up to 90 days of shelter, therapy, counseling, advocacy, food, clothing, transportation and basic needs (outlined in program description chart).

Within 24 hours of arriving at the emergency shelter, families go through an intake process with an Advocate to assess their individualized needs including:

- Safety Plan: The highest concern is for the safety of the survivor and their family. Advocates assist survivors with the creation of a personalized safety plan that is utilized by them and their children, to help them avoid dangerous situations and identify the best way to react when in danger.
- Case Management: Advocates provide case management assessments that focus on identifying services and resources that will meet the needs of survivors such as:
 - Therapy: WID provides professional individual counseling services to help survivors and their children work through the effects of trauma due to the abuse they have suffered. By addressing these issues that often impact their ability to function on a day-to-day basis, survivors of domestic violence are able to move past the abuse and re-engage in daily activities.
 - Support Groups: Support groups are a very important part of the healing process, as they provide opportunities for survivors to share their challenges, successes and lessons learned on their road to safety with others in similar situations.
 - Children's Services: Children often have a difficult time expressing their feelings and emotions in traditional therapeutic settings. With the help of intervention and educational techniques, play and art enrichment activities, therapists are able to work with these child victims on verbalizing their past experiences, positively expressing their emotions, understanding the difference between healthy and unhealthy relationships, and ultimately recognizing and utilizing non-violent behaviors in their day-to-day lives.
 - Legal Assistance: Women In Distress collaborates with Legal Aid Service of Broward County to provide legal and economic assistance to survivors to relieve them from financial sanctions often put upon them by the abuser, remove serious legal obstacles, assist with referrals, find relocation assistance, address child support enforcement issues, and securing access to necessities such as food stamps, cash assistance, and Medicaid. In addition, WID Advocates assist with some legal issues,

including restraining orders and legal referrals. With this important service, survivors can more easily navigate through the complicated legal system having few resources of their own.

- Injunction For Protection Legal Services: Survivors are provided with legal advice and representation by trained Injunction for Protection (IFP) Attorneys stationed on WID's main campus. Services provided by the attorneys include: providing counsel on the injunction process, assistance with filing the petition and representation during the final hearing and violation hearings.
- Economic Empowerment and Justice Program: An Economic Empowerment and Justice Program was implemented to provide survivors with specialized trainings that focus on job readiness, financial literacy, GED and Advanced Coursework Prep, as well as discuss affordable housing securement. The Economic Empowerment Advocate provides training to survivors in our new Ultimate Training Center, by implementing a curriculum that will help survivors become self-sufficient, build new skills, and learn to be financially independent in order to not have to rely on their abuser, as they may have done in the past.
- Internal and External Resources: Advocates help survivors identify safe housing, employment resources and find affordable child care options. Relocation assistance, in the form of rental deposits, utility service deposits, as well as short-term housing allowances, while limited, may also be available.
- Personal Goals: With the help of an Advocate, survivors create self-determined goals that will assist them as they transition into a non-violent life. A survivor's personal goals can include financial benchmarks, identifying long-term employment, improving their job skills, providing for their family, etc.

Section #5: AGENCY INFORMATION AND MANAGEMENT

CAPACITY(limit of 7500 characters)

Describe the history and current status of the applicant agency, specifically providing information which demonstrates the agency's ability to successfully implement the program, including, if applicable, data from previous year's funded grant. Include information as to whether the proposer operates in other cities, counties and/or states. Using the chart on the next page, (*add additional rows as needed*) identify the key agency personnel; identify their responsibilities in the project and key prior experience implementing similar projects. (Note: *If funding will be used to hire staff, indicate such in the staff column and complete all but the last column*) Note – Resumes of Program Administrator(s) and Chief Financial Officer are required in Attachment B5.

In 1974, Women In Distress of Broward County, Inc. opened its doors as a four-bedroom home for homeless women. When a local tragedy made apparent the need for a shelter for women and children in danger of domestic abuse, WID adapted its mission. Determined to expand their services, WID founders purchased a 54-bed shelter and began offering emergency shelter and supportive services to victims of domestic violence and their children, later expanding to 62 beds with a gift of a second 8-bed shelter. In 2009, in order to better meet the growing needs of the community, Women In Distress embarked on an expansion to double its capacity. The Jim and Jan Moran Family Center opened in the summer of 2011, allowing WID to increase its emergency shelter capacity to 132 beds and expand the Outreach services offered to participants.

The goal of our organization is to empower domestic violence victims to independently re-establish their lives free of violence. That road to independence and self-sufficiency often starts with safe shelter, counseling, therapy, financial independence, job readiness, relocation assistance and more. Women In Distress offers these confidential services free of charge at our main facility, the Jim and Jan Moran Family Center at 4700 NW 3rd Avenue, Deerfield Beach, FL 33064. WID has been able to expand its non-residential services to satellite locations strategically placed throughout Broward County. We have satellite centers in the cities of Hollywood, Plantation, Hallandale Beach, Oakland Park and two in Fort Lauderdale: Edgar Mills Health Center and the new office in Broward County Courthouse - Court Administrative Self Help Center.

Women In Distress received funding from the City of Fort Lauderdale CDBG program for this fiscal year in the amount of \$50,000. As of January 31, 2018, WID provided 4,945 emergency shelter nights to 147 Fort Lauderdale residents (36 through the CDBG grant), which accounted for 27% of the total shelter nights provided to individuals. At a cost of \$94 per shelter night, the cost to provide 4,945 emergency shelter nights residents was \$464,830. The City of Fort Lauderdale continues to be largest municipality served by Women In Distress and continued support from the CDBG program is instrumental to providing crucial emergency shelter and transitional assistance programs.

WID is committed to providing high-quality services to domestic violence survivors in Broward County. We strive to foster a culture that supports sound financial and operational practices at all levels of the agency. Women In Distress is part of the state-wide Florida Coalition Against Domestic Violence (FCADV) and is certified through the Department of Children and Families as a domestic violence center whose operations comply with the administrative and program requirements outlined by Florida Statutes. Women In Distress is one of the 42 domestic violence centers who are part of FCADV, as well as receives the same, if not more, amount of calls to our crisis hotline as the state-wide domestic violence hotline.

For more than 15 years, our agency has also been accredited by the Council of Accreditation (COA) and has received a reaccreditation in 2016 after an extensive auditing and assessment process. The COA is dedicated to ensuring that organizations consistently operate with integrity, credibility and the utmost level of quality and is recognized nationally as the preeminent accrediting agency for child welfare, behavioral health, and community-based social service non-profits.

As the governing body for the agency, the 19-member Board of Director's primary role is to ensure that all operations within the agency are effectively and progressively meeting the needs of the community, while also securing funds to sustain the agency's operations. As required in our bylaws, we have a domestic violence survivor and law enforcement representatives who sits on the Board of Directors. They meet 10-12 times a year to discuss the organization's functionality, program successes, events and finances. The current Board Chairman, Karen Leikert, Wells Fargo, has been a board member since 2013 and Board Chair since July 2017.

Mary Riedel, WID's President and CEO, is overseen by the Board and also leads a team of 93 staff members at Women In Distress. Mrs. Riedel joined Women In Distress in 2008, after more than 37 years in media marketing and community relations. Before serving as President and CEO, she was involved with Women In Distress as a volunteer, board member and board chair for more than 12 years.

Women In Distress' emergency shelter is staffed by 18 staff members, consisting of 1 Program Director, 1 Residential Manager, 1 Residential Therapy Manager, 3 Supervisors, 5 Therapists, and 7 Advocates, who are available to help participants residing at the shelter 24 hours a day, 7 days a week, and 365 days a year. Our direct service staff, which is specially trained based on best practices established by Florida Coalition Against Domestic Violence, provides empowerment-based services such as individual counseling and support groups. Program staff qualifications include Registered and Florida State Licensed Mental Health Counselors, Registered and Florida State Licensed Social Work, Bachelor of Social Work and Master of Social Work, and a Master of Arts in Psychology.

Program Director, Delores DeFerrari, oversees the Residential Program by coordinating and reporting the accuracy of all reports including programmatic tracking, monitoring and analyzing program deliverables. She also develops, implements, assesses and evaluates departmental and agency policies and procedures, including ensuring that programs and services are complying with federal, state and organizational mandates. Delores works closely with the Director of Finance, Gisele Gilen, to administer, manage and monitor the use of all grant funding, while the day-to-day responsibility of accomplishing authorized grant activities rests with a full-time dedicated Program Compliance Manager, Tiya Sherman. Working with program managers and the Program Director, the Program Compliance Manager ensures that all grant deliverables outlined in funding agreements are completed.

AGENCY INFORMATION AND MANAGEMENT CAPACITY CHART

[illegible]

Section #6: FINANCIAL INFORMATION

PLEASE ANSWER QUESTIONS A, B, C, D, E, F, G and H

- A. Describe the current financial stability of the agency and the systems, which are currently in place or will be put in place to monitor the use of, grant funds (limit 2000 characters)**

Women In Distress of Broward County, Inc. (WID) has implemented stringent standards of accounting, internal controls, and financial oversight reporting procedures prescribed for not-for-profit organizations. For the fiscal year ending June 30, 2017 the auditor's report expressed an unqualified opinion on Women In Distress' financial statements. There were no findings on the financial statements and no findings and questioned costs on the major federal and state financial assistance programs.

WID commits to the highest level of internal control through diligent supervision of fiscal staff and segregation of duties. WID maintains financial records on an accrual basis and records transactions on its books in accordance with the general principles of accounting generally accepted in the United States.

Women In Distress operates the ABILA MIP Accounting Program. This relational database system allows for a table driven chart of accounts, general ledgers, trial balance, subsidiary ledgers (accounts receivable, accounts payable), bank reconciliations, budgeting, and reporting. WID maintains a chart of accounts that allows for tracking by department, funding source, GL number, activity number, etc. Such a system allows for organization and internal control.

- B. What is your agency's annual revenue for the current fiscal year? (limit 15 characters)**

\$6,334,487

- C. How much of that funding is being dedicated to this public service project? (limit 15 characters)**

\$1,501,618

- D. What other goods and services (in kind) will be leveraged for this public service project? (limit 2000 characters)**

WID receives donated professional services, goods, and facilities as part of its program services and fundraising campaigns during the year. Only those donated services that require specialized skills are reflected in the financial statement. Donations are reflected as "in-kind donation, thrift store" and "other in-kind donations". In 2017, WID's financial statement reported the following in-kind donations: \$882,728 goods donated to WID.

- E. Is this a continuation grant? Yes**

- F. Identify previous funding sources (*including CDBG*), and anticipated additional and/or matching fund sources needed to implement the project. If you are a past CDBG recipient,**

please include the outcomes from the last two (2) years you received CDBG funding, including the outcomes of the performance indicators. (Limit 7500)

The following funding sources are utilized to implement the emergency shelter program:

Florida Coalition Against Domestic Violence, Victims of Crimes Act, Broward County HIP, Private Grants, Municipality Grants and WID General funding.

Our current CDBG funding from the City of Fort Lauderdale began on 10/1/2017 and as of 1/31/2018 we have served 36 residents from the HUD designated zip codes for a total of 586 bed nights.

Women In Distress was previously funded through the Fort Lauderdale CDBG program in fiscal year 2015-2016 in the amount of \$45,000.

In fiscal year 2015-2016, Women In Distress provided the following services to Fort Lauderdale residents:

- 7,878 emergency shelter nights to 171 domestic violence survivors from Fort Lauderdale, accounting for 26% of total WID shelter nights.
- 2,508 crisis hotline calls from Fort Lauderdale residents, with the total number of crisis hotline calls increasing by 91%.

G. Describe how this project can be sustained in subsequent years if CDBG funds are not allocated. If you are not funded this year for the entire amount requested, would the project still proceed? Where will you get the funds? Will the project be modified in any way, and if so, how? (limit 3500 characters)

Women In Distress has been at the forefront of the fight against domestic violence for over 43 years. In that time, WID has developed strong partnerships within the community and its surrounding counties, receiving widespread support over the years. To continue to provide our services to survivors free of charge, Women In Distress operates a diverse revenue portfolio that consists of government funding, private and corporate foundation support, individual donors and thrift store revenue. WID's major funding sources are the Florida Coalition Against Domestic Violence, Broward County, municipalities, and private and corporate foundations.

Currently, Women In Distress is the only certified, domestic violence center providing services to residents of Fort Lauderdale. The City of Fort Lauderdale continues to be the city with the largest number of survivors served in Broward County. WID was funded through the Fort Lauderdale CDBG program this current fiscal year and as of January 31, 2018, WID has provided emergency services to 147 residents, 36 of which live in the HUD designated zip codes.

The emergency shelter program is a crucial part of WID's services and is essential to helping survivors remain off the street and have a place to go when fleeing from their abuser. The shelter program is an ongoing program and requires continuous funding. If WID is not awarded the full requested amount, the following funding sources are allocated to support the cost of the program:

Other CDBG Funding: Pompano Beach, Hollywood and Plantation

Local Government Funding: Broward County Municipalities (i.e. Pembroke Pines, Davie, Sunrise, etc.)

State Funding: FCADV and VOCA

Private Funding: Local foundations and community agencies (i.e. Bank of America, H.I. Foundation, John and Nellie Bastien Foundation, TD Bank Foundation, etc.)

- H. Describe briefly how grant funds will be allocated to support the goals identified in the grant application. If grant funding will be used to support the organization's infrastructure, explain how existing organizational funds will be reallocated for the project. (Limit 3500 characters)**

Women In Distress is requesting \$50,000.00 from the Fort Lauderdale CDBG program to provide 531 nights of emergency shelter, counseling/supportive services, food and clothing to a minimum of 50 Fort Lauderdale residents fleeing abusive situations. Funding will be allocated to salary and operational and expenses associated with providing these services as outlined in the Budget Narrative.

- I. Identify specific budget items to support the project, including those using current organizational funds. Include all personnel (Salary and Benefits) and major capital expenses. (Limit 3500 characters).**

Women In Distress is requesting \$50,000 to supplement the costs associate with providing emergency shelter services to City of Fort Lauderdale victims of domestic violence. The emergency shelter program will provide 50 Fort Lauderdale residents with 531 emergency shelter nights, food, clothing, transportation, and basic needs. The following line items are associated with providing the critical services to survivors, at no cost.

Personnel (Salary & Benefits) = \$47,500
Contracted Services = \$2,000
Occupancy Insurance & Telephone = \$500
Total = \$50,000

- J. CDBG is a reimbursement program. Historically, agencies who are awarded CDBG funding may not receive the October, November, and Decembers reimbursement checks until January. What capacity does your agency have in place to cover the cost associated with the implementation of the program? (Limit 3500 characters)**

Women In Distress has collaborated with a number of government entities and has successfully fulfilled the requirements of those reimbursement programs. To ensure WID has the capacity to cover associated cost with the emergency shelter program, we continue to seek diverse funding sources from government, state and private funding agencies. In the interim of securing funds, our cash flow statement (in attachments) and feasible line of credit helps to support the program's sustainability, while our Development Department continually forges partnership with new funders.

With an aggressive development plan in place, our Development Department continuously researches federal, state and private funders that match our prioritized funding needs. Additionally, department initiatives such as special events, direct mail, and a Board of Directors committed to cultivating donor relationships, help ensure that Women In Distress can continue to provide critical services to the community without interruption. Currently our program is funded from both public and private dollars and we have been successful in maintaining those funding levels.

Section #6: BUDGET SHEETS

PUBLIC SERVICES BUDGET SUMMARY SHEET

ORGANIZATION:	Women In Distress of Broward County, Inc.
NAME OF PROJECT:	Emergency Shelter for Victims of Domestic Violence
NUMBER OF CLIENTS TO BE SERVED:	50
FUNDING YEAR	2018-2019
Date Submitted	2/12/2018

Category Number	Category Breakdown	CDBG Funds	Other Grants	Other Funding Sources	Total Funds
1	Personnel (Salary & Benefits)	47,500	679,750	Florida Coalition Against Domestic Violence, WID General, Victims of Crimes Act, BC HIP	727,250
2	Contracted Services	2,000	136,270	Florida Coalition Against Domestic Violence, WID General, City Grants	138,270
3	Supplies	0	222,292	Florida Coalition Against Domestic Violence, WID General, Private Grants	222,292
4	Occupancy, Insurance, Telephone, etc.	500	160,579	Florida Coalition Against Domestic Violence, WID General, City Grants	161,079

5	Equipment Maintenance & Rental	0	32,151	Florida Coalition Against Domestic Violence, WID General	32,151
6	Travel, Conferences, Memberships	0	9,124	WID General	9,124
7	Participant Assistance including transportation, medical assistance and relocation assistance for participants	0	82,433	Florida Coalition Against Domestic Violence, WID General	82,433
8	Other (permits, interest, and building)	0	129,019	WID General, Florida Coalition Against Domestic Violence	129,019
9					
10					
	Total CDBG Funds	50000			
	Other Grant Funds		1,451,618		
	Grand Total				1,501,618

***PLEASE NOTE: CDBG funds cannot be used to purchase equipment, machinery, software or vehicles.**

Section #6: PUBLIC SERVICES BUDGET ITEMIZATION SHEET

ORGANIZATION:	Women In Distress of Broward County, Inc.
NAME OF PROJECT:	Emergency Shelter for Victims of Domestic Violence

Category Number	<u>Category Breakdown</u> <u>PLEASE PROVIDE A DETAILED DESCRIPTION FOR EACH BUDGET CATEGORY YOU ARE REQUESTING CDBG FUNDS FOR ELIGIBILITY REVIEW BY STAFF</u>	<u>Category Amount</u>	
		CDBG Funds	Other Funds
	Personnel (Salary & Benefits)	47,500	679,750
	Contracted Services	2,000	136,270
	Supplies	0	222,292
	Occupancy, Insurance, Telephone, etc.	500	160,579
	Equipment Maintenance & Rental	0	32,151
	Travel, conferences and Memberships	0	9,124
	Participant Assistance including transportation, medical assistance and relocation assistance for participants.	0	82,433
	Other (permits, interest and building)	0	129,019

***PLEASE NOTE: CDBG funds cannot be used to purchase equipment, machinery, software or vehicles.**

Section #7: Performance Indicators

Performance Indicators are used to track the impact of the program on those who receive the public service projects. Please provide a minimum of 3 and a maximum of 5 performance indicators that your agency proposes to track if awarded CDBG funding. If you are a previous CDBG recipient, please show the comparison of the previous performance indicators used?

Performance indicators should focus on measuring the impact of the program on participants and/or how are the participants better now that the program was implemented.

Example:

1. At least 90% of Fort Lauderdale participants who obtain verifiable employment will receive one (1) 31 day bus pass to ensure transportation/maintain employment.
2. 85% of elderly individuals and caregivers will report an improvement in their home environment, their nutritional condition or feel less lonely as a result of weekly visits by a senior companion.
3. 85% of parents attending the 10 week Parent Education Program will show improvement and remain outside the at-risk range on positive parenting beliefs and expectations measured through the AAPI-2 Assessment.

Performance Indicator 1

80% of Fort Lauderdale shelter residents will partially or fully complete the goals outlined in their service plan.

Performance Indicator 2

70% of Fort Lauderdale shelter residents will indicate and secure safe transitional or independent housing during departure.

Performance Indicator 3

Of the 15% of Fort Lauderdale residents that Women In Distress is able to contact within 90 days of exiting the shelter, 70% will remain in safe housing.

Performance Indicator 4

90% of Fort Lauderdale shelter residents will establish a safety plan within 72 hours of arriving at the shelter.

Performance Indicator 5

Section #8: APPLICANT CERTIFICATION

If this application is approved for funding, the organization agrees to comply with all required federal laws and regulations. The organization confirms that it is fully capable of fulfilling the obligations as stated in this proposal and in any attachments or documents included with this application.

By applying for this CDBG grant, applicant affirms they currently, or by the time of award, possess knowledge and understanding of the following:

1. Proficient administration of the program in full compliance with all Federal, State and local regulations and guidelines.
2. CDBG National Objectives and Eligible Activities.
3. Playing by the Rules: A Handbook for CDBG Sub recipients – We encourage you to download a copy from the HUD website at:
<http://www.hud.gov/offices/cpd/communitydevelopment/library/subrecipient/playing/total.pdf>

As a duly authorized representative of this organization, I submit this application affirming the organization has the financial capacity to cover the cost associated with the implementation of the CDBG program for up to 120 days. Additionally, I submit this application to the City of Fort Lauderdale's Housing and Community Development Division and verify that the information herein is true, accurate and complete.

PENALTY FOR FALSE OR FRADULENT STATEMENT: U.S. Code Title 18. Section 1001, provides that a fine up to \$10,000 or imprisonment for a period not to exceed 5 years, or both, shall be the penalty for willful misrepresentation and the making of false statement, knowing same to be false.

Name of Organization: Women In Distress of Broward County, Inc.

Signature:



Title: President & CEO

Date: 2/12/2018



**DIVISION of
CORPORATIONS**
an official State of Florida website

[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Detail By Document Number](#) /

Detail by Entity Name

Florida Not For Profit Corporation
WOMEN IN DISTRESS OF BROWARD COUNTY, INC.

Filing Information

Document Number	730261
FEI/EIN Number	59-1592524
Date Filed	07/23/1974
State	FL
Status	ACTIVE
Last Event	AMENDMENT
Event Date Filed	05/27/2015
Event Effective Date	NONE

Principal Address

4700 NW 3RD AVENUE
DEERFIELD BEACH, FL 33064

Changed: 03/10/2011

Mailing Address

PO BOX 50187
LIGHTHOUSE POINT, FL 33074

Changed: 01/13/2012

Registered Agent Name & Address

RIEDEL, MARY CEO
4700 NW 3RD AVENUE
DEERFIELD BEACH, FL 33064

Name Changed: 05/02/2014

Address Changed: 03/10/2011

Officer/Director Detail**Name & Address**

Title 1ST VICE CHAIR/DIRECTOR

FARVER, MICHAEL
PO BOX 50187
LIGHTHOUSE POINT, FL 33074

Title TREASURER/DIRECTOR

KENNEDY, KRISTA
PO BOX 50187
LIGHTHOUSE POINT, FL 33074

Title SECRETARY/DIRECTOR

CHERVONY, ANNE
PO BOX 50187
LIGHTHOUSE POINT, FL 33074

Title CHAIR/DIRECTOR

LEIKERT, KAREN
PO BOX 50187
LIGHTHOUSE POINT, FL 33074

Title CEO/PRESIDENT

RIEDEL, MARY
PO BOX 50187
LIGHTHOUSE POINT, FL 33074

Title AT LARGE/DIRECTOR

GRACE, KATHLEEN A
PO BOX 50187
LIGHTHOUSE POINT, FL 33074

Title 2ND VICE CHAIR/DIRECTOR

ALVARO-KENNEDY, FELICIA
PO BOX 50187
LIGHTHOUSE POINT, FL 33074

Annual Reports

Report Year	Filed Date
2016	01/14/2016
2017	02/09/2017
2018	01/25/2018

Document Images

01/25/2018 -- ANNUAL REPORT	View image in PDF format
02/09/2017 -- ANNUAL REPORT	View image in PDF format
01/14/2016 -- ANNUAL REPORT	View image in PDF format
11/25/2015 -- AMENDED ANNUAL REPORT	View image in PDF format
05/27/2015 -- Amendment	View image in PDF format
01/07/2015 -- ANNUAL REPORT	View image in PDF format
05/02/2014 -- AMENDED ANNUAL REPORT	View image in PDF format
01/10/2014 -- ANNUAL REPORT	View image in PDF format
07/11/2013 -- AMENDED ANNUAL REPORT	View image in PDF format
02/26/2013 -- ANNUAL REPORT	View image in PDF format
09/05/2012 -- ANNUAL REPORT	View image in PDF format
01/13/2012 -- ANNUAL REPORT	View image in PDF format
03/10/2011 -- ANNUAL REPORT	View image in PDF format
07/07/2010 -- ANNUAL REPORT	View image in PDF format
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02/23/2006 -- ANNUAL REPORT	View image in PDF format
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02/05/2004 -- ANNUAL REPORT	View image in PDF format
06/27/2003 -- ANNUAL REPORT	View image in PDF format
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08/15/2002 -- ANNUAL REPORT	View image in PDF format
08/01/2001 -- ANNUAL REPORT	View image in PDF format
05/13/2000 -- ANNUAL REPORT	View image in PDF format
11/08/1999 -- ANNUAL REPORT	View image in PDF format
04/21/1999 -- ANNUAL REPORT	View image in PDF format
05/04/1998 -- ANNUAL REPORT	View image in PDF format
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02/27/1996 -- ANNUAL REPORT	View image in PDF format

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City of Fort Lauderdale CDBG
Attachment “B1”
Board of Directors

2017 – 2018 BOARD OF DIRECTORS

EXECUTIVE COMMITTEE

Karen Leikert

Board Chair

Michael Farver

1st Vice Chair

Felicia Alvaro-Kennedy

2nd Vice Chair

Krista Kennedy

Treasurer

Anne B. Chervony

Secretary

Immediate Past Chair

Phyllis Thomas

At-Large Members

Angelo Castillo

Kathleen Grace

Patricia Maczko

Marla Schaefer

Andrew Scott

Chair, Board of Trustees

Billie Grieb

Mary Riedel

President & CEO

BOARD MEMBERS

Kim Bentley

Stephanie Coker

Karen Grosby

Leslie Nixon

Steve Pomeranz

Audrey Ring

Tami Clemenza-Wilson

HONORARY BOARD MEMBER

Janet A. Boyle

In Memoriam

As of June 13, 2017

City of Fort Lauderdale CDBG
Attachment "B2"
Audited Financial Statement for the past 2 years

Enclosed:
Financial Audit 2016
Financial Audit 2015

City of Fort Lauderdale CDBG
Attachment "B2"
Audited Financial Statement for the past 2 years

Enclosed:
Financial Audit 2017
Financial Audit 2016

Women in Distress of Broward County, Inc.

**Financial Statements
and Additional Information
For the Year Ended June 30, 2016**

Women in Distress of Broward County, Inc.

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Women in Distress of Broward County, Inc.
Deerfield Beach, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of Women in Distress of Broward County, Inc., (a nonprofit organization) (the "Organization"), which comprise the statement of financial position as of June 30, 2016, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of June 30, 2016 and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited the Organization's 2015 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated September 23, 2015. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2015, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated September 21, 2016, on our consideration of the Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.



KEEFE McCULLOUGH

Fort Lauderdale, Florida
September 21, 2016

FINANCIAL STATEMENTS

Women in Distress of Broward County, Inc.
Statement of Financial Position
June 30, 2016
(with comparative totals as of June 30, 2015)

	<u>2016</u>	<u>2015</u>
Assets:		
Cash and cash equivalents	\$ 2,073,293	\$ 1,816,406
Grants receivable	308,255	282,775
Promises to give, net	355,211	483,801
Other receivables	52,457	-
Prepaid expenses and deposits	51,232	63,162
Inventory	45,278	52,378
Loan costs, net	19,606	22,057
Beneficial interest in assets held by Community Foundation of Broward, Inc.	932,945	1,036,680
Property and equipment, net	<u>7,913,377</u>	<u>7,897,054</u>
 Total assets	 \$ <u><u>11,751,654</u></u>	 \$ <u><u>11,654,313</u></u>
 Liabilities:		
Accounts payable	\$ 27,332	\$ 32,728
Accrued liabilities	147,549	184,714
Deferred revenue	202,500	29,635
Mortgage note payable	1,873,421	1,968,514
Note payable	<u>17,503</u>	<u>28,950</u>
 Total liabilities	 <u><u>2,268,305</u></u>	 <u><u>2,244,541</u></u>
 Commitments and Contingencies (Note 13)	 -	 -
 Net Assets:		
Unrestricted	7,478,397	7,054,499
Temporarily restricted	1,092,963	1,443,284
Permanently restricted	<u>911,989</u>	<u>911,989</u>
 Total net assets	 <u><u>9,483,349</u></u>	 <u><u>9,409,772</u></u>
 Total liabilities and net assets	 \$ <u><u>11,751,654</u></u>	 \$ <u><u>11,654,313</u></u>

The accompanying notes to financial statements are an integral part of these statements.

Women in Distress of Broward County, Inc.
Statement of Activities
For the Year Ended June 30, 2016
(with comparative totals for the year ended June 30, 2015)

	2016			2015
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Public Support:				
Grants from governmental agencies	\$ 2,572,078	\$ 10,000	\$ -	\$ 2,582,078
Grants from corporations and foundations	428,179	230,685	-	658,864
United Way	35,000	-	-	35,000
Contributions from individuals and corporations	843,165	3,196	-	846,361
Capital campaign contributions	-	-	-	-
In-kind donations, thrift store	452,708	-	-	452,708
Other in-kind donations	306,647	-	-	306,647
Special events, net of direct costs of \$ 80,385	490,743	-	-	490,743
Total public support	5,128,520	243,881	-	5,372,401
Revenue:				
Thrift store	394,384	-	-	394,384
Investment earnings (loss)	875	(44,974)	-	(44,099)
Miscellaneous	55,413	-	-	55,413
Total revenue	450,672	(44,974)	-	405,698
Net assets released from restrictions	549,228	(549,228)	-	-
Total public support, revenue and net assets related from restrictions	6,128,420	(350,321)	-	5,778,099
Expenses:				
Program services:				
Residential	1,658,726	-	-	1,658,726
Outreach	1,694,762	-	-	1,694,762
Prevention and education services	205,599	-	-	205,599
Thrift store	803,534	-	-	803,534
Crisis hotline	249,996	-	-	249,996
Total program services	4,612,617	-	-	4,612,617
Supporting services:				
Fundraising	602,099	-	-	602,099
Management and general	489,806	-	-	489,806
Total supporting services	1,091,905	-	-	1,091,905
Total expenses	5,704,522	-	-	5,704,522
Total change in net assets before change in fair value of interest rate swap	423,898	(350,321)	-	73,577
Change in fair value of interest rate swap	-	-	-	-
Change in net assets	423,898	(350,321)	-	73,577
Net Assets, beginning of year,	7,054,499	1,443,284	911,989	9,409,772
Net Assets, end of year	\$ 7,478,397	\$ 1,092,963	\$ 911,989	\$ 9,483,349

The accompanying notes to financial statements are an integral part of these statements.

Women in Distress of Broward County, Inc.
Statement of Functional Expenses
For the Year Ended June 30, 2016
(with comparative totals for the year ended June 30, 2015)

	Program Services					Supporting Services		Total	2015
	Residential	Outreach	Prevention and Education Services	Thrift Store	Crisis Hotline	General Fundraising	Management and General		
Functional Expenses:									
Salaries	\$ 712,715	\$ 899,108	\$ 146,339	\$ 119,437	\$ 178,417	\$ 341,553	\$ 183,204	\$ 2,580,773	\$ 2,456,438
Employee benefits	127,641	161,091	26,267	21,401	32,139	61,369	34,818	464,726	423,507
Total personnel costs	840,356	1,060,199	172,606	140,838	210,556	402,922	218,022	3,045,499	2,879,945
Other Expenses:									
Occupancy	151,571	97,422	1,080	163,000	4,837	17,475	38,321	473,706	489,361
Professional fees	139,359	110,982	2,023	10,952	2,451	46,172	40,392	352,331	329,962
Supplies	148,406	23,809	2,469	3,389	244	6,284	6,295	190,896	238,696
Other expenses	47,439	24,193	3,876	8,024	4,640	13,630	35,929	137,731	154,893
Rental and maintenance of equipment	16,736	17,076	183	6,092	410	34,878	12,134	87,509	52,320
Special events	-	200	-	-	-	5,513	65	5,778	100,403
Contribution to participants	40,217	35,176	-	-	-	-	-	75,393	57,343
Printing and publications	4,330	6,216	-	1,100	-	13,085	3,651	28,382	24,996
Travel - staff	2,219	4,940	5,566	1,283	88	1,041	12,887	28,024	30,022
Membership dues/subscriptions	165	-	-	-	-	-	25,163	25,328	20,260
Conferences, conventions and meetings	374	256	659	317	7	1,912	16,111	19,636	18,767
Telephone and cable	4,475	4,785	29	216	6,035	449	2,157	18,146	18,348
Bad debt expense	-	-	-	-	-	-	7,277	7,277	6,295
Postage and shipping	598	1,948	49	23	60	2,233	1,276	6,187	7,240
Total other expenses	555,889	327,003	15,934	194,396	18,772	142,672	201,658	1,456,324	1,548,906
In-Kind Expenses:									
Cost of goods sold	-	-	-	459,808	-	-	-	459,808	473,904
Professional fees	8,302	146,448	1,743	1,730	2,112	3,074	2,324	165,733	317,016
Supplies and services	46,626	63,925	-	-	-	30,364	-	140,915	135,976
Total in-kind expenses	54,928	210,373	1,743	461,538	2,112	33,438	2,324	766,456	926,896
Provision for depreciation and amortization	207,553	97,187	15,316	6,762	18,556	23,067	67,802	436,243	435,943
Total functional expenses	\$ 1,658,726	\$ 1,694,762	\$ 205,599	\$ 803,534	\$ 249,996	\$ 602,099	\$ 489,806	\$ 5,704,522	\$ 5,791,690

The accompanying notes to financial statements are an integral part of these statements.

Women in Distress of Broward County, Inc.
Statement of Cash Flows
For the Year Ended June 30, 2016
(with comparative totals for the year ended June 30, 2015)

	2016	2015
Cash Flows From Operating Activities:		
Change in net assets	\$ 73,577	\$ 192,045
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Change in fair value of interest rate swap	-	(23,252)
Depreciation and amortization	436,243	435,943
Bad debt expense	7,277	6,295
Change in beneficial interest in assets held by Community Foundation of Broward, Inc.	103,734	54,476
(Gain)/loss from disposition of property and equipment	-	(3,011)
Changes in assets and liabilities:		
(Increase) decrease in:		
Grants receivable	(25,480)	(7,325)
Promises to give	121,314	(140,490)
Other receivables	(52,457)	-
Prepaid expenses and deposits	11,930	(6,623)
Inventory	7,100	1,804
Increase (decrease) in:		
Accounts payable	(5,396)	(4,626)
Accrued liabilities	(37,165)	871
Deferred revenue	172,865	29,635
Net cash provided by operating activities	<u>813,542</u>	<u>535,742</u>
Cash Flows From Investing Activities:		
Purchase of property and equipment	(450,115)	(144,254)
Proceeds from sale of fixed assets	-	4,000
Net cash used in investing activities	<u>(450,115)</u>	<u>(140,254)</u>
Cash Flows From Financing Activities:		
Principal payments on note payable	(11,447)	(20,147)
Principal payments on mortgage note payable	(95,093)	(140,667)
Net cash used in financing activities	<u>(106,540)</u>	<u>(160,814)</u>
Net change in cash and cash equivalents	256,887	234,674
Cash and Cash Equivalents, beginning of year	<u>1,816,406</u>	<u>1,581,732</u>
Cash and Cash Equivalents, end of year	\$ <u><u>2,073,293</u></u>	\$ <u><u>1,816,406</u></u>
Supplemental disclosure of cash flow information:		
Interest received	\$ <u><u>875</u></u>	\$ <u><u>129,504</u></u>
Interest paid	\$ <u><u>91,861</u></u>	\$ <u><u>99,162</u></u>
Supplemental disclosure of non-cash investing and financing activities:		
Refinance of mortgage note payable	\$ <u><u>-</u></u>	\$ <u><u>2,000,000</u></u>
Purchase of equipment through note payable	\$ <u><u>-</u></u>	\$ <u><u>34,363</u></u>

The accompanying notes to financial statements are an integral part of these statements.

Note 1 - Nature of Organization and Summary of Significant Accounting Policies

Nature of activities: Women in Distress of Broward County, Inc. the ("Organization") is a private, nonprofit organization incorporated on July 25, 1974, whose mission is to stop domestic violence abuse for everyone through intervention, education and advocacy. The Organization is the only State of Florida Certified Domestic Violence Center in Broward County. The Organization provides a wide array of services which includes emergency shelter, a 24-hour hotline, case management, counseling, child assessment, safety planning and advocacy. The Organization also provides law enforcement training, professional training and community education.

The Organization operates from its Jim and Jan Moran Family Center campus which was completed in 2011. The campus is situated on a six-acre site with a total of more than 64,000 square feet of service space in Deerfield Beach, Florida.

In December 2014, the Organization received national reaccreditation from the Council on Accreditation (COA). COA is an international, independent, not-for-profit, child and family service and behavior health care accrediting organization. The Organization was first accredited in 2002 and has successfully been reaccredited every four years subsequently.

The following are descriptions of the purpose and activities of the Organization's program services:

Residential Services: The program's purpose is to provide safe temporary emergency housing for victims of domestic violence and their dependents. The emergency shelter has a capacity of up to 132 beds. Supportive services are also available at the shelter, including individual and group counseling sessions on the dynamics of domestic violence, advocacy, crisis counseling and referrals. In addition, the program also provides food, clothing, child care assistance and other services. Respite services are available to supervise children while the parent/guardian is receiving services. Family outings and activities are also offered occasionally. Services are obtained through the 24-hour crisis line.

Outreach Services: The primary purpose of the program is to provide victims of domestic violence and their dependents with support counseling on the dynamics of domestic violence, crisis counseling, and engaging in other supportive activities as appropriate. Domestic violence victims are also provided case management, referrals, documentation of abuser patterns and safety plans. Outreach services are also available on a limited basis at satellite offices and partner agencies. Respite services are available to supervise children while the parent/guardian is receiving services.

Prevention and Education Services: The Organization maintains ongoing outreach efforts to educate Broward County's residents about the dynamics, definitions and impact of intimate partner violence in the community and the people they serve. The Organization provides prevention, education and awareness to youth and adults so they may better understand how bullying and intimate partner violence perpetuate themselves, the effects on family members, school community and society as a whole, intervention and prevention methods, and the programs and services available at the Organization.

Training and prevention is provided to help youth and community members recognize the warning signs of intimate partner violence and understand its impact on families and society. Creating change among attitudes, beliefs and behaviors surrounding intimate partner violence is critical so the community can appropriately refer victims for assistance and increase the possibility of early intervention and prevention.

Note 1 - Nature of Organization and Summary of Significant Accounting Policies (continued)

Thrift Store: The purpose is to provide additional revenues to support core operations for the Organization and provide clothing and household items to program participants. Donated goods and merchandise are sold to the public and proceeds are used in the daily operation of the Organization. Program participants are also provided clothing and furniture from the store free of charge.

Crisis Hotline: The purpose of the crisis hotline is to be a ready and available source of information and support to victims of domestic violence and to the community. The crisis hotline is operational 24 hours a day, seven days per week. Since December of 2014 the 24-hour crisis hotline has been expanded to become a separate program housed in its own space at the Jim and Jan Moran Family Center. All the services that are available through the Organization's advocacy program are available on the hotline through its dedicated crisis line staff and include safety planning, service management as well as information and referral.

Basis of accounting: The Organization follows standards of accounting and financial reporting prescribed for not-for-profit organizations. The financial statements of the Organization have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables and other liabilities.

Basis of presentation: The financial statements of the Organization have been prepared under the guidance of Financial Accounting Standards Board in its Accounting Standard Codification (ASC) No. 958, *Not-for-Profit Entities*. Under (ASC) No. 958, the Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

Unrestricted net assets - Net assets that are not subject to donor-imposed stipulations.

Temporarily restricted net assets - Net assets subject to donor-imposed stipulations that may, or will be, met by either actions of the Organization and/or passage of time.

Permanently restricted net assets - Net assets subject to donor-imposed stipulations that must be maintained in perpetuity. Generally, the donors of these assets permit the Organization to use all or part of the income earned on the assets for general or specific purposes.

Cash and cash equivalents: The Organization considers cash and all highly liquid investments available for current use with an original maturity of three months or less to be cash equivalents. Cash and cash equivalents include checking and money markets held in several financial institutions. At times, the balances in these accounts may exceed Federally insured limits. The Organization has not experienced any losses and does not believe it is exposed to significant risk associated with its cash and cash equivalents.

Beneficial interest in assets held by Community Foundation of Broward, Inc.: Beneficial interest in assets held by Community Foundation of Broward, Inc. (the "Foundation") represents the fiscal year end value of the Edee Greene Women in Distress of Broward County, Inc. Endowment Fund ("Fund"). The Organization established this Fund at the Foundation with funds received from a donor which were then transferred to the Foundation and specified itself as the beneficiary of that Fund.

Note 1 - Nature of Organization and Summary of Significant Accounting Policies (continued)

Inventory: Inventory, which consists of donated clothing, household goods and various other items, are held for sale at the thrift store. Since there is no cost to the Organization, inventory is recorded at fair market value determined by the price at which the item can be sold. Revenue is recognized when the donated items are sold and in-kind donations are recorded at an amount equal to the sales revenue from the thrift store. Changes in year-end inventory amounts are recorded as additional sales revenue or cost of goods sold, as appropriate.

Loan costs: Borrowing costs directly attributed to the refinance of mortgage note payable are capitalized and amortized using straight line method over the life of the loan at 15 years.

Property and equipment: Property and equipment are recorded at cost if purchased or if donated, at the fair value at the date of donation less an allowance for depreciation. When assets are sold or retired, the cost and related accumulated depreciation are removed from the accounts and any gain or loss is recognized.

Property and equipment acquisitions are capitalized if they are in excess of \$ 1,000 or have a useful life of three years or more. Items that are less than the capitalization threshold are expensed in the year acquired. The Organization reviews assets for impairment whenever events or changes in circumstances indicate the carrying value of the asset may not be recoverable. A determination of impairment, if any, is made based on estimates of undiscounted future cash flows. Depreciation is provided using the straight-line method over the estimated useful lives of the assets. The estimated useful lives of buildings and improvements range from 5 to 30 years and furniture, equipment and vehicles have useful lives ranging from 3 to 7 years.

Contributions: The Organization accounts for contributions in accordance with the guidance of Financial Accounting Standards Board in its Accounting Standard Codification (ASC) No. 958, *Not-for-Profit Entities, Accounting for Contributions Received and Contributions Made*. In accordance with (ASC) No. 958, contributed goods and services are recorded as contributions at their estimated fair value at date of receipt.

Revenue recognition: The Organization receives numerous grants from governmental agencies and certain foundations. The Organization recognized income from these grants as revenue and support only to the extent that expenditures have been made for the purposes specified by the grant agreement.

Donated supplies and services: Donated supplies and services are reflected in the accompanying financial statements at their estimated fair market value at the date of receipt. Donated services are recognized at their fair market value if the services (a) create or enhance non-financial assets or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Organization. Volunteers also provided services throughout the year that are not recognized as contributions in the financial statements since these are not susceptible to objective measurement or valuation.

Donated property and equipment: Donations of property and equipment, if material, are recorded as support at their estimated fair value at the date of donation. Such donations would be reported as unrestricted support unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted support. Absent donor stipulations regarding how long donated assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired assets are placed in service. The Organization reclassifies temporarily restricted net assets to unrestricted net assets at this time.

Note 1 - Nature of Organization and Summary of Significant Accounting Policies (continued)

Promises to give: Contributions are recognized when the donor makes a promise to give to the Organization that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. When a restriction expires, temporarily restricted net assets are transferred to unrestricted net assets.

The Organization uses the allowance method to determine the estimated unconditional promises to give that are doubtful of collection. The allowance is based on prior years' experience and management's analysis of specific promises made. Promises to give, less an allowance for uncollectible amounts, are discounted to reflect the time value of money.

Functional expense allocation: The costs of providing the programs and activities of the Organization have been summarized on a functional basis in the accompanying statement of functional expenses. Expenses are charged to program services, management and general, or fundraising based on direct expenses incurred. Any expenses not directly chargeable are allocated based on full-time equivalents (FTEs).

Advertising costs: Advertising costs are charged to expense as incurred. Total advertising expense was \$ 4,050 and \$ 3,820 for the years ended June 30, 2016 and 2015, respectively.

Income taxes: The Organization is registered with the Internal Revenue Services as a nonprofit organization under Internal Revenue Code Section 501(c)(3) and is exempt from Federal income taxes. Accordingly, no provision has been made for income taxes in the accompanying financial statements.

Comparative information: The financial statements include certain prior year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended, from which the summarized information was derived.

Use of estimates: The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. It is reasonably possible that these estimates will change in the near future. Accordingly, actual results could differ from those estimates.

Concentrations of risk: The Organization has a contract agreement with the Florida Coalition Against Domestic Violence (FCADV). The purpose of the grant is to support the ability of the Organization to continue to provide Social Services to the Broward County population consistent with its current programs and services described in Note 1. Revenue from all grants with FCADV represented approximately \$ 1,989,000 or 34% of total revenue and support for the year ending June 30, 2016. The Organization renewed its main contract with FCADV for approximately \$ 1,784,000 through June 30, 2017. Receivables due from FCADV were approximately \$ 183,000 or 52% of total grant receivables at June 30, 2016.

Note 1 - Nature of Organization and Summary of Significant Accounting Policies (continued)

Compensated absences: The Organization recognized the costs of compensated absences when actually earned by the employees. Accordingly, a liability for such absences has been recorded in the accompanying financial statements in the accrued liabilities balance.

Date of management review: Subsequent events have been evaluated through September 21, 2016, which is the date the financial statements were issued.

Note 2 - Promises to Give

At June 30, 2016 and 2015, unconditional promises to give consisted of the following:

	2016	2015
Receivable in less than one year	\$ 325,931	\$ 376,713
Receivable in one to five years	153,250	231,826
Receivable in more than five years	4,000	8,000
Total promises to give	483,181	616,539
Less allowance for doubtful promises to give	(119,338)	(124,105)
Present value discount	(8,632)	(8,633)
	<u>\$ 355,211</u>	<u>\$ 483,801</u>

Unconditional promises to give due in more than one year are reflected at the present value of estimated future cash flows using discount rates ranging from 0.71% to 2.00% for the years ended June 30, 2016 and 2015.

Note 3 - Fair Value Measurements

The Organization's investments are reported at fair value in the accompanying statement of financial position. Accounting Standard Codification (ASC) No. 820, *Fair Value Measurement and Disclosures*, establishes a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. This hierarchy consists of three broad levels: Level 1 inputs consist of unadjusted quoted prices in active markets for identical assets and have the highest priority; Level 2 inputs consist of observable inputs other than quoted prices for identical assets; and Level 3 inputs are significant unobservable inputs and have the lowest priority. The Organization uses appropriate valuation techniques based on the available inputs that are significant unobservable inputs and to measure the fair value of its investments. The fair value of the Organization's investment is classified under Level 2 for the years ending June 30, 2016 and 2015.

Women in Distress of Broward County, Inc.
Notes to Financial Statements
June 30, 2016
(with comparative totals as of June 30, 2015)

Note 4 - Property and Equipment

Property and equipment consist of the following as of June 30, 2016 and 2015:

	<u>2016</u>	<u>2015</u>
Land	\$ 1,224,429	\$ 1,224,429
Building and improvements	7,638,241	7,212,391
Furniture and equipment	1,233,353	1,209,088
Vehicles	98,858	98,858
	<u>10,194,881</u>	<u>9,744,766</u>
Less accumulated depreciation	<u>(2,281,504)</u>	<u>(1,847,712)</u>
	<u>\$ 7,913,377</u>	<u>\$ 7,897,054</u>

Depreciation expense was \$ 433,792 and \$ 433,492 for the years ended June 30, 2016 and 2015, respectively.

Note 5 - Thrift Store

Net Thrift Store proceeds provided by its daily operations were \$ 43,558 and \$ 43,021 for the years ended June 30, 2016 and 2015, respectively. Items given to participants were valued at \$ 65,424 and \$ 66,616 for the years ended June 30, 2016 and 2015, respectively.

	<u>2016</u>	<u>2015</u>
Thrift Store revenue (including donated items)	\$ 847,092	879,388
Expenses (including costs of goods sold)	<u>(803,534)</u>	<u>(836,367)</u>
Net proceeds provided by Thrift Store operations	<u>\$ 43,558</u>	<u>\$ 43,021</u>

The Thrift Store cost of goods sold presented in the Statement of Functional Expenses on page 5 includes the following components:

Thrift Store revenues	\$ 394,384
Thrift Store items given to program participants	<u>65,424</u>
Thrift Store cost of goods sold	<u>\$ 459,808</u>

Women in Distress of Broward County, Inc.
Notes to Financial Statements
June 30, 2016
(with comparative totals as of June 30, 2015)

Note 6 - Contributed Services, Goods and Facilities

The Organization receives donated professional services, goods, and facilities as part of its program services and fundraising campaigns during the year. Only those donated services that require specialized skills are reflected in the financial statements. These donations are recorded and reflected in the accompanying financial statements at estimated fair value as "in-kind donations, thrift store" and "other in-kind donations" in the statement of activities for the years ended June 30, 2016 and 2015, as follows:

	2016	2015
Goods donated to the Organization	\$ 576,622	\$ 628,055
Professional services	165,733	297,016
Total	<u>\$ 742,355</u>	<u>\$ 925,071</u>

Note 7 - Temporarily Restricted Net Assets

Temporarily restricted net assets are available for the following purposes or periods at June 30, 2016 and 2015:

	2016	2015
Capital fund	\$ 886,913	\$ 1,403,343
Direct services and supplies	251,024	94,417
Increase (decrease) in value of endowment held at the Foundation	<u>(44,974)</u>	<u>(54,476)</u>
Total	<u>\$ 1,092,963</u>	<u>\$ 1,443,284</u>

Note 8 - Permanently Restricted Net Assets

Permanently restricted net assets as of June 30, 2016 and 2015 consist of endowed contributions, which are held by the Community Foundation of Broward, Inc., (the "Foundation"), the income from which is available to fund general operations of the Organization. Permanently restricted contributions of \$ 911,989 are invested into perpetuity. The Organization will receive income from this Fund in accordance with the Fund agreement and this income is unrestricted (Note 9).

Note 9 - Endowment Funds

The Organization previously entered into agency endowment fund agreements with the Foundation. As of June 30, 2016 and 2015, the total fair value of the endowment funds which are held and controlled by the Foundation amounted to \$ 1,319,444 and \$ 1,464,404, respectively. The funds are invested in a broadly diversified portfolio. Each year, as determined by the Foundation's Board of Directors, the Foundation distributes to the Organization investment earnings based upon 5% of the 12-quarter rolling average of the fair market value of the funds. During the year ended June 30, 2016 and 2015, fund disbursements were higher than investment earnings and resulted in a decrease in value of \$ 44,974 and \$ 54,476, respectively. The following are the endowment funds with the Foundation:

Edee Greene Women in Distress of Broward County, Inc. Endowment Fund

Note 9 - Endowment Funds (continued)

This fund was created on October 5, 1999 in the aggregate pledge amount of \$ 1,000,000. The pledged amount was received and paid by the Organization to the Foundation from one of its directors, as required by the gift agreement. As of June 30, 2016 and 2015, the fair value of the endowment fund amounted to \$ 932,945 and \$ 1,036,680, respectively.

ASC No. 958, *Not-for-Profit Entities*, specifically requires that, if a not-for-profit organization establishes a Fund at a community foundation with its own assets and specifies itself as the beneficiary of that Fund, that community foundation must account for the transfer of such assets as a liability rather than as a contribution. The Organization has, therefore, reflected this Fund as an asset on the Statement of Net Position.

The Domestic Violence Fund for Women in Distress

This fund was created on March 12, 2002 as part of the endowment plan challenge sponsored by another private foundation. As of June 30, 2016 and 2015, the fair value of the endowment fund at the Foundation amounted to \$ 386,499 and \$ 427,724, respectively. Distributions from this Fund will only be made with the approval and authorization of the Board of Trustees of the Foundation and the funds are the property of the Foundation. As such, they are not carried as an asset of the Organization.

Note 10 - Line of Credit

On February 17, 2015 the Organization entered into a revolving line of credit agreement (the "Line") with Branch Banking and Trust Company in the amount of \$ 500,000. The Line carries a variable rate of interest, payable monthly at the lender's prime rate (3.50% at June 30, 2016). There were no outstanding balances for the year ended June 30, 2016. There was no interest expense incurred during 2016. The Line requires certain restrictive covenants which must be adhered to by the Organization. Among their provisions, the agreement calls for a minimum debt service coverage ratio of 1.00. As of June 30, 2016, the Organization was in compliance with its minimum debt service coverage ratio.

Note 11 - Mortgage Note Payable

The Organization holds a mortgage note payable with Branch Banking and Trust Company for \$ 2,000,000 which is secured by the Organization's Deerfield Beach property. The mortgage requires monthly principal and interest payments of \$ 15,542 based on interest at 4.67% through February 17, 2030.

The Organization incurred certain costs as a result of the refinance of its mortgage. These costs have been capitalized and are being amortized over 15 years. Loan costs totaled \$ 19,606 and \$ 22,057, net of accumulated amortization, for the years ended June 30, 2016 and 2015, respectively. Amortization expense for the years ended June 30, 2016 and 2015 was \$ 2,451.

Women in Distress of Broward County, Inc.
Notes to Financial Statements
June 30, 2016
(with comparative totals as of June 30, 2015)

Note 11 - Mortgage Note Payable (continued)

The mortgage note payable agreement contains a number of restrictive covenants. Among other provisions, the agreement requires a minimum debt service coverage ratio of 1.00. At June 30, 2016, the Organization was in compliance with the minimum debt service coverage.

Future mortgage principal payments are approximately as follows:

<u>Year Ending June 30,</u>		
2017	\$	99,930
2018	\$	104,765
2019	\$	109,835
2020	\$	114,637
2021	\$	120,714
2022-2026	\$	696,913
2027-2030	\$	626,627

Note 12 - Note Payable

The Organization previously entered into a note payable agreement for a residential passenger van. The note provided for monthly payments of \$ 987 with interest at 1.90%. Future minimum principal payments are as follows:

<u>Year Ending June 30,</u>		
2017	\$	11,614
2018	\$	5,889

Note 13 - Commitments and Contingencies

Operating leases: The Organization has a non-cancelable lease of property for its Thrift Store with Trizek Village Plaza, Inc. through February 28, 2017. The monthly rent charged is \$ 6,563 plus common area maintenance, real estate taxes and insurance fees.

The Organization also leases equipment under various non-cancelable leases expiring in 2017.

Total thrift store rent expense, which includes common area maintenance and copier equipment rental was approximately \$ 164,200 and \$ 162,500 for the years ended June 30, 2016 and 2015, respectively.

Note 13 - Commitments and Contingencies (continued)

Future minimum payments required under the above operating leases are approximately as follows:

Year Ending June 30,	
2017	\$ 108,300

Compensated absences: Vacation is earned at various rates depending upon length of service. Sick time is earned by regular and full time employees at the rate of 10 days annually, and regular part-time employees who worked a minimum of 14 hours per week or more are entitled to sick time on a prorated basis. Under the Organization's policy, no more than two weeks of accrued vacation may be carried over from one year to the next. All employees are allowed to accumulate earned and unused sick time not to exceed 10 working days, and unused sick time is not paid in the event of employee termination. As of June 30, 2016 and 2015, the liability for accumulated vacation leave benefits amounted to \$ 75,142 and \$ 59,251, respectively, and was included in accrued liabilities on the statements of financial position.

Grants contingency: Amounts received or receivable from Federal, state and local grantor agencies are subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the Organization. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the Organization expects such amounts, if any, to be immaterial.

Note 14 - Employee Benefit Plans

Retirement Plan: The Organization participates in a 401(k) profit sharing plan (the "Plan") in accordance with Internal Revenue Service regulations. The Organization contributes 3% of eligible employees' salary to the 401(k) profit sharing plan. Eligible employees may make voluntary tax deferred contributions. During the year ended June 30, 2016 and 2015, the Organization contributed \$ 48,056 and \$ 45,964, respectively to the Plan.

Cafeteria Plan: The Organization participates in a Cafeteria Plan (Section 125, as described in the Internal Revenue Code) covering all employees. Employees must have completed sixty days of employment and are working at least 30 hours per week to be eligible for the benefit. The plan provides health insurance coverage with the Organization paying 80% of the insurance cost of eligible employees. The Organization paid \$ 163,481 and \$ 135,543 to the Plan in 2016 and 2015, respectively.

ADDITIONAL INFORMATION

Women in Distress of Broward County, Inc.
Schedule of Expenditures of Federal Awards and State Financial Assistance
For the Year Ended June 30, 2016

<u>Federal/State Agency Pass-Through Grantor/ Federal Program/State Project</u>	<u>CFDA/ CSFA Number</u>	<u>Contract/Grant Number</u>	<u>Expenditures</u>	<u>Transfers to Subrecipients</u>
FEDERAL AGENCY NAME:				
Indirect Programs:				
U.S. Department of Health and Human Services -				
Passed through State of Florida Department of Children and Families -				
Passed through Florida Coalition Against Domestic Violence -				
Temporary Assistance for Needy Families (TANF)	* 93.558	16-2230-DVS	\$ 421,650	\$ -
Temporary Assistance for Needy Families (TANF)	* 93.558	Basic Needs Award	947	-
			<u>422,597</u>	
Family Violence Prevention and Services (FVPSA)	93.671	16-2230-DVS	237,100	-
Family Violence Prevention and Services (FVPSA)	93.671	Basic Needs Award	1,540	-
			<u>238,640</u>	
Total U.S. Department of Health and Human Services			<u>661,237</u>	<u>-</u>
U.S. Department of Justice -				
Passed through Florida Coalition Against Domestic Violence -				
STOP Violence Against Women Formula Grant Program	16.588	Basic Needs Award	<u>1,126</u>	-
U.S. Department of Justice -				
Passed through State of Florida, Office of the Attorney General -				
Crime Victim Assistance; October 2014 through September 2015	16.575	V123-14-158	42,842	-
Crime Victim Assistance; October 2015 through September 2016	16.575	V123-15-158	88,711	-
U.S. Department of Justice -				
Passed through Florida Coalition Against Domestic Violence -				
Crime Victim Assistance; October 2014 through September 2015	16.575	15-2230-CPI	18,311	-
Crime Victim Assistance; October 2015 through September 2016	16.575	16-2230-CPI	<u>33,008</u>	-
Total U.S. Department of Justice			<u>182,872</u>	<u>-</u>
U.S. Department of Housing and Urban Development -				
Passed through Broward County -				
40th Year ESG - Emergency Shelter Program for Victims of Domestic Violence: October 2014 through September 2015	14.231	-	233	-
41st Year CDBG - Outreach Services for Victims of Domestic Violence: October 2015 through September 2016	14.231	-	<u>9,937</u>	-
Total U.S. Department of Housing and Urban Development			<u>10,170</u>	<u>-</u>

See notes to schedule of expenditures of Federal awards and state financial assistance.

Women in Distress of Broward County, Inc.
Schedule of Expenditures of Federal Awards and State Financial Assistance
(continued)
For the Year Ended June 30, 2016

Federal/State Agency Pass-Through Grantor/ Federal Program/State Project	CFDA/ CSFA Number	Contract/Grant Number	Expenditures	Transfers to Subrecipients
Community Development Block Grants passed through Cities -				
City of Plantation: January 2015 through December 2016	14.218	-	20,204	-
City of Pompano: October 2014 through September 2016	14.218	-	12,065	-
City of Fort Lauderdale: October 2014 through September 2016	14.218	-	45,527	-
Total U.S. Department of Housing and Urban Development			77,796	-
Total expenditures of federal awards			933,201	-
STATE FINANCIAL ASSISTANCE:				
Florida Department of Children and Families (DCF) -				
Passed through Florida Coalition Against Domestic Violence				
Domestic Violence Trust Fund (DVTF)	**	16-2230-DVS	515,897	-
Domestic Violence Trust Fund (DVTF)	**	Basic Needs Award	1,192	-
General Revenue Fund (GR)	**	16-2230-DVS	589,030	-
Primary Prevention	**	16-2230-DVS	20,000	-
General Revenue Fund (GR)	**	Basic Needs Award	112	-
SFCAT-GR	**	Basic Needs Award	10,924	-
SFCDV-GR	**	Basic Needs Award	1,064	-
Child Abuse Domestic Violence Training	60.139	16-2230-CPI-GR	136,416	-
SFCAT-DVTF	**	Basic Needs Award	1,053	-
Total Florida Department of Child and Families (DCF)			1,275,688	-
Total expenditures of state financial assistance			1,275,688	-
Total expenditures of federal awards and state financial assistance			\$ 2,208,889	\$ -

* Denotes a major program

** Not subject to Florida Statutes, Section 215.97 Florida Single Audit Act.

See notes to schedule of expenditures of Federal awards and state financial assistance.

Women in Distress of Broward County, Inc.
Notes to Schedule of Expenditures of Federal Awards
And State Financial Assistance
June 30, 2016

Note 1 - Basis of Presentation

The accompanying schedule of expenditures of Federal awards and state financial assistance includes the Federal and state grant activity of the Organization and is presented on the accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the basic financial statements.

Note 2 - Indirect Cost Rate

The Organization did not elect to use the 10% de minimis indirect cost rate.

INTERNAL CONTROLS AND COMPLIANCE

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Directors
Women in Distress of Broward County, Inc.
Deerfield Beach, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Women in Distress of Broward County, Inc. (a nonprofit organization) (the "Organization"), which comprise the statement of financial position as of June 30, 2016, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated September 21, 2016.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



KEEFE McCULLOUGH

Fort Lauderdale, Florida
September 21, 2016

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH
MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL
OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the Board of Directors
Women in Distress of Broward County, Inc.
Deerfield Beach, Florida

Report on Compliance for Each Major Federal Program

We have audited Women in Distress of Broward County, Inc.'s (a not-for-profit organization) (the "Organization") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Organization's major federal programs for the year ended June 30, 2016. The Organization's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its Federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the Organization's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Organization's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Organization's compliance.

Opinion on Each Major Federal Program

In our opinion, the Organization complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2016.

Report on Internal Control Over Compliance

Management of the Organization is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Organization's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.



KEEFE MCCULLOUGH

Fort Lauderdale, Florida
September 21, 2016

A. Summary of Auditor's Results

1. The auditor's report expresses an unmodified opinion on the financial statements of Women in Distress of Broward County, Inc.
2. No material weaknesses relating to the audit of the financial statements are reported in the Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*.
3. No instances of noncompliance material to the financial statements of Women in Distress of Broward County, Inc. were disclosed during the audit.
4. No material weaknesses relating to the audit of the major Federal program are reported in the Independent Auditor's Report on Compliance for Each Major Federal Program and on Internal Control Over Compliance Required by The Uniform Guidance.
5. The auditor's report on compliance with requirements applicable to the major Federal program for Women in Distress of Broward County, Inc. expresses an unmodified opinion.
6. There are no findings relative to the major Federal program for Women in Distress of Broward County, Inc. reported in Part C of this schedule.
7. The program tested as a major program is as follows:

Federal Program	Federal CFDA Number
Department of Health and Human Services - Temporary Assistance for Needy Families	93.558

8. The threshold for distinguishing Type A and Type B projects was \$ 750,000 for major Federal programs.
9. Women in Distress of Broward County, Inc. was determined to be a low risk auditee pursuant to The Uniform Guidance.

B. Findings - Financial Statement Audit

NONE

C. Findings and Questioned Costs - Major Federal Program

NONE

D. Other Issues

1. A separate management letter was not issued because there were no findings required to be reported in the management letter.
2. No summary schedule of prior audit findings is required because there were no prior audit findings related to Federal programs or state financial assistance projects.
3. No corrective action plan is required because there were no findings required to be reported under the Federal Single Audit Act.

Women in Distress of Broward County, Inc.

**Financial Statements
and Additional Information
For the Year Ended June 30, 2017**

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INDEPENDENT AUDITOR'S REPORT

To the Board of Directors
Women in Distress of Broward County, Inc.
Deerfield Beach, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of Women in Distress of Broward County, Inc., (a nonprofit organization) (the "Organization"), which comprise the statement of financial position as of June 30, 2017, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Organization as of June 30, 2017 and the changes in its net assets and its cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited the Organization's 2016 financial statements, and we expressed an unmodified audit opinion on those audited financial statements in our report dated September 21, 2016. In our opinion, the summarized comparative information presented herein as of and for the year ended June 30, 2016, is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Matters

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The accompanying schedule of expenditures of federal awards, as required by Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*, is presented for purposes of additional analysis and is not a required part of the financial statements. Further, the schedule of expenditures of state financial assistance is also presented for purposes of additional analysis and is not required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated September 27, 2017, on our consideration of the Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Organization's internal control over financial reporting and compliance.



KEEFE MCCULLOUGH

Fort Lauderdale, Florida
September 27, 2017

FINANCIAL STATEMENTS

Women in Distress of Broward County, Inc.
Statement of Financial Position
June 30, 2017
(with comparative totals as of June 30, 2016)

	<u>2017</u>	<u>2016</u>
Assets:		
Cash and cash equivalents	\$ 1,811,390	\$ 2,073,293
Grants receivable	386,860	308,255
Promises to give, net	393,316	355,211
Other receivables	10,457	52,457
Prepaid expenses and deposits	47,776	51,232
Inventory	48,124	45,278
Beneficial interest in assets held by Community Foundation of Broward, Inc.	999,506	932,945
Property and equipment, net	<u>7,931,671</u>	<u>7,913,377</u>
 Total assets	 \$ <u>11,629,100</u>	 \$ <u>11,732,048</u>
Liabilities:		
Accounts payable	\$ 91,001	\$ 27,332
Accrued liabilities	148,696	147,549
Deferred revenue	3,500	202,500
Mortgage note payable, net of unamortized loan costs of \$ 17,155	1,756,322	1,853,815
Note payable	<u>5,659</u>	<u>17,503</u>
 Total liabilities	 <u>2,005,178</u>	 <u>2,248,699</u>
Commitments and Contingencies (Note 13)	-	-
Net Assets:		
Unrestricted	7,686,755	7,478,397
Temporarily restricted	972,978	1,092,963
Permanently restricted	<u>964,189</u>	<u>911,989</u>
 Total net assets	 <u>9,623,922</u>	 <u>9,483,349</u>
 Total liabilities and net assets	 \$ <u>11,629,100</u>	 \$ <u>11,732,048</u>

The accompanying notes to financial statements are an integral part of these statements.

Women in Distress of Broward County, Inc.
Statement of Activities
For the Year Ended June 30, 2017
(with comparative totals for the year ended June 30, 2016)

	2017			2016
	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Public Support:				
Grants from governmental agencies	\$ 2,713,458	\$ -	\$ -	\$ 2,713,458
Grants from corporations and foundations	515,719	107,243	-	622,962
United Way	-	-	-	-
Contributions from individuals and corporations	709,409	12,061	52,200	773,670
Capital campaign contributions	-	251,075	-	251,075
In-kind donations, thrift store	457,345	-	-	457,345
Other in-kind donations	425,383	-	-	425,383
Special events, net of direct costs of \$ 80,086	424,638	-	-	424,638
Total public support	5,245,952	370,379	52,200	5,668,531
Revenue:				
Thrift store	429,451	-	-	429,451
Investment earnings (loss)	900	124,444	-	125,344
Miscellaneous	10,515	-	-	10,515
Total revenue	440,866	124,444	-	565,310
Net assets released from restrictions	614,808	(614,808)	-	-
Total public support, revenue and net assets related from restrictions	6,301,626	(119,985)	52,200	6,233,841
Expenses:				
Program services:				
Residential	1,796,112	-	-	1,796,112
Outreach	1,795,993	-	-	1,795,993
Prevention and education services	270,227	-	-	270,227
Thrift store	840,445	-	-	840,445
Crisis hotline	202,329	-	-	202,329
Injunction for protection project	50,893	-	-	50,893
Total program services	4,955,999	-	-	4,955,999
Supporting services:				
Fundraising	625,971	-	-	625,971
Management and general	511,298	-	-	511,298
Total supporting services	1,137,269	-	-	1,137,269
Total expenses	6,093,268	-	-	6,093,268
Change in net assets	208,358	(119,985)	52,200	140,573
Net Assets, beginning of year	7,478,397	1,092,963	911,989	9,483,349
Net Assets, end of year	\$ 7,686,755	\$ 972,978	\$ 964,189	\$ 9,623,922

The accompanying notes to financial statements are an integral part of these statements.

Women in Distress of Broward County, Inc.
Statement of Functional Expenses
For the Year Ended June 30, 2017
(with comparative totals for the year ended June 30, 2016)

	Program Services						Supporting Services		Total	2016
	Residential	Outreach	Prevention and Education Services	Thrift Store	Crisis Hotline	Injunction for Protection	General Fundraising	Management and General		
Functional Expenses:										
Salaries	\$ 679,320	\$ 1,065,162	\$ 146,905	\$ 143,385	\$ 127,937	\$ 39,421	\$ 343,226	\$ 197,320	\$ 2,742,676	\$ 2,580,773
Employee benefits	121,666	190,771	26,311	25,680	22,913	7,060	61,472	35,373	491,246	464,726
Total personnel costs	800,986	1,255,933	173,216	169,065	150,850	46,481	404,698	232,693	3,233,922	3,045,499
Other Expenses:										
Occupancy	165,439	84,893	11,471	172,494	13,096	1,968	17,477	37,975	504,813	473,706
Professional fees	142,309	68,732	9,445	15,801	10,870	271	34,523	46,855	328,806	352,331
Supplies	251,099	41,586	1,961	4,528	1,267	1,661	4,499	10,014	316,615	190,896
Other expenses	38,639	25,690	3,592	5,868	3,165	104	12,310	46,482	135,850	137,731
Rental and maintenance of equipment	17,626	17,895	1,974	8,404	2,492	21	40,758	16,564	105,734	87,509
Contribution to participants	55,346	12,034	-	-	-	-	-	-	67,380	75,393
Travel - staff	2,647	9,485	4,299	2,864	356	377	1,485	12,080	33,593	28,024
Bad debt expense	-	338	-	-	-	-	27,471	-	27,809	7,277
Membership dues/subscriptions	40	60	-	-	-	-	345	26,602	27,047	25,328
Printing and publications	2,598	365	167	-	20	-	15,795	2,411	21,356	28,382
Conferences, conventions and meetings	294	2,945	761	57	13	2	1,374	15,329	20,775	19,636
Telephone and cable	3,969	4,426	279	219	6,498	3	425	2,498	18,317	18,146
Postage and shipping	322	617	318	23	374	5	3,964	2,267	7,890	6,187
Special events	-	-	-	-	-	-	4,348	235	4,583	5,778
Total other expenses	680,328	269,066	34,267	210,258	38,151	4,412	164,774	219,312	1,620,568	1,456,324
In-Kind Expenses:										
Cost of goods sold	-	-	-	454,498	-	-	-	-	454,498	459,808
Supplies and services	133,057	86,500	48,566	-	-	-	35,569	-	303,692	140,915
Professional fees	-	99,808	-	-	-	-	-	1,251	101,059	165,733
Total in-kind expenses	133,057	186,308	48,566	454,498	-	-	35,569	1,251	859,249	766,456
Provision for depreciation	181,741	84,686	14,178	6,624	13,328	-	20,930	58,042	379,529	436,243
Total functional expenses	\$ 1,796,112	\$ 1,795,993	\$ 270,227	\$ 840,445	\$ 202,329	\$ 50,893	\$ 625,971	\$ 511,298	\$ 6,093,268	\$ 5,704,522

The accompanying notes to financial statements are an integral part of these statements.

Women in Distress of Broward County, Inc.
Statement of Cash Flows
For the Year Ended June 30, 2017
(with comparative totals for the year ended June 30, 2016)

	<u>2017</u>	<u>2016</u>
Cash Flows From Operating Activities:		
Change in net assets	\$ 140,573	\$ 73,577
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation	377,078	433,792
Amortization	2,451	2,451
Bad debt expense	27,809	7,277
Change in beneficial interest in assets held by Community Foundation of Broward, Inc.	(66,562)	103,734
Donation of property and equipment	(20,633)	-
Changes in assets and liabilities:		
(Increase) decrease in:		
Grants receivable	(78,605)	(25,480)
Promises to give	(65,913)	121,314
Other receivables	42,000	(52,457)
Prepaid expenses and deposits	3,456	11,930
Inventory	(2,846)	7,100
Increase (decrease) in:		
Accounts payable	63,669	(5,396)
Accrued liabilities	1,147	(37,165)
Deferred revenue	(199,000)	172,865
Net cash provided by operating activities	<u>224,624</u>	<u>813,542</u>
Cash Flows From Investing Activities:		
Purchase of property and equipment	<u>(374,739)</u>	<u>(450,115)</u>
Net cash used in investing activities	<u>(374,739)</u>	<u>(450,115)</u>
Cash Flows From Financing Activities:		
Principal payments on note payable	(11,844)	(11,447)
Principal payments on mortgage note payable	<u>(99,944)</u>	<u>(95,093)</u>
Net cash used in financing activities	<u>(111,788)</u>	<u>(106,540)</u>
Net change in cash and cash equivalents	(261,903)	256,887
Cash and Cash Equivalents, beginning of year	<u>2,073,293</u>	<u>1,816,406</u>
Cash and Cash Equivalents, end of year	\$ <u><u>1,811,390</u></u>	\$ <u><u>2,073,293</u></u>
Supplemental disclosure of cash flow information:		
Interest received	\$ <u><u>900</u></u>	\$ <u><u>875</u></u>
Interest paid	\$ <u><u>86,560</u></u>	\$ <u><u>91,861</u></u>

The accompanying notes to financial statements are an integral part of these statements.

Note 1 - Nature of Organization and Summary of Significant Accounting Policies

Nature of activities: Women in Distress of Broward County, Inc. (the "Organization") is a private, nonprofit organization incorporated on July 25, 1974, whose mission is to stop domestic violence abuse for everyone through intervention, education and advocacy. The Organization is the only State of Florida Certified Domestic Violence Center in Broward County. The Organization provides a wide array of services which includes emergency shelter, a 24-hour hotline, case management, counseling, child assessment, safety planning and advocacy. The Organization also provides law enforcement training, professional training and community education.

The Organization operates from its Jim and Jan Moran Family Center campus which was completed in 2011. The campus is situated on a six-acre site with a total of more than 64,000 square feet of service space in Deerfield Beach, Florida.

In December 2014, the Organization received national reaccreditation from the Council on Accreditation (COA). COA is an international, independent, not-for-profit, child and family service and behavior health care accrediting organization. The Organization was first accredited in 2002 and has successfully been reaccredited every four years subsequently.

The following are descriptions of the purpose and activities of the Organization's program services:

Residential Services: The program's purpose is to provide safe temporary emergency housing for victims of domestic violence and their dependents. The emergency shelter has a capacity of up to 132 beds. Supportive services are also available at the shelter, including individual and group counseling sessions on the dynamics of domestic violence, advocacy, crisis counseling and referrals. In addition, the program also provides food, clothing, child care assistance and other services. Respite services are available to supervise children while the parent/guardian is receiving services. Family outings and activities are also offered occasionally. Services are obtained through the 24-hour crisis line.

Outreach Services: The primary purpose of the program is to provide victims of domestic violence and their dependents with support counseling on the dynamics of domestic violence, crisis counseling, and engaging in other supportive activities as appropriate. Domestic violence victims are also provided case management, referrals, documentation of abuser patterns and safety plans. Outreach services are also available on a limited basis at satellite offices and partner agencies. Respite services are available to supervise children while the parent/guardian is receiving services.

Prevention and Education Services: The Organization maintains ongoing outreach efforts to educate Broward County's residents about the dynamics, definitions and impact of intimate partner violence in the community and the people they serve. The Organization provides prevention, education and awareness to youth and adults so they may better understand how bullying and intimate partner violence perpetuate themselves, the effects on family members, school community and society as a whole, intervention and prevention methods, and the programs and services available at the Organization.

Training and prevention is provided to help youth and community members recognize the warning signs of intimate partner violence and understand its impact on families and society. Creating change among attitudes, beliefs and behaviors surrounding intimate partner violence is critical so the community can appropriately refer victims for assistance and increase the possibility of early intervention and prevention. Training is also provided to participants through the Ultimate Training Center on topics such as job readiness, financial literacy, budgeting, interviewing and presentation skills and use of technology and office software packages.

Note 1 - Nature of Organization and Summary of Significant Accounting Policies (continued)

Thrift Store: The purpose is to provide additional revenues to support core operations for the Organization and provide clothing and household items to program participants. Donated goods and merchandise are sold to the public and proceeds are used in the daily operation of the Organization. Program participants are also provided clothing, furniture and household items from the store free of charge.

Crisis Hotline: The purpose of the crisis hotline is to be a ready and available source of information and support to victims of domestic violence and to the community. The crisis hotline is operational 24 hours a day, seven days per week. Since December of 2014 the 24-hour crisis hotline has been expanded to become a separate program housed in its own space at the Jim and Jan Moran Family Center. All the services that are available through the Organization's advocacy program are available on the hotline through its dedicated crisis line staff and include safety planning and service management as well as information. Referrals are also made to other organizations such as homeless programs, mental health, health, jobs and other benefits that may be available to callers who are not survivors of domestic violence but call the Organization's crisis hotline for information and as a resource.

Injunction for Protection ("IFP"): The Organization's IFP program provides legal counsel for survivors wishing to pursue or secure an injunction for protection against their batterer. The legal services include counsel before the injunction is filed, filing of the petition and representation during final/violation hearings. All legal services through this program are free of cost and are open to those being serviced through Residential Services and Outreach Services as well as survivors who may not be currently registered with the Organization. The IFP program is funded through a collaboration of the Florida Coalition Against Domestic Violence and the Office of the Attorney General.

Basis of accounting: The Organization follows standards of accounting and financial reporting prescribed for not-for-profit organizations. The financial statements of the Organization have been prepared on the accrual basis of accounting and accordingly reflect all significant receivables, payables and other liabilities.

Basis of presentation: The financial statements of the Organization have been prepared under the guidance of Financial Accounting Standards Board in its Accounting Standard Codification (ASC) No. 958, *Not-for-Profit Entities*. Under (ASC) No. 958, the Organization is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets.

Unrestricted net assets - Net assets that are not subject to donor-imposed stipulations.

Temporarily restricted net assets - Net assets subject to donor-imposed stipulations that may, or will be, met by either actions of the Organization and/or passage of time.

Permanently restricted net assets - Net assets subject to donor-imposed stipulations that must be maintained in perpetuity. Generally, the donors of these assets permit the Organization to use all or part of the income earned on the assets for general or specific purposes.

Note 1 - Nature of Organization and Summary of Significant Accounting Policies (continued)

Cash and cash equivalents: The Organization considers cash and all highly liquid investments available for current use with an original maturity of three months or less to be cash equivalents. Cash and cash equivalents include checking and money markets held in several financial institutions. At times, the balances in these accounts may exceed Federally insured limits. The Organization has not experienced any losses and does not believe it is exposed to significant risk associated with its cash and cash equivalents.

Beneficial interest in assets held by Community Foundation of Broward, Inc.: Beneficial interest in assets held by Community Foundation of Broward, Inc. (the "Foundation") represents the fiscal year end fair market value of the Edee Greene Women in Distress of Broward County, Inc. Endowment Fund ("Fund"). The Organization established this Fund at the Foundation with funds received from a donor which were then transferred to the Foundation and specified itself as the beneficiary of that Fund.

Inventory: Inventory, which consists of donated clothing, household goods and various other items, are held for sale at the thrift store. Since there is no cost to the Organization, inventory is recorded at fair market value determined by the price at which the item can be sold. Revenue is recognized when the donated items are sold and in-kind donations are recorded at an amount equal to the sales revenue from the thrift store. Changes in year-end inventory amounts are recorded as additional sales revenue or cost of goods sold, as appropriate.

Loan costs: Borrowing costs directly attributed to the refinance of mortgage note payable are capitalized and amortized using straight line method over the life of the loan at 15 years. In accordance with the guidance of Financial Accounting Standards Board in its Accounting Standards Update 2015-03, *Interest-Imputation of Interest*, the Organization has presented its loan costs in the statement of financial position as a direct deduction from the note balance.

Property and equipment: Property and equipment are recorded at cost if purchased or if donated, at the acquisition value at the date of donation less an allowance for depreciation. When assets are sold or retired, the cost and related accumulated depreciation are removed from the accounts and any gain or loss is recognized.

Property and equipment acquisitions are capitalized if they are in excess of \$ 1,000 or have a useful life of three years or more. Items that are less than the capitalization threshold are expensed in the year acquired. The Organization reviews assets for impairment whenever events or changes in circumstances indicate the carrying value of the asset may not be recoverable. A determination of impairment, if any, is made based on estimates of undiscounted future cash flows. Depreciation is provided using the straight-line method over the estimated useful lives of the assets. The estimated useful lives of buildings and improvements range from 5 to 30 years and furniture, equipment and vehicles have useful lives ranging from 3 to 7 years.

Contributions: The Organization accounts for contributions in accordance with the guidance of Financial Accounting Standards Board in its Accounting Standard Codification (ASC) No. 958, *Not-for-Profit Entities, Accounting for Contributions Received and Contributions Made*. In accordance with (ASC) No. 958, contributed goods and services are recorded as contributions at their estimated fair value at date of receipt.

Revenue recognition: The Organization receives numerous grants from governmental agencies and certain foundations. The Organization recognized income from these grants as revenue and support only to the extent that expenditures have been made for the purposes specified by the grant agreement.

Note 1 - Nature of Organization and Summary of Significant Accounting Policies (continued)

Donated supplies and services: Donated supplies and services are reflected in the accompanying financial statements at their estimated fair market value at the date of receipt. Donated services are recognized at their fair market value if the services (a) create or enhance non-financial assets or (b) require specialized skills, are performed by people with those skills, and would otherwise be purchased by the Organization. Volunteers also provided services throughout the year that are not recognized as contributions in the financial statements since these are not susceptible to objective measurement or valuation.

Donated property and equipment: Donations of property and equipment, if material, are recorded as support at their acquisition value at the date of donation. Such donations would be reported as unrestricted support unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted support. Absent donor stipulations regarding how long donated assets must be maintained, the Organization reports expirations of donor restrictions when the donated or acquired assets are placed in service. The Organization reclassifies temporarily restricted net assets to unrestricted net assets at this time. The Organization has a gift acceptance policy as to the type of donations it accepts.

Promises to give: Contributions are recognized when the donor makes a promise to give to the Organization that is, in substance, unconditional. Contributions that are restricted by the donor are reported as increases in unrestricted net assets if the restrictions expire in the year in which the contributions are recognized. All other donor-restricted contributions are reported as increases in temporarily or permanently restricted net assets depending on the nature of the restrictions. When a restriction expires, temporarily restricted net assets are transferred to unrestricted net assets.

The Organization uses the allowance method to determine the estimated unconditional promises to give that are doubtful of collection. The allowance is based on prior years' experience and management's analysis of specific promises made. Promises to give, less an allowance for uncollectible amounts, are discounted to reflect the time value of money.

Functional expense allocation: The costs of providing the programs and activities of the Organization have been summarized on a functional basis in the accompanying statement of functional expenses. Expenses are charged to program services, management and general, or fundraising based on direct expenses incurred. Any expenses not directly chargeable are allocated based on full-time equivalents (FTEs).

Advertising costs: Advertising costs are charged to expense as incurred. Total advertising expense was approximately \$ 400 and \$ 4,000 for the years ended June 30, 2017 and 2016, respectively.

Income taxes: The Organization is registered with the Internal Revenue Services as a nonprofit organization under Internal Revenue Code Section 501(c)(3) and is exempt from Federal income taxes. Accordingly, no provision has been made for income taxes in the accompanying financial statements.

Comparative information: The financial statements include certain prior year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Organization's financial statements for the year ended, from which the summarized information was derived.

Women in Distress of Broward County, Inc.
Notes to Financial Statements
June 30, 2017
(with comparative totals as of June 30, 2016)

Note 1 - Nature of Organization and Summary of Significant Accounting Policies (continued)

Use of estimates: The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. It is reasonably possible that these estimates will change in the near future. Accordingly, actual results could differ from those estimates.

Concentrations of risk: The Organization has a contract agreement with the Florida Coalition Against Domestic Violence (FCADV). The purpose of the grant is to support the ability of the Organization to continue to provide Social Services to the Broward County population consistent with its current programs and services described in Note 1. Revenue from all grants with FCADV represented approximately \$ 2,121,500 or 34% of total revenue and support for the year ending June 30, 2017. The Organization renewed its main contract with FCADV for approximately \$ 1,958,000 through June 30, 2018. Receivables due from FCADV were approximately \$ 254,300 or 65% of total grant receivables at June 30, 2017.

Compensated absences: The Organization recognized the costs of compensated absences when actually earned by the employees. Accordingly, a liability for such absences has been recorded in the accompanying financial statements in the accrued liabilities balance.

Date of management review: Subsequent events have been evaluated through September 27, 2017, which is the date the financial statements were issued.

Note 2 - Promises to Give

At June 30, 2017 and 2016, unconditional promises to give consisted of the following:

	2017	2106
Receivable in less than one year	\$ 427,750	\$ 325,931
Receivable in one to five years	68,333	153,250
Receivable in more than five years	-	4,000
	<u>496,083</u>	<u>483,181</u>
Total promises to give	496,083	483,181
Less allowance for doubtful promises to give	(100,083)	(119,338)
Present value discount	(2,684)	(8,632)
	<u>\$ 393,316</u>	<u>\$ 355,211</u>

Unconditional promises to give due in more than one year are reflected at the present value of estimated future cash flows using a discount rate of 3% for the years ended June 30, 2017 and 2016.

Note 3 - Fair Value Measurements

The Organization's beneficial interest in assets held by the Community Foundation of Broward, Inc. is reported at fair value in the accompanying statement of financial position.

Note 3 - Fair Value Measurements (continued)

In accordance with the Financial Accounting Standards Board in its Accounting Standard Codification (ASC) No. 820, *Fair Value Measurement and Disclosures*, the Organization provides certain disclosures based on a fair value hierarchy that prioritizes the inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets (Level 1 measurements) and the lowest priority to measurements involving significant unobservable inputs (Level 3 measurements).

Various inputs are used in determining the value of the Organization's investments. These inputs are summarized in three levels listed below:

- Level 1 - inputs are quoted market prices (unadjusted) in active markets for identical investments that the reporting entity can access at the measurement date.
- Level 2 - inputs are other than quoted prices included within Level 1 that are observable for the investments, either directly or indirectly. (e.g. quoted prices in active markets for similar securities, securities valuations based on commonly quoted benchmarks, interest rates and yield curves, and/or securities indices.)
- Level 3 - inputs that are unobservable for the investments. (e.g. information about assumptions, including risk, market participants would use in pricing a security.)

The inputs or methodologies used for valuing investments are not necessarily an indication of the risk associated with investing in those investments. An investment's classification within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement.

The Organization's investments are classified under level 3 and changes in the Level 3 investments measured at fair value for the years ended June 30, 2017 and 2016 are as follows:

	<u>2017</u>	<u>2016</u>
Beginning Balance	\$ 932,945	\$ 1,036,679
Net realized and unrealized gains (losses) on investments	124,444	(44,974)
Investment fees	(7,453)	(7,321)
Distributions	<u>(50,430)</u>	<u>(51,439)</u>
Ending Balance	\$ <u>999,506</u>	\$ <u>932,945</u>

Women in Distress of Broward County, Inc.
Notes to Financial Statements
June 30, 2017
(with comparative totals as of June 30, 2016)

Note 4 - Property and Equipment

Property and equipment consist of the following as of June 30, 2017 and 2016:

	<u>2017</u>	<u>2016</u>
Building and improvements	\$ 7,640,891	\$ 7,638,241
Furniture and equipment	1,335,070	1,233,353
Vehicles	<u>138,491</u>	<u>98,858</u>
	9,114,452	8,970,452
Less accumulated depreciation	<u>(2,658,582)</u>	<u>(2,281,504)</u>
	6,455,870	6,688,948
Land	1,224,429	1,224,429
Construction in progress	<u>251,372</u>	<u>-</u>
	<u>\$ 7,931,671</u>	<u>\$ 7,913,377</u>

Depreciation expense was approximately \$ 377,000 and \$ 433,800 for the years ended June 30, 2017 and 2016, respectively.

Note 5 - Thrift Store

Net Thrift Store proceeds provided by its daily operations were \$ 46,351 and \$ 43,558 for the years ended June 30, 2017 and 2016, respectively. Items given to participants were valued at \$ 25,047 and \$ 65,424 for the years ended June 30, 2017 and 2016, respectively. All net proceeds of the thrift store plus items given to participants totaling approximately \$ 71,000 for the year ended June 30, 2017 are directly invested back into services for participants. Through specific grants and funding, the Organization also purchases new items such as baby car seats, cribs, supplies, clothes, food and services. These expenditures are reflected in supplies and contribution to participants in the statement of functional expenses.

	<u>2017</u>	<u>2016</u>
Thrift Store revenue (including donated items)	\$ 886,796	847,092
Expenses (including costs of goods sold)	<u>(840,445)</u>	<u>(803,534)</u>
Net proceeds provided by Thrift Store operations	<u>\$ 46,351</u>	<u>\$ 43,558</u>

The Thrift Store cost of goods sold presented in the Statement of Functional Expenses on page 5 includes the following components:

Thrift Store revenues	\$ 429,451
Thrift Store items given to program participants	<u>25,047</u>
Thrift Store cost of goods sold	<u>\$ 454,498</u>

Women in Distress of Broward County, Inc.
Notes to Financial Statements
June 30, 2017
(with comparative totals as of June 30, 2016)

Note 6 - Contributed Services, Goods and Facilities

The Organization receives donated professional services, goods, and facilities as part of its program services and fundraising campaigns during the year. Only those donated services that require specialized skills are reflected in the financial statements. These donations are recorded and reflected in the accompanying financial statements at estimated fair value as "in-kind donations, thrift store" and "other in-kind donations" in the statement of activities for the years ended June 30, 2017 and 2016, as follows:

	<u>2017</u>	<u>2016</u>
Goods donated to the Organization	\$ 781,669	\$ 585,969
Professional services	<u>101,059</u>	<u>173,386</u>
Total	<u>\$ 882,728</u>	<u>\$ 759,355</u>

Note 7 - Temporarily Restricted Net Assets

Temporarily restricted net assets are available for the following purposes or periods at June 30, 2017 and 2016:

	<u>2017</u>	<u>2016</u>
Capital fund	\$ 439,492	\$ 886,913
Pet shelter	250,019	-
Direct services and supplies	159,023	251,024
Increase (decrease) in value of endowment held at the Foundation	<u>124,444</u>	<u>(44,974)</u>
Total	<u>\$ 972,978</u>	<u>\$ 1,092,963</u>

Note 8 - Permanently Restricted Net Assets

The Organization's permanently restricted net assets consist of endowment contributions. An endowment of \$ 911,989, invested into perpetuity, is held by the Community Foundation of Broward, Inc., (the "Foundation"), the income from which is available to fund general operations of the Organization. The Organization will receive income from this Fund in accordance with the Fund agreement and this income is unrestricted (Note 9). During the fiscal year, the Organization received an endowment contribution of \$ 52,200 for the purposes of providing educational opportunities for adults served by the Organization. This endowment is held by the Organization and allows for annual withdraws not exceeding 5% of the principal balance or actual annual earnings. As of June 30, 2017 and 2016, the Organization had a total of \$ 964,189 and \$ 911,989, respectively in permanently restricted net assets.

Note 9 - Endowment Funds Held by Community Foundation of Broward, Inc.

The Organization previously entered into agency endowment fund agreements with the Foundation. As of June 30, 2017 and 2016, the total fair value of the endowment funds which are held and controlled by the Foundation amounted to \$ 1,419,963 and \$ 1,319,444, respectively. The funds are invested in a broadly diversified portfolio. Each year, as determined by the Foundation's Board of Directors, the Foundation distributes to the Organization investment earnings based upon 5% of the 12-quarter rolling average of the fair market value of the funds. During the year ended June 30, 2017, funds disbursements were lower than investment earnings and resulted in an increase in value of \$ 100,519. During the year ended June 30, 2016, funds disbursements were higher than investment earnings and resulted in a decrease in value of \$ 144,960. The following are the endowment funds with the Foundation:

Edee Greene Women in Distress of Broward County, Inc. Endowment Fund

This fund was created on October 5, 1999 in the aggregate pledge amount of \$ 1,000,000. The pledged amount was received and paid by the Organization to the Foundation from one of its directors, as required by the gift agreement. As of June 30, 2017 and 2016, the fair value of the endowment fund amounted to \$ 999,506 and \$ 932,945, respectively.

ASC No. 958, *Not-for-Profit Entities*, specifically requires that, if a not-for-profit organization establishes a Fund at a community foundation with its own assets and specifies itself as the beneficiary of that Fund, that community foundation must account for the transfer of such assets as a liability rather than as a contribution. The Organization has, therefore, reflected this Fund as an asset on the Statement of Net Position.

The Domestic Violence Fund for Women in Distress

This fund was created on March 12, 2002 as part of the endowment plan challenge sponsored by another private foundation. As of June 30, 2017 and 2016, the fair value of the endowment fund at the Foundation amounted to \$ 420,457 and \$ 386,499, respectively. Distributions from this Fund will only be made with the approval and authorization of the Board of Trustees of the Foundation and the funds are the property of the Foundation. As such, they are not carried as an asset of the Organization.

Note 10 - Line of Credit

On February 17, 2015, the Organization entered into a revolving line of credit agreement (the "Line") with Branch Banking and Trust Company in the amount of \$ 500,000. The Line carries a variable rate of interest, payable monthly at the lender's prime rate (4.0% at June 30, 2017). There were no outstanding balances for the year ended June 30, 2017. There was no interest expense incurred during 2017. The Line requires certain restrictive covenants which must be adhered to by the Organization. Among their provisions, the agreement calls for a minimum debt service coverage ratio of 1.00. As of June 30, 2017, the Organization was in compliance with its minimum debt service coverage ratio.

Women in Distress of Broward County, Inc.
Notes to Financial Statements
June 30, 2017
(with comparative totals as of June 30, 2016)

Note 11 - Mortgage Note Payable

The Organization holds a mortgage note payable with Branch Banking and Trust Company which is secured by the Organization's Deerfield Beach property. The mortgage requires monthly principal and interest payments of \$ 15,542 based on interest at 4.67% through February 17, 2030.

The Organization incurred certain costs as a result of the refinance of its mortgage. These costs have been capitalized and are being amortized over 15 years. Loan costs totaled \$ 17,155 and \$ 19,606, net of accumulated amortization, for the years ended June 30, 2017 and 2016, respectively. Amortization expense for the years ended June 30, 2017 and 2016 was approximately \$ 2,450.

The mortgage note payable agreement contains a number of restrictive covenants. Among other provisions, the agreement requires a minimum debt service coverage ratio of 1.00. At June 30, 2017, the Organization was in compliance with the minimum debt service coverage.

Future mortgage principal payments not including unamortized loan costs are approximately as follows:

<u>Year Ending June 30,</u>	
2018	\$ 104,800
2019	\$ 109,800
2020	\$ 115,000
2021	\$ 120,700
2022	\$ 126,600
2023-2027	\$ 730,600
2028-2030	\$ 466,000

Note 12 - Note Payable

The Organization previously entered into a note payable agreement for a residential passenger van. The note provided for monthly payments of approximately \$ 990 with interest at 1.90%. Future minimum principal payments are as follows:

<u>Year Ending June 30,</u>	
2018	\$ 5,659

Note 13 - Commitments and Contingencies

Operating leases: The Organization has a non-cancelable lease of property for its Thrift Store with Trizek Village Plaza, Inc. through February 28, 2018. The monthly rent charged is \$ 6,789 plus common area maintenance, real estate taxes and insurance fees.

The Organization also leases equipment under various non-cancelable leases expiring in 2020.

Women in Distress of Broward County, Inc.
Notes to Financial Statements
June 30, 2017
(with comparative totals as of June 30, 2016)

Note 13 - Commitments and Contingencies (continued)

Thrift store rent expense, including common area maintenance, and the copier equipment rental expense totaled approximately \$ 169,300 and \$ 164,200 for the years ended June 30, 2017 and 2016, respectively.

Future minimum payments required under the above operating leases are approximately as follows:

Year Ending June 30,	
2018	\$ 105,200
2019	15,000
2020	12,500

Compensated absences: Vacation is earned at various rates depending upon length of service. Sick time is earned by regular and full time employees at the rate of 10 days annually, and regular part-time employees who worked a minimum of 14 hours per week or more are entitled to sick time on a prorated basis. Under the Organization's policy, no more than two weeks of accrued vacation may be carried over from one year to the next. All employees are allowed to accumulate earned and unused sick time not to exceed 10 working days, and unused sick time is not paid in the event of employee termination. As of June 30, 2017 and 2016, the liability for accumulated vacation leave benefits amounted to \$ 67,809 and \$ 75,142, respectively, and was included in accrued liabilities on the statements of financial position.

Grants contingency: Amounts received or receivable from Federal, state and local grantor agencies are subject to audit and adjustment by grantor agencies. Any disallowed claims, including amounts already collected, may constitute a liability of the Organization. The amount, if any, of expenditures which may be disallowed by the grantor cannot be determined at this time although the Organization expects such amounts, if any, to be immaterial.

Construction contract: The Organization has an agreement with a contractor for significant HVAC replacement for two of their buildings. The contract amount for the project is approximately \$ 380,000. As of June 30, 2017, the remaining commitment on this contract is approximately \$ 181,550.

Note 14 - Employee Benefit Plans

Retirement Plan: The Organization participates in a 401(k) profit sharing plan (the "Plan") in accordance with Internal Revenue Service regulations. The Organization contributes 3% of eligible employees' salary to the 401(k) profit sharing plan. Eligible employees may make voluntary tax deferred contributions. During the year ended June 30, 2017 and 2016, the Organization contributed \$ 56,678 and \$ 48,056, respectively to the Plan.

Cafeteria Plan: The Organization participates in a Cafeteria Plan (Section 125, as described in the Internal Revenue Code) covering all employees. Employees must have completed sixty days of employment and are working at least 30 hours per week to be eligible for the benefit. The plan provides health insurance coverage with the Organization paying 80% of the insurance cost of eligible employees. The Organization paid \$ 170,437 and \$ 163,481 to the Plan in 2017 and 2016, respectively.

ADDITIONAL INFORMATION

**Women in Distress of Broward County, Inc.
Schedule of Expenditures of Federal Awards and State Financial Assistance
For the Year Ended June 30, 2017**

Federal/State Agency Pass-Through Grantor/ Federal Program/State Project	CFDA/ CSFA Number	Contract/Grant Number	Expenditures	Transfers to Subrecipients
Federal Agency Name:				
Indirect Programs:				
U.S. Department of Health and Human Services -				
Passed through State of Florida Department of Children and Families -				
Passed through Florida Coalition Against Domestic Violence -				
Temporary Assistance for Needy Families (TANF)	93.558	17-2230-DVS	\$ 421,650	\$ -
Temporary Assistance for Needy Families (TANF)	93.558	Basic Needs Award	10,209	-
			431,859	-
Family Violence Prevention and Services (FVPSA)	93.671	17-2230-DVS	237,100	-
Family Violence Prevention and Services (FVPSA)	93.671	Basic Needs Award	6,863	-
			243,963	-
Total U.S. Department of Health and Human Services			675,822	-
U.S. Department of Justice -				
Passed through Florida Coalition Against Domestic Violence -				
STOP Violence Against Women Formula Grant Program	16.588	17-2230-CCIII	20,000	-
STOP Violence Against Women Formula Grant Program	16.588	Basic Needs Award	8,930	-
			28,930	-
U.S. Department of Justice -				
Passed through State of Florida, Office of the Attorney General -				
Crime Victim Assistance; October 2015 through September 2016	16.575	V123-15-158	27,678	-
Crime Victim Assistance; October 2016 through September 2017	16.575	VOCA-2016 Women In Distress of Brow-00800	146,185	-
			173,863	-
U.S. Department of Justice -				
Passed through Florida Coalition Against Domestic Violence -				
Crime Victim Assistance; October 2015 through September 2016	16.575	16-2230-CPI VOCA	25,577	-
Crime Victim Assistance; October 2016 through September 2017	16.575	17-2230-CPI VOCA	38,639	-
Economic Justice Program, November 2016 through September 2017	16.575	17-2230-EJ-VOCA	13,137	-
Legal Project, November 2016 through September 2017	16.575	17-2230-LEGAL-VOCA	37,957	-
			115,310	-
Total U.S. Department of Justice			318,103	-
U.S. Department of Housing and Urban Development -				
Passed through Broward County -				
Emergency Solutions Grant: January 2017 through June 2017	14.231	17-CP-HIP-8219-01	29,969	-
			29,969	-

See notes to schedule of expenditures of Federal awards and state financial assistance.

Women in Distress of Broward County, Inc.
Schedule of Expenditures of Federal Awards and State Financial Assistance
(continued)
For the Year Ended June 30, 2017

Federal/State Agency Pass-Through Grantor/ Federal Program/State Project	CFDA/ CSFA Number	Contract/Grant Number	Expenditures	Transfers to Subrecipients
41st Year CDBG - Outreach Services for Victims of Domestic Violence: October 2015 through September 2016	14.218	-	5,063	-
42nd Year CDBG - Outreach Services for Victims of Domestic Violence: October 2016 through September 2017	14.218	-	12,810	-
			17,873	-
Total U.S. Department of Housing and Urban Development			47,842	-
Community Development Block Grants passed through Cities -				
City of Pompano: October 2016 through September 2017	14.218	-	11,880	-
City of Fort Lauderdale: October 2014 through September 2016	14.218	-	8,912	-
City of Plantation: January 2016 through December 2017	14.218	-	28,230	-
Total U.S. Department of Housing and Urban Development			49,022	-
Total expenditures of federal awards			1,090,789	-
State Financial Assistance:				
Florida Department of Children and Families (DCF) -				
Passed through Florida Coalition Against Domestic Violence				
Domestic Violence Trust Fund (DVTF)	**	17-2230-DVS	515,897	-
Domestic Violence Trust Fund (DVTF)	**	Basic Needs Award	12,031	-
General Revenue Fund (GR)	**	17-2230-DVS	589,030	-
Primary Prevention	**	17-2230-DVS	20,000	-
General Revenue Fund (GR)	**	Basic Needs Award	1,640	-
SFCAT-GR	60.139	Basic Needs Award	20,124	-
SFCDV-GR	60.139	Basic Needs Award	5,164	-
CPI-GR	**	17-2230-CPI-GR	132,544	-
SFCDV-DVTF	60.134	Basic Needs Award	5,039	-
Total Florida Department of Child and Families (DCF)			1,301,469	-
Total expenditures of state financial assistance			1,301,469	-
Total expenditures of federal awards and state financial assistance			\$ 2,392,258	\$ -

** Not subject to Florida Statutes, Section 215.97 Florida Single Audit Act.

See notes to schedule of expenditures of Federal awards and state financial assistance.

Note 1 - Basis of Presentation

The accompanying schedule of expenditures of federal awards (the "Schedule") includes the federal award activity of Women in Distress of Broward County, Inc. (the "Organization") under programs of the federal government for the year ended June 30, 2017. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Because the Schedule presents only a selected portion of the operations of the Organization, it is not intended to and does not present the financial position, changes in net assets, or cash flows of the Organization.

Note 2 - Summary of Significant Accounting Policies

Expenditures reported on the Schedule are reported on the accrual basis of accounting. Such expenditures are recognized following the cost principles contained in the Uniform Guidance, wherein certain types of expenditures are not allowable or are limited as to reimbursement.

Note 3 - Contingency

The grant revenue amounts received are subject to audit and adjustment. If any expenditures or expenses are disallowed by the grantor agencies as a result of such an audit, any claim for reimbursement to the grantor agencies would become a liability of the Organization. In the opinion of management, all grant expenditures are in compliance with the terms of the grant agreements and applicable Federal and state laws and other applicable regulations.

Note 4 - Indirect Cost Rate

The Organization did not elect to use the 10-percent de minimis indirect cost rate allowed under the Uniform Guidance.

INTERNAL CONTROLS AND COMPLIANCE

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

To the Board of Directors
Women in Distress of Broward County, Inc.
Deerfield Beach, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards issued by the Comptroller General of the United States, the financial statements of Women in Distress of Broward County, Inc. (a nonprofit organization) (the "Organization"), which comprise the statement of financial position as of June 30, 2017, and the related statements of activities, and cash flows for the year then ended, and the related notes to the financial statements, and have issued our report thereon dated September 27, 2017.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Organization's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Organization's internal control. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Organization's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the organization's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the organization's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



KEEFE McCULLOUGH

Fort Lauderdale, Florida
September 27, 2017

INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR EACH
MAJOR FEDERAL PROGRAM AND ON INTERNAL CONTROL
OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE

To the Board of Directors
Women in Distress of Broward County, Inc.
Deerfield Beach, Florida

Report on Compliance for Each Major Federal Program

We have audited Women in Distress of Broward County, Inc.'s (a not-for-profit organization) (the "Organization") compliance with the types of compliance requirements described in the *OMB Compliance Supplement* that could have a direct and material effect on each of the Organization's major federal programs for the year ended June 30, 2017. The Organization's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the Organization's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about the Organization's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the Organization's compliance.

Opinion on Each Major Federal Program

In our opinion, the Organization complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on its major federal program for the year ended June 30, 2017.

Report on Internal Control Over Compliance

Management of the Organization is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the Organization's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the Organization's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.



KEEFE McCULLOUGH

Fort Lauderdale, Florida
September 27, 2017

**Women in Distress of Broward County, Inc.
Schedule of Findings and Questioned Costs
For the Year Ended June 30, 2017**

A. Summary of Auditor's Results

1. The auditor's report expresses an unmodified opinion on the financial statements of Women in Distress of Broward County, Inc.
2. No material weaknesses relating to the audit of the financial statements are reported in the Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*.
3. No instances of noncompliance material to the financial statements of Women in Distress of Broward County, Inc. were disclosed during the audit.
4. No material weaknesses relating to the audit of the major Federal program are reported in the Independent Auditor's Report on Compliance for Each Major Federal Program and on Internal Control Over Compliance Required by The Uniform Guidance.
5. The auditor's report on compliance with requirements applicable to the major Federal program for Women in Distress of Broward County, Inc. expresses an unmodified opinion.
6. There are no findings relative to the major Federal program for Women in Distress of Broward County, Inc. reported in Part C of this schedule.
7. The program tested as a major program is as follows:

<u>Federal Award Program</u>	<u>CFDA Number</u>
Department of Health and Human Services - Temporary Assistance for Needy Families	93.558

8. The threshold for distinguishing Type A and Type B projects was \$ 750,000 for major Federal programs.
9. Women in Distress of Broward County, Inc. was determined to be a low risk auditee pursuant to The Uniform Guidance.

B. Findings - Financial Statement Audit

None

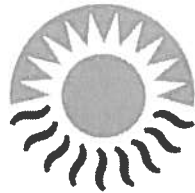
C. Findings and Questioned Costs - Major Federal Program

None

D. Other Issues

1. A separate management letter was not issued because there were no findings required to be reported in the management letter.
2. No summary schedule of prior audit findings is required because there were no prior audit findings related to Federal programs.
3. No corrective action plan is required because there were no findings required to be reported under the Federal Single Audit Act.

City of Fort Lauderdale CDBG
Attachment “B3”
Agency Audit/Monitoring Report



FCADV

Florida Coalition Against Domestic Violence

Quality Assurance Monitoring Report

Women In Distress of Broward County, Inc.

Fiscal Year 2017-2018

**Florida Coalition Against Domestic Violence
FY 2017-2018 Quality Assurance Final Monitoring Report**

Agency: Women In Distress of Broward County, Inc.

Onsite Dates Monitored: November 7, 2017 – November 10, 2017 (followed by a desk review through November 29, 2017)

Review Period: April 1, 2017 – November 29, 2017

Release Date of Report: November 29, 2017

Monitoring Team: Catherine Stratis, Fiscal/Administrative Monitor
Joy Blocker, Program Monitor

I. EXECUTIVE SUMMARY

Members of the Florida Coalition Against Domestic Violence (FCADV) monitoring team conducted the fiscal year 2017-2018 annual quality assurance monitoring of Women In Distress of Broward County, Inc. on November 7, 2017 through November 10, 2017 with a continuation of a desk review through November 29, 2017. The contracts and grants that were monitored include:

1. Contract No. 17-2230 (DVS) in the amount of \$1,783,677.52, effective July 1, 2016 through June 30, 2017;
2. Contract No. 18-2230 (DVS) in the amount of \$1,957,894.06, effective July 1, 2017 through June 30, 2018;
3. Contract No. 17-2230 (CPI-GR) in the amount of \$136,415.50, effective July 1, 2016 through June 30, 2017;
4. Contract No. 18-2230 (CPI-GR) in the amount of \$136,415.50, effective July 1, 2017 through June 30, 2018;
5. Contract No. 17-2230 (EJ-VOCA) in the amount of \$74,983.05, effective November 21, 2016 through September 30, 2017;
6. Contract No. 18-2230 (EJ-VOCA) in the amount of \$74,984.00, effective October 1, 2017 through September 30, 2018;
7. Contract No. 17-2230 (VOCA-LEGAL) in the amount of \$637,222.62, effective November 21, 2016 through September 30, 2017;
8. Contract No. 18-2230 (VOCA-IFP-LEGAL) in the amount of \$667,224.00, effective October 1, 2017 through September 30, 2018;
9. Contract No. 17-2230 (CPI-VOCA) in the amount of \$58,585.00, effective October 1, 2016 through September 30, 2017;
10. Contract No. 18-2230 (CPI-VOCA) in the amount of \$58,585.00, effective October 1, 2017 through September 30, 2018;
11. Contract No. 17-2230 (CCIII) in the amount of \$20,053.88, effective July 15, 2016 through June 30, 2017.

Contract Nos. 17-2230 (DVS), 18-2230 (DVS), 17-2230 (CPI-GR), 18-2230 (CPI-GR), 17-2230 (VOCA-LEGAL), 18-2230 (VOCA-IFP-LEGAL), 17-2230 (EJ-VOCA), 18-2230 (EJ-VOCA), 17-2230 (CPI-VOCA), 18-2230 (CPI-VOCA) and 17-2230 (CCIII)

Fiscal, administrative, and program reviews were completed during the monitoring visit. The preliminary review of findings was discussed during the onsite debriefing held with the Executive Director and management staff. A formal exit conference was held on November 29, 2017.

The Fiscal/Administrative Monitor identified findings related to personnel files and financial documentation.

The Program Monitor identified findings related to service file documentation, annual sanitation inspection requirement and the shelter facility.

II. INTRODUCTION

Women In Distress of Broward County, Inc., is a nonprofit organization headquartered in Deerfield Beach, Florida which provides Broward County with the following services: emergency shelter, 24-hour hotline, counseling, information and referral, case management, child assessments, community education, and professional training.

Women In Distress of Broward County, Inc. was last monitored through an onsite review by FCADV on March 21, 2017 through March 24, 2017. During that monitoring, the monitoring team identified findings related to noncompliance with fiscal, administrative and program functions. All issues were resolved.

Women In Distress of Broward County, Inc. is a Florida Certified Domestic Violence Center which is certified by the Florida Department of Children and Families. The last certification review was completed on June 30, 2017 and Women In Distress of Broward County, Inc. passed with no corrective action required. The effective dates of the current certification are July 1, 2017 through June 30, 2018.

The accounting firm of Keefe, McCullough and Company, LLC issued an unmodified, independent audit report for the fiscal year ending June 30, 2017, with no findings noted.

III. PURPOSE AND SCOPE

The purpose of the review was to determine whether Women In Distress of Broward County, Inc. has complied with the requirements of Rule 65H-1, F.A.C.; Sections 39.905 and 39.908, Florida Statutes; the terms and conditions of Contract Nos. 17-2230 (DVS), 18-2230 (DVS), 17-2230 (CPI-GR), 18-2230 (CPI-GR), 17-2230 (VOCA-LEGAL), 18-2230 (VOCA-IFP-LEGAL), 17-2230 (EJ-VOCA), 18-2230 (EJ-VOCA), 17-2230 (CPI-VOCA), 18-2230 (CPI-VOCA), and 17-2230 (CCIII); DCF Certification Standards; the FCADV Fiscal Guide; the FCADV Contract Monitoring Frequently Asked Questions (FAQs) Document; and FCADV Program and Administrative Standards. The review involved performing tests of compliance including a review of policies and procedures, administrative records, invoices, financial reports, program reports, and other required information.

Contract Nos. 17-2230 (DVS), 18-2230 (DVS), 17-2230 (CPI-GR), 18-2230 (CPI-GR), 17-2230 (VOCA-LEGAL), 18-2230 (VOCA-IFP-LEGAL), 17-2230 (EJ-VOCA), 18-2230 (EJ-VOCA), 17-2230 (CPI-VOCA), 18-2230 (CPI-VOCA) and 17-2230 (CCIII)

The monitoring team reviewed the corrective action items identified as a result of the annual monitoring completed for fiscal year 2016-2017, as well as the Provider Self-Evaluation Survey and accompanying documentation.

The FCADV contract monitors conduct continuous compliance monitoring on an annual basis. The scope of the monitoring period includes the first day of the month following the last monitoring onsite visit through the date of the current onsite monitoring fieldwork. If, as a result of the monitoring scope, records were selected that were examined during the previous year's monitoring process, alternate records were selected and the duplicate records (with the exception of personnel files and center policies and procedures) were not reviewed during the current monitoring process.

Financial areas reviewed include, but are not limited to: Policies and Procedures, Audits, Accounting System, Financial System, Check Review, Match, Payroll, Internal Controls, Travel, Fixed Assets, Insurance and Bonding, Purchasing, and compliance with the FCADV Fiscal Guide, FCADV Administrative Standards and Rule 65H-1, F.A.C., as well as the applicable provisions of Chapter 39, Florida Statutes.

Administrative areas reviewed include, but are not limited to: Policies and Procedures, Human Resource Administration, Personnel Files, Assignment and Subcontracts, Data Security, Inventory, Board Governance and Leadership, Special Provisions, Staffing and Documentation Procedures, Training, Timely Submission of Deliverables and Required Reports, and compliance with the FCADV Administrative Standards and Rule 65H-1, F.A.C., as well as the applicable provisions of Chapter 39, Florida Statutes.

Program service areas reviewed include, but are not limited to: Shelter Services, Grievances, Incident Reporting and Response Procedures, Documentation, Policies and Procedures, Hotline Services, Support Services, Civil Rights Compliance, Participant Risk Prevention, Participant File Review, Service Delivery Documentation, and compliance with the FCADV Program Standards, and Rule 65H-1, F.A.C., as well as the applicable provisions of Chapter 39, Florida Statutes.

IV. MONITORING METHODOLOGY

The monitoring review was conducted under the following authority sources: Contract Nos. 17-2230 (DVS), 18-2230 (DVS), 17-2230 (CPI-GR), 18-2230 (CPI-GR), 17-2230 (VOCA-LEGAL), 18-2230 (VOCA-IFP-LEGAL), 17-2230 (EJ-VOCA), 18-2230 (EJ-VOCA), 17-2230 (CPI-VOCA), 18-2230 (CPI-VOCA) and 17-2230 (CCIII); FCADV Program and Administrative Standards; Section 39.9035, Florida Statute; Rule 65H-1, F.A.C.; FCADV Fiscal Guide; 45 CFR 74; 45 CFR 92; and the Office of Management and Budget Grants Management Circulars including, but not limited to, the OMB Uniform Guidance: Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; and Florida Statutes including The Florida Single Audit Act.

The methodology used to conduct this contract monitoring included, but was not limited to:

- Evaluating laws, regulations, and applicable operating procedures.

Contract Nos. 17-2230 (DVS), 18-2230 (DVS), 17-2230 (CPI-GR), 18-2230 (CPI-GR), 17-2230 (VOCA-LEGAL), 18-2230 (VOCA-IFP-LEGAL), 17-2230 (EJ-VOCA), 18-2230 (EJ-VOCA), 17-2230 (CPI-VOCA), 18-2230 (CPI-VOCA) and 17-2230 (CCIII)

- Reviewing Women In Distress of Broward County, Inc.'s contract files and discussing any pertinent issues with the contract manager.
- Performing an onsite review of fiscal transactions.
- Reviewing pertinent documents and interviewing individuals with relevant information such as participants, employees, the executive director, and Board members.
- Conducting statistical sampling for fiscal and administrative file reviews at a 90% confidence level and 10% error rate.
- Conducting statistical sampling for the program file reviews of ten adult resident service files, ten child resident service files, and ten adult outreach service files. The files reviewed may be a combination of both open and closed files.

The monitoring instruments used to cover the areas monitored and verify contract compliance are on file at the FCADV office. They may also be located on the FCADV website or are available from the FCADV upon request. The following is a list of monitoring instruments used during the review:

- Fiscal/ Administrative Monitoring Tool
- Program Monitoring Tool
- Observation Checklist
- Staff and Board Interview Tools
- Outreach Service File Checklist
- Adult Resident Service File Checklist
- Child Resident Service File Checklist
- Civil Rights Compliance Checklist
- Motor Vehicle Inspection Checklist
- Payroll Detail Worksheet
- Employee Personnel File Review Checklist
- Direct-Service Volunteer File Review Checklist
- Operating Check Review Checklist
- Credit Card Review Checklist
- Travel Reimbursement Review Checklist

V. FINDINGS AND CORRECTIVE ACTIONS

Finding 1: Personnel Files

Pursuant to the FCADV Contract, Section 12(h), Florida Administrative Code, Chapter 65H-1.013, and FCADV Administrative Standards, Women In Distress of Broward County, Inc. shall maintain a personnel file for each employee performing services under this contract. The file shall include at a minimum: service start date; employment application and/or résumé; reference checks; signed and dated acknowledgment indicating that the employee read and understood Women In Distress of Broward County, Inc.'s policies and procedures relevant to their position pursuant to 65H-1.013; signed and dated acknowledgement for receipt of the employee handbook, which includes a confidentiality statement and drug-free workplace statement (within 60 days of hire); a signed and dated position description, which specifies the position responsibilities and qualifications; copies of signed and dated annual performance evaluations; documentation of valid driver's

Contract Nos. 17-2230 (DVS), 18-2230 (DVS), 17-2230 (CPI-GR), 18-2230 (CPI-GR), 17-2230 (VOCA-LEGAL), 18-2230 (VOCA-IFP-LEGAL), 17-2230 (EJ-VOCA), 18-2230 (EJ-VOCA), 17-2230 (CPI-VOCA), 18-2230 (CPI-VOCA) and 17-2230 (CCIII)

license for staff that transport participants; proof of education and/or credentials as required; W-4 information; documentation of HIV/AIDS Universal Precautions training (within first year of employment); documentation of advocate-victim privilege certification; documentation of Anti-Bullying and Anti-Harassment training; "Serving our Customers who are Deaf or Hard-of-Hearing" certificates of completion; a signed and dated "Support to the Deaf or Hard-of-Hearing Attestation Form"; and, if 15 or more employees agency-wide, a signed and dated attestation that the employee is familiar with the requirements of Section 504, the ADA, and CFOP 60-10, Chapter 4.

Women In Distress of Broward County, Inc. must also maintain, with respect to each employee, either in the employee's personnel file, or in a separate file: records of training received for each employee, delineating the date and hours of training received; timesheets and/or activity reports for employees; Department of Homeland Security Form I-9; documentation of employment eligibility using E-verify; background screening, if applicable; documentation of Core Competency training within 90 days of hire, if applicable; documentation of a customized, center-specific data security training (within 90 days of hire); documentation of a signed DCF Security Agreement Form CF 0114 (if required); documentation of the latest Departmental security awareness training (if required); and documentation of annual training on implementing the Women In Distress of Broward County, Inc.'s emergency management plan.

A review of personnel files revealed the following:

- Three of thirty-nine personnel files did not contain documentation of annual Emergency Management Plan training.
- Two of thirty-nine personnel files did not contain documentation of Core Competency training having been completed within 90 days of hire.

Corrective Action: In addition to providing documentation to verify that corrections have been made, Women In Distress of Broward County, Inc. shall also develop a corrective action plan to ensure that personnel file requirements are completed and maintained in accordance with the FCADV Contract requirements.

Finding 2: Financial Documentation

Pursuant to the FCADV Fiscal Guide, Section IV, fiscal documentation shall reflect that: the check and invoice amounts agree with one another; checks are accompanied by the original invoice(s)/receipt(s); Women In Distress of Broward County, Inc. records appropriate coding on disbursements, which shall match coding in the accounting system; invoices are timely paid by the due date stipulated on the invoice to avoid late fees; items purchased are reasonable, allowable, and necessary expenditures; all invoices are defaced upon payment; all disbursements have documented approval by the appropriate level of management; dual signatures are on checks when required by policy or when the Women In Distress of Broward County, Inc. check signer is also the payee; disbursements are allocated based on the FCADV-approved cost allocation plan for all funds administered by FCADV; purchasing policies were followed, if applicable; voided checks shall be clearly marked "VOID" and documented in the accounting system; and

Contract Nos. 17-2230 (DVS), 18-2230 (DVS), 17-2230 (CPI-GR), 18-2230 (CPI-GR),
17-2230 (VOCA-LEGAL), 18-2230 (VOCA-IFP-LEGAL), 17-2230 (EJ-VOCA),
18-2230 (EJ-VOCA), 17-2230 (CPI-VOCA), 18-2230 (CPI-VOCA) and 17-2230 (CCIII)

disbursements are made in accordance with F.S. 112.061 (if the purchase relates to travel) for all funds administered by FCADV.

A review of invoices and financial records revealed the following:

- One of twenty-four invoices was not accompanied by the original receipts/invoices.
- Petty cash reimbursements did not have receipts attached to the internal request form, which deviates from the Women In Distress of Broward County, Inc.'s petty cash policy.

Corrective Action: In addition to providing documentation to verify that corrections have been made, Women In Distress of Broward County, Inc. shall also, as applicable, demonstrate an understanding of invoice and check requirements. Women In Distress of Broward County, Inc. shall create a corrective action plan to ensure invoice and check requirements and documentation are completed and maintained in accordance with the FCADV Fiscal Guide.

Finding 3: Service File Documentation

The FCADV Program Standards and Section 39.908, Florida Statutes, require written consent from participants to release confidential information except in certain circumstances, including disclosure to law enforcement with a search warrant or a criminal arrest warrant that alleges the person or object being sought is located at the shelter or when the information being disclosed is directly related to a participant's commission of a crime or threat to commit a crime on the premises of the shelter. The FCADV Contract states that The Provider shall use the FCADV's approved Release of Confidential Information Form for the release of confidential participant information. If the Provider prefers to use a substantially similar Release of Confidential Information Form, the alternate form must be submitted to the FCADV contract manager for approval prior to its use.

FCADV Program Standards state that documentation for service notes shall include only services provided by the Center, that only necessary facts shall be recorded regarding services delivered, and that notes on one survivor shall not include other participants' names.

A review of participant service files revealed the following:

- Two of ten adult resident service files contained Release of Information forms that were not on the FCADV recommended Release of Information form or an FCADV-approved Release of Information form.
- Seven of ten child resident service files contained other participant names.

Corrective Action: Women In Distress of Broward County, Inc. shall develop a corrective action plan to ensure that service file requirements are completed and maintained in accordance with Section 39.908, Florida Statutes, the FCADV Contract and the FCADV Program Standards.

Contract Nos. 17-2230 (DVS), 18-2230 (DVS), 17-2230 (CPI-GR), 18-2230 (CPI-GR), 17-2230 (VOCA-LEGAL), 18-2230 (VOCA-IFP-LEGAL), 17-2230 (EJ-VOCA), 18-2230 (EJ-VOCA), 17-2230 (CPI-VOCA), 18-2230 (CPI-VOCA) and 17-2230 (CCIII)

Finding 4: Annual Sanitation Inspection Requirement

In accordance with Rule 65H-1.015 (2)(j), F.A.C., Women In Distress of Broward County, Inc. shall ensure that each shelter facility has an annual sanitation inspection through its local county health department. A current inspection report shall be maintained in the Women In Distress of Broward County, Inc. records and made available for inspection upon request.

A review of shelter facility documents revealed the following:

- The shelter facility had an annual sanitation inspection through its local county health department; however, the inspection was not timely completed.

NOTE: Women In Distress of Broward County, Inc. has satisfied the requirement to receive an annual sanitation inspection for fiscal year 2017-2018.

Corrective Action: Women In Distress of Broward County, Inc. shall develop a corrective action plan which demonstrates an understanding of the statutory requirement that an annual (within every 365 days) sanitation inspection is conducted at the shelter facility.

Finding 5: Shelter Facility

In accordance with Rule 65H-1.015 (2)(b), F.A.C., all shelter facilities must be in good repair, free from safety hazards, clean, and free from vermin infestation.

A tour of the shelter facility revealed the following:

- Ten of twelve refrigerators needed cleaning.

Corrective Action: Women In Distress of Broward County, Inc., shall develop a corrective action plan to ensure that the facility is maintained according to the requirements of Rule 65H-1.015 (2)(b), F.A.C.

VI. BOARD MEMBER INTERVIEWS

Women In Distress of Broward County, Inc.'s Board Chair and Treasurer were interviewed during the onsite monitoring visit. The Board members responded to questions regarding, but not limited to, Board training, policies, practices, survivor services, Women In Distress of Broward County, Inc.'s budget and financial viability, and revenue and resource-generating efforts.

VII. SHELTER FACILITY

The Shelter Observation Monitoring Checklist was used to monitor the physical facilities of Women In Distress of Broward County, Inc. Except for the issue detailed in Finding 5, the shelter facility was in good condition at the time of the onsite monitoring visit.

Contract Nos. 17-2230 (DVS), 18-2230 (DVS), 17-2230 (CPI-GR), 18-2230 (CPI-GR), 17-2230 (VOCA-LEGAL), 18-2230 (VOCA-IFP-LEGAL), 17-2230 (EJ-VOCA), 18-2230 (EJ-VOCA), 17-2230 (CPI-VOCA), 18-2230 (CPI-VOCA) and 17-2230 (CCIII)

VIII. CORRECTIVE ACTION PLAN INSTRUCTIONS

Fiscal, administrative, and program reviews may result in findings of noncompliance which necessitate corrective action. If there is a finding(s) of noncompliance, Women In Distress of Broward County, Inc. is required to submit a written response in the form of a Monitoring Corrective Action Plan within 10 business days of receipt of the FCADV Quality Assurance Monitoring Report. The format for the Monitoring Corrective Action Plan will be provided by the FCADV. The completed Monitoring Corrective Action Plan shall be submitted electronically to the FCADV via TrackIt in a file labeled "Monitoring Corrective Action Plan."

Contract Nos. 17-2230 (DVS), 18-2230 (DVS), 17-2230 (CPI-GR), 18-2230 (CPI-GR),
17-2230 (VOCA-LEGAL), 18-2230 (VOCA-IFP-LEGAL), 17-2230 (EJ-VOCA),
18-2230 (EJ-VOCA), 17-2230 (CPI-VOCA), 18-2230 (CPI-VOCA) and 17-2230 (CCIII)

Page 9 of 9



December 20, 2017

Ms. Mary Riedel, President and CEO
Women In Distress of Broward County, Inc.
Post Office Box 50187
Lighthouse Point, Florida 33074

Dear Ms. Riedel,

The Florida Coalition Against Domestic Violence (FCADV) has accepted the 2017-2018 Monitoring Corrective Action Plan (MCAP) for Women In Distress of Broward County, Inc. FCADV will continue to monitor compliance with the tasks listed on the MCAP through their completion.

In order for FCADV to assess compliance with the MCAP items, please provide the following additional information:

Finding 1: Personnel Files

- (1) Submit a copy of your plan to ensure that certification requirements and documentation are properly completed and maintained.
- (2) Submit a copy of Women In Distress of Broward County, Inc.'s updated privilege list documenting the addition of two- (2) employees; and
- (3) Submit documentation of Emergency Management Plan training for three- (3) employees.

Finding 2: Financial Documentation

- (1) Submit signed and dated attestations of understanding from all applicable staff following review of the FCADV Fiscal Guide, with focus on Section IV. a. Invoices and Checks.
- (2) Submit a copy of the Petty Cash policy accompanied by signed and dated attestations of understanding from all applicable staff.

Finding 3: Service File Documentation

- (1) Submit agenda and sign-in sheets of the staff review of the FCADV Program Standards relating to Service File Documentation.

Finding 4: Annual Sanitation Inspection Requirement

- (1) Submit a signed and dated statement of understanding from all applicable staff regarding the requirement for a sanitation inspection to be performed on the shelter facilities annually (within 365 days).

Finding 5: Shelter Facility

- (1) Submit photographs of ten- (10) cleaned and sanitized refrigerators.

Please submit the supporting documentation via Track It, as applicable, in a file labeled "Monitoring Corrective Action Plan", by Wednesday, January 31, 2018.

Thank you for your continued cooperation. If FCADV can be of any assistance to you, please do not hesitate to contact me at 850-425-2749.

Sincerely,

Joy Blocker
Contract Monitor

cc: Chelsea Massey, FCADV Director of Quality Assurance
Tammy Rodgers, Contract Manager, Department of Children and Families
Mary Marotta, Domestic Violence Program, Department of Children and Families
JoShonda Guerrier, Domestic Violence Program, Department of Children and Families
Cameo Bryant, Domestic Violence Program, Department of Children and Families



February 6, 2018

Ms. Mary Riedel, President and CEO
Women In Distress of Broward County, Inc.
Post Office Box 50187
Lighthouse Point, Florida 33074

Dear Ms. Riedel,

The Florida Coalition Against Domestic Violence (FCADV) has received and reviewed the verification you provided to support compliance with the tasks cited on your Center's Monitoring Corrective Action Plan (MCAP).

Women In Distress of Broward County, Inc. successfully completed the MCAP within 90 days as required by the Florida Administrative Code, Chapter 65H-1.017 (3).

FCADV appreciates your cooperation with the monitoring process for the current fiscal year. If you have any questions or concerns, please contact me directly at 850-425-2749.

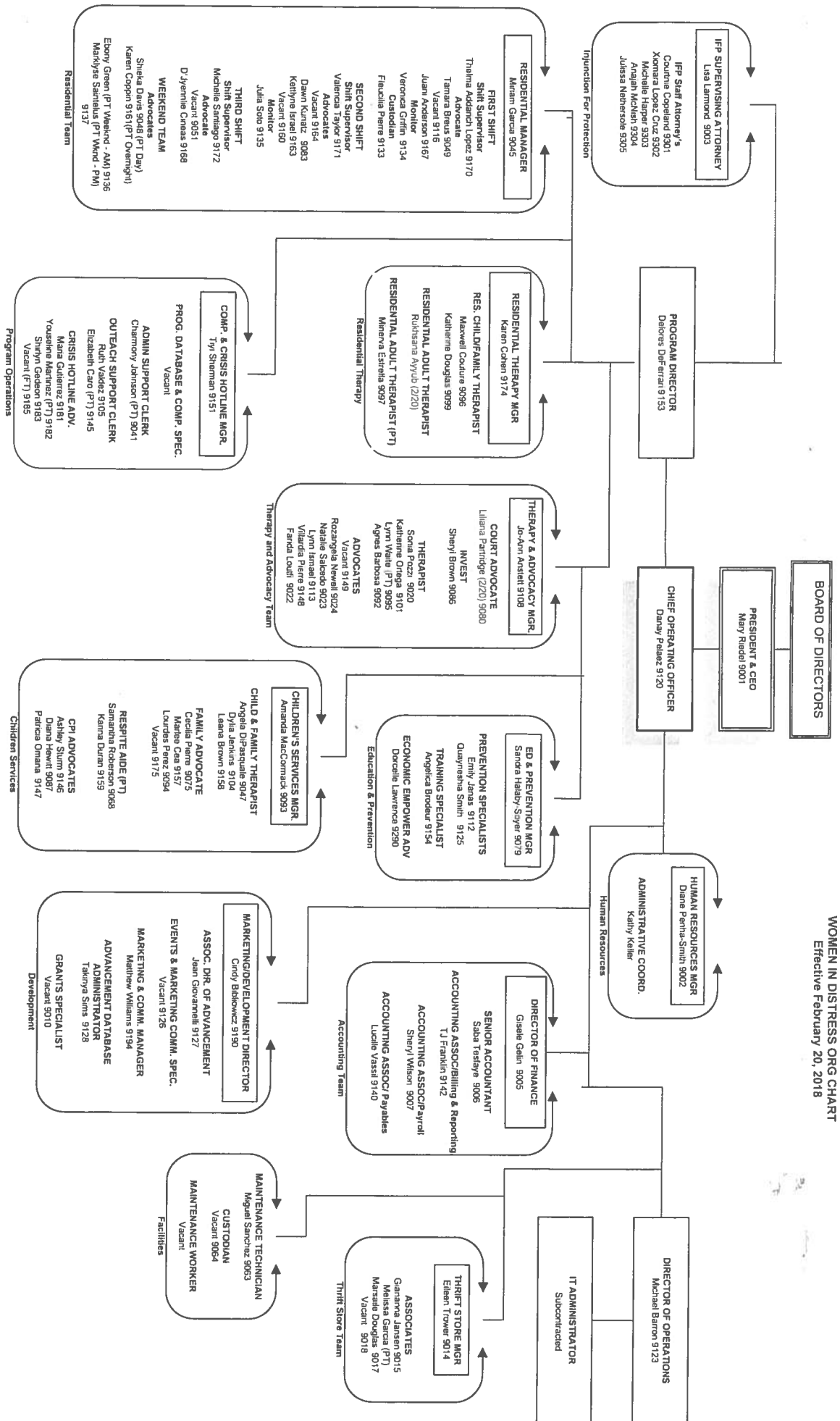
Sincerely,

Joy T. Blocker
FCADV Contract Monitor

cc: Chelsea Massey, FCADV Director of Quality Assurance
Karen Leikert, Board Chair, Women In Distress of Broward County, Inc.
Patricia Holliday, Chair, FCADV Allocation and Grants Oversight Committee
Tammy Rodgers, Contract Manager, Department of Children and Families
Mary Marotta, Domestic Violence Program, Department of Children and Families
JoShonda Guerrier, Domestic Violence Program, Department of Children and Families
Cameo Bryant, Domestic Violence Program, Department of Children and Families
FCADV File

City of Fort Lauderdale CDBG
Attachment “B4”
Organizational Chart

WOMEN IN DISTRESS ORG CH



City of Fort Lauderdale CDBG
Attachment "B5"
Resumes of Key Staff

Enclosed:

Mary Riedel's resume

Delores DeFerrari's resume

Tiyi Sherman's resume

Gisele Gelin's resume

Mary A. Riedel, APR, ABC
401 SE 4th Avenue # 805
Fort Lauderdale, Florida 33315
954-761-7743
mriedel@womenindistress.org
riedel4340@aol.com

President and CEO – Women in Distress of Broward County, Inc. – March 31, 2008 to Present

- Responsible for overall management of agency including staff of 90 and budget of \$4.3 domestic violence center that provides emergency shelter, counseling, advocacy and education as Broward County's only certified domestic violence program

Director of Major Gifts – Nova Southeastern University – September 2006 to March 28, 2008

- Responsible for management, cultivation and stewardship of major gifts to Nova Southeastern University (NSU)

**Community Affairs Manager – *Society* Publisher – Sun-Sentinel Company
December 1987- September 2006**

- Directed charitable fundraising and grant making, community relations, event marketing and community involvement programs for Sun-Sentinel Company totaling \$10 million annually. Managed staff and budget resources of \$2 million annually. Directed fundraising of Sun-Sentinel Children's Fund.
- Served as Publisher of weekly *Society* sections with content and revenue (\$3 million) responsibilities.

**Promotion and Communications Manager – The Milwaukee Journal/Sentinel
June 1970 to December 1987**

- Directed staff (44) and budget in areas of corporate communications, promotion, marketing, event marketing, and community relations.

Community Involvement

- Served in leadership roles in many South Florida organizations including **Women in Distress of Broward (board member and chair)**, Donor's Forum of South Florida, United Way of Broward and United Way of Palm Beach County, Minority Development & Empowerment, Community Foundation of Broward, Miami City Ballet, and NSU Library Circle of Friends.

- Recognized by a number of groups for leadership and community service including Leadership Broward, MDE, Inc., Girls Scouts, Women in Communications, March of Dimes, Big Brothers/Big Sisters, Friends of African American Research Library and Cultural Center, Diabetes Association, Children's Harbor, Susan B. Anthony Recovery Center.

Education

- BA Journalism (1970) – Marquette University, Milwaukee, Wisconsin
- Accredited by International Association of Business Communicators (IABC) and Public Relations Society of American (PRSA)
- Member of Association of Fundraising Professions (AFP)
- Member of Council for Advancement of Secondary Education (CASE)

Graduate: Leadership Broward, Leadership Palm Beach County, Leadership Boca Raton

Gisele Gelin, MBA

4762 NW 1st Street ■ Plantation, FL 33317 ■ Phone: 954-940-2097 ■ Email: gsgelin1@gmail.com

Financial Management Executive

Executive level professional with over 20 years of experience in the finance field including financial management, analysis, accounting, payroll and IT management. Computer skills include proficiency in Excel, Sage Fund Accounting (MIP), QuickBooks (Certified Pro-Advisor), Microsoft Dynamics SL, Fund EZ and MS Office.

Education

Master of Business Administration, Nova Southeastern University, Fort Lauderdale, FL -1999

Bachelor of Professional Management, Business, Nova Southeastern University, Fort Lauderdale, FL -1997

Business Administration Major, Broward Community College, Fort Lauderdale, FL - 1994

Experience

THE SIGNATURE GRAND — DAVIE, FL

Director of Revenue Management and Benefits, 2014 - 2016

- Catering and event venue: Management of accounting and Human Resource departments: Oversaw accounts receivable, accounts payable, payroll functions and troubleshooting of IT related issues.
- Human Resource Management – Point of contact to handle human resource issues such as employment screenings, workers compensation issues, unemployment, immigration and work letters, verification of employments, etc. Served as a link between management and employees by managing work related issues.

SELF EMPLOYED — FORT LAUDERDALE, FL

Financial Consultant, 2012- Present

Non-Profit and For-Profit financial management consulting services including: setting up and maintaining accounting system, budget preparation and monitoring, financial policies & procedure manual preparation, financial reporting, cash flow management, grant compliance, audit preparation, and payroll management.

WOMEN IN DISTRESS OF BROWARD COUNTY, INC — FORT LAUDERDALE, FL

Director of Finance, 2004 - 2012

Managed and oversaw the accounting, payroll, information technology and grant compliance and reporting functions

- Supervised the accounting manager, grant billing and compliance manager and IT manager.
- Directed the organization's annual audit process resulting in unqualified opinions and designee as a low risk auditee 7 years in a row.
- Prepared and distributed monthly financial statements and reports to the board of directors and management staff.
- Managed and analyzed the organization's short and long term cash flow.
- Revamped and continuously updated the organization's accounting policies and procedures manual.
- Created and managed the annual organization budget process.
- Directed contact with principal clients, vendors, financial and banking institutions on related activities and supported top management on contractual negotiations that effect company's financial or non-financial obligations.
- Oversaw the organizational, property, liability and workers compensation insurances and conducted competitive review on an annual basis to ensure optimization of coverage levels.

SUN-SENTINEL — FORT LAUDERDALE, FL

Senior Financial Analyst, 1999-2004 (Promoted from Senior Advertising Analyst 1997-1999; Operations Administration Planning Analyst 1996-1997; Administrative Coordinator 1993-1996; Cash Analyst 1989 -1993)

- Managed the mechanics of the budget and forecasting processes.
- Designed training manual and trained staff on budget mechanics and use of reporting system.

- Prepared budget forecast analyses, developed various forecast scenarios and other high level analyses for CFO and General Manager.
 - Acted as market analyst for Tribune Interactive; prepared budgets, period end closings and monthly and quarterly variance analysis and projections.
- Prepared and analyzed data regarding newsprint consumption.
- Administered the Kronos payroll system and coordinated activities of Operations Dept. payroll coordinators.
 - Member of the Charities Committee overseeing the finance team that analyzed nonprofit financials.
 - Sun Sentinel President's Award, 1997, 2002; Director's Award 2000.

DELORES DEFERRARI

Phone Number: 786.547.9755 Email: deloresdeferrari@yahoo.com

PROFESSIONAL PROFILE

- **Highly motivated, results-oriented management professional** with diverse experience in Fundraising, Grant Management, Personnel Management and Administrative Leadership. Seeking a position where opportunities for growth and advancement are based on outstanding performance.
- **Dedicated professional** with a strong foundation of ethics, high degree of integrity, superior work ethic and commitment to excellence. Consistently delivers positive programmatic and fiscal results through leading by example and driving the organization's vision and goals.
- **Strengths include:**

Administrative Management and Leadership	Infrastructure Development
Strong Analytical Skills	Project Leadership and Administration
Troubleshooting / Problem Solving	Short and Long Term Strategic Planning
Client Relationship Management	Personnel Management
Team Building / Conflict Mediation	Program Development and Systems Integration
Multi-Department Management	Risk Prevention and Management
Fund Development and Management	Contract and Regulatory Compliance
- **Creative and resourceful thinker** who can work individually or as a team and performs well under pressure in high-volume business environments.
- **Exceptional communicator** who can effectively interact with and builds strong rapport with individuals at all levels, from diverse backgrounds in multi-ethnic / multi-cultural environments.
- **Recognized for leadership qualities and commitment to excellence**, with the ability to meet and/or exceed internal management and external client demands, expectations and deadlines.
- **Exceptional leader, developer and mentor** who leads colleagues and teams to produce optimum results in pursuit of organizational goals. Emphasis on being a catalyst for change while being an integral component of continued analysis that will improve agency processes and operations.
- **Computer skills include** Microsoft Office, Blackbaud systems including Raiser's Edge and Kintera - Sphere, Client Databases including Alice.

PROFESSIONAL EXPERIENCE

Women In Distress of Broward County, Inc. – Broward County, FL

7/2010-Present

Program Director

Directly reports to the Chief Operating Officer and works to develop, define and communicate program strategy, goals, financial needs and benchmarks for the agency. Responsible for leading and collaborating with agency leadership on initiatives that achieve the agency's operational and financial goals. Manages integral Administrative and Programmatic Departments, such as the Grant Management, Residential Services, Therapy Department, Outreach Services, Crisis Hotline and Education / Prevention teams.

DELORES DEFERRARI

Phone Number: 786.547.9755 Email: deloresdeferrari@yahoo.com

Events Manager

- Assists with creation and responsible for implementing fundraising strategies to achieve annual special events goal of \$365,000+. Responsible for managing and executing all aspects of agency events, including fundraising, logistics, communication, sponsor benefit fulfillment, and guest experience.
- Assists with cultivation, solicitation, and stewardship of event sponsors.
- Secures in-kind donations to ensure minimal expenses at events as well as for silent auctions, raffles, and fundraising incentives.
- Manages event budgets, including tracking and analysis of event expenses/income.
- Assists the Associate Director of Development with creating an event experience, social media plan, marketing and PR plans for outreach and exposure of the event throughout South Florida.
- Represents Women In Distress at public speaking engagements tied to revenue and at organizational and external functions.
- Coordinates all Third Party Events and ensured fulfillment of outlined Event Proposal Agreements to reach revenue goal of \$55,000+ annually.
- Supervised part-time Development Associate.
- Responsible for department volunteers.

Program Compliance Manager

- Managed the Alice Database System, which tracks all client information and information needed for successful completion of funding objectives. Maintained a systematic process for analysis of data and.
- Led agency-wide task force to evaluate data collection and reporting, identify areas of concern and key challenges, and create a corrective plan.
- Creating a systematic process for the creation, execution, analysis of data and outcome measure tracking while maintaining integrity of client data and working with Management to ensure successful implementation.
- Made recommendations to management based on data and service delivery analysis.
- Created and compiled a Grant Compliance Report outlining all non-compliance and programmatic concerns as well as a corrective plan. Implemented the corrective plan within programs and was successful with aligning/completing funding outcomes and guidelines.
- Led staff training on the Alice and assisted with continual quality assurance audits to ensure that staff is meeting data tracking, reporting, and file quality expectations.
- Ensured compliance with agency grants and contracts and ensures completion of all grant reporting requirements. Monitored program deliverables, outcomes and financial progress in relation to agency grant and inter-agency contracts.
- Led and coordinated Contract Monitoring and ensured the successful completion of any Corrective Action Plans.
- Worked with Grants Manager and Program Director to ensure that proposal narrative is accurate and outcomes outlined are feasible.
- Created and implemented a plan to close all non-active files (over 5,000) to ensure compliance with funder regulations, including a plan for timely closing of files.
- Supervised three staff members.

DELORES DEFERRARI

Phone Number: 786.547.9755 Email: deloresdeferrari@yahoo.com

Grants Manager

- Responsible for securing and managing more than \$2.9 million in public and private grant funding.
- Identified, applied for and coordinated the administration of federal, state, local, foundation and corporate grants.
- Submitted progress and final reports to funders as required. For stewardship purposes reporting on how funding was utilized and on outcomes outlined in the grant proposal.
- Assisted with the implementation of evidence based tools into program structure, measuring the effectiveness of services provided.
- Coordinated and conducted presentations to funders. Led funder site visits and participated in monitoring visits.
- Identified new funding sources cultivated relationships to secure funding.
- Coordinated agency grant management meetings with Program, Finance and Development staff, to ensure effective communication of upcoming grant needs, monitoring of established goals and balance of funds available by grant.
- Worked closely with program staff on relaying service information to funders and successfully completing funding outcomes and goals established in proposals and funding contracts.
- Worked directly with program staff to establish outcomes to ensure compliance with funding guidelines.
- Managed the negotiation of funding contracts to ensure that established goals and outcomes are in line with approved funding amount and set outcome tracking systems with program staff to monitor completion of outcomes.

Development Coordinator

- Management of internal donor management system, Raiser's Edge and online donor database and processing website, Sphere.
- Led the integration and mapping of Sphere with Raiser's Edge and successful utilization of the Kintera Sphere program to meet Development staff's revenue needs.
- Responsible for donor data collection, cash and in kind gift processing in Raiser's Edge / Sphere and donor acknowledgement and stewardship.
- Responsible for generating financial reports for Development staff and Finance Department and analyze donor giving patterns with Development staff.
- Conduct sporadic quality assurance tests in the Raiser's Edge and Kintera Sphere program to ensure accuracy and effectiveness of information captured.
- Train applicable staff on the Raiser's Edge and Kintera Sphere systems and manage user functions.
- Responsible for invoicing as needed and pledge payment tracking.

LifeSouth Community Blood Center - Gainesville, FL

Donor Scheduling Supervisor

10/2007-10/2009

DELORES DEFERRARI

Phone Number: 786.547.9755 Email: deloresdeferrari@yahoo.com

- Managed a Donor Scheduling Center that scheduled appointments for 31 locations in the states of Florida, Georgia, Alabama, including direct supervision of the South Florida, North Florida, Georgia and Drive Team Leaders and Team Members (approximately 25 – 50 employees).
 - Responsible for all Platelet recruitment and scheduling in Florida and Georgia.
 - Responsible for all LifeSouth Center recruitment for Whole Blood Donations.
 - Responsible for 6 region's Blood Drive recruitment.
- Official Certified Trainer for the organization and the department
- Provided coaching and feedback to direct reports.
 - Responsible for all Employee Performance Reviews.
 - 1-1 meetings with employees to discuss productivity, attendance and personal concerns.
- Interviewed potential Donor Scheduler candidates in group interviews and managed hiring process.
- Created and Implemented Seasonal Marketing Plans for retention and recruitment of donors.
- ☐ Achievements:
 - LifeSouth Leadership Award
 - ☐ Received the annual LifeSouth Leadership Award for achievements in the growth of the Department and Donor Retention.

EDUCATION

Bachelor of Arts Degree, Political Science July 2007

University of Florida, Gainesville, Florida

Received a Certificate of Specialization in International Relations

University of Florida Women's Water Polo Team

- Member from 2002-2005
- President and Captain 2004-2005

Professional References:

- Danay Pelaez: 954-599-6099
Chief Operating Officer at Women In Distress of Broward County, Inc.
- Mary Riedel: 954-232-2392
President and CEO at Women In Distress of Broward County, Inc.

Other professional and personal references available upon request.

City of Fort Lauderdale CDBG
Attachment “B6”
Conflict of Interest Statement

**WOMEN IN DISTRESS
PERSONNEL POLICIES
Title: Conflict of Interest**

Definition: A conflict of interest is defined as an actual or perceived interest by a Responsible Person in an action that results in or has the appearance of resulting in personal, organizational or professional gain. The definition of conflict of interest includes any bias or the appearance of bias in a decision making process that would reflect a dual role played by the Responsible Person.

Responsible Person: any person serving as an employee, volunteer, intern, member of auxiliary, board or trustee.

Disclosure: Each Responsible Person has a duty of loyalty to Women In Distress and is expected to act at all times in WID's best interests. Therefore, Responsible Persons are expected to avoid situations where private interest of responsible Persons or family and friends of Responsible Persons conflict with the best interests of the organization. Responsible Persons must be free of the influence of personal considerations or relationships when dealing with others on WID's behalf, or making recommendations regarding dealing or conducting business with others.

Any duality of interest or possible conflict of interest should be disclosed to your supervisor or the CEO and made a matter of record.

Any employee having a duality of interest or possible conflict of interest should not use his/her personal influence on the matter.

The foregoing requirements should not be construed as preventing the employee from stating his/her position in the matter, nor from answering pertinent questions since his/her knowledge may be of great assistance.

Scope: No set of guidelines can cover all the situations which may arise. Speak with your supervisor, Director of Human resources or the President/CEO if you are uncertain. Refer to WID's Code of Ethics(Personnel Policy 02) , which, if breached, may result in a Conflict of Interest.

Breach of Conflict of Interest Policy may result in progressive discipline (employees) or termination of affiliation with Women In Distress.

SECTION: Conflict of Interest

NUMBER: 27

DATE APPROVED: June 28, 2006, July 30, 2008, June 30,
2010, reviewed Oct. 20, 2010

DATE REVISED: _____

City of Fort Lauderdale CDBG
Attachment "B7"
Evidence of current funding commitment/funding match
from other funding sources

BROWARD
COUNTY
FLORIDA
HUMAN SERVICES DEPARTMENT

115 S Andrews Avenue, Room 303 • Fort Lauderdale, Florida 33301 • 954-357-6385 • FAX 954-468-3592

August 23, 2017

VIA FACSIMILE: 954-832-9487

EMAIL: grants@womenindistress.org

Ms. Karlene Chung
Women in Distress of Broward County, Inc.
PO Box 50187
Lighthouse Point, FL 33074

RE: Board approval of Fiscal Year 2018 RFP funding

Dear Ms. Chung:

I am pleased to announce on August 22, 2017, the Broward County Board of County Commissioners approved the Human Services Department funding recommendations for Fiscal Year 2018. The Women in Distress of Broward County, Inc. proposal to provide Domestic Violence Counseling Services under the Health Care Services Section (HCS) was approved for funding in the amount of \$164,819, subject to funding availability for Fiscal Year 2018 and federal and state law.

A contract administrator will be contacting you soon to initiate contract discussions, which may include items discussed in the Applicant Interview for this process and recommended for inclusion in the contract. Please be advised that this letter does not constitute an agreement as to the nature of services to be provided, costs, scope of services or outcome measures.

Thank you again for the time and effort evident in your application submitted in response to the RFP, and for your interest in providing services to the residents of Broward County.

Sincerely,



Kimm R. Campbell, LCSW, Director

cc: Mandy Wells, Director, Community Partnerships Division
Carol Cook, Assistant Director, Community Partnerships Division
William Green, Administrator, HCS

EXHIBIT F – CONTRACT ADJUSTMENT

Contract Adjustment No. 1

Under Agreement Number 17-CP-HIP-8219-01

Between Broward County and Women In Distress of Broward County, Inc.

Change Type: **Adjustment to Option Period Funding Pursuant to Article 4 of Agreement**

1. This Contract Adjustment is issued pursuant to the Agreement dated March 23, 2017 between Broward County (hereinafter referred to as "County") and Women In Distress of Broward County, Inc. (hereinafter referred to as "WID") for Emergency Solutions Grant (ESG) (hereinafter the "Agreement").
2. This Contract Adjustment authorizes WID to provide the services detailed in Attachment I to this Contract Adjustment as authorized in the Agreement.
3. Funding and Method of Payment shall be in accordance with the provisions of Article 4 and Exhibit A, "Agreement Specifications," of this Agreement.
4. This Contract Adjustment shall be effective June 6, 2017.
5. The terms and conditions of the Agreement are hereby incorporated into this Contract Adjustment. Except as expressly set forth herein, nothing contained in this Contract Adjustment shall alter, modify, or change in any way the terms and conditions of the Parties' Agreement.

IN WITNESS WHEREOF, the parties have made and executed this Contract Adjustment No. 1: Broward County, by and through its Human Services Director or Deputy Director, as authorized pursuant to Article 4 of the Agreement, and Women in Distress of Broward County, signing by and through its President /CEO authorized to execute same.

County

Broward County, by and through its
Human Services Director or Deputy Director

By Patricia West
27 day of June, 2017.

Second Party

Women in Distress of Broward County, Inc.

By Mary Riedel
Authorized Signatory

Mary Riedel, President and CEO
(Print Name and Title)

27 day of June, 2017.

Attached hereto: ATTACHMENT I TO CONTRACT ADJUSTMENT NUMBER 1



ATTACHMENT I TO CONTRACT ADJUSTMENT NUMBER 17-CP-HIP-8219-01

The Agreement is hereby modified as follows:

In accordance with Article 2, "Term of Agreement", County hereby exercises Option Period I commencing on July 1, 2017 through June 30, 2018.

In order to facilitate maximum utilization of Emergency Solutions Grant Funds, pursuant to Article 4, "Finding and Method of Payment, Exhibit A of Agreement, 17-CP-HIP-8219-01, is hereby replaced with Revised Exhibit A, attached hereto as Attachment II to Contract Adjustment #1 to reflect total Funding available for the Initial Period and Option Period 1 of the Agreement:

Exhibit D-1, "Scope of Services". Section I. E.1.a., "Cost per Unit of Service" for "Domestic Violence Centers/Emergency Shelter (Taxonomy BH-1800)" is revised as follows:

I. Scope of Services

...

E. Services to be Provided: Women in Distress of Broward County, Inc. (WID) shall provide emergency shelter essential services in compliance with the requirements set forth in Agreement No. JPZ28 and as further detailed in this "Scope of Services" section or in the Contract Adjustment(s):

- a. Cost per unit of Service: Actual monthly expenditures (salaries, fringe benefits, case management,); provided that the total of all actual monthly expenses shall not exceed the total contract amount ~~off \$29,166~~ approved per term less the payment of any Administration as authorized in Section I.E.2. below.

...

Exhibit D-1, "Scope of Services", Section II. B. "Maximum Number of Units to be Purchased/Maximum Dollar Amount" is revised as follows:

II. Maximum Number of Units to be Purchased/Maximum Dollar Amount:

...

B. \$ Amount of Initial Term of Agreement:	\$29,166.00	<u>\$31,292.00</u>
\$ Amount for Option Period 1, if exercised:	\$ Amount to be awarded by Board	
based on DCF award for this period		<u>\$28,437.00</u>

...

EXHIBIT A – AGREEMENT SPECIFICATIONS

Revised-Effective June 6, 2017

Agreement #: 17-CP-HIP-8219-01

- I. Administering Division: Community Partnerships
- II. Beginning and Ending Dates:
- A. Initial Term: Commencing on January 18, 2017 and ending on June 30, 2017
- B. Option Period 1: ~~If exercised, e~~Commences on July 1, 2017 and ends on June 30, 2018
- C. Option Period 2: If exercised, commences on July 1, 2018 and ends on June 30, 2019
- III. Maximum Funding Amounts:
- A. Initial Term: ~~\$ \$29,166.00~~ \$31,292.00
- B. Option Period 1: ~~\$ Amount awarded by Board based on DCF award for this period~~ \$28,437.00
- C. Option Period 2: \$ Amount awarded by Board based on DCF award for this period
- D. Extension: Equal to a pro rata amount of the then existing annual funding amount.
- IV. WID's Representative: President/Chief Executive Officer
- V. Official Payee: Women in Distress of Broward County
P.O. Box 50187
Lighthouse Point, FL 33074
Email: mriedel@womenindistress.org
- VI. Official Notification Designations:
- A. For County: Director, Community Partnerships Division
115 South Andrews Avenue, Room A370
Fort Lauderdale, Florida 33301
- B. For WID: President/CEO, Women In Distress of Broward County, Inc.
P.O. Box 50187
Lighthouse Point, FL 33074
Email: mriedel@womenindistress.org
- VII. Client Co-pay: ☐ Required ☒ Not required
- VIII. Match: ☒ Required ☐ Not required because enter reason not required.
- IX. Required Insurance Coverage (nongovernmental entities only):
- A. Commercial or General Liability: ☒ Required ☐ Waived
- B. Business Automobile Liability: ☒ Required ☐ Waived
- C. Professional Liability: ☒ Required ☐ Waived
- D. Workers' Compensation & Employer's Liability: ☒ Required ☐ Waived
- E. Other: enter type ☐ Required
- X. RFP/RLI/RFA Date: Department of Children & Families, Agency Decisions, Notice Intent to Award – 2016
Emergency Solutions Grant, Advertisement Number LPZ19

City of Fort Lauderdale CDBG
Attachment “B8”
Evidence of sufficient funding to carry out project

CASH NEEDS ANALYSIS	ACTUAL		PROJECTION						TOTAL
	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	
Beginning Cash Balance ***	\$ 407,889	\$ 378,795	\$ 575,376	\$ 313,901	\$ 280,183	\$ 301,773	\$ 221,323	\$ 301,300	\$ 298,877
Receipts:									
Expected Receipts:									
Grants - Public Contracts	336,480	379,276	50,000	340,000	290,000	310,000	310,000	440,974	3,319,729
Grants - Private/Non Contract	64,810	92,867	55,000	3,621	45,000	-	80,000	3,000	731,767
Capital Contribution	-	-	-	-	-	-	-	-	11,000
Major Gifts	20,000	52,632	20,000	20,000	40,000	13,159	20,000	35,000	489,711
Thrift Store (Credit Cards + Monthly Transfer)	49,815	44,350	45,000	40,000	42,000	42,000	37,000	37,000	495,467
Events	17,615	15,745	10,000	82,345	32,345	67,062	57,910	29,450	423,477
Endowment (Gains only)	88,530								136,710
Other Contributions	43,981	51,532	50,000	35,000	25,000	25,000	25,000	30,000	366,069
Total Cash Receipts (for the month)	\$ 621,231	\$ 636,402	\$ 230,000	\$ 520,966	\$ 474,345	\$ 457,221	\$ 529,910	\$ 575,424	\$ 5,973,930
Disbursements:									
Expected Disbursements									
	\$ (650,324)	\$ (439,821)	\$ (491,475)	\$ (554,884)	\$ (452,755)	\$ (537,671)	\$ (449,934)	\$ (542,993)	\$ (5,939,076)
Net Cash In(Out) Flow	\$ (29,093)	\$ 196,581	\$ (261,475)	\$ (33,718)	\$ 21,590	\$ (80,450)	\$ 79,976	\$ 32,431	\$ 34,854
Ending Balance	\$ 378,795	\$ 575,376	\$ 313,901	\$ 280,183	\$ 301,773	\$ 221,323	\$ 301,300	\$ 333,731	\$ 333,731

CASH POSITION

CONCERNS:

- We are closely monitoring the cash flow revenue plan versus grant billing requirements and timing of actual reimbursement receipts for the second half of the fiscal year.
- We expect higher expenses going forward as we ramp up on spending for FCADV and VOCA, yet may experience delays in reimbursements.

ADDITIONAL NOTES:

- Grants - Public Contracts - FCADV received \$351.9k in Dec.
- Grants-Private/Non Contracts- Foundations received Nov/Dec 2017: Paul Palank Foundation \$40,000, Helen Ingram Foundation \$25,000, Fritch Foundation \$25,000, John Nellie Bastien Memorial Foundation \$5,000, Miami Foundation \$4,227, Martha G Moore Foundation \$5,000, Minto Foundation \$1,000, Sun Capital Partners \$50,000.
- Major Gifts- Nov/Dec - Received \$72,631 cash received
- December 1 payroll taken out of the bank on Nov 30th.

November - Receipts and Disbursements included \$15,000 transferred to the Pet Shelter bank account.

WID is currently maintaining cash in the bank that will cover the following month's expenses (Average \$461k) - normal month and average approx \$545k on heavy volume months . . This helps to alleviate cash shortages related to timing issues and revenue shortfalls.

Also, WID is working towards building reserves equivalent to 3-6 months of expenses in keeping with its 3-year strategic plan. Operating reserves is now equivalent to 1.6 months of expenses.

Operating Reserve- Total reserves at November 2017 was \$753.7k which comprise \$225.9k at BB&T, \$175.4k at Bank of America, \$176.8k at Centennial Bank; and, \$175.5k at Wells Fargo Bank.

The deposit for the Deerfield Beach property purchase was made with \$200k taken from WID's operating reserves back in 2008. This can be reimbursed back to WID Operations and used towards operating expense or reserves.

The amount of the Deerfield Beach capital reserves account at Northern Trust was \$439.6K at end of December 2017.

FLORIDA COALITION AGAINST DOMESTIC VIOLENCE

THIS CONTRACT is entered into between the Florida Coalition Against Domestic Violence, hereinafter referred to as the "FCADV" and Women in Distress of Broward County, Inc., hereinafter referred to as the "Provider."

1. Contract Document

The Provider shall provide services in accordance with the terms and conditions specified in this contract including all attachments, exhibits, and documents incorporated by reference which constitute the contract document. This contract and its attachments and exhibits, together with any documents incorporated by reference, contain all the terms and conditions agreed upon by the parties. There are no provisions, terms, conditions, or obligations other than those contained herein, and this contract shall supersede all previous communications, representations, or agreements, either verbal or written between the parties. If any term or provision of this contract is legally determined unlawful or unenforceable, the remainder of the contract shall remain in full force and effect and such term or provision shall be stricken.

2. Contract Enforcement and Venue

This contract is executed and entered into in the State of Florida, and shall be construed, performed and enforced in all respects in accordance with Florida law, without regard to Florida provisions for conflict of laws. Courts of competent jurisdiction in Florida shall have exclusive jurisdiction in any action regarding this contract and venue shall be in Leon County, Florida.

3. Effective Dates

This contract shall begin on **July 1, 2017**, or on the date on which the contract has been signed by the last party required to sign it, whichever is later. It shall end at midnight, local time of the Provider, on **June 30, 2018**, unless terminated earlier pursuant to Section 22 herein. All Provider services shall be performed during this period except that preparation and submission of reports may be required after expiration or termination of this contract, to the extent expressly stated in this contract, and payment for services may be rendered after the expiration or termination of the contract term. Certain terms of this contract survive expiration or termination of the contract as described in Section 23 herein.

4. Contract Amount

The FCADV shall pay for contracted services according to the terms and conditions of this contract in an amount not to exceed **\$1,957,894.06**, subject to the availability of funds and satisfactory performance of all terms by the Provider. The FCADV's performance and obligation to pay under this contract is contingent upon an annual appropriation by the Florida Legislature to the Florida Department of Children and Families (the "Department") and the Department's contract with the FCADV. Any Provider costs or services paid for from any other contract or source are not eligible for payment under this contract.

5. Funding Sources

The breakdown by funding source for the contract amount is as follows:

- (a) Domestic Violence Trust Fund (DVTF) **\$515,897.40**
- (b) Domestic Violence Trust Fund (DVTF II-FYE20) **\$87,108.27**
- (c) Federal Family Violence Prevention and Services Act (FVPSA) **\$237,099.92**
- (d) Federal Family Violence Prevention and Services Act (FVPSA II-FYE20) **\$87,108.27**
- (e) Temporary Assistance for Needy Families (TANF) **\$421,649.75**
- (f) Primary Prevention (PPE) **\$20,000.00**
- (g) General Revenue (GR) **\$589,030.45**

6. Match Requirement

The breakdown by funding source for the match amount is as follows:

- (a) Domestic Violence Trust Fund (DVTF) match is required in the amount of \$171,965.80
- (b) Domestic Violence Trust Fund (DVTF II-FYE20) match is required in the amount of \$29,036.09
- (c) Federal Family Violence Prevention and Services Act (FVPSA) match is required in the amount of \$59,274.98
- (d) Federal Family Violence Prevention and Services Act (FVPSA II-FYE20) match is required in the amount of \$21,777.07
- (e) Primary Prevention (PPE DVTF) match is required in the amount of \$6,666.67

7. Purpose/Scope of Service

The FCADV is engaging the Provider for the purpose of (1) providing domestic violence emergency shelter/housing and related services that will be available 24 hours per day, seven days a week to the survivors of domestic violence and their dependents; (2) providing survivors of domestic violence with information on the dynamics of power and control; (3) connecting survivors of domestic violence with available and appropriate resources within the community; (4) informing and educating the public and professionals regarding domestic violence and related issues; and, (5) providing domestic violence primary prevention services targeted to youth through the implementation plan for prevention, which is approved by the FCADV.

8. Definition of Terms

a. Contract Terms

Contract terms used in this document can be found in the *FCADV Glossary of Contract Terms*, Exhibit S, which is herein incorporated by reference.

b. Program or Service Specific Terms

Program or service specific terms used in this document can be found in the *FCADV Glossary of Program Terms*, Exhibit T, which is herein incorporated by reference.

c. Service Definitions

Service Definitions used in this document can be found in the *FCADV Glossary of Program Terms*, Exhibit Y, which is herein incorporated by reference.

9. Authorities for Service Provision and Administration

a. Chapter 39, Florida Statutes, and Chapter 65H-1, Florida Administrative Code

This contract is entered into pursuant to the authority provided in Part XII of Chapter 39, Florida Statutes, Chapter 65H-1, Florida Administrative Code, and the contract between the FCADV and the Department. In entering into this contract, the Provider agrees to comply with all applicable federal, state and local laws, rules and regulations, as may be enacted or amended from time to time, as well as the terms and conditions of this contract.

b. Section 39.908 F.S. Confidentiality of Client Information

The Provider shall not use or disclose any information concerning a recipient of services under this contract for any purpose prohibited by state or federal law or regulations except with the written consent of a person legally authorized to give that consent or when authorized by law.

- i. To ensure the safety, confidentiality, and privacy of persons receiving services, the Provider shall safeguard information identifying the location of domestic violence emergency shelters and center participants as provided in Section 39.908 F.S. Access to any participant-identifying information shall be limited to Provider staff members who have a need to know to carry out their job duties.

- ii. The Provider shall permit all persons duly authorized by the FCADV to have access to Provider's records, in both hard copy and electronic form, to the extent necessary to perform its oversight and monitoring function. Providers may not provide individual participant records to stakeholders, partner agencies, and other entities that have an interest in Provider operations or any other person or entity, except as expressly authorized in Section 39.908, F.S., or as otherwise authorized or required by law. In addition, client communications that satisfy the criteria for a privileged communication under Section 90.5036, F.S. may be disclosed only as provided in that statute.
- iii. The Provider shall ensure all of its employees and volunteers, and its subcontractors and their employees and volunteers, understand their obligation to comply with Section 39.908 F.S.
- c. **FCADV Fiscal Guide**
The FCADV Fiscal Guide is incorporated herein by reference.
- d. **FCADV Contract Monitoring Frequently Asked Questions (FAQs) Document**
The FCADV FAQs are incorporated herein by reference.
- e. **FCADV Administrative Standards**
The FCADV Administrative Standards are incorporated herein by reference.
- f. **FCADV Program Standards**
The FCADV Program Standards are incorporated herein by reference.

10. Service Provision

a. Individuals to be Served

- i. **General Description**
Clients to be served are survivors of domestic violence, dating violence, sexual assault in context of domestic violence, and stalking, and their children or any family or household member. Clients to be served also include the general public with respect to certain education and training services.
- ii. **Individual Eligibility**
 - 1. The Provider will determine eligibility criteria according to local needs and in accordance with the FCADV Program Standards. Eligibility criteria must be clearly delineated in a written policy statement by the Provider. It is the Provider's responsibility to determine individual eligibility for services in accordance with the Provider's written intake policies and procedures, and the terms of this contract.
 - 2. Eligibility for Economic Self Sufficiency (TANF) services shall be determined on the basis of need. Need shall be established by completion of the TANF Eligibility Determination Form, which is here incorporated by reference. The Provider shall make the TANF Eligibility Form available in Creole, English and Spanish.
 - 3. Pursuant to ss. 414.095(2)(a), F.S. all eligible clients funded with TANF shall be United States citizens or qualified non-citizens, as defined in ss.414.095(3), F.S.
- iii. **Eligible Individual Determination**
Provider shall not deny services to or discriminate against any person on account of race, religion, color, national origin, gender, age, mental or physical disability, sexual orientation, citizenship, marital status, gender identity (or

expression), language spoken, immigration status and any other protected class. The FCADV has final determination in any dispute over individual eligibility.

iv. Persons with Limited English Proficiency

In accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C § 2000d, recipients of Federal financial assistance must take reasonable steps to ensure meaningful access to their programs and activities for persons with limited English proficiency (LEP). A written LEP policy or plan outlining steps to ensure meaningful access must be immediately available for inspection by the FCADV, DCF and/or the U.S. Department of Justice. For more information on the civil rights responsibilities that recipients have in providing language services to LEP individuals, please see the website at <http://www.lep.gov>.

b. Services to be Provided

i. Core Domestic Violence Services

The Provider shall provide general domestic violence center services to include the nine core services to survivors of domestic violence and their dependents and to other persons in the community, as appropriate. The nine core services are defined as follows:

1. *Emergency Shelter for 24 hours or more:* Temporary emergency housing of domestic violence survivors and their dependents. When the Provider is unable to provide immediate safe housing due to a lack of bed space, it shall make every effort to secure alternative safe emergency housing for the survivor. The Provider shall provide survivor transportation to the emergency shelter through the use of staff, volunteers, law enforcement and other means. Transportation through law enforcement only is not sufficient.
2. *Counseling:* Counseling is advocacy, which involves providing information on the dynamics of domestic violence, doing an assessment of risk, and/or engaging in other supportive activities as appropriate.
3. *24-Hour Hotline:* The provision of crisis counseling and information and referrals on a 24 hour per day, seven days a week basis by trained Provider staff, paid or unpaid.
4. *Assessment of Children:* Evaluation of the basic needs of children served by the Provider, and the referral of children to services if needed.
5. *Direct Service Information and Referral:* Providing information and/or referrals about domestic violence and available services and resources appropriate to the individual need. Information and referral may be provided face-to-face, by telephone, by email or by mail.
6. *Case (Service) Management:* The provision of an individual needs assessment, development of a service plan, a written safety plan, and the coordination of appropriate services and follow-up. One-on-one service management shall be provided to residents in shelter for 72 hours or more and to non-residents who have received two or more face-to-face counseling sessions.
7. *Community Education:* Presentation to the public, both in person and through the media, of information on the incidence and dynamics of domestic violence.
8. *Professional Training:* Provision of domestic violence training to law enforcement personnel and other professionals and paraprofessionals.

9. **Safety Planning:** The development of a plan for security that includes a lethality assessment, documentation of abuser patterns, and an escape plan.

ii. **Primary Prevention Deliverables**

The Provider a/k/a/ the Center is required to have a prevention programming designee (hereinafter referred to as Prevention Staff) on the Primary Prevention listserv. The listserv will provide dates and times for webinars and prevention events. Providers can email rudicell_emil@fcadv.org to be added to the listserv. The Provider shall implement domestic violence primary prevention services targeted to youth through the implementation plan for prevention as follows:

1. **Three Community Action Team Meetings:** Community Action Team (CAT) meetings will include discussions, planning activities, or the engagement of activities directly related to the community's primary prevention programming. Community Action Teams may consist of all youth members, all adult members, or a combination of both. Community Action Teams may be a standalone team or a subcommittee of an existing DV/SV task force. If submitting as part of a larger task force, prevention activities must be listed on the agenda to claim on the invoice. If there are only intervention topics or activities, the invoice will not be approved.

For documentation to be approved, the meeting or activity may not be comprised solely of center staff. Attendance must be at least five participants, at least three of whom need to be non-center staff.

A sign-in sheet that lists the center's name, date, and signatures of all attendees is required along with an agenda from the meeting/event/activity. Meeting minutes/event or other documentation such as event fliers/photos/newspaper coverage are highly encouraged, but not required.

2. **Quarterly Webinars:** Provider's Prevention staff must participate in quarterly webinars.

Provider's Prevention Staff or a staff member from Provider must attend all of the scheduled quarterly webinars for the entire duration of the webinar. If Provider's Prevention Staff joins the webinar after roll-call, they will not be considered present for the webinar. Provider Staff may be asked to give primary prevention activity updates during the webinars. Attendance and participation on the webinar will serve as sufficient means to claim funds. FCADV will submit the documentation for this deliverable on behalf of center attendees.

3. **Survey Completion: Survey Completion:** Provider's staff must complete online surveys in quarter two and quarter three during the fiscal year. Community Action Team (CAT) members must complete online surveys in quarter one and quarter three. Completion of the online survey will serve as sufficient means to claim funds.

4. **Implementing a Strategy:** Last fiscal year providers developed and implemented a strategy to address the community or societal levels of the Social Ecological Model with their chosen risk and/or protective factor. This fiscal year providers will add to and continue implementation of their strategy. Providers will participate in a one hour (minimum) technical assistance call or visit about their strategy with FCADV by November 30th. Providers will also submit a written report regarding their progress on implementation of their strategy by May 1st. FCADV will provide a report template.

5. **Two Rounds of Primary Prevention Programming with Youth:** Rounds of Prevention Programming must be at least eight sessions with the same group of students. No exceptions will be made. Both rounds should be conducted with the same priority population (example: Boys ages 11-14). Rounds of programming must be conducted using the FCADV approved curricula.

Documentation requirements include: (1) Submission of the current curricula the center is utilizing, (2) the FCADV provided Sign-in Sheet that includes attendance from all sessions, (3) the FCADV provided Group Process Notes Form for each session (8 or more total), (4) one copy of the pre- and post-survey being used that must include the age-appropriate core questions provided by FCADV, and (5) the completed FCADV Evaluation Tool populated with participant responses uploaded in Excel format. Sign in sheets shall not include any identifying student information.

6. **Community Training:** The provider must conduct training for staff of a partnering agency on primary prevention and how it relates to their work. The community partner can be a member of the community action team. Documentation requirements for invoicing must include: Sign in sheets from training session(s) and an agenda.
7. **Attend two Qualifying Primary Prevention Event:** Provider's Prevention Staff or a Provider staff member(s) must attend a minimum of two primary prevention events offered during the fiscal year. Qualifying events include the FCADV Primary Prevention Orientation Training, the Primary Prevention Institute, Primary Prevention Learning Exchanges, and/or the FCADV Youth Summit.
8. **Two meetings with School District Administration:** The provider must arrange and attend two meetings between Provider's Prevention Staff and/or center leadership and administration at the School District. The administration can work for any of the local school districts that the provider serves but must be a district-wide official. The meeting agenda should include the Teen Dating Violence policy and education requirements. Documentation requirements for invoicing must include: Sign in sheet, an agenda, and completion of a survey on the meeting. The survey will be provided by FCADV. The meetings may be with the same or different officials.

9. Prevention Deliverables Chart

All documentation must be submitted through Track-It! on or before the due date. Completion of deliverables and submission of reports after the dates listed below must be requested in writing with prior written approval through the FCADV Contract Manager.

Deliverable	Must be completed and submitted to FCADV no later than:	Invoice no later than:	Amount to Claim
Participation in 1 st Quarter Webinar <i>Week of July 24, 2017</i>	July 31, 2017	August 15, 2017	\$500
Completion of 1 st quarter prevention staff online survey	July 31, 2017	August 15, 2017	\$250
1 st Quarter Community Action Team Meeting	September 30, 2017	October 15, 2017	\$1,000
Participation in 2 nd Quarter Webinar <i>Week of November 7, 2017</i>	November 30, 2017	December 15, 2017	\$500

Completion of 2 nd quarter CAT online survey	November 30, 2017	December 15, 2017	\$250
TA call and Strategy Plan	November 30, 2017	December 15, 2017	\$500
2 nd Quarter Community Action Team Meeting	December 31, 2017	January 15, 2018	\$1,000
1 st School District Meeting	December 31, 2017	January 15, 2018	\$750
Participation in 3 rd Quarter Webinar <i>Week of January 16, 2018</i>	January 31, 2018	February 15, 2018	\$500
Completion of 3 rd quarter Prevention Staff online survey	January 31, 2018	February 15, 2018	\$250
1 st Round of Primary Prevention Programming with youth (8 sessions)	January 31, 2018	February 15, 2018	\$4,000
Attend one qualifying primary prevention event	February 28, 2018	March 15, 2018	\$1,000
3 rd Quarter Community Action Team Meeting	March 31, 2018	April 15, 2018	\$1,000
Participation in 4 th Quarter Webinar <i>Week of April 10, 2018</i>	April 30, 2018	May 15, 2018	\$500
Completion of 4 th quarter CAT online survey	April 30, 2018	May 15, 2018	\$250
2 nd Round of Primary Prevention Programming with youth	April 30, 2018	May 15, 2018	\$4,000
Complete community prevention training with community partner.	April 30, 2018	May 15, 2018	\$500
2 nd School District Meeting	April 30, 2018	May 15, 2018	\$750
Complete Implementation of strategy to reduce the chosen risk factor and/or increase the chosen protective factor in Provider's community.	May 1, 2018	May 15, 2018	\$1,500
Attend 2 nd Qualifying event	May 30, 2018	June 15, 2018	\$1,000
		Total	\$20,000.00

c. Performance Measures

i. General Description

The Provider shall maintain records documenting the following measures:

1. 97% of adult and child victims in shelter for more than seventy-two (72) hours at a certified domestic violence center shall have a family safety and security plan when they leave the shelter.
2. 97% of adult victims in shelter for more than seventy-two (72) hours at a certified domestic violence center shall have a case/service management plan when they leave the shelter.
3. 85% of children in shelter for more than seventy-two (72) hours at a certified domestic violence center shall have an assessment when they leave the shelter.
4. 90% of adult victims in shelter for more than seventy-two (72) hours at a certified domestic violence center completing an exit interview shall report an increased knowledge about community resources.
5. 90% of adult victims in shelter for more than seventy-two (72) hours at a certified domestic violence center completing an exit interview shall report an increased knowledge about strategies to enhance safety.

ii. Measurement Terms

Adult and Child Victims: The number of adults, as the head of the family unit, leaving shelter after seventy-two (72) hours.

Family Safety and Security Plan: A tool developed to help keep the family safe under dangerous domestic violence situations.

iii. Performance Evaluation Methodology

1. The performance measurement in Section 10.c.i.1. above will be calculated by dividing the number of adult victims, as the head of the family unit, leaving shelter after seventy-two (72) hours with a family safety and security plan by the number of adult victims, as the head of the family unit, leaving shelter after seventy-two (72) hours.
2. The performance measurement in Section 10.c.i.2 above will be calculated by dividing the number of adult victims leaving shelter after seventy-two (72) hours with a case/service management plan by the number of adult victims leaving shelter after seventy-two (72) hours.
3. The performance measurement in Section 10.c.i.3 above will be calculated by dividing the number of children leaving shelter after seventy-two (72) hours with an assessment having been conducted by the number of children leaving shelter after seventy-two (72) hours.
4. The performance measurement in Section 10.c.i.4 above will be calculated by dividing the number of adult victims leaving shelter after seventy-two (72) hours that completed an exit interview and reported an increased knowledge about community resources by the number of adult victims leaving shelter after seventy-two (72) hours.

5. The performance measurement in Section 10.c.i.5 above will be calculated by dividing the number of adult victims leaving shelter after seventy-two (72) hours that completed an exit interview and reported an increased knowledge about strategies to enhance safety by the number of adult victims leaving shelter after seventy-two (72) hours.

By execution of this contract, the Provider hereby acknowledges and agrees that its performance under the contract must meet the performance measurement standards set forth above and will be bound by the conditions set forth in this contract.

d. Service Limitations

i. General Description

Services shall be limited to the survivors of domestic violence and their children, family or household members, allied partners and their constituencies, incarcerated battered women, and others in need of domestic violence services as appropriate, as well as members of the public with respect to education and training services.

ii. Charges for Services

Participants shall not be charged for services.

iii. Activities That May Compromise Victim Safety

The Provider agrees that funds under this contract will not support activities that may compromise victim safety, such as: domestic violence pre-trial diversion programs or the placement of offenders in such programs as mediation, couples counseling, family counseling or any other manner of joint victim-offender counseling; mandatory counseling for victims; penalizing victims who refuse to testify; or promoting procedures that would require victims to seek legal sanctions against their abusers (e.g., seek a protection order, file formal complaint); or the placement of perpetrators in anger management programs or inappropriate sexual offender treatment programs.

iv. Research with Human Subjects

The Provider shall not enter into any research projects without prior written permission from FCADV. Any research that is to be conducted that involves participants may include, but not be limited to focus groups, surveys, or observations shall have prior written approval. The FCADV shall safeguard the rights and welfare of human subjects in research by ensuring that all human subject research receives appropriate approval as outlined in CFOP 215-8.

v. Victim Contacts

The Provider shall not utilize funds from this contract to mail letters to victim's homes as a means of victim contact.

11. Manner of Service Provision

a. Records and Documentation

i. Individual Participant Records

The Provider shall maintain a record on each individual who receives services in the shelter or who is seen face-to-face on an outreach basis. Records shall be kept in the Provider's Data Collection System with the exception of forms that require the signature of the program participant; additional hard copies may be kept at the discretion of the certified domestic violence center. Records are for the retention period specified in Section 12.I. of this contract and are to include those items identified in the FCADV Program Standards and F.A.C. Chapter 65H-1.014.

ii. Service Delivery Documentation

The Provider must maintain records documenting the total number of recipients and names, or unique identifiers, of recipients to whom services were provided and the date(s) that the services were provided, so that an audit trail documenting service provision can be maintained.

iii. Training Documentation

The Provider shall maintain documentation for each training provided to include the following items:

- a) training agenda to include: course titles, descriptions, objectives, number of hours, names of instructors and title or position, and dates of completion
- b) titled sign-in sheet of attendees with printed names, original signatures and title/position; and
- c) copies of scored pre- and post-tests with attendees names, if applicable

iv. Information Security Obligations

1. The Provider shall maintain an appropriate level of data security for any information the Provider is collecting or using in the performance of this contract. An appropriate level of security includes approving and tracking all employees that request or have access to any data system or information. The Provider will ensure that user access to the data system or information has been removed from all terminated employees.
2. The Provider agrees to notify the FCADV's Contract Manager as soon as possible, but no later than five (5) business days following the determination of any breach or potential breach of personal and confidential or other sensitive data. The Provider shall require the same notification requirements of all subcontractors.
3. The Provider shall at its own cost provide notice to affected parties no later than 45 days following the determination of any potential breach of personal or confidential data in accordance with s. 817.5681, F.S. The Provider shall require the same notification requirements of all subcontractors. The Provider shall also at its own cost implement measures deemed appropriate by the FCADV to avoid or mitigate potential injury to any person due to a breach or potential breach of personal and confidential data.
4. The Provider shall provide a customized, center-specific data security training to all staff, direct service volunteers and subcontractors who have access to any of the Provider's participant or administrative data. Training must be provided within 90 days of hire, and annually within each state fiscal year thereafter.
5. All Provider employees who have access to departmental information shall comply with, and be provided a copy of CFOP 50-2, and shall sign the Department's Security Agreement form CF 0114 annually. A copy of CF 0114 may be obtained from the FCADV's Contract Manager. The Provider shall also comply with the following to the extent that it has access to Departmental information in providing services under this contract:
 - a) The Provider shall provide the latest Departmental security awareness training to its staff and subcontractors who have access to departmental information.
 - b) The Provider shall make every effort to protect and avoid unauthorized release of any personal or confidential information by ensuring both data and storage devices are encrypted as prescribed in CFOP 50-2. If encryption of these devices is not possible, then the Provider shall assure that unencrypted personal and confidential departmental data will not be stored on unencrypted storage devices. The Provider shall require the same of all subcontractors.

b. Service Location and Times

i. Service Delivery Location

The Provider shall maintain sufficient facilities and equipment to deliver the agreed upon services. In accordance with Section 39.908, Florida Statutes, information about the location of domestic violence centers and facilities is confidential and exempt from the provisions of Section 119.07(1), Florida Statutes. All services will be provided in the Provider's designated service area, but to protect the safety of domestic violence survivors in residence at the center, the service delivery location is not included in this contract.

ii. Changes in Location

The Provider shall notify the FCADV in writing at least thirty (30) calendar days prior to changing the permanent location of service provision. If the Provider wishes to change the service location, close a service location, or open additional service locations during an existing certification period, the Provider shall submit to the FCADV contract manager the requested changes on the FCADV Provider Contact Information Form, (Exhibit B), incorporated by reference. The FCADV will submit the location change information to the Department for review and approval. The Provider's certification must be amended by the Department to include the new service location. Services delivered at locations other than those identified during the certification process are not covered under this contract and not eligible for payment unless, or until, the Provider receives written approval from the Department for the change in location, in accordance with Chapter 65H-1, Florida Administrative Code.

iii. Service Times

Emergency services including hotline are to be provided twenty-four (24) hours per day, seven (7) days a week. Emergency centers must be open, staffed and accessible to individuals twenty-four (24) hours a day, seven (7) days a week. Non-emergency services shall be provided at times that allow the greatest number of the targeted population to participate. The administrative offices of the Provider shall be open during normal business hours, Monday through Friday.

c. Subcontracts

- i.** The Provider shall not assign the responsibility for this contract to another party. The Provider shall not subcontract for any of the work contemplated under this contract without prior written approval of the FCADV.
- ii.** Should approval to subcontract be granted, a copy of each executed subcontract shall be provided to the FCADV within ten (10) calendar days of the effective date of each subcontract. Payment to the Provider shall not be authorized until the FCADV is in receipt of each executed subcontract.
- iii.** To the extent permitted by Florida Law, the Provider is responsible for all work performed pursuant to this contract whether actually furnished by the Provider or its subcontractors. Any subcontracts shall be evidenced by a written document. The Provider further agrees that the FCADV shall not be liable to the subcontractor in any way or for any reason. The Provider, at its expense, will defend the FCADV against such claims.
- iv.** The Provider shall make payments to any subcontractor within seven (7) working days after receipt of full or partial payments from the FCADV, unless otherwise stated in the contract between the Provider and subcontractor.
- v.** This contract shall be binding upon the successors in interest of either the Provider or the FCADV.
- vi.** The Provider shall include, or cause to be included, in all subcontracts (at any tier) the substance of all clauses contained in this contract that mention or describe subcontract compliance.

d. Coordination with Other Providers/Entities

The Provider must coordinate services with the FCADV, the Department and other community organizations as needed to provide comprehensive services for participants, including law enforcement, state agencies, the School Board and other social service agencies serving dating, stalking, domestic, and sexual violence in context of domestic violence survivors.

12. Administrative Requirements

a. Core Competency and Privilege

The Provider's staff members or volunteers who supervise, coordinate, and/or provide direct services to center participants shall successfully complete thirty (30) hours of specialized training, and the Center must submit the privilege registration application to the FCADV, within 90 days of employee's initial employment or volunteer start date with the Provider. When an employee or volunteer was previously registered through another center, the Provider must notify FCADV within 30 days of the employee's beginning employment or start date of volunteer service so that the FCADV can update the privilege database. The Provider shall utilize the FCADV's Core Competency Curriculum, or such other curriculum submitted by the Provider to the FCADV and expressly approved by the FCADV in writing, for twenty-four (24) of the required hours of training. Only the FCADV Authorized Train the Trainers shall provide training on the FCADV Core Competency Curriculum. The Provider shall utilize the FCADV Core Competency Curriculum until receipt of the FCADV approval of its own curriculum.

b. Shelter Operations

- i. The Provider must have sufficient staffing at all times to provide services and help ensure the safety of participants and staff. As the number of beds increase the Center must adjust its staffing to accommodate for the increased demand. At all times, the Provider, and not FCADV, remains responsible for ensuring that the Provider is appropriately staffed.

1. The Provider must:

(a) have minimum staffing as reflected in the chart below by June 30, 2018; or

(b) have engaged with the FCADV Program Department by December 31, 2017 to conduct an assessment and create a plan for achieving the staffing levels in the chart below at the earliest possible time.

Number of beds per shelter*	Number of staff required	Days/hours required staff must be on site at shelter
20 or fewer	1	24 Hrs., 7 days per week
21 - 49	2	8:00 a.m. - 11:00 p.m., 7 days per week. At least 1 staff member must be on site from 11:00 p.m. - 8:00 a.m.
50 - 99	2	24 Hrs., 7 days per week
100 +	3	24 Hrs., 7 days per week

*This chart represents minimum staffing requirements per shelter. Shelter beds may NOT be combined from multiple shelters to determine minimum staffing requirements.

2. If the Provider currently has staffing that exceeds the numbers in the above chart, it should not reduce staffing based on this provision. The above chart represents suggested staffing patterns based on evidence-based research and by no means suggests, or represents, staffing that is adequate for each individual Provider to perform the required services and ensure the safety of its participants and staff. As noted above, each Provider is responsible for having sufficient staffing based on the individual circumstances and needs of the Provider and its participants at all times, which may require staffing in excess of that in the chart set forth above.

- ii. The Provider is required to participate in the FCADV Bed Space Project which requires the Provider to share the number of available beds with the Florida Domestic Violence Hotline on a daily basis. FCADV will contact the center each day to obtain this information.

- iii. The Provider is required to share information about the Florida Domestic Violence Legal Hotline with the Provider's program participants

c. Provider Responsibilities Related to Board of Directors

- i. The Provider shall ensure that its Board Chair participates in the Mandatory Board Chair Conference Call with FCADV which will be held prior to December 31, 2017; the date and time will be designated by the FCADV.

- ii. The Provider shall ensure that the Board Chair contacts the FCADV's CEO within 48 hours of being notified of a current or upcoming vacancy in the Executive Director/CEO position as defined by F.A.C. All Interim Executive Director/CEO placements must be approved by the FCADV prior to an offer of employment to an interim Executive Director/CEO.

- iii. The Provider shall ensure that its Board of Directors work with the FCADV on the planning, recruitment, vetting and orientation of any new CEO/Executive Director.

- iv. The Board of Directors shall work with FCADV in reviewing and amending or creating any succession planning or other transition related documents or policies.

- v. The Provider shall notify the FCADV Contract Manager in writing, of any changes to its Board President, Vice-President, Treasurer, and Secretary, along with contact information for each, within five (5) business days of the change. This notification shall be done through the submission of an updated Provider Contact Information Form, which is incorporated herein by reference, and an updated Board roster.

- vi. Board training provided by the FCADV must be conducted at a minimum of once every three years or when 40% of the Board of Directors is comprised of new members since the last board training provided by FCADV was conducted.

d. Zero Tolerance

The Provider must have zero tolerance for domestic, dating and sexual violence in context of domestic violence and stalking on the part of its employees. The provider must be as vigorous in its response to suspected crimes on the part of its own employees as it is to all other domestic, dating, sexual violence in context of domestic violence and stalking crimes. However, the Provider shall also uphold its duty to the employee in terms of providing employee assistance; preventing harm to self or family; and continuing employment where appropriate, safe and within the Provider agency guidelines and the law.

e. Anti-Bullying and Anti-Harassment

The Provider shall ensure that it has in place policies prohibiting harassment based on the protected classes listed in Sections 10.a.iii. and 18.b. of this contract; will enforce the policies; and will ensure that all existing employees and direct service volunteers are trained on how to prevent and respond to harassment or bullying in all forms; and have a plan to monitor and address claims, and document their corrective actions during this contract term. All new employees and direct service volunteers shall complete the above training within 60 days of hire or volunteer assignment.

f. Policies and Procedures

The provider shall maintain policies and procedures, and implement them as outlined in Chapter 65H-1, Florida Administrative Code, and the FCADV Administrative and Program Standards, which are incorporated herein by reference.

g. Release of Confidential Information Form

The Provider shall use the FCADV's approved Release of Confidential Information Form herein incorporated as Exhibit U for the release of confidential participant information. If the Provider prefers to use a substantially similar Release of Confidential Information Form, the alternate form must be submitted to the FCADV contract manager for approval prior to its use.

h. Personnel Files

i. The Provider shall maintain a personnel file for each employee performing services under this contract. The file shall include at a minimum:

- a) service start date;
- b) employment application and/or résumé;
- c) reference checks;
- d) signed and dated acknowledgement indicating that the employee read and understood the Center policies and procedures relevant to their position pursuant to 65 H-1.013;
- e) signed and dated acknowledgement for receipt of employee handbook, which includes a confidentiality statement and drug-free workplace statement (within 60 days of hire);
- f) signed and dated position description, which specifies the position responsibilities and qualifications;
- g) copies of signed and dated annual performance evaluations;
- h) documentation of valid driver's license for staff that transport participants;
- i) proof of education and/or credentials as required;
- j) W-4 information;
- k) documentation of HIV/AIDS Universal Precautions training (within first year of employment);
- l) documentation of advocate-victim privilege certification;
- m) documentation of Anti-Bullying and Anti-Harassment training;
- n) "Serving Our Customers who are Deaf or Hard-of-Hearing" certificates of completion;
- o) signed and dated "Support to the Deaf or Hard-of-Hearing Attestation Form", located at <http://www.dcf.state.fl.us/admin/training/docs/DCF%20Attestation%20Form.pdf>;
- p) if 15 or more employees agency-wide, a signed and dated attestation that employee is familiar with the requirements of Section 504, the ADA, and CFOP 60-10, Chapter 4. (The DCF attestation form referenced in (o), will serve to fulfill the attestation requirements for both (o) and (p).)

- ii. The Provider must also maintain with respect to each employee, either in the employee's personnel file, or in a separate file:
 - a) records of training received for each employee delineating the date and hours of training received;
 - b) timesheets and/or activity reports for employees;
 - c) Department of Homeland Security Form I-9;
 - d) documentation of employment eligibility using E-Verify, in accordance with Section 12.i. below;
 - e) background screening, if applicable;
 - f) documentation of Core Competency training, if applicable.

i. Employment Eligibility Verification

i. Definitions

As used in this clause—

"Employee assigned to the contract" means all persons employed during the contract term by the Provider to perform work pursuant to this contract within the United States and its territories, and all persons (including subcontractors) assigned by the Provider to perform work pursuant to the contract with the FCADV.

"Subcontract" means any contract entered into by the Provider and a subcontractor pursuant to which the subcontractor provides services for performance of a portion of this contract.

"Subcontractor" means any person or entity that subcontracts with the Provider to provide services to the Provider in its performance of this contract.

ii. Enrollment and verification requirements

1. The Provider shall—

- a) Enroll as a Provider in the E-Verify program within 30 calendar days of contract award.
- b) Within 90 calendar days of enrollment in the E-Verify program, begin to use E-Verify to initiate verification of employment eligibility. All new employees assigned by the Provider/subcontractor to perform work pursuant to the contract with the FCADV shall be verified as employment eligible within three (3) business days after the date of hire.

2. The Provider shall comply, for the period of performance of this contract, with the requirement of the E-Verify program enrollment.

- a) The Department of Homeland Security (DHS) or the Social Security Administration (SSA) may terminate the Provider's enrollment and deny access to the E-Verify system in accordance with the terms of the enrollment. In such case, the Provider will be referred to a DHS or SSA suspension or debarment official.
- b) During the period between termination of the enrollment and a decision by the suspension or debarment official whether to suspend or debar, the Provider is excused from its obligations under paragraph (ii) of this clause. If the suspension or debarment official determines not to suspend or debar the Provider, then the Provider must re-enroll in E-Verify.

- iii. Information on registration for and use of the E-Verify program can be obtained via the Internet at the Department of Homeland Security Website: <http://www.dhs.gov/E-Verify>.
 - iv. The Provider is not required by this clause to perform additional employment verification using E-Verify for any employee whose employment eligibility was previously verified by the Provider through the E-Verify program.
 - v. Employees assigned to and performing work pursuant to this contract prior to February 4, 2011 do not require employment eligibility verification through E-Verify.
 - vi. Evidence of the use of the E-Verify program will be maintained in the employee's personnel file.
 - vii. The Provider shall include the requirements of this clause, including this paragraph (vii) (appropriately modified for identification of the parties), in each subcontract.
- j. **Direct Service Volunteer Files**
- i. The Provider shall maintain a personnel file for each direct service volunteer performing services under this contract. The file shall include at a minimum:
 - a) service start date;
 - b) signed and dated position description, which specifies the position responsibilities and qualifications;
 - c) documentation of advocate-victim privilege certification;
 - d) signed and dated acknowledgement indicating that the volunteer read and understood the Center policies and procedures relevant to their volunteer duties pursuant to 65H-1.013; and
 - e) signed and dated confidentiality statement and drug-free workplace statement (within 60 days of service start date).;
 - ii. The Provider must also maintain with respect to each direct service volunteer, either in the volunteer's personnel file, or in a separate file:
 - a) records of training received for each volunteer, delineating the date and hours of training received, to include, but not be limited to, data security training, Emergency Management Plan training, Anti-Bullying and Anti-Harassment training and 16 hours of in-service training;
 - b) timesheets and/or activity reports for volunteers;
 - c) documentation of Core Competency training, if applicable.
- k. **Sufficiency of Records**
- The Provider shall maintain and implement current, accurate and complete service and financial records, and other reports and statistics in such form as to permit programmatic and fiscal evaluation by authorized FCADV personnel. The provider shall maintain records documenting the deliverables generated, services provided, and the dates that the services were provided so that an audit trail documenting service provisions can be maintained.

I. Record Retention

- i. The Provider shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect all income and expenditures of funds provided by the FCADV under this contract.
 - ii. Retention of all client records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this contract shall be maintained by the Provider during the term of this contract and retained for a period of six (6) years after completion of the contract or the date an audit report is issued, whichever period is longer, or for such other longer period when required by law. In the event an audit is required by this contract, records shall be retained for a minimum period of six (6) years after the audit report is issued or until resolution of any audit findings or litigation based on the terms of this contract, at no additional cost to the FCADV.
 - iii. Upon demand, at no additional cost to the FCADV, the Provider will facilitate the duplication and transfer of any records or documents during the term of this contract and the required retention period in Section 12.1.ii.
 - iv. At all reasonable times for as long as records are maintained, the FCADV, the Department, the Federal grantor agency, or persons duly authorized by the FCADV, the Department, the Chief Financial Officer, the Auditor General of the State of Florida, and Federal auditors, pursuant to 45 CFR, section 92.36(i) (10), shall be allowed full access to and the right to examine any of the Provider's contracts and related records and documents, regardless of the form in which kept.
 - v. The Provider shall comply and cooperate immediately with any inspections, reviews, investigations, or audits deemed necessary by the Department's Office of the Inspector General (section 20.055, F.S.).
 - vi. No record required to be retained under this section may be withheld from the FCADV, the Department or the Office of the Inspector General, nor may the Provider attempt to limit the scope of any of the foregoing inspections, reviews, copying, transfers or audits based on any claim that any record is exempt from the Public Records Act or is confidential, proprietary or trade secret in nature. Production or disclosure of any record under this paragraph, however, shall not result in waiver of any exemption from the Public Records Act.
 - vii. The Provider shall ensure that audit working papers are made available to the FCADV, the Department or its designee, the Chief Financial Officer of the State of Florida, or Florida's Auditor General upon request for a period of three years from the date an audit report is issued, unless extended in writing by the FCADV or the Department.
 - viii. The Provider must allow public access to all documents, papers, letters or other public records as defined in subsection 119.011(12), F.S., and as prescribed by subsection 119.07(1), F.S., made or received by the Provider in conjunction with this contract except that public records which are made confidential by law must be protected from disclosure. It is expressly understood that the Provider's failure to comply with this provision shall constitute an immediate breach of contract for which the FCADV may unilaterally terminate the contract.
- m. Equipment**
- The Provider shall maintain Excel and Word for Windows, Adobe Write/Reader, e-mail capability and Internet access for staff working under this contract. The Provider must have Adobe Reader installed on any computer used for filing or submitting reports.

n. Property and Inventory

- i. The word "property" as used in this section means equipment, fixtures, and other tangible personal property of a nonconsumable and nonexpendable nature, the value or cost of which is \$1,000 or more and the normal expected life of which is 1 year or more, and hardback-covered bound books that are circulated to students or the general public, the value or cost of which is \$25 or more, and hardback-covered bound books, the value or cost of which is \$250 or more. Each item of property which it is practicable to identify by marking shall be marked in the manner required by the Auditor General. Each custodian shall maintain an adequate record of property in his or her custody, which record shall contain such information as shall be required by the Auditor General. Once each year, on July 1 or as soon thereafter as is practicable, and whenever there is a change of custodian, each custodian shall take an inventory of property in his or her custody. The inventory shall be compared with the property record, and all discrepancies shall be traced and reconciled. All publicly supported libraries shall be exempt from marking hardback-covered bound books, as required by this section. The catalog and inventory control records maintained by each publicly supported library shall constitute the property record of hardback-covered bound books with a value or cost of \$25 or more included in each publicly supported library collection and shall serve as a perpetual inventory in lieu of an annual physical inventory. All books identified by these records as missing shall be traced and reconciled, and the library inventory shall be adjusted accordingly.
- ii. No state property will be assigned to the Provider for use in performance of this contract.
- iii. If any property is purchased by the Provider with funds provided by this contract, the provider shall inventory all nonexpendable property including all computers. A copy of which shall be submitted to the FCADV on a quarterly basis whether new purchases have been made or not. By July 15, 2018, the Provider shall submit a complete inventory of all such property to the FCADV whether new purchases have been made or not.
- iv. The inventory shall include, at a minimum, the identification number; year and/or model; a description of the property, its use and condition; current location; the name of the property custodian; class code (use state standard codes for capital assets); if a group, record the number and description of the components making up the group; name, make, or manufacturer; serial number(s), if any, and if an automobile, the VIN and certificate number; acquisition date; original acquisition cost; funding source; and, information needed to calculate the federal and/or state share of its cost. The FCADV's Contract Manager shall provide disposition instructions to the Provider prior to the end of the contract period. The provider cannot dispose of any property that reverts to the Department through the FCADV without the Contract Manager's approval.
- v. The Provider hereby agrees that all inventories required by this contract shall be current and accurate and reflect the date of the inventory. If the original acquisition cost of a property item is not available at the time of inventory, an estimated value shall be agreed upon by both the provider and the FCADV, with the further agreement of the Department and shall be used in place of the original acquisition cost.
- vi. Title (ownership) to and possession of all property purchased by the Provider pursuant to this contract shall be vested in the Department upon completion or termination of this contract, except to the extent that the FCADV authorizes disposal of such property. During the term of this contract, the Provider is responsible for insuring all property purchased by or transferred to the Provider is in good working order. The Provider hereby agrees to pay the cost of transferring title to and possession of any property for which ownership is evidenced by a certificate of title. The Provider shall be responsible for repaying to the FCADV for remittance to the Department the replacement cost of any property inventoried and not transferred to the Department upon completion or termination of this contract. When property transfers from the Provider to the Department, the provider shall be responsible for paying for the title transfer.

vii. If the Provider replaces or disposes of property purchased by the provider pursuant to this contract, the Provider is required to provide accurate and complete information pertaining to replacement or disposition of the property as required on the provider's annual inventory. Any subcontract entered into by the Provider under this contract must include language requiring the subcontractor to provide an annual inventory of property purchased with funds provided in this contract in accordance with Sections 12.n.iii. and 12.n.iv. of this contract.

o. Information Technology Resources

The Provider must receive written approval from the FCADV prior to purchasing any information technology resource or service with contract funds. The Provider agrees to secure prior written approval by means of an Information Resource Request (IRR) form, Exhibit I, before the purchase of any information technology resource or service. The Provider will not be reimbursed for any information technology resource or service purchases made prior to obtaining the FCADV's written approval. The Provider agrees to remove any sensitive and confidential data in accordance with CFOP 50-2 prior to disposing of information technology resources, including receiving prior approval from the FCADV contract manager through submission of the Property Disposition Form, Exhibit K.

p. Osnum WS Software

The FCADV will provide license without cost to the Provider to install and use the Osnum WS software data collection system to collect and report all statistical data related to the "Florida Domestic Violence Services Report" required with DVS funds. Further, the Provider agrees to make payment for the Osnum WS Annual Maintenance fee of \$664.00 by submitting payment to the FCADV by July 15, 2017, designating "Osnum" the payee on the check. Provider is required to use Osnum WS as its database case management system. All Florida Domestic Violence Services Reports shall be submitted using data from the Osnum WS system. The Provider agrees to comply with all terms and conditions of any license granted by the FCADV to the Provider relating to use of the Osnum WS software data collection system.

The Provider also acknowledges that it will seek approval from the FCADV prior to making any requested customizations to the Osnum software to ensure all changes comply with funder and contract requirements as well as maintaining the integrity of the reporting functions of the software.

q. Transportation Disadvantaged

The provider agrees to comply with the provisions of Chapter 427, F.S., Part I, Transportation Services, and Chapter 41-2, Florida Administrative Code, Commission for the Transportation Disadvantaged, if public funds provided under this contract will be used to transport eligible individuals. The provider agrees to comply with the provisions of CFOP 40-5 if public funds provided under this contract will be used to purchase vehicles which will be used to transport eligible individuals.

r. Purchasing

The Provider shall, to the extent practicable, procure any recycled products or materials, which are the subject of or are required to carry out this contract.

s. Insurance

i. Liability Insurance

Continuous adequate liability insurance coverage shall be maintained by the Provider during the existence of this contract and any renewal(s) and extension(s) of it. By execution of this contract, unless it is a state agency or subdivision as defined by subsection 768.28(2), F.S., the Provider accepts full responsibility for identifying and determining the type(s) and extent of liability insurance necessary to provide reasonable financial protections for the Provider and the clients to be served under this contract. The limits of coverage under each policy maintained by the Provider do not limit the Provider's liability and obligations under this contract. Documentation of insurance coverage is required upon submission of the application to the FCADV for funding and annually thereafter. The

FCADV reserves the right to require additional insurance as specified in this contract. The Provider is responsible for providing the FCADV with documentation of any insurance renewals or changes to the Provider's insurance coverage that occur during the contract period.

ii. Bond Insurance

The provider shall furnish documentation of an insurance bond from a responsible commercial surety company covering all officers, employees and agents of the provider authorized to handle funds received or disbursed under this contract in an amount commensurate with the funds handled, as determined by the surety company, and consistent with good business practice.

t. Sponsorship/Publicity

As required by section 286.25, F.S., if the Provider is a non-governmental organization which sponsors a program financed wholly or in part by state funds, including any funds obtained through this contract, it shall, in publicizing, advertising, or describing the sponsorship of the program state:

"Sponsored by (Provider's name), the Florida Coalition Against Domestic Violence and the State of Florida, Department of Children and Families."

If the sponsorship reference is in written material, the words "State of Florida, Department of Children and Families" shall appear in at least the same size letters or type as the name of the Provider. Without limitation, the Provider and its employees, agents, and representatives will not, without prior FCADV written consent in each instance, use in advertising, publicity or any other promotional endeavor, any FCADV logo or mark, State mark, or the name of the State's mark, the name of the FCADV or the State or any FCADV or State agency or affiliate or an officer or employee of the FCADV or the State, or any FCADV or State program or service, or represent, directly or indirectly, that any service provided by the Provider has been approved or endorsed by the FCADV or the State, or refer to the existence of this contract in press releases, advertising or other materials distributed by the Provider.

u. Fiscal Management

The Provider shall be knowledgeable of and fully comply with all applicable Federal and state laws, rules and regulations governing services provided under this contract. The Provider shall maintain sound financial policies in order to meet its stewardship obligations in accordance with the provisions of federal, state and local laws and regulations, Florida Coalition Against Domestic Violence Policies and Procedures, and Generally Accepted Accounting Principles. These principles are mandated by the American Standards Board, American Institute of Certified Public Accountants, Federal Regulations of the Office of Management (OMB), Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (also known as OMB Uniform Guidance), along with the statutes of the State of Florida.

i. Fund Accounting

The Provider shall establish and maintain books, records and documents (including electronic storage media) sufficient to reflect all income and expenditures of funds provided by the FCADV under this contract. All records of income and expenditures shall be kept separately from those relating to other funding the Provider may receive. The Provider shall maintain policies and accounting systems in accordance with the principles of fund accounting. Funds are required to be tracked on the basis of regulations, restrictions and limitations. Resources are classified for accounting and reporting purposes into fund groups that characterize the sources of revenue and specific activities or objectives. Separate accounts are maintained for each fund. Fund accounting shall be applied to the Provider as a whole and not in part.

ii. Cost Allocation Plan

The Provider shall incur expenses and obligations in accordance with the approved Cost Allocation Plan incorporated by reference and maintained in the FCADV Contract Manager's file.

iii. Budget

Prior to execution of this contract, the Provider shall submit to the FCADV an award budget utilizing the Budget Form. The budget must be provided by line item in the table provided and shall be accompanied with projected sources and amounts of match. In addition, a line item budget narrative describing the anticipated expenses to be funded under this contract must be provided. The Provider shall make expenditures in accordance with the approved operating budget.

iv. Budget Amendments

The Provider shall request and must receive written approval from the FCADV Contract Manager prior to incurring any expenditures that require modification to the approved operating budget as a result of proposed additions and/or deletions to budget line items utilizing Attachment II – Budget Amendment Form which is incorporated herein by reference. Any changes to the Cost Allocation Plan or allocation percentages, including any resulting budget amendments, shall be submitted in writing with justification to the FCADV Contract Manager for approval. The Provider shall not institute any changes to the budget or Cost Allocation Plan until final approval has been received from the FCADV contract manager in writing.

v. Match

1. FVPSA match may be cash or in-kind and shall be utilized for services in compliance with the terms and conditions of this contract. DVTF and General Revenue funds are an allowable source of match.
2. DVTF and Primary Prevention match may be cash or in-kind and shall be utilized for services in compliance with the terms and conditions of this contract. Local, municipal and county funds are an allowable source of match.
3. The Provider shall document the required amount of cash or in-kind match monthly. By the end of the contract period, the total required match amount by funding source shall be expended. Supporting documentation shall detail cash or in-kind contributions. Federal dollars are not allowable as match for state funds or federal funds.
4. The Provider shall certify its commitment of cash or in-kind match through Exhibit A of this contract.
5. If the Provider fails to meet the match requirements, the Provider shall remit a payment to FCADV (for further remittance to the Department) for the amount of the unmatched federal dollars within fifteen (15) calendar days of the end of each corresponding state fiscal year.

vi. TANF Justification

Economic Self Sufficiency (TANF) Funds must be spent on TANF-eligible clients. Of all individuals receiving shelter service, the percentage of TANF- eligible clients served must be equal to or greater than the percentage of TANF funds in the Provider's total budget. If the Provider fails to meet this requirement, the Provider shall be required to provide the FCADV a refund of excess funds which the FCADV shall then remit to the Department. The Provider shall comply with federally mandated service outcomes as described in the approved Department Plan for Allocating TANF funds to Certified Domestic Violence Centers incorporated herein by reference and maintained in the FCADV Contract Manager's file. All statutorily mandated services and safety planning activities are eligible for TANF funds. Other services must be approved on an individual basis.

vii. Audit Requirements

A financial and compliance audit shall be provided to the FCADV within 180 days after the end of the Provider's fiscal year or within 30 days of receipt of the audit report, whichever occurs first. Providers should include, when available, correspondence from the auditor indicating the date the audit report package was delivered to them, or when such correspondence is not available the Provider must submit its own correspondence indicating the date the audit report package was delivered by the auditor to the Provider.

1. Federal Requirements:

This part is applicable if the recipient is a State or local government or a non-profit organization as defined in 2 CFR Sections 200.500-200.521. In the event the recipient expends \$750,000 or more in Federal awards during its fiscal year, the recipient must have a single or program-specific audit conducted in accordance with the provisions of 2 CFR Sections 200.500-200.521. The recipient agrees to provide a copy of the single audit to the FCADV contract manager. In the event the recipient expends less than \$750,000 in Federal awards during its fiscal year, the recipient agrees to provide certification to the FCADV contract manager that a single audit was not required. In determining the Federal awards expended during its fiscal year, the recipient shall consider all sources of Federal awards, including Federal resources received from the FCADV, Department of Children & Families, Federal government (direct), other state agencies, and other non-state entities. The determination of amounts of Federal awards expended should be in accordance with guidelines established by 2 CFR Sections 200.500-200.521. An audit of the recipient conducted by the Auditor General in accordance with the provisions of 2 CFR Sections 200.500-200.521, will meet the requirements of this part. In connection with the above audit requirements, the recipient shall fulfill the requirements relative to auditee responsibilities as provided in 2 CFR Section 200.508. The schedule of expenditures should disclose the expenditures by contract number for each contract with the FCADV in effect during the audit period. The financial statements should disclose whether or not the matching requirement was met for each applicable contract. All questioned costs and liabilities due the FCADV or the Department shall be fully disclosed in the audit report package with reference to the specific contract number.

2. State Requirements:

This part is applicable if the provider is a non-state entity as defined by Section 215.97(2), Florida Statutes. In the event the recipient expends \$750,000 or more in state financial assistance during its fiscal year, the recipient must have a State single or project-specific audit conducted in accordance with Section 215.97, Florida Statutes; applicable rules of the Department of Financial Services; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), Rules of the Auditor General. The recipient agrees to provide a copy of the single audit to the FCADV contract manager. In the event the recipient expends less than \$750,000 in state financial assistance during its fiscal year, the recipient agrees to provide certification to the FCADV contract manager that a single audit was not required. In determining the state financial assistance expended during its fiscal year, the recipient shall consider all sources of state financial assistance, including state financial assistance received from the Department and FCADV, other state agencies, and other nonstate entities. State financial assistance does not include Federal direct or pass-through awards and resources received by a nonstate entity for Federal program matching requirements.

In connection with the audit requirements addressed in the preceding paragraph, the recipient shall ensure that the audit complies with the requirements of Section 215.97(8), Florida Statutes. This includes submission of a financial reporting package as defined by Section 215.97(2), Florida Statutes, and Chapters 10.550 or 10.650, Rules of the Auditor General. The schedule of expenditures should disclose the expenditures by contract number for each contract with the FCADV or Department in effect during the audit period. The financial statements should disclose whether or not the matching requirement was met for each applicable contract. All

questioned costs and liabilities due the FCADV or the Department shall be fully disclosed in the audit report package with reference to the specific contract number.

3. Additional Report Submission:

Copies of the reporting packages for audits conducted in accordance with 2 CFR Sections 200.500-200.521, and required by this agreement shall be submitted, when required by Section 200.512 (d), , by or on behalf of the recipient directly to the Federal Audit Clearinghouse using the Federal Audit Clearinghouse's Internet Data Entry System at: <http://harvester.census.gov/fac/collect/ddeindex.html> and other Federal agencies and pass-through entities in accordance with 2 CFR Section 200.512. Copies of reporting packages required by State reporting requirements shall be submitted by or on behalf of the Provider directly to the following address:

Auditor General
Local Government Audits/342
Claude Pepper Building, Room 401
111 West Madison Street
Tallahassee, Florida 32399-1450
Email address: flaudgen_localgovt@aud.state.fl.us

13. Notice Requirements

a. Contract Notices

To be effective, a notice or other communication required or permitted under this contract must be given in writing. A notice delivered by fax or similar electronic means (including by e-mail) is considered to be in writing and is effective if the sender obtains a receipt from the computer or fax machine sending the notice indicating that it has been delivered to the recipient's fax number or e-mail address. Any other type of written notice or other communication is considered effectively given when it is delivered to the intended recipient in person or by certified or registered United States mail. The individual designated as the Grant Contact on the Provider Contact Information Form, Exhibit B, shall be the Provider's designated contact person for notices provided under this contract.

b. Staffing and Contact Changes

The Provider shall notify the FCADV in writing within five (5) business days by the submission of an updated Provider Contact Information Form, (Exhibit B), incorporated herein by reference when any position listed on the Provider Contact Information Form is vacated or if the employee assigned to the Executive Director, Program Director or Fiscal Director position is unable to fulfill their duties and responsibilities due to an extended absence of greater than two weeks. The notification shall identify the person(s) assuming the responsibilities of the vacant position. When the vacant position is filled, the Provider shall notify the FCADV within five (5) business days of the change by the submission of an updated Provider Contact Information Form, (Exhibit B), incorporated herein by reference. Documentation of credentials required by Rule 65H-1.013, Florida Administrative Code, shall be submitted along with any updated Provider Contact Information Form. As required Chapter 65H-1, Florida Administrative Code, the Executive Director, Program Director, and Fiscal Director positions must be filled by three different people each meeting the applicable requirements of Rule 65H-1.013(8)(a), Florida Administrative Code. Additionally, the Provider shall notify the FCADV in writing within 48 hours when any contact information (i.e., email, address, phone number, etc.) changes for any position listed on the Provider Contact Information Form.

c. Incident Reporting

- i. The Provider and any subcontractors shall, in accordance with the client risk prevention system, report those reportable situations listed in CFOP 215-6 in the manner prescribed in CFOP 215-6. The Provider shall immediately report any knowledge or reasonable suspicion of abuse, neglect, or exploitation of a child, aged person,

or disabled adult to the Florida Abuse Hotline on the statewide toll-free telephone number (1-800-96ABUSE). As required by Chapters 39 and 415, F.S., this provision is binding upon both the Provider and its employees.

The provider is required to document all reportable incidents, as defined in the FCADV's Incident Reporting Procedure, which is incorporated herein by reference.

- ii. For each critical incident occurring during the administration of its program, the provider must, as soon as practical and within twenty-four (24) hours of the incident, complete and submit an Incident Report in accordance with the FCADV Incident Reporting Procedure to the Contract Manager. Dissemination of the report within the FCADV will be the responsibility of the Contract Manager.
- iii. Incidents that involve the death of a participant, threaten the health, safety or welfare of any person or that place any person in imminent danger and/or are likely to have adverse impact or statewide media coverage shall be reported immediately, within five (5) hours to the FCADV as stated in the Incident Reporting Procedure incorporated herein by reference.
- iv. The Provider shall also include language in all of its subcontracts requiring subcontractors and their employees to immediately report knowledge or reasonable suspicion of abuse, neglect or exploitation of a child, aged person, or disabled adult to the Florida Abuse Hotline as required by Chapter 39 and 415, F.S.

d. Legal Actions

The Provider shall notify the FCADV of any legal actions or civil rights complaints filed against them related to the services provided through this contract or that may impact the Provider's ability to deliver the contractual services, or adversely impact the FCADV or the Department. The FCADV's contract manager will be notified within ten (10) calendar days of Provider becoming aware of such actions or complaints or from the day of the legal filing, whichever comes first.

14. Service Units

a. Definition

A service unit is the report documenting tasks that the provider shall accomplish to benefit survivors of domestic, dating, sexual assault in context of domestic violence and stalking crimes in the provider's designated service area as identified in Section 10.b., Services to be Provided.

b. Reports

The following reports shall be received by the FCADV on or before the dates listed below in order to execute timely payment of this contract. If that date falls on an established Federal or State holiday or weekend, such report will be due the next business day. Submission of reports after the dates listed must be requested in writing with prior written approval by the FCADV Contract Manager. The Provider shall furnish other reports and information that the FCADV may require within the time requested. Inaccurate or incomplete reports submitted by the due date will not be accepted. The date on which the correct and/or complete report is received will be considered the submission date.

Report Title	Frequency	Due Date(s)	Submission Requirements	Submission Method
Provider Contact Information Form (Exhibit B)	As necessary	Within 5 business days of any change of information listed on the Provider Contact Information Form with the exception of contact changes (i.e., email, mailing address, phone number, etc.) for any position listed on the Provider Contact Information Form which is due within 48 hours of change	Electronic copy in Word format	Track-It! - Type: Contract Monthly Reporting
Monthly Invoice (Exhibit C)	Monthly	15 th day of the month for the previous month's activities	Electronic signed copy in PDF format	Track-It! - Type: Contract Monthly Reporting
Monthly Florida Domestic Violence Services Report (Exhibit D)	Monthly	15 th day of the month for the previous month's activities	Exported from Osnum WS in Excel format	Herod_Lauren@fcadv.org
Updated Monthly Florida Domestic Violence Services Reports (Exhibit D)	As necessary	As necessary	Exported from Osnum WS in Excel format	Herod_Lauren@fcadv.org
Quarterly Program Status Report (Exhibit E)	Quarterly	15 th day of the month following the end of each quarter	Electronic copy	Track-It! - Type: Contract Monthly Reporting
Quarterly Inventory Report (Exhibit F)	Quarterly	15 th day of the month following the end of each of the first three quarters	Electronic copy	Track-It! - Type: Contract Monthly Reporting
Final Inventory Report (Exhibit F)	Annually	July 15, 2018, inclusive of all quarters	Electronic copy	Track-It! - Type: Contract Monthly Reporting
Monthly Financial Report (Exhibit G)	Monthly	15 th day of the month for the previous month's activities	Electronic copy in Excel format	Track-It! - Type: Contract Monthly Reporting

FVPSA Annual Report (Exhibit H)	Annually	October 15, 2017	Electronic copy in Word format; report should cover the period of October 1, 2016 through September 30, 2017	Track-It! - Type: Contract Monthly Reporting
Information Resource Request (IRR) (Exhibit I)	As necessary	As necessary	Electronic copy	Track-It! - Type: Contract Monthly Reporting
Property Disposition Form (Exhibit K)	As necessary	As necessary	Electronic signed copy in PDF format	Track-It! - Type: Contract Monthly Reporting
Release of Confidential Form (Exhibit U)	As necessary	As necessary	Electronic copy in PDF format	Track-It! - Type: Contract Monthly Reporting
Profit & Loss Statement by fund from Center Accounting System	Monthly	15 th day of the month for the previous month's activities	Electronic copy in PDF format	Track-It! - Type: Contract Monthly Reporting
Bank Statements	As required	As required with monthly invoice and/or full and complete back- up documentation	Electronic copy	Track-It! - Type: Contract Monthly Reporting
Auxiliary Aid Service Record Monthly Summary (HHS) Report	Monthly	3rd business day of the following month	Electronic copy	Herod_Lauren@fcadv.org
Capital Improvement Needs Assessment Survey	Annually	August 15, 2017	Via survey link provided	Survey Monkey
Financial External Audit, including Management Letter or Other Information, if applicable	Annually	Within 180 days after the end of the provider's fiscal year or within 30 days of receipt of the audit report, whichever occurs first. External Audit is required to be submitted regardless if paid in whole or in part with a FCADV administered funding source or with a non- FCADV administered funding source.	Electronic copy in PDF format	Track-It! - Type: Contract Monthly Reporting

Completed Funding Application Including Budget For FY 2018-2019	Annually	TBD	Electronic copy as required	Track-It! Type: Funding Application
Limited English Proficiency Plan	Annually	Required with DVS Application	Electronic copy	Track-It! - Type: Contract Monthly Reporting
Key Management Staff Credentials	As necessary	Attached to Provider Contact Information Form within 5 business days of position being filled	Electronic copy	Track-It! - Type: Contract Monthly Reporting
Certificates of Liability and Bond Insurance	Annually	Upon renewal	Electronic copy in PDF format	Track-It! - Type: Contract Monthly Reporting
Annual Fire Safety Inspection/Reinspection	Annually	Within 10 days of receipt of inspection and/or reinspection report	Electronic copy in PDF format	Track-It! - Type: Contract Monthly Reporting
Annual Sanitation Inspection/Reinspection	Annually	Within 10 days of receipt of inspection and/or reinspection report	Electronic copy in PDF format	Track-It! - Type: Contract Monthly Reporting
Incident Reports	As necessary	As soon as practical and within 24 hours of discovery or notification of the incident and Notification by phone within 5 hours for immediate reportable incidents	Electronic copy in PDF format	Email: IncidentReporting@fcadv.org

Primary Prevention Back-up Information	As required	As required by contract	Electronic copy	Track-It! - Type: Contract Monthly Reporting Sub Type: Primary Prevention Back-up
Fiscal Detail Worksheet (Attachment I)	As required with submission of full and complete backup	15 th of the month following the requested month(s) of Full & Complete submission	Electronic copy in Excel	Track-It! - Type: Contract Monthly Reporting
Fiscal Back-up Documentation	As requested by the FCADV for designated month(s)	TBD	Electronic copy in PDF format	Track-It! - Type: Contract Monthly Reporting
Pre-Monitoring Documentation	Annually	As listed on Request for Documents	Electronic submission in Word, Excel and PDF format (see Request for Documents)	Track-It! - Type: Monitoring Documents
Budget Amendments Form (Attachment II)	As required	TBD	Electronic copy in Excel format	Track-It! - Type: Contract Monthly Reporting
Monitoring Corrective/Certification Action Plan (MCAP)	As necessary	Within 10 business days of receipt of monitoring report	Signed and dated copy in PDF format	Track-It! - Type: Monitoring Documents

c. Deliverable/Services Amendments

All Domestic Violence Core services and Primary Prevention deliverables referenced in section 10.b. must be performed within the required time frame. Any request to amend deliverables or time frames must be submitted in writing to the FCADV contract manager designated for this contract. Deliverables will be amended upon written approval by FCADV.

d. Programmatic Corrective Action

FCADV may issue a Programmatic Corrective Action to a Provider when the FCADV determines that deliverables or time frames have not been met or are at risk of not being met. Providers that have deliverables that are not completed timely or are unmet, in whole or in part, at the end of the contract period may be subject to financial penalties as referenced in Section 21 including a financial penalty up to 5% of the total contract award.

15. Payment

a. Payment Chart

The FCADV will make payments to the Provider for the provision of services up to the maximum number or units of service and at the rates listed below: subject to the provisions of Section 15.c.

Service Unit	Unit Price	Maximum # of Units
Core Domestic Violence Services		
Month of Domestic Violence Services: (Invoice, Fiscal Detail Worksheet, Full and Complete Backup when required and Financial Report w/ P&L, including budget vs. actual variances, bank statements, as required, Monthly Florida Domestic Violence Services Report, Quarterly Status Report, Quarterly Inventory Report, FVPSA Annual Report and Capital Needs Assessment Survey)	GR: \$49,085.87 DVTF: \$42,991.45 DVTF II-FYE20: \$7,259.02 FVPSA: \$19,758.33 FVPSA II-FYE20: \$7,259.02 TANF: \$35,137.48 Total Unit: \$161,491.17	11
Month of Domestic Violence Services: (Invoice, Fiscal Detail Worksheet, Full and Complete Backup when required and Financial Report w/ P&L, including budget vs. actual variances, bank statements, as required, Monthly Florida Domestic Violence Services Report, Quarterly Status Report, Quarterly Inventory Report, FVPSA Annual Report and Capital Needs Assessment Survey)	GR: \$49,085.88 DVTF: \$42,991.45 DVTF II-FYE20: \$7,259.05 FVPSA: \$19,758.29 FVPSA II-FYE20: \$7,259.05 TANF: \$35,137.47 Total Unit: \$161,491.19	1
TOTAL CORE DV SERVICES		\$1,937,894.06
Primary Prevention Services		
<i>Community Action Team Meetings</i>	\$1,000	3
<i>Quarterly Webinars</i>	\$500	4
<i>Survey Completion</i>	\$250	4
<i>Community Prevention Training</i>	\$500	1
<i>Primary Prevention Programming with Youth</i>	\$4,000	2
<i>Attend one qualifying primary prevention event</i>	\$1,000	2
<i>Implementation of Strategy</i>	\$1,500	1
<i>School District Meetings</i>	\$750.00	2
<i>TA Call and Strategy Plan</i>	\$500.00	1
TOTAL PRIMARY PREVENTION SERVICES		\$20,000.00
TOTAL CONTRACT		\$1,957,894.06

b. Invoice Approval Process

The FCADV's Contract Manager will have ten (10) business days to inspect and approve the monthly invoice or request from the provider any additional documentation and/or necessary adjustments to support the invoice. It is agreed that the FCADV's determination of acceptable service and work products shall be conclusive. Payment shall be made within forty (40) days from the date a properly completed invoice and accompanying documents as required by Section 14.b. are received and approved by the FCADV.

c. Cash Management

The Department of Justice requires adequate cash management including procedures for minimizing the time between the transfer of funds and disbursement of funds by sub-recipients. FCADV will reconcile actual expenses against payments received by the Provider and, in FCADV's sole discretion, may delay or reduce future payments if the Provider has

received payments under this contract that exceed actual expenses by more than one-twelfth (1/12) of the contract value. This provision relates only to timing of payment in relation to actual expenditures from contract funds. The Provider will be paid for all services provided pursuant to the provisions of this contract.

d. Payment Withholding

Any payment due under the terms of this contract may be withheld until all deliverables and reports (due from the Provider) have been received and approved by the FCADV including approval of any and all necessary adjustments to deliverables and reports as determined by the FCADV.

e. Changes in Contract Payment Methodology

Notwithstanding anything herein to the contrary, the FCADV may, convert the payment methodology of this contract to cost reimbursement due to the Provider's unsatisfactory fiscal, program or contract management as determined by the FCADV in its sole discretion. The FCADV shall notify the Provider prior to converting the contract to cost reimbursement. If converted, the Provider shall reconcile year-to-date expenditures and shall submit supporting documentation for all expenditures to date prior to any pending or future invoices being paid. Any overpayments shall be returned to FCADV as described in Section 15.h. herein.

f. Supporting Documentation

- i. Expenditures shall meet the minimum requirements established by the Department of Financial Services, Division of Accounting and Auditing, Bureau of Auditing, Reference Guide for State Expenditures, which is available at the Department of Financial Services website.
- ii. Supporting documentation shall detail in-kind and material contributions to local match requirements.
- iii. The Provider must provide units of deliverables, including reports, findings, and drafts, as specified in this contract. The Provider shall submit invoices for payment in sufficient detail for proper pre-audit and post-audit. Where payment for travel expenses is permitted in this contract, the Provider must submit invoices and documentation for any travel expenses in accordance with Section 112.061, F.S., or at such lower rates as may be provided in this contract.

g. Invoicing

Any payment due under the terms of this contract may be withheld until all reports due from the Provider and necessary adjustments thereto, have been approved by the FCADV. The FCADV reserves the right to request any fiscal documentation, including reconciliation reports and back-up documentation showing that all grant funds were properly expended. The final invoice for payment shall be submitted to the FCADV no more than 15 days after the contract ends or is terminated. If the Provider fails to do so, all rights to payment are forfeited and the FCADV will not honor any requests submitted after the aforesaid time period.

h. Return of Funds

The Provider shall return to the FCADV any overpayments due to unearned funds or funds disallowed that were disbursed to the Provider by the FCADV and any interest attributable to such funds pursuant to the terms and conditions of this contract. In the event that the Provider or its independent auditor discovers that an overpayment has been made, the Provider shall repay said overpayment immediately without prior notification from the FCADV. Should repayment not be made, the Provider may be charged interest up to the maximum lawful rate on the outstanding balance after the FCADV notification or Provider discovery. Payments made for services subsequently determined by the FCADV to not be in full compliance with contract requirements shall be deemed overpayments.

16. Monitoring by the FCADV

The FCADV will conduct evaluations of certified centers to ensure compliance with the minimum standards provided in Chapter 65H-1, Florida Administrative Code, Section 39.905, F.S., the FCADV Administrative and Program Standards, the FCADV Fiscal Guide, and the FCADV Contract Monitoring FAQs, as well as the requirements of this contract.

- a. The FCADV shall monitor the Provider in accordance with existing the FCADV procedures. The monitoring shall be structured to ensure the satisfactory delivery of services as well as the appropriate expenditure of funds.
- b. By entering into this agreement, the Provider agrees to comply and cooperate with any monitoring and corrective action procedures deemed appropriate by the FCADV. In the event the FCADV determines that management review or a limited scope audit of the Provider is appropriate, the Provider agrees to comply with any additional instructions provided by FCADV regarding such management review or audit. The Provider further agrees to comply and cooperate with any inspections, reviews, investigations, or audits deemed necessary by the FCADV or the FCADV's Allocation and Grant Oversight Committee, the Department, the State of Florida's Chief Financial Officer, or the Florida Auditor General.
- c. To conduct evaluations, the FCADV shall have access to a Provider or subcontractor, its location, hard copy and electronic records relevant to the operation of said Provider or subcontractor, hard copy and electronic records of participants served, and any other information necessary for evaluation of compliance.
- d. The Provider shall permit all persons who are duly authorized by the FCADV or the Department to inspect and copy any hard copy and electronic records, papers, documents, facilities, goods and services of the Provider which are relevant to this contract or the operation of the Agency, and to interview any clients, employees, volunteers, and subcontractor employees of the Provider to assure the FCADV or the Department of the satisfactory performance of the terms and conditions of this contract.
- e. Records shall be made available at all times for inspection, review, copying, or audit by any individual duly authorized by the FCADV.
- f. The evaluation shall occur annually at a minimum, onsite or desktop, as determined by the FCADV. However, an evaluation may occur at any time.
- g. Within 60 days after the evaluation, the FCADV will issue a written report to the Provider indicating whether or not compliance has been met. A monitoring report shall be issued for each review with corrective action, as necessary. The Provider agrees to submit to the FCADV a corrective action plan within 10 business days of receipt of the written report. The corrective action plan is subject to approval by the FCADV. In no event shall the corrective action period to correct deficiencies on non-budget related items exceed 90 calendar days from the date of the FCADV's approval of the corrective action plan unless there are circumstances beyond the Provider's reasonable controls such as manmade or natural disasters, local zoning ordinances, or permitting processes. Corrective action items which involve budget items shall be corrected within 90 calendar days from the date of the approval of the corrective action plan or by the last business day in June, whichever comes first, unless an extension is granted by the FCADV. The FCADV will determine if the corrective action has been implemented and/or completed.
- h. Providers that receive repeat findings may be subject to financial penalties as referenced in Section 21, including a financial penalty up to 5% of the total contract award.

- i. A Provider's failure to successfully complete the corrective action plan may result in suspension of a Provider's certification by the Department. However, the Department may suspend a Provider's certification immediately without allowing a corrective action in cases of recurring violations or if the violation poses a serious risk of imminent harm to the health or safety of participants or staff members.
- j. This provision will not limit the FCADV's termination rights under Section 22 herein.

17. Indemnification

- a. The Provider shall be fully liable for the actions of its agents, employees, partners, or subcontractors and shall fully indemnify, defend, and hold harmless the State, the Department and the FCADV, and their officers, agents, and employees, from suits, actions, damages, and costs of every name and description, including attorneys' fees, arising from or relating to any alleged act or omission by the Provider, its agents, employees, partners, or subcontractors alleged to be caused in whole or in part by Provider, its agents, employees, partners, or subcontractors, provided, however, that the Provider shall not indemnify for that portion of any loss or damages caused by the sole negligent act or omission of the FCADV.
- b. The Provider shall fully indemnify, defend, and hold harmless the State, the Department and FCADV from any suits, actions, damages, and costs of every name and description, including attorneys' fees, arising from or relating to violation or infringement of a trademark, copyright, patent, trade secret or intellectual property right, provided, however, that the foregoing obligation shall not apply to FCADV's misuse or modification of Provider's products or a FCADV's operation or use of Provider's products in a manner not contemplated by the contract or the purchase order. If any product is the subject of an infringement suit, or in the Provider's opinion is likely to become the subject of such a suit, the Provider may at its sole expense procure for the FCADV the right to continue using the product or to modify it to become non-infringing. If the Provider is not reasonably able to modify or otherwise secure the FCADV the right to continue using the product, the Provider shall remove the product and refund the FCADV the amounts paid in excess of a reasonable rental for past use. The FCADV shall not be liable for any royalties. The Provider's indemnification for violation or infringement of a trademark, copyright, patent, trade secret or intellectual property right shall encompass all such items used or accessed by the Provider, its officers, agents or subcontractors in the performance of this contract or delivered to the FCADV for the use of the FCADV, its employees, agents or contractors.
- c. The Provider shall not be liable for any cost, expense, or compromise incurred or made by the FCADV in any legal action without the Provider's prior written consent, which shall not be unreasonably withheld. The Provider's inability to evaluate liability or its evaluation of liability shall not excuse its duty to defend and indemnify after receipt of notice. Only an adjudication or judgment after the highest appeal is exhausted finding the FCADV negligent shall excuse the Provider of performance under this provision, in which case the FCADV shall have no obligation to reimburse the Provider for the cost of its defense. If the Provider is an agency or subdivision of the State, its obligation to indemnify, defend and hold harmless the FCADV shall be to the extent permitted by section 768.28, F.S. or other applicable law, and without waiving the limits of sovereign immunity.
- d. The indemnification obligations of the Provider under this contract include indemnification by the Provider of the FCADV for any financial penalties that may be imposed by the Department on the FCADV due to the acts or omissions of the Provider, its agents, employees, partners, or subcontractors.

18. State and Federal Laws/Authority

In performing its obligations under this Contract, the Provider shall without exception be aware of any compliance with State and Federal laws, rules and regulations relating to its performance under this Contract, including but not limited to those described below.

a. Federal Law

- i. If this contract contains federal funds, the Provider shall comply with the provisions of federal law and regulations including, but not limited to, 45 Code of Federal Regulations (CFR), Part 74, 45 CFR, Part 92, and other applicable regulations.
- ii. If this contract contains over \$100,000 of federal funds, the Provider shall comply with all applicable standards, orders, or regulations issued under section 306 of the Clean Air Act, as amended (42 United States Code (U.S.C.) 7401 et seq.), section 508 of the Federal Water Pollution Control Act, as amended (33 U.S.C. 1251 et seq.), Executive Order 11738, as amended and where applicable, and Environmental Protection Agency regulations (40 CFR, Part 30). The Provider shall report any violations of the above to the FCADV.
- iii. No federal funds received in connection with this contract may be used by the Provider, or agent acting for the Provider, or subcontractor to influence legislation or appropriations pending before the Congress or any State legislature. If this contract contains federal funding in excess of \$100,000, the Provider must, prior to contract execution, complete the Certification Regarding Lobbying form, Exhibit A. If a Disclosure of Lobbying Activities form, Standard Form LLL, is required, it may be obtained from the FCADV Contract Manager. All disclosure forms as required by the Certification Regarding Lobbying form must be completed and returned to the contract manager, prior to payment under this contract.
- iv. Unauthorized aliens shall not be employed. Employment of unauthorized aliens shall be considered a violation of section 274A(e) of the Immigration and Nationality Act (8 U.S.C. 1324 a) and section 101 of the Immigration Reform and Control Act of 1986. Such violation shall be cause for unilateral cancellation of this contract by the FCADV.
- v. If this contract contains \$10,000 or more of federal funds, the Provider shall comply with Executive Order 11246, Equal Employment Opportunity, as amended by Executive Order 11375 and others, and as supplemented in Department of Labor regulation 41 CFR, Part 60 and 45 CFR, Part 92, if applicable.
- vi. If this contract contains federal funds and provides services to children up to age 18, the Provider shall comply with the Pro-Children Act of 1994 (20 U.S.C. 6081). Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000 for each violation or the imposition of an administrative compliance order on the responsible entity, or both.

b. Civil Rights

The Provider must maintain compliance with the below requirements:

- i. In accordance with Title VII of the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, or the Florida Civil Rights Act of 1992, as applicable the Provider shall not discriminate against any employee (or applicant for employment) in the performance of this contract because of race, color, religion, sex, national origin, disability, age, or marital status. Further, the Provider agrees not to discriminate against any applicant, client, or employee in service delivery or benefits in connection with any of its programs and activities in accordance with 45 CFR 80, 83, 84, 90, and 91, Title VI of the Civil Rights Act of 1964, or the Florida Civil Rights Act of 1992, as applicable and CFOP 60-16. These requirements shall apply to all contractors, subcontractors, subgrantees or others with whom it arranges to provide services or benefits to clients or employees in connection with its programs and activities. The Provider shall complete the Civil Rights Compliance Checklist, CF Form 946 in accordance with CFOP 60-16 and 45 CFR 80. This is required of all Providers that have fifteen (15) or more employees.

- ii. Federal Civil Rights/Nondiscrimination requirements may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the VOCA (42 U.S.C. § 10604(e)); the Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. 2000d); the Rehabilitation Act of 1973 (29 U.S.C. 794); the Americans with Disability Act of 1990 (42 U.S.C. 12131-34); the Education Amendments of 1972 (20 U.S.C. 1681, 1683, 1685-86); the Age Discrimination Act of 1975 (42 U.S.C. 6101-07); 28 C.F.R. pt. 42 (U.S. Department of Justice Regulations – Nondiscrimination; Equal Employment Opportunity; Policies and Procedures); 28 C.F.R. pt. 38 (U.S. Department of Justice Regulations – Equal Treatment for Faith-based Organizations); and Ex. Order 13279 (equal protection of the laws for faith-based and community organizations). The subrecipient shall not retaliate against individuals for taking action or participating in action to secure rights protected by these laws.
 - iii. In the event a federal or state court or federal or state administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, or sex against a recipient of funds, the recipient will forward a copy of the finding to the FCADV, Office for Civil Rights (OCR), Office of Justice Programs and the Department of Children and Families (DCF).
 - iv. Recipient will provide an Equal Employment Opportunity Plan (EEOP) to the OCR, Office of Justice Programs and the DCF, if required to maintain one; otherwise, it will provide a certification to the OCR, Office of Justice Programs and the DCF that it has a current EEOP on file, if required to maintain one. An EEOP is not required if the grantee agency is receiving less than \$25,000; the grantee agency is a non-profit organization; or the grantee agency has less than 50 employees, regardless of the amount of the award. For more information visit <http://www.ojp.gov/about/offices/ocr.htm>.
- c. **Lobbying**
The Provider shall comply with the provisions of sections 11.062 and 216.347, F.S., which prohibit the expenditure of contract funds for the purpose of lobbying the Legislature, judicial branch, or a state agency. In addition, the Provider shall not utilize any federally appropriated funding either directly or indirectly, to support the enactment, repeal, modification or adoption of any law, regulation, or policy, and any level of government. This prohibition applies to all activity, even if currently allowed within the parameters of the existing OMB Uniform Guidance.
- d. **Public Entity Crime and Discriminatory Contractors**
Pursuant to sections 287.133 and 287.134, F.S., the following restrictions are placed on the ability of persons placed on the convicted vendor list or the discriminatory vendor list. When a person or affiliate has been placed on the convicted vendor list following a conviction for a public entity crime, or an entity or affiliate has been placed on the discriminatory vendor list, such person, entity or affiliate may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or the repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity; provided, however, that the prohibition on persons or affiliates placed on the convicted vendor shall be limited to business in excess of the threshold amount provided in section 287.017, F.S., for CATEGORY TWO for a period of thirty-six (36) months from the date of being placed on the convicted vendor list.
- e. **HIPAA**
The Provider shall, where applicable, comply with the Health Insurance Portability and Accountability Act (42 U. S. C. 1320d.) as well as all regulations promulgated thereunder (45 CFR Parts 160, 162, and 164).

f. Whistleblower's Act

In accordance with subsection 112.3187(2), F.S., the Provider and any approved subcontractors shall not retaliate against an employee for reporting violations of law, rule, or regulation that creates substantial and specific danger to the public's health, safety, or welfare to an appropriate agency. Furthermore, agencies or independent contractors shall not retaliate against any person who discloses information to an appropriate agency alleging improper use of governmental office, gross waste of funds, or any other abuse or gross neglect of duty on the part of an agency, public officer, or employee. The Provider and any subcontractor shall inform its employees that they and other persons may file a complaint with the Office of Chief Inspector General, Agency Inspector General, the Florida Commission on Human Relations or the Whistleblower's Hotline number at 1-800-543-5353.

19. Special Provisions

a. Support to the Deaf and Hard-of-Hearing

- i. The Provider and its subcontractors, where direct services are provided, shall comply with section 504 of the Rehabilitation Act of 1973, 29 U.S.C. 794, as implemented by 45 C.F.R. Part 84 (hereinafter referred to as Section 504), the Americans with Disabilities Act of 1990, 42 U.S.C. 12131, as implemented by 28 C.F.R. Part 35 (hereinafter referred to as ADA), and the Children and Families Operating Instruction (CFOP) 60-10, Chapter 4, entitled "Auxiliary Aids and Services for Persons who are Deaf or Hard-of-Hearing."
- ii. If the Provider or any of its subcontractors employs 15 or more employees agency-wide, the Provider shall designate a Single-Point-of-Contact (one per firm) to ensure effective communication with deaf or hard-of-hearing customers or companions in accordance with Section 504, the ADA, and CFOP 60-10, Chapter 4. The name and contact information for the Provider's Single-Point-of-Contact shall be furnished to the FCADV's grant or contract manager on the Provider Contact Information Form within 14 calendar days of the effective date of this contract, and within five (5) business days of a change in the Single-Point-of-Contact.
- iii. The Provider shall contractually require that its subcontractors comply with Section 504, the ADA, and CFOP 60-10, Chapter 4. A Single-Point-of-Contact shall be required for each subcontractor that employs 15 or more employees agency-wide. This Single-Point-of-Contact will ensure effective communication with deaf or hard-of-hearing customers or companions in accordance with Section 504 and the ADA and coordinate activities and reports with the Provider's Single-Point-of-Contact.
- iv. The Single-Point-of-Contact shall ensure that all employees are aware of the requirements, roles and responsibilities, and contact points associated with compliance with Section 504, the ADA, and CFOP 60-10, Chapter 4. Further, employees of providers and its subcontractors with 15 or more employees agency-wide shall have each employee attest in writing during this contract term, that they are familiar with the requirements of Section 504, the ADA, and CFOP 60-10, Chapter 4. New and newly assigned employees shall attest in writing, within 60 days of hire or assignment, that they are familiar with the requirements of Section 504, the ADA, and CFOP 60-10, Chapter 4. This attestation shall be maintained in the employee's personnel file. (If using the DCF Support to the Deaf or Hard-of-Hearing Attestation Form located at <http://www.dcf.state.fl.us/admin/training/docs/DCF%20Attestation%20Form.pdf>, the same signed attestation form will fulfill the requirements of both this section and section (viii) below.)
- v. The Provider's Single-Point-of-Contact will ensure that the following three (3) notices are conspicuously posted near where people enter or are admitted within the agent locations: Interpreter Services for the Deaf and Hard of Hearing poster; DCF Non-Discrimination poster; and Limited English Proficiency poster. Such notices must be posted immediately by providers and subcontractors. The approved notices can be downloaded from: <http://www.myflfamilies.com/general-information/office-civil-rights>.

- vi. The Provider and its subcontractors shall document the customer's or companion's preferred method of communication and any requested auxiliary aids/services provided in the customer's record. Documentation, with supporting justification, must also be made if any request was not honored. The Provider shall submit compliance reports monthly, by the 3rd business day following the reporting month, to the FCADV's grant or contract manager. The Provider shall distribute Customer Feedback forms to customers or companions, and provide assistance in completing the forms as requested by the customer or companion.
 - vii. If customers or companions are referred to other agencies, the Provider must ensure that the receiving agency is notified of the customer's or companion's preferred method of communication and any auxiliary aids/service needs.
 - viii. All direct service employees of the Provider and its subcontractors are required during term of this contract to complete the "Serving Our Customers who are Deaf or Hard-of-Hearing" online training, located at <http://www.myflfamilies.com/about-us/services-deaf-and-hard-hearing/training>, and sign the "Support to the Deaf or Hard-of-Hearing Attestation Form", located at <http://www.dcf.state.fl.us/admin/training/docs/DCF%20Attestation%20Form.pdf>. All new or newly assigned direct service employees are required to complete the training and sign the attestation within 60 days of hire or assignment. All direct service employees are required to print their certificates of completion, attach them to their attestation, and maintain the documents in their personnel files. (The same signed attestation form will fulfill the requirements of both this section and section (iv) above.)
- b. Independent Capacity of the Contractor**
- In performing its obligations under this contract, the Provider shall at all times be acting in the capacity of an independent contractor and not as an officer, employee, or agent of the FCADV or the Department. Neither the Provider nor its agents, employees, or subcontractors shall represent to others that it has the authority to bind the FCADV or the Department unless specifically authorized in writing to do so. This contract does not create any right to retirement, leave benefits or any other benefits of the FCADV or Department employees as a result of performing the duties or obligations of this contract. The parties agree that no joint employment is intended and that, regardless of any provision directing the manner of provision of services, the Provider and its subcontractors, if any, shall be responsible for the supervision, control, hiring, firing, rates of pay and terms and conditions of employment of their own employees. Neither the FCADV nor the Department will furnish services of support (e.g., office space, office supplies, telephone service, secretarial or clerical support) to the Provider, or its subcontractor or assignee, unless specifically agreed to by the FCADV in this contract. All deductions for social security, withholding taxes, income taxes, contributions to unemployment compensation funds and all necessary insurance for the Provider, its officers, employees and agents shall be the sole responsibility of the Provider.
- c. Gratuities**
- The Provider agrees that it will not offer to give or give any gift to any Department or FCADV employee. As part of the consideration for this contract, the parties intend that this provision will survive the contract for a period of two years. In addition to any other remedies available to the Department or the FCADV, any violation of this provision will result in referral of the Provider's name and description of the violation of this term to the Florida Department of Management Services for the potential inclusion of the Provider's name on the suspended vendors list for an appropriate period. The Provider will ensure that its subcontractors, if any, comply with these provisions.
- d. Patents, Copyrights and Royalties**
- i. All intellectual property, inventions, written or electronically created materials, including manuals, presentations, films, or other copyrightable materials, arising in relation to Provider's performance under this contract, and the performance by all of its officers, agents and subcontractors in relation to this contract, are works for hire for the

benefit of the Department, fully compensated by the contract amount. Neither the Provider nor any of its officers, agents nor subcontractors may claim any interest in any intellectual property rights accruing under or in connection with the performance of this contract.

- ii. If the Provider uses or delivers to the FCADV for its use, use by the Department or the use of the FCADV or Department employees, agents or contractors, any design, device, or materials covered by letters, patent, or copyright, it is mutually agreed and understood without exception that the compensation paid pursuant to this contract includes all royalties or costs arising from the use of such design, device, or materials in any way involved in the work contemplated by this contract. The Federal awarding agency reserves all patent rights with respect to any discovery or invention that arises or is developed in the course of or under the subcontract.

e. Dispute Resolution

- i. Any dispute concerning the performance of the contract or payment hereunder shall be decided by the FCADV contract manager, who shall reduce the decision to writing and provide a copy to the Provider. The decision shall be final unless within twenty-one (21) calendar days from the date of receipt of the contract manager's decision, the Provider delivers to the contract manager a petition for alternative dispute resolution. After receipt of a petition for alternative dispute resolution, the FCADV and the Provider shall attempt to amicably resolve the dispute through negotiations.
- ii. Timely delivery of a petition for alternative dispute resolution and completion of the negotiation process shall be a condition precedent to any legal action by the Provider concerning this contract. After timely delivery of a petition for alternative dispute resolution, the parties may employ any dispute resolution procedure described in this contract, or mutually agree to an alternative binding or nonbinding dispute resolution process, the terms of which shall be reduced to writing and executed by both parties. Completion of such agreed process shall be deemed to satisfy the requirement for completion of the negotiation process.
- iii. This provision shall not limit the parties' rights of termination under Section 22 of this contract.
- iv. The FCADV Allocation and Grants Oversight Committee has final authority in monitoring, reporting, and payment disputes.

f. Construction or Renovation of Facilities Using State Funds

The purchase of, or improvements to, real property are not allowed with funds from this contract.

g. Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List

The Provider agrees to refrain from any of the prohibited business activities with the Governments of Sudan and Iran as described in s.215.473, F.S. Pursuant to section s.287.135(5), F.S., the FCADV or the Department may immediately terminate this contract for cause if the Provider is found to have submitted a false certification or if the Provider is placed on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List during the term of the contract.

h. Department of Health and Human Services, Family Violence Prevention and Services Act (FVPSA) Funding

For FVPSA funding provided, the Provider agrees to comply with the administrative and financial requirements and assurances of compliance with grant requirements as set forth in applicable grant award(s) to the Department of Children and Families from the Department of Health and Human Services. The statutory authority for this program is sections 301-313 of the Family Violence Prevention and Services Act, as amended by Section 201 of the Child Abuse Prevention and Treatment Act (CAPTA) Reauthorization Act of 2010, Pub. L. 111-320.

20. Renegotiations or Modifications

Modifications of provisions of this contract shall be valid only when they have been reduced to writing and duly signed by both parties. The rate of payment and the total dollar amount may be immediately adjusted by the FCADV without a contract amendment when necessary to reflect changes in the rate of payment or a reduction in the dollar amount of payment under the FCADV contract with the Department pursuant to which the FCADV receives funding for this contract.

21. Financial Penalties

Financial penalties may be imposed by the FCADV if: the Provider fails to meet the minimum level of service or performance identified in this agreement; fails to submit a corrective action plan that is accepted by the FCADV; fails to correct, within the timeframe granted by the FCADV, the deficiencies noted in any corrective action plan approved by the FCADV under this contract or any prior contract or as identified in any monitoring activity; or receives repeat findings in an FCADV monitoring report. The financial penalties may include, but are not limited to, refusing payment, withholding payments until deficiency is cured, tendering only partial payments, imposition of financial penalties of up to 5% of the total contract award, and termination of contract and requisition of services from an alternate source.

22. Termination

- a. This contract may be terminated by either party without cause upon no less than thirty (30) calendar days notice in writing to the other party unless a sooner time is mutually agreed upon in writing. Said notice shall be delivered by U.S. Postal Service or any expedited delivery service that provides verification of delivery or by hand delivery to the contract manager or the representative of the Provider responsible for administration of the program.
- b. This contract shall terminate immediately upon termination or expiration of the FCADV contract with the Department pursuant to which the FCADV receives funding for this contract or upon amendment of the FCADV contract with the Department that adversely affects the funding provided by the FCADV to the Provider under this contract.
- c. In the event the Provider fails to fully comply with the terms and conditions of this contract, the FCADV may terminate the contract upon no less than twenty-four (24) hours (excluding Saturday, Sunday, and holidays) notice in writing to the Provider after Provider's failure to fully cure such noncompliance within the time specified in a written notice of noncompliance issued by the FCADV specifying the nature of the noncompliance and the actions required to cure such noncompliance. The FCADV's failure to demand performance of any provision of this contract shall not be deemed a waiver of such performance. The FCADV waiver of any one breach of any provision of this contract shall not be deemed to be a waiver of any other breach and neither event shall be construed to be a modification of the terms and conditions of this contract. The provisions herein do not limit the FCADV's right to remedies at law or in equity.
- d. Failure to have performed any contractual obligations under any other contract with the FCADV will be a sufficient cause for termination. To be terminated as a Provider under this provision, the Provider must have: (1) previously failed to satisfactorily perform in a contract with the FCADV, (2) been notified by the FCADV of the unsatisfactory performance, and (3) failed to correct the unsatisfactory performance. Termination shall be upon no less than twenty-four (24) hours notice in writing to the Provider.

23. Survival of Terms

The following provisions of this contract survive the "ending date" or an earlier termination of this contract: Section 9.b. (Section 39.908 F.S. Confidentiality of Client Information), Section 11.a.iv. (Information Security Obligations), Section 12.i. (Record Retention), Section 13.d. (Legal Actions), Section 15.b. (Invoice Approval Process), Section 15.f. (Supporting Documentation), Section 15.g. (Invoicing), Section 15.h. (Return of Funds), Section 16 (Monitoring by the FCADV), Section

17 (Indemnification), Section 18 (State and Federal Laws/Authority), Section 19.c. (Gratuities), Section 19.d. (Patents, Copyrights and Royalties), Section 19.e. (Dispute Resolution), and Section 21 (Financial Penalties). In addition, the reporting and invoicing obligations by the Provider, and the payment obligations by the FCADV, for services provided by the Provider prior to expiration or termination shall survive the expiration or earlier termination of this contract.

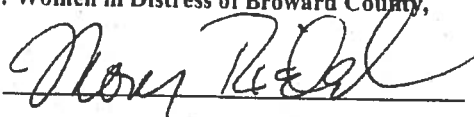
24. List of Attachments and Exhibits

- Attachment I - Fiscal Detail Worksheet
- Attachment II - Budget Amendment Form
- Exhibit A – Certification Regarding Lobbying Form
- Exhibit B – Provider Contact Information Form
- Exhibit C – Monthly Invoice
- Exhibit D – Monthly Florida Domestic Violence Services Report
- Exhibit E – Quarterly Status Report
- Exhibit F – Quarterly Inventory Report
- Exhibit G – Monthly Financial Report
- Exhibit H – FVPSA Annual Report
- Exhibit I – Information Resource Request Form
- Exhibit K – Property Disposition Form
- Exhibit S – FCADV Glossary of Contract Terms
- Exhibit T – FCADV Glossary of Program Terms
- Exhibit U – Release of Confidential Information Form
- Exhibit Y - FCADV Glossary of Service Definitions

By signing this contract, the parties agree that they have read and agree to the entire contract.

IN WITNESS THEREOF, the parties hereto have caused this contract to be executed by their undersigned officials as duly authorized.

PROVIDER: Women in Distress of Broward County, Inc.

Signature: 
Name: Mary Biedel
Title: President/CEO
Date: 6/27/2017

FLORIDA COALITION AGAINST DOMESTIC VIOLENCE

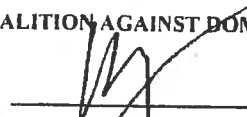
Signature: 
Name: Tiffany Carr
Title: President/CEO
Date: 6/30/2017

Exhibit A

Certification and Assurances

Women in Distress of Broward County, Inc.
Contract Number 18-2230-DVS, awarded by the
Florida Coalition Against Domestic Violence

July 1, 2017– June 30, 2018

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into.

The provider shall provide immediate written notice to the contract manager at any time the provider learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

If it is later determined that the signer knowingly rendered an erroneous certification, the FCADV, the Florida Department of Children and Families, or the Federal Government may pursue available remedies, including suspension and/or debarment.

The provider agrees by submitting this certification that, it shall obtain each of the Certifications and Assurances contained in this document prior to subcontracting any funds from this award.

The terms "debarred", "suspended", "ineligible", "person", "principal", and "voluntarily excluded", as used in this certification, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the FCADV contract manager for assistance in obtaining a copy of those regulations.

Match

The undersigned certifies confirmation of the provider's obligation to provide a minimum of \$288,720.61 of matching resources. Signature on this document will certify the Women in Distress of Broward County, Inc. acceptance of the terms and conditions of the match requirements as outline in this contract.

Lobbying

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or an employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
2. If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

Women in Distress of Broward County, Inc.

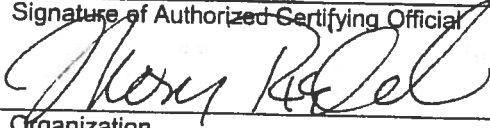
18-2230-DVS

Debarment

The undersigned certifies, to the best of his or her knowledge and belief, that the provider:

1. is not currently barred, suspended, or otherwise prohibited from doing business with any government or non-government entity and has not been barred, suspended, or otherwise prohibited from doing business with any government entity within the last five (5) years;
2. is not under investigation or indictment for criminal conduct, nor has been convicted of any crime which would adversely reflect on their ability to provide services to vulnerable populations, including, but not limited to, abused or neglected children, or which adversely reflects their ability to properly handle public funds;
3. is not currently involved, nor has been involved in the last two (2) years, in any litigation as a party opponent to the Department, the FCADV or the United States Departments of Justice or Health and Human Services;
4. has not had a contract terminated by the Department or the FCADV for a failure to satisfactorily perform or for cause; or
5. has not been notified by the Department, the FCADV or any other governmental entity that it has failed to implement a corrective action plan within the last three (3) state fiscal years after having received due notice.

The signature below certifies acknowledgment regarding match, lobbying and debarment requirements, restrictions and assurances delineated in this document.

Signature of Authorized Certifying Official 	Title: President/CEO
Organization Women in Distress of Broward County, Inc.	Date 6/27/2017

Women in Distress of Broward County, Inc.

18-2230-DVS

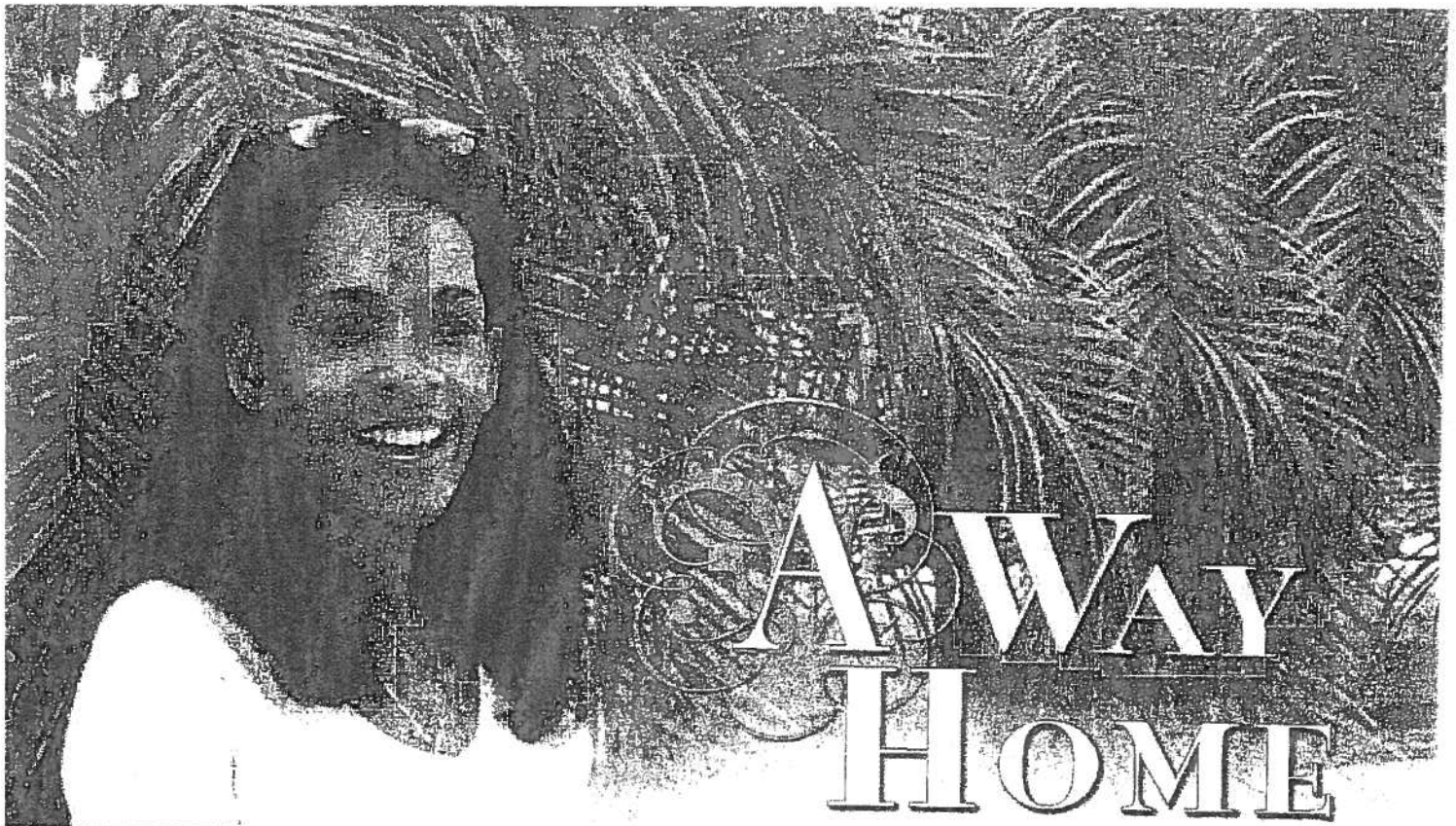
City of Fort Lauderdale CDBG
Attachment "B9"
Homeless Statistical Data

Enclosed:

A Way Home – Broward 10 Year Plan to End Homelessness

National Coalition for the Homeless Article

Florida's County and Jurisdictional Domestic Violence Report



Broward County, Florida's Ten Year Plan to End Homelessness



"A Way Home"

Broward County,
Florida's Ten Year Plan
to End Homelessness

A Community
Collaborative

October 2005

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*Standard cost key for action steps by the other committees do not apply to Permanent Affordable Housing and there may be instances where they do not apply to Treatment and Services.

Ten Year Plan to End Homelessness

The Ten Year Plan Steering Committee would like to thank the following individuals and organizations for their participation in the planning process

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2-1-1, First Call for Help	Steve Strickland*
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Kathy Barry	
Bless It Forward	
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Broward County Children's Services	Patrice Eichen
Broward County Children's Services	Becky Bedell
Broward County Children's Services	Michael Ewell
Broward County Commission	Ernesto Perez
Broward County Commission	Kristin Jacobs
Broward County Commission	Ilene Lieberman
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Broward County Elderly & Veteran's	Katherine Randall
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Broward County Family Success	Sandy Atkins*
Broward County Family Success	Ellen Kendrick*
Broward County Family Success	Roxanne Morin
Broward County Grants	Fred Murry*
Broward County Grants	Gretchen Hirt
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Broward County HIP	Sarah Donnelly*
Broward County HIP	Debra McGowan*
Broward County HIP	Steve Werthman*
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Broward County Housing Authority	Ann Delbert*
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Broward County Schools	Marlene A. Wilson
Broward County Substance Abuse	Dianne Seplelli*
Broward County Substance Abuse	Sarah Curtis*
Broward House	Drewlyn Simone Chessa*
Broward House	Carmen Anglero*
Broward House	Kathleen Cannon*
Broward House	Angelo Castillo
Broward Housing Solutions	Ray Diaz
Broward Housing Solutions	Lisa Hoffmeyer*
Broward Outreach Center	Nancy Merolia*
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Broward Outreach Center	Devon Jarrett
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Broward Outreach Center	Lily Mudry*

+

Broward Outreach Center
 Broward Outreach Center
 Broward Partnership for the Homeless
 Broward Partnership for the Homeless
 Broward Partnership for the Homeless
 Broward Partnership for the Homeless
 Broward Partnership for the Homeless
 Broward Public Defenders Office
 Broward Regional Health Planning Council
 Broward Regional Health Planning Council
 Broward Sheriff's Office
 Broward Sheriff's Office
 Carfour Supportive Housing
 Catholic Charities
 Coalition to End Homelessness
 Coalition to End Homelessness
 Coalition to End Homelessness
 Coalition to End Homelessness
 Coalition to End Homelessness
 Coalition to End Homelessness
 Coalition to End Homelessness
 Coalition to End Homelessness
 Comerica Bank
 Commission on the Status of Women
 Covenant House
 Covenant House
 DCF
 DCF - Office on Homelessness
 DCF - Substance Abuse/Mental Health
 Deerfield Beach Housing Authority
 Malcolm Pirnie
 First Presbyterian Church
 Florida Coalition for the Homeless
 Florida Education & Research Laboratory
 Fort Lauderdale (City of)
 Fort Lauderdale (City of)
 Fort Lauderdale Housing Authority
 Fort Lauderdale Police Department
 Hallandale Beach (City of)
 Health & Social Services Networker
 Henderson Mental Health Center
 Henderson Mental Health Center
 Henderson Mental Health Center
 Hendry County Emergency Management
 Hillsborough County Division of Social Services
 Hope for Homeless
 Wylie Howard
 Jubilee Center of South Broward, Inc.
 Lauderdale Lakes (City of)

Ray Panetto*
 Mark Perkins
 Fran Esposito*
 Dave Freedman*
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 Lorraine Wilby
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 Veronica Lopez
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 Debbie Perry*
 Brian Runge
 Bart Banks
 Steven Spaulding

 Tammy Morton
 Margaret Earnest

Leadership Broward Foundation
 Legal Aid
 Liberia Economic Services
 Miami Coalition for the Homeless
 MODCO
 My Family Place
 National Alliance to End Homelessness
 North Broward Hospital District
 North Broward Hospital District
 North Broward Hospital District
 North Broward Hospital District
 Nova Southeastern University
 Nova Southeastern University
 Nova Southeastern University
 Rosalind Osgood
 Parents without Partners
 People Helping People
 Dave Reiersen
 Susan B. Anthony
 Taskforce For Ending Homelessness
 The Coordinating Council of Broward
 The Coordinating Council of Broward
 The Salvation Army
 The Salvation Army
 The Salvation Army
 The Salvation Army
 The Salvation Army
 The Salvation Army
 The Shepherd's Way
 The Shepherd's Way
 Toshiba Solutions
 Town of Davie Housing & Community Development
 United Way Broward
 U.S. Interagency Council on Homelessness
 Veteran's Administration
 Volunteers of America
 Frank Washington
 Suzanne Weiss
 Women in Distress
 Women in Distress
 Women in Distress
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*Denotes Sub-committee members

Anne Hotte
 Janet Riley*
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 David Dowd*
 Miriam Garcia*
 Shelia McCann*
 Faye Wright-Simpson*

Organizational affiliations are listed for identification purposes only and do not necessarily imply endorsement of the document.

Ten Year Plan Steering Committee Members: Victor Biggs, Ron Brummit, Susan Byrne, Courtney, Sarah Curtis, Sarah Donnelly, David Freedman, Laura Hansen, Vice Chair, Jay Harman, Robert Higdon, Matt Hunter, Ron Ishoy, Skip Johnston, Mary Lynn Lovejoy, Captain Steve Morris, Debbie Perry, Janet Riley, Dianne Sepielli, Chair and Steve Werthman

-III-

Executive Summary

As approved by the Ten Year Plan Steering Committee on 9.28.05

Some 15 years ago, a group of private citizens and government officials decided to "address" the issue of homelessness in Broward County. Since that time, we have created a Continuum of Care (CoC) which is a "community plan to organize and deliver housing and services to meet the specific needs of people who are homeless as they move to stable housing and maximum self-sufficiency. It includes action steps to end homelessness and prevent a return to homelessness."

Broward's CoC has housing assets which include emergency shelter, transitional housing and permanent supportive housing beds. Supportive services are another essential element in our CoC. Despite our ongoing efforts, the most recent local point-in-time count and survey revealed that we still have over 3,100 homeless men, women and children in Broward County; as a caveat, many homeless advocates believe that this number is a significant undercount due to the requirement that the survey be conducted in a single 24 hour period.

Broward County and the partners in our Continuum of Care invest public and private funds in programs that provide direct services to homeless adults and children. Additionally, the school and corrections systems, hospitals, charities, and faith-based institutions provide assistance to the homeless. All are partners in the homeless system, whether official or unofficial, and as such, have a vested interest in providing the most effective and efficient services in order to bring about an end to homelessness.

The larger community has a stake in ending homelessness as well. A large homeless population is an indicator that our community is not healthy and we know that there is a widespread belief that homelessness hurts our local economy, which is highly dependent upon tourism. As members of a community, we want to insure that we care for all residents, including those who are ill or disabled and who are unable to care for themselves.

In keeping with many other communities around the country, Broward County has the vision of moving to the next level, that of ending homelessness, and this is the purpose of our Ten Year Plan. We recognize that homelessness is a complex issue with no one simple solution. It is commonly accepted that while the existing homeless system works well for some persons, it has not been effective enough at permanently ending homelessness. We can no longer afford to cycle people through the system and then back to the streets, only to endlessly repeat this pattern. However, Broward's homeless system today does not have the inventory or capacity to permanently house everyone who needs housing. Based upon our survey data, we must focus on the rapid creation of a minimum of 1,200 permanent supportive housing units and getting people into them.

We also know that research is increasingly pointing to the fact that ending or preventing homelessness saves taxpayer money and saves lives. Research has also shown that addressing other significant life issues simultaneously with addressing permanent housing is the most effective way to bring about permanent, positive change in the lives of all homeless people, including chronically homeless adults and homeless families. Given this understanding, it is both fiscally responsible and compassionate to bring about the end of homelessness.

A 2004 Santa Barbara study showed a 38.9% cost savings to the mental health system over 3 years by a program providing housing and intensive services to 117 mentally ill homeless persons. Even more striking, overall hospital costs were reduced by 55.8% from the pre-program years of 1998-2001 to the 3 year implementation from 2001 - 2004. ¹

The US Conference of Mayors, A Status Report on Hunger and Homelessness in American Cities, 2002 report revealed that a common denominator in homelessness in Cleveland, Denver, New Orleans, Phoenix, Seattle and Washington, DC. was corrections discharges. ² Waco, Texas determined that this city spends almost \$39,000 per year for each chronically homeless individual. ³ This equates to over \$106 per day. Conversely, we know from the 2004 Lewin study that a day of supportive housing even in a very high cost city such as New York is only \$41.85. ⁴

In 1998, the University of California and San Diego Medical Center began following 15 homeless chronic alcohol abusers as they cycled through the emergency care and law enforcement systems. Literally hundreds of contacts resulted in public expenditures of over \$3 million annually. In 2000 the Serial Inebriate Program (SIP) was launched in order to break the trend of arrest, incarceration, release, arrest, etc. The early returns reflect that 63% of clients agree to treatment and almost 50% graduate successfully. ⁵

To be successful, we must change our way of doing business. Broward County Government is already investing over \$12 million annually (FY05) in general revenue for homeless services. This is leveraged by almost \$9 million of Federal McKinney Vento and State Office on Homelessness funding. Additionally, the most recent provider report reflects contributions totaling to almost \$8 million in private funds for homeless services. These considerable investments do not take into consideration the costs incurred by a variety of other stakeholders including the Department of Children and Families for benefits such as Food Stamps and Temporary Assistance to Needy Families. These numbers also do not account for costs incurred by publicly funded institutions such as hospitals, corrections and courts which traditionally have high interaction, particularly with chronically homeless.

The Plan will require us to consider both re-directing some existing resources, as well as tapping into or creating new ones. These resources must be directed to the most effective programs, thus maximizing the financial impact and ultimately, programmatic outcomes.

Housing affordability has reached crisis proportions in Broward County, with the median price having rocketed to \$384,900.⁶ This is putting a squeeze on even middle income individuals and families. Employers are finding it increasingly difficult to attract and retain qualified staff, as workers turn down job offers because of concerns about their ability to find affordable housing and as the existing work force relocates to less costly housing markets. An escalation in this trend and an inability to recruit service workers, who typically are among the lower groups of wage earners, could have a devastating effect on Broward's ability to sustain the tourist trade on which the economic health of the area is so heavily dependent. Additionally, year round residents stand to be negatively impacted if no one is available to provide day care for their children, check out their groceries, mow their lawns and repair their cars.

In order to make the vision of ending homelessness a reality, we must make a paradigm shift, become more culturally sensitive and focus simultaneously on the following:

■ **Prevention:** We must focus on the prevention of homelessness, while simultaneously attacking homelessness itself on numerous other fronts. The data are clear that preventing homelessness is cost effective.

■ **Permanent Affordable Housing Supply:** An absolutely necessary requirement for ending homelessness is having an adequate supply of affordable housing. This is a monumental challenge which must be undertaken immediately if we are to succeed. We should begin with the creation of 1,200 units of scattered site or clustered permanent supportive housing, approximately two-thirds of which will be targeted to the chronically homeless, based upon a 2005 analysis of need. This will require support, in various ways, from federal, state and local governments and agencies, including law enforcement and corrections, hospital districts, the School Board of Broward County, as well as coordinating agencies such as the Coordinating Council of Broward. Participation from private entities such as the faith community, private landlords, developers and businesses will also be necessary.

■ **Living Wages:** Another critical need is to increase area wages. Every day we open the newspaper to another article about the disparity between housing prices and incomes. In order to afford a non-luxury, two bedroom apartment in Broward County, (\$998 per month Fair Market Rent as determined by the U.S. Department of Housing and Urban Development) an individual must earn \$19.19 per hour, or \$39,920 per year. Much of Broward's workforce earns substantially less than this, particularly service industry workers.

■ **Mainstream Resources:** It is imperative that we work for, and achieve, systems change in the way mainstream benefits are awarded to homeless people. Mainstream benefits are those resources which are also accessed by eligible non-homeless individuals. Social Security, Social Security Disability Insurance, Medicaid, Temporary Assistance to Needy Families, State Children's Health Insurance Program, WorkForce Investment, Food Stamps and Veteran's Health Care are all mainstream benefit programs.

■ **Discharge Planning:** Discharge to homelessness from publicly funded institutions such as corrections and health care facilities remains a reality which is unacceptable. Adequate discharge planning is a form of prevention, which we know saves tax dollars and promotes a significantly better quality of life than sending people right back to the streets.

■ **Street Outreach:** The very successful central county street outreach initiative, which has received national recognition, should be expanded throughout the county in order to more effectively engage the many at risk sub-populations of homeless persons.

■ **Treatment and Services:** Treatment and services should be approached in a more coordinated and holistic manner. The evidence-based literature on treatment and services for homeless people is replete with findings of cost savings. The City of San Diego tracked 15 homeless individuals through the public health and corrections systems and discovered that these persons were using an astounding \$3 million per year in publicly funded services.⁴

■ **Housing First:** "The goal of 'Housing First' is to immediately house people who are homeless. Housing comes first no matter what is going on in one's life, and the housing is flexible and independent so that people get housed easily and stay housed."⁶ We have learned that not all individuals and families need to work their way through the continuum phases, but that some are viable candidates for a "Housing First" model, particularly where supportive services are tailored to individual needs.

The key strategy to ending long-term homelessness is found in Housing First, an effective methodology for housing the chronically homeless and keeping them housed. Housing First has also been shown to be effective at shortening the length of homelessness for other individuals and families. In the 2003 "Blueprint for Change" which reported on housing for the chronic homeless who are mentally ill or have a chemical dependency, the U.S. Department of Health and Human Services stated unequivocally "without housing, services and supports cannot be effective."

Although a Housing First methodology has shown promise in solving homelessness for an impressive number of adults and families, we also know however, that there is no "one right way" to end homelessness for everyone.

■ **The Way Home:** Finally, we know that the costs of homelessness are staggering, not only to those individuals experiencing homelessness, but to society as well. We also know that ending homelessness can be cost effective.

The road to ending homelessness will undoubtedly be rocky and long, but the destination will be well worth the journey. We may be tempted at times to turn back, but we cannot. We have a map, and we must stay the course. Everyone can help and we ask that YOU become involved. You can begin by signing an individual or organizational endorsement of support for Broward County's Ten Year Plan to End Homelessness. Samples of the endorsement are included in the Appendix section of the document.

Notes

¹ Elodie Patrias, Innovative Collaborative Promotes Independence Reduces Costs, ADMHS Update, Special Focus, June 2005, Santa Barbara County Department of Alcohol, Drug and Mental Health Services.

² US Conference of Mayors, A Status Report on Hunger and Homelessness in American Cities, 2002, Washington DC.

³ www.ich.gov, In the Cities: Waco, Texas, adopts 10-Year Plan Based on Cost Benefit Analysis and Housing First Approach, 7.21.05.

⁴ The Lewin Group, Costs of Serving Homeless Individuals in Nine Cities, Chart Book, November 19, 2004, prepared for The Corporation for Supportive Housing.

⁵ www.ich.gov/innovations Collaboration: SIP Saves Lives and Public Funds.

⁶ Lisa J. Hurlash, www.sun-sentinel.com, South Florida Condo Conversions are at an All-time High, Leaving Renters in a Tight Spot, August 6, 2005.

⁷ <http://www.csh.org/index.cfm?fuseaction=Page.viewPage&pageID=3432#hf>, Corporation for Supportive Housing, "Definitions and Terminology."

⁸ www.ich.gov/innovations Collaboration: SIP Saves Lives and Public Funds.

The Steering Committee also wishes to acknowledge the valuable assistance provided by Michael Dahl, Executive Director of the Minnesota Coalition for the Homeless, in preparing this Ten Year Plan to End Homelessness.

Introduction

Broward County, Florida is bordered by the turquoise and sapphire waters of the Atlantic Ocean on the East and on the West by the "river of grass" known as the Florida Everglades. A favorite tourist destination for visitors from around the world, Broward boasts world class shopping, gourmet restaurants and cafes, trendy new hotels, miles of waterways and golf courses. Two of Broward's concert arenas, the Broward Center for the Performing Arts and the Office Depot Center, rank among the top 10 in the country for ticket sales.¹ In other words, just about something for everyone unless, of course, you happen to be homeless.

Homeless people live in the shadows, in a parallel universe that has a window through which they can see how others live, but oftentimes there seems to be no door through which they can escape. This is particularly true for the chronic homeless population, but even for those who are not chronically homeless, the obstacles to becoming and staying re-housed can seem insurmountable.

On September 23, 2004, a group of committed individuals came together at the Florida Summit on Homelessness in Weston, Florida. This event, sponsored by The Coalition to End Homelessness, kicked off the planning process to end homelessness in Broward County.

Broward County was most honored by the presence of Philip Mangano, Executive Director of the Interagency Council on Homelessness at the kick off of our Ten Year Planning Process. Nan Roman, Executive Director of the National Alliance to End Homelessness, who has supported Broward's Ten Year Plan efforts throughout, facilitated the Summit, providing a wealth of information on developing a ten year plan, including best practices around the country.

At this summit, Broward County committed to the creation of a Ten Year Plan in concert with other stakeholders, and this was reaffirmed in a letter of February 9, 2005 to Philip Mangano, stating: "Broward County is proud to be part of the nationwide campaign to abolish homelessness. We are working diligently to implement numerous projects funded by the U.S. Departments of Housing & Urban Development, Health & Human Services (HHS) and Veterans Affairs (VA) toward this end. We are also encouraged by the President's announced budget which includes a significant increase in funding to end chronic homelessness through the 'Samaritan Initiative.'"

Current Facts about Homelessness and Housing in Broward County

On January 25, 2005, the Broward County Continuum of Care, along with hundreds of other continua across the country, conducted a point-in-time count and survey over a twenty-four hour period.

The point in time count and survey, coordinated by The Broward Coalition for the Homeless, now known as The Coalition to End Homelessness, was conducted with dozens of volunteers throughout Broward County. From the beaches to the westernmost reaches of the County, volunteers combed parks, libraries, bus terminals, woods, under known encampments and all types of shelters and transitional housing for the homeless in an effort to obtain the most accurate count possible; however, advocates believe many of the street homeless were not counted and the actual numbers could be significantly higher.

Exhibit 1: Continuum of Care Homeless Population and Subpopulations Chart

Part 1: Homeless Population	Sheltered		Unsheltered	Total
	Emergency	Transitional		
Example:	75 (A)	125 (A)	105 (N)	305
1. Homeless Individuals				
	682 (A)	1,500 (A)	424 (N)	2,606
2. Homeless Families with Children	50 (A)	80 (A)	2 (N)	132
2a. Persons in Homeless Families with Children	200 (A)	290 (A)	18 (N)	508
Total (lines 1 + 2a only)	882 (A)	1,790 (A)	442 (N)	3,114
Part 2: Homeless Subpopulations	Sheltered		Unsheltered	Total
1. Chronically Homeless	374 (S)		251 (N)	625
2. Severely Mentally Ill	534 (S)		*101 (N)	635
3. Chronic Substance Abuse	294 (S)		* 79 (N)	373
4. Veterans	240 (S)		* 99 (N)	339
5. Persons with HIV/AIDS	27 (S)		* 15 (N)	42
6. Victims of Domestic Violence	284 (S)		* 26 (N)	240
7. Youth (Under 18 years of age)	267 (S)		* 8 (N)	275
Direct results from street count and shelter survey 1/25/05, adjusted using additional housing inventory assuming 95% occupancy for "sheltered" population and subpopulations. Subpopulations reflect duplicated counts.				

(A) - Administrative Records, (N) - Enumerations, (S) - Statistically Reliable Sample

The housing situation in Broward County has reached a critical stage, affecting even moderate income families. In 2003, Broward County had an estimated 200,000 renter households (31% of total households), and of this number 49% were categorized as unable to afford a two bedroom apartment at the Fair Market Rent.²

Projected population growth, new household formation, and upward pressure on housing and land costs for the

next several decades will only exacerbate the shortage of affordable housing. In fact, even with accelerated production, if no revisions are made to the Land Use Plan, the Broward County Office of Urban Planning and Redevelopment projects a net shortfall of almost 190,000 units, which would leave an estimated 461,770 individuals without housing.³ Clearly, inaction is no longer an option.

The Costs of Homelessness

Aside from the human suffering, are there other costs to homelessness? Indeed. There is a developing body of evidence that the costs associated with homelessness, particularly chronic homelessness, are exorbitant. The following are examples of some of these costs:

Medical and Hospital Costs

► The National Alliance to End Homelessness reports that a 1998 New England Journal of Medicine study determined that because homeless patients remain hospitalized an average of four days longer than similar non-homeless patients, the extra cost per visit totaled to roughly \$2,414.⁴

► In the 2001 landmark study by Cuihane, Hadley and Metraux, it was learned that in New York City, the average homeless, seriously and persistently mentally ill person accesses over \$40,000 each year in publicly funded services.⁵

► According to the Lewin Group, in a comparison of the costs for various publicly funded services in 9 cities across the U.S. the daily cost of inpatient psychiatric treatment ranges from a low of \$280 in Phoenix to a high of \$1,278 in San Francisco. The daily cost of keeping someone in a hospital ranges from a low in New York City of \$1,185 to a high of \$2,184 in Seattle.⁶

Jail and Prison Costs

► The Lewin Group also reported that in the 9 cities researched, a day of jail costs from \$45.84 in Phoenix to \$164.57 in New York City. The same study found that

daily prison costs were at a low in Atlanta at \$47.49 and at a high in Boston, coming in at \$117.08.⁷

A study in King County, Washington found that taxpayers spent over \$1.1 million in just one year on 20 individuals who cycled repeatedly among emergency care, detox and corrections facilities.

Opportunity Costs

► Increasingly, research findings suggest that homelessness among children can and often does have a devastating impact on academic performance, creating lasting barriers to personal and financial success as adults. According to The Institute for Children and Poverty, national statistics reflect that 20% of homeless children repeat a grade in school versus 10% of non-homeless children.⁸

A 2005 study conducted by the School Board of Broward County, Florida found that homeless students are almost twice as likely as non-homeless students to be classified as "exceptional" (special education) students. Other statistics highlight the increased risk of homelessness: homeless students were absent almost 39% more than non-homeless students; 3-1/2 times more likely to be suspended than non-homeless students and 12% more likely to have received multiple suspensions. The study also showed statistically significant differences, over time, in academic performance between homeless and non-homeless students.⁹ These increased risk factors bode ill for a bright and productive future for these youngsters.

The Planning Process

The Second Ten Year Plan: Ending Homelessness

At the September 23rd Summit to End Homelessness, local attendees were asked to sign up for the following sub-committees which would be instrumental in developing the Plan: Data Systems, Emergency Prevention, Systems Change: Mainstream Resources / Discharge Planning, Street Outreach, Shortening the Time People Spend Homeless, Rapid Re-housing, Treatment and Services, Permanent Affordable Housing and Income to Pay for Affordable Housing. Each sub-committee produced a matrix and a brief narrative which addressed key points in the matrix.

Over 140 participants came together over the course of the year long planning process. Eighty (80) federal, state and local agencies were represented, as well as were numerous individuals. The sub-committee volunteers worked tirelessly to craft the components for Broward's Ten Year Plan to End Homelessness. They brought creativity, thoughtfulness, perseverance, moral support, technical knowledge, subject matter expertise and camaraderie to the endeavor.

Participants reached out to other communities undertaking plans to end homelessness to see how Broward County could learn from their efforts. Countless hours were spent researching "best practice" models for each of the Plan components. Some of the participants enriched the process by sharing their own homeless experiences and recommendations which were memorialized in Focus Groups for Homeless Consumers, sponsored by The Coalition to End Homelessness.

A Steering Committee, meeting on a grueling weekly schedule for the better part of the planning period, was created to help guide the planning process. The Steering Committee membership consisted of representatives from the Coordinating Council of Broward, the County's premier not-for-profit coordinative body, community leaders on the front lines to end homelessness and the chairs and co-chairs of the various sub-committees. The work of this extraordinary community collaborative culminated in the following recommendations.

Recommendations

Data

- Fully implement the Client Services Management System - Homeless Management Information System (CSMS-HMIS) for all Continuum of Care Programs
- Interface with other databases such as United Way of Broward County, hospitals, corrections, WorkForce One, churches, FEMA and Veteran's Administration
- Utilize CSMS-HMIS to identify trends and opportunities for preventive intervention, to track outcomes and to identify recidivists
- Utilize data analyses for a public education campaign on homelessness

Emergency Prevention

- Develop screening mechanism for triage of services to persons facing eviction and maintain information on at-risk households in CSMS-HMIS
- Improve accessibility to services through strategies such as reducing wait times for prevention assistance and review need versus adequacy of available assistance
- Establish a resource/referral network among providers
- Provide in-house prevention-centered casework
- Develop financial management/literacy program
- Improve accessibility of services to: ex-offenders, youth aging out of foster care, persons being discharged from hospitals and mental health facilities

Systems Change: Mainstream Resources / Discharge Planning

- Remove barriers to obtaining government entitlements - mainstream resources
- Expedite benefits enrollment by SSA, VA and any other mainstream benefits provider such as Food Stamps, TANF, Child Care
- Expand discharge protocol with BSO, DOC, local, County and State mental health facilities, health care facilities, and foster care agencies

Street Outreach

- Expand central model homeless outreach team to north and south County
- Provide 24/7 hotline
- Design, develop and implement a Homeless Assessment Center(s)

Shortening the Time People Spend Homeless

- Reduce barriers to shelter admission and retention
- Early in the process, assess those appropriate for rapid re-housing
- Standardize assessment for consistent intake and analysis
- Provide life skills training at transitional shelters

Rapid Re-housing

- Create a Housing Specialist position for each Homeless Assistance Center (HAC)
- Identify and refer eligible candidates at first point of contact through centralized assessment
- Create and maintain inventory of available affordable housing
- Identify and assist in elimination/reduction of barriers to housing such as credit, discrimination, criminal history
- Provide follow-up services

Treatment and Services

- Promote greater collaboration among providers through contracts and memoranda
- Increase number and utilization of new and existing Permanent Supportive Housing programs within the CoC

- Expand peer-centered programs and services
- Increase client choice for housing and services through a voucher program
- Expand services to address gaps in CoC

Permanent Affordable Housing

- Foster partnership and coordination among County and Cities
- Develop 1,200 units of permanent supportive affordable housing, targeting approximately two-thirds to the chronically homeless, based upon a 2005 assessment of need.

This will require support, in various ways, from federal, state and local governments and agencies, including law enforcement and corrections, hospital districts, the School Board of Broward County, as well as coordinating agencies such as the Coordinating Council of Broward. Participation from private entities such as the faith community, private landlords, developers and businesses will also be necessary.

- Utilize publicly owned land for development by not-for-profits
- Create mandatory inclusionary zoning
- Reduce development cost of housing / streamline development process
- Create new funding streams such as commercial document surtax, bond issue, donation fund for affordable housing
- Create preservation ordinance and increase affordability period for publicly funded affordable housing

- Expand and replicate proven affordable housing programs such as H2H (Homeless to Homeowner) sponsored by BankAtlantic

Income to Pay for Affordable Housing

- Expand the Living Wage Ordinance passed by Broward County October 2002
- Improve education, job readiness, and job training
- Encourage Homeless Services Providers to work more closely with Job Training Providers
- Engage the Business Community
- Encourage employers to pay a Living Wage
- Address transportation issues
- Provide more resources for job training and placement.

Homeless Consumer Focus Groups

- Address the need for 24 hour service
- Address the difficulty in obtaining identification
- Address the issue of corrections and hospitals having weak links and often discharging people without medications
- Re-evaluate admissions criteria for housing
- Address the need for more transportation

Sub-committee Reports

Data: Planning for Outcomes - Managing for Results

Someone once commented: "If you don't know where you're going, you'll surely never get there." This can be applied to programs as well. Without valid and reliable data, many well-intended programs are likely to "wander aimlessly about" rather than strategically addressing the problems they are trying to solve.

Acknowledging this reality, the Data Sub-committee set out to craft a component that would harness the collective human resource and technology energy of the community.

- We envision the ability to develop baseline data and to conduct periodic follow-up searches at the aggregate and Individual levels on recidivism, securing permanent housing, changes in income, utilization of mainstream resources and discharges.

Other Plan components, such as Systems Change: Mainstream Resources / Discharge Planning will be consulted in monitoring mainstream systems' responsiveness and compliance with statutory mandates to serve needs of eligible homeless persons.

- We also anticipate using our Homeless Management Information System, known locally as the Client

Services Management System (CSMS), together with data from our central intake line, 792-BEDS, and the 211 First Call for Help line to track where people are becoming homeless and to develop early predictors for who is at risk for becoming homeless. This will enable a more efficient targeting of resources to prevention. Additionally, CSMS will enable a more holistic and contextual service delivery, as with client consent, certain relevant data can be shared among providers.

The Data Sub-committee reviewed many other Ten Year Plan data components, literature from the Interagency Council on Homelessness, the National Alliance to End Homelessness, academic publications from such luminaries as Martha Burt, Dennis Culhane, Stephen Metraux and Carol Wilkins, and other documents developed under HUD contracts.

The data component developed for Broward County's Ten Year Plan is tailored to what we believe the specific needs to be at this time. We acknowledge that this is merely a departure point and that this component will likely be refined a number of times over the coming decade.

Emergency Prevention

The Emergency Prevention Sub-committee pursued the following goal: "To stop homelessness before it starts by establishing and integrating emergency homelessness prevention programs in Broward County." To reach this goal, we reviewed numerous best practice models, including existing Emergency Prevention plans from other cities and regions of the country. Another primary source of information was the National Alliance to End Homelessness' (NAEH) Toolkit for Ending Homelessness. (www.naeh.org.) The Emergency Prevention component owes much to these sources.

In our collective opinion, the most effective preventive measure in any community is the existence of adequate levels of affordable housing. This is supported in Baumohl and Shinn's "Rethinking the Prevention of Homelessness," a report presented at the 1998 National Symposium on Homelessness Research.

- We believe that homelessness will continue as a

growing problem in Broward County until a greater number of affordable housing units become available. Therefore, the Committee looks to the work of the Permanent Affordable Housing Sub-committee as an important factor in any homelessness prevention effort.

- We have included suggestions for isolating at-risk populations; establishing a "front door" phone center for at-risk individuals and families; providing greater amounts of rent and mortgage assistance; providing in-house case work; notifying landlords of prevention resources; offering legal assistance in eviction and foreclosure proceedings; making "bridging" funds available to at-risk individuals and families with pending benefit applications; and providing financial and tenancy education. It is our hope that the implementation of these suggestions, coupled with a significant increase in the availability of affordable housing, will greatly reduce the number of homelessness men, women, and children in Broward County.

Systems Change: Mainstream Resources/ Discharge Planning

Mainstream programs include, but are not limited to: mental health and substance abuse, Food Stamps, Temporary Assistance to Needy Families, Supplemental Security Income, Social Security Disability Insurance, day care, Medicaid and WorkForce Investment.

It is no secret among homeless services advocates, providers and funders that mainstream resource programs need to be held accountable for serving the homeless as well as the housed. Over the last several decades, the trend has been to shift the burden from mainstream programs to programs exclusively serving the homeless despite the fact that many homeless qualify, but cannot access, mainstream benefits. As a result, the mainstream programs have shrunk into the background, leaving resource-poor, homeless-specific programs to pick up the slack.

In recent years, HUD and the Interagency Council on Homelessness have mandated that homeless clients be given the same opportunity to receive mainstream benefits as the rest of the population. The systemic failure to expect the mainstream programs to convey benefits equally for all eligible applicants has been compounded by the fact that numerous providers do not have adequate discharge planning protocols in place, which disproportionately impacts those with few or no resources.

It is all too common that individuals being discharged from publicly funded institutions such as mental health facilities, hospitals, prisons and jails, and even the foster

care system, end up on the streets because of failures to insure appropriate discharge planning. This amounts to more street homeless who quickly cycle back through hospitals, prisons and jails, creating an intolerable service and financial burden to the systems and continuing to fail the clients as well, as evidenced in literature from the Interagency Council on Homelessness, the National Alliance to End Homeless, and academic publications from experts such as Martha Burt, Dennis Culhane and Stephen Metraux.

■ This dysfunctional and unaffordable process of one set of resources for homeless persons and another set of resources for everybody else needs to be addressed. By developing a dialogue with mainstream services providers, reducing the understanding to writing and monitoring the outcomes, we can begin to insure equal treatment of homeless clients.

■ Likewise, by refusing to accept discharges to the street, by initiating a dialogue, obtaining memoranda of understanding from publicly funded institutions, and monitoring the discharges, we can begin to eliminate the parallel systems created to meet the needs of the homeless.

It is the intent of the Systems Change component of the Plan to address and insure that the mainstream resources programs and discharge planning functions of publicly funded institutions serve our homeless population equitably and as seamlessly as possible.

Street Outreach

The focus of street outreach is to get homeless individuals off the street and into a program that will get them "home". It is the belief of the Street Outreach Sub-committee, as was Dorothy's in 1939, that "there is no place like home".

The outreach worker is a specialist, working with various sub-populations, including those who are mentally ill, people with substance abuse problems, people with co-occurring disorders, the economically disadvantaged, alcohol abusers, people with AIDS/HIV, the employment disadvantaged, the traumatized, people with physical disabilities and the developmentally disabled. To say it more simply, the outreach worker is a juggler of services, systems, symptoms, and salvation.

The relationship between the homeless and the social service community marks a border where the disenfranchised meet the mainstream of society (Rowe, 1999). It is the outreach worker who crosses back and forth across that border, weaving the connections and laying the groundwork for the homeless person to also "cross over".

Currently our system is a patchwork of paths traversing that border - some failing, some intangible in terms of our goals to end homelessness; hence our objective is to systematically create:

■ Based on our existing central model, a state-of-the-art outreach team for county-wide coverage

■ Accessible 24/7 point-of-entry for the homeless person

■ A centralized assessment process

In addition, the homeless information system technology, known locally as CSMS, gives us the perfect conduit for making the crossing over seamless and simple. The 24/7 point-of-entry will direct homeless people to an outreach team. The outreach team will assess, refer and place the homeless person with a service provider. The provider who accepts the referral will do the intake. When consent is given, the homeless person's "thumbprint" in CSMS will be accessible to all providers, who will have a much deeper insight into the client's overall needs as the client travels through

the system toward his or her goal of self sufficiency.

The final phase includes a centralized assessment process to coordinate the needs of the outreach team with the resources of the service providers.

Throughout the process, the key link between the streets and "home" is the outreach team. The Broward County homeless providers' understanding of the specialized skills required to reach and support homeless people in settings not fit for human habitation has been documented time and again via shelter placement/census reports. Further documentation in service provider reports indicates that compared to any other placement system in Broward County, the outreach team approach is the most effective, efficient and homeless friendly.

Shortening the Time People Remain Homeless

The objective of this component is to reduce the length and number of times people are homeless, and to re-house them as quickly as possible. We believe that Housing First may work well for many of the homeless. This model places people in permanent housing as quickly as possible, and provides the supports necessary to keep them housed. We recognize that certain sub-populations may require lifelong supportive services.

Priorities of the plan include:

■ Assisting persons to exit homelessness as quickly as possible.

■ Developing an assessment tool to determine who can quickly move into permanent housing.

■ Developing standards for providers that promote housing placement in the most suitable, least restrictive settings possible.

■ Tracking outcome measures that capture:

- number of people who become homeless
- recidivism - increasing rates of persons not returning to shelter
- average length of homeless episodes (time spent in shelter system)
- improving housing outcomes (number of discharges to permanent housing, and retention of that housing over time)

Implementation of this plan will require significant changes to our current Continuum of Care. A Housing First model is just that: housing is the first need to be met and there are a number of variations of this model. For example, some transitional providers may offer short-term residential care with a Housing First wrap-around service model, including an in-depth assessment of needs and resources, permanent housing placement and linkage to community services. Others may move toward providing permanent supportive housing. The emphasis of the plan will be to move toward permanent community based supportive services. These changes will require buy-in and commitment from all providers and community stakeholders.

Rapid Re-Housing

A Rapid Re-housing strategy seeks to re-house newly homeless individuals and families in the shortest period of time. This approach is predicated on the assumption that a certain percent of the recently homeless became so as a result of unexpected income loss, unanticipated increases in rent, loss of a vehicle, discontinuation of child care, unexpected medical issues, or other reversible events that can be "fixed" in a short period of time with minimal investment of resources.

Such a strategy benefits the community in multiple ways. First, it returns individuals to housing without subjecting them to service-intensive programs designed to address multiple issues associated with homelessness. Second, it reduces the longer-term stress on shelter beds and saves them for the homeless population presenting more serious issues and requiring more intensive physical, behavioral, or vocational rehabilitation. Consistent with current local and national "housing first" philosophies, a rapid re-housing strategy recognizes that some persons experience homelessness primarily due to economic factors as outlined above and need little assistance beyond housing itself.

Prolonged delays in returning to housing contribute to further dependence on homeless assistance and subject individuals and families to further exposure to a shelter culture inconsistent with independence in the community. The negative effects, particularly on families, include repetitive school changes for children, reduced opportunity to engage family and friends, job loss due to conflicting program requirements or facility locations, and loss of self esteem associated with being labeled homeless. The Rapid Re-housing Sub-committee has identified the following objectives:

■ **Objective 1:** Quickly identify candidates for rapid re-housing. Candidates will be individuals and families who only recently became homeless and have

the capacity, including income, to return to housing immediately or after minimal services.

No mechanism currently exists to identify and refer candidates for immediate re-housing at the first point of contact. This function may be centralized at one location in the County or may be performed at multiple venues using the same assessment methodology and criteria.

■ **Objective 2:** Create the position of Housing Specialist in each of the three Homeless Assistance Centers to provide professional housing services to individuals identified as housing ready. These positions would provide short term assistance while a broader continuum-wide housing mechanism is being addressed. This is an interim measure designed to get us part way to our goal while we develop the housing information and referral mechanism.

■ **Objective 3:** Create a continuum-wide housing information and referral mechanism to assist providers in effecting rapid transition to housing for individuals identified as suitable candidates.

The Sub-committee recognizes that this is an enormous undertaking, requiring planning, effort, and funding, which will take years to complete. However, once implemented, it will provide long term support for the "housing first" model, one of the recent innovations being adopted by our community.

■ **Objective 4:** Create a permanent housing support system (follow-up services).

The goal of rapidly placing persons in mainstream housing would have little meaning if not accompanied by efforts to ensure that they retain housing. Steps to provide this assurance are addressed in the Treatment and Services component of the Plan.

Treatment and Services

In an effort to address homelessness holistically, the Treatment and Services Sub-committee has endeavored to solicit and include local feedback from Broward County's homeless and formerly homeless population. The Sub-committee has also reviewed and incorporated components of strategies and "best practices" models adopted by communities nationwide to treat and prevent homelessness. The Plan's overall goal is to rapidly return those who experience homelessness to permanent housing, linking them with available and planned supports to promote future housing stability. However, evidence and experience indicate that housing alone is not a panacea to end homelessness for all sub-populations of homeless persons.¹⁰

We recognize that costs associated with providing treatment and services should be considered "front-end" costs. This is especially relevant when contrasted with costs as compared to housed versus unsheltered homeless persons. According to a study in British Columbia, Canada, the service costs for unsheltered homeless are estimated to be thirty-three percent (33%) higher than for those who are housed.¹¹

The mantra of the Treatment and Services Sub-committee is "an ounce of prevention is worth a pound of cure." Therefore, our focus has been on housing and holistic treatment: substance abuse treatment; mental health treatment and services; medical treatment; interventions to stabilize families and individuals in housing and at risk of homelessness; in homeless shelters (emergency and transitional) including financial assistance and access to mainstream benefits; mediation services; employment services; venues and opportunities for social events; peer mentoring and case management services.

The Treatment and Services Sub-committee recognizes that movement by HUD away from funding support services and cost shifting to other stakeholders does not eliminate the need for treatment and services. The trend suggests funding to maintain current levels of treatment and services will become even more challenging while demand for services and treatment will continue to exist and very likely increase. This is especially true considering the exponential population growth estimates for the Broward, Miami-Dade, and Palm Beach tri-county area.¹²

■ We have included several suggestions in our component to increase utilization of existing programs in our community, as well as within the homeless Continuum of Care. An example of this is a "centralized assessment" process which would decrease assessment redundancy throughout the CoC, generating cost savings which could be reprogrammed to fill existing gaps.

■ We also recommend increasing collaboration among providers, as well as increased competition for CoC funding through performance-based selection and an expansion of peer centered programs and services as a form of homelessness "relapse" prevention.

■ Additionally, we recommend there be a lead agency in Broward County for mental health services.

Finally, we believe the evidence suggests there is no "one best way" to address homelessness. However, with each client sub-population there is a common denominator, the need for treatment and services. Therefore, the provision of this component of the Plan is critical to overall success.

Permanent Affordable Housing

The Issue of homelessness cannot be addressed without reference to the need for permanent affordable housing. Permanent affordable housing is necessary to both prevent homelessness and to end homelessness. In a document entitled "Affordable Housing Focus Group Report and Best Practice Research Findings" prepared by Broward County Human Services Department, the affordable housing situation in Broward was described as follows.

Based on Florida Statutes Chapter 420, and consistent with other public guidelines, housing is considered affordable when the monthly rent or mortgage payment does not exceed 30% of the median gross annual income for very low, low and moderate income households. The 2004 median adjusted gross income for Broward County is \$57,700, based on information from the U.S. Department of Housing and Urban Development. Affordable housing is similar to market rate housing, except that it costs less because financing strategies make it possible to pass the savings on to lower income residents.

The severity of the affordable housing problem is best depicted by considering the situation that currently exists for a significant number of residents. The housing wage is defined as the amount a full time (40 hours per week) worker must earn per hour in order to afford a two-bedroom unit at the area's Fair Market Rent (FMR). FMR, for an area, is the amount that would be needed to pay the gross rent (shelter rent plus utilities) of privately owned, decent, safe and sanitary rental housing of a modest (non-luxury) nature with suitable amenities. The 2005 Fair Market Rent for a two bedroom apartment is \$998 per month. Broward County's 2005 housing wage was \$19.19 per hour, or \$39,920.00. Thus an individual earning minimum wage would need to work 125 hours per week in order to afford this apartment.¹³

The Permanent Affordable Housing Sub-committee was charged with making recommendations on how to increase the amount and availability of permanent affordable housing for extremely low and very low income households. In Broward the system has backlogged, as those who need to find permanent affordable housing in order to make the move from transitional housing are unable to do so because there is no affordable housing available. The lack of affordable housing in Broward forces a large number of families to live on the brink of homelessness because they must pay rents that they ultimately cannot afford. For a time they maintain the housing by "robbing Peter to pay Paul", but any unanticipated expense can be the event which

leads to homelessness.

The Permanent Affordable Housing Sub-committee was made up of advocates, non-profit developers, public officials and staff from public housing authorities. At the end of the road, a household coming out of homelessness has the same need for permanent affordable housing as does any household at the low end of the income scale.

■ Our recommendations highlight one area of permanent affordable housing that is especially necessary for special populations that are overrepresented among the homeless: persons recovering from substance addiction, the mentally ill, those who are disabled and others. By 2016 we intend to create 1200 new permanent supportive housing units, offering social services commensurate with a client's level of need. Approximately two-thirds of these units will be targeted to the chronically homeless. The amount of unmet need for 1,200 units of permanent supportive housing was based upon quantitative and qualitative data, including review of the 2005 point in time count results, and was finalized by consensus through a community process including discussion at monthly Continuum of Care committee meetings and two (2) Planning Days conducted on April 8th and 27th, 2005. One hundred four (104) individuals from fifty-two (52) different agencies attended one or both workshops. Affiliations included state and local government, Public Housing Authorities, community and faith-based organizations, businesses, homeless and/or formerly homeless persons, law enforcement, hospitals, funders and other stakeholders including sub-populations of seriously mentally ill, veterans, youth, and persons experiencing and/or recovering from substance abuse or domestic violence.

In addition to achieving consensus at the Planning Day sessions, the Permanent Supportive Housing unmet need figures were validated through three independent studies conducted by: FL Dept. of Children & Families (DCF), Florida Supportive Housing Coalition, and a study commissioned for Broward County by Housing & Services, Inc. (HSI - based in New York City).

Permanent supportive housing remains the Continuum's greatest need and experience from Broward County's Chronic Homeless Initiative, HHOPe, indicates that the chronic population will need permanent supportive housing. Additionally, we know from the survey that we must also place emphasis on sheltered and unsheltered families with at least one family member with a disability, who also need permanent supportive housing.

We will insure the accuracy of the needs estimate by employing the methodology developed by Dr. Martha Burt

This piece of legislation for affordable housing was shifted to the high priority list due to the impact of long-term stability of families.

and published in March of 2005 in the document entitled, "Estimating the Need: Projecting from Point-in-Time to Annual Estimates of the Number of Homeless People in a Community and Using this Information to Plan for Permanent Supportive Housing."

These housing units will augment our existing permanent supportive housing inventory through construction, leasing, renovation and conversion of other types of housing, and will be developed in the most cost effective manner possible. Where we must develop or renovate units, we will seek to maximize resources by controlling, to the greatest extent possible, development costs through innovative designs and materials. The 1,200 units represent a point in time estimate which may be modified as new methodologies for estimating need are developed

These 1,200 units of permanent supportive housing are the cornerstone of this Ten Year Plan to End Homelessness. We anticipate that 30% or 360 of the 1200 units will be developed by rehab of existing units. A 2003 study by Housing Solutions, Inc., projected the cost range for acquisition and rehab to be \$37,500 - \$81,250 per unit. Since that time, we know that real estate prices have skyrocketed, in some cases almost doubling. Local experts advise that the current cost to acquire and rehab a 1 bedroom unit is approximately \$120,000. Therefore, the capital investment would be \$43.2 million (\$120,000 x 360) with approximately \$2.16 million annually in operating expenses. The remaining 840 units would be comprised of tenant based assistance at an annual subsidy of approximately \$6.468 million. Support services are anticipated to cost \$12.0 million annually.

Producing the units will not be possible without the support, in various ways of federal, state and local governments (cities) and agencies, including law enforcement and corrections, hospital districts, the School Board of Broward County, as well as coordinating agencies such as the Coordinating Council of Broward. Participation from private entities such as the faith community, private landlords, developers and businesses will also be necessary.

Income to Pay for Affordable Housing

Housing is expensive in Broward County, and the cost is rapidly rising. According to the Miami Herald, Broward home prices went up 27% in 2004, with the average home price having reached an all time high of \$343,900. By August of 2005, the median housing price in Broward had reached an historic high of \$384,900.¹⁴ In order to afford a two-bedroom apartment in 2005, a full-time worker has to make \$19.19 per hour (the housing wage)

■ Our other recommendations are addressed to some major themes. One theme is that the County and the municipalities must work together to address affordable housing. Broward has 31 municipalities and the County government has no power to direct affordable housing efforts in those cities. In a County in which population growth and the cost of housing are almost geometric, affordable housing must be addressed in a comprehensive way with local governments working together. We specifically are looking to the Broward County Office of Housing to spearhead that effort.

■ Another theme is that more resources must be directed toward development of housing affordable to the lowest end of the income scale. Our recommendations include enactment of mandatory inclusionary zoning, whereby developers would be required to build a certain percentage of affordable units in any market rate residential development. Although we recommend mandatory inclusionary zoning, we recognize that another method, used in other areas, is to provide for circumstances in which a developer is allowed to pay into an Affordable Housing Trust Fund as an alternative.

■ We also recommend that a local documentary surtax be enacted on commercial real estate transactions as a source of revenue for development of affordable housing in the County.

■ Additionally, we recommend publicizing and expanding existing, proven programs such as H2H (Homeless to Homeowner) sponsored by BankAtlantic.

■ Finally, we recommend that a bond issue be created for development of affordable housing.

To say that one ends homelessness by just providing housing is overly simplistic. One can neither prevent nor end homelessness without permanent affordable housing. While there may be a great deal of debate about how to address permanent affordable housing, the dwellings themselves are an essential piece of any effort to end homelessness.

or \$39,920 annually.¹⁵ A minimum wage earner in Broward County would have to work 125 hours per week to afford this rent. The high cost of housing means that people have to earn more money in order to get and stay housed in Broward County. While our tourist economy depends heavily on minimum-wage, service-sector jobs in restaurants, hotels and retail, these jobs often do not provide a housing wage.

In order to lift wages, this Plan proposes:

- Expanding the Living Wage Ordinance passed by Broward County in October 2002
- Improving education, job readiness, and job training
- Encouraging Homeless Services Providers to work more closely with Job Training Providers
- Engaging the Business Community
- Encouraging employers to pay a Living Wage

■ Addressing transportation issues

- Providing more resources for job training and placement.

Because housing is expensive in South Florida, many adjustments should be made including changes in Fair Market Rents allowed by HUD, revisiting disability benefits and other subsidies. Most importantly, to promote long term housing stability, thousands of people need to earn higher wages. Creating better jobs requires broad participation from employers, mainstream job placement and readiness providers, and our elected officials who are in a position to encourage and even legislate better pay.

Epilogue:

Looking Forward from the Past - The First Ten Year Plan: Addressing Homelessness

In the spring of 1993, The Broward Coalition for the Homeless undertook a research project to develop a demographic profile of the homeless, the existing system for providing homeless services, and the unmet needs. After a series of meetings convened by the County Administrator and the creation of a task force to address the problem of street homelessness, the Broward Homeless Initiative and the Continuum of Care were created.

In 1994, the Broward County Board of County Commissioners authorized the creation of the Homeless Initiative Partnership (HIP) Advisory Board. The HIP Administration, which is part of the Human Services Department, is the lead agency for the Continuum of Care (CoC). In a collaborative effort, to maintain Countywide Continuum of Care of Homeless Services, HIP as the lead agency, is responsible for administering the homeless programs funded by Broward County, the State of Florida and the U.S. Department of Housing and Urban Development. The Coalition to End Homelessness, Inc., (CTEH) formerly known as the Broward Coalition for the Homeless, Inc., was founded in 1989. Skilled and ardent advocates for the homeless, the CTEH has over 450 organizational and individual members. CTEH operates the "792-BEDS" shelter bed location and placement hotline (toll free 1-877-524-BEDS) and networks through its committees that include the Continuum of Care Committee and its sub-committees.

Broward's Continuum of Care addresses all aspects of homelessness, including prevention, outreach, emergency shelter, transitional and permanent affordable housing and supportive services. This work includes:

- Facilitating community, business and governmental involvement in the homeless Continuum of Care;
- Direct oversight of the County's three regional Homeless Assistance Centers (HACs);
- Creating new and innovative programs to serve Broward's homeless population, such as the County's first medical respite care facility; and
- Participation in the creation of applications and requests for proposals.

Notwithstanding the best intentions of all parties as they convened in 1993 to form the Broward Homeless Initiative

and the Continuum of Care, it would be several years before the first of three regional emergency shelters would be constructed and ready for occupancy. In the interim, for almost five years the City of Fort Lauderdale, the County Seat of Broward, hosted the infamous "Tent City," a sort of open-air campground for the homeless in the downtown area. Tent City, which was "home" to hundreds of people during this time, was clearly inadequate to meet the needs of the residents. Additionally, businesses and property owners in the area were growing increasingly concerned about deteriorating conditions in Tent City.

In 1997, after years of discussions, negotiations, property searches, partnerships with residents, businesses and local governments, the Broward Outreach Center, the first of Broward's three regional Homeless Assistance Centers (HAC), opened in Hollywood, Florida.

In 1998, the Homeless Initiative Partnership Administration received the John Gunther award for Blue Ribbon Practices in Housing and Community Development from U.S. Department of Housing and Urban Development. As a result of the ongoing community-wide cooperative efforts Broward County had the highest-scoring U.S. Department of HUD Homeless Continuum of Care application in 1999, out of more than 400 applicant communities nationwide.

The second Homeless Assistance Center, operated by Broward Partnership for the Homeless, Inc., opened in Fort Lauderdale on February 1, 1999. Although it would be three more years before the final HAC would open in the north end of the County, on February 15, 1999, Tent City was officially closed, and with it, the end of an era in which hundreds of homeless persons were warehoused in tents. Broward's North and final regional HAC, opened in August of 2002.

The collaboration which began in 1993 has continued for a dozen years to create a complete homeless Continuum of Care, as consumers, advocates, providers, local governments and funders have worked to expand resources for homeless individuals and families and have set about attacking chronic homelessness, one of the most intractable and difficult types of homelessness.

In 2003, Broward County was awarded funding under the Chronic Homeless Initiative, known locally as Housing and Health Options Provide Empowerment (HHOPE). Originally intended as a pilot project to serve 51 unaccompanied, chronically homeless adults with serious and persistent mental illness, it is planned that HHOPE will become one of the permanent Housing First options in Broward County.

Conclusions

Now in 2005, as we continue the collaboration, we focus not on managing homelessness, but on ending it. We have learned a great deal about homelessness since the creation of the Broward Homeless Initiative, and we know that since "one size does not fit all," there must be many approaches to ending homelessness for individuals and families.

We also know that, based upon Abraham Maslow's work, housing, food and safety are among the most basic of needs, and must be met satisfactorily before individuals can begin working on higher levels of development. To this end, we recommit to harnessing our collective energy, creativity and compassion to insure that all residents of Broward County go to sleep in decent, safe and sanitary housing and with appropriate services as may be required to help them stay housed. We will endeavor to discharge this obligation with the highest attention and sensitivity to the need for culturally competent services, given the increasingly diverse nature of Broward's population. We encourage providers to collaborate in helping each other with cultural competence issues so that all homeless clients can be comfortable with, and confident of, the services they are receiving.

We must now focus on the implementation phase of our Ten Year Plan to End Homelessness. The Steering Committee is in unanimous agreement of the importance of expanding membership on the Committee to include additional stakeholder groups such as the private sector and elected officials.

We will be soliciting the support and involvement of individuals and organizations. Included in the appendices are sample endorsements and we urge that they be used.

Implementing the Plan

Our Ten Year Plan sets forth the systemic changes which need to come about in order for us to reach our goal. It may be that there are additional shifts in the paradigm which we have not yet contemplated, but which will become apparent as the implementation process evolves.

During the last year, the Steering Committee has been actively involved in the development of this Plan. As we move into the implementation phase, it is our intent to broaden participation to insure maximum coordination with stakeholders such as the cities, businesses, corrections, the hospital districts and other "mainstream resource" agencies. We will also continue to solicit input from homeless and formerly homeless persons. The expanded group will be known as the Implementation Committee.

Ideally, this Implementation Committee will bring core skills of management and finance to the process, as well as knowledge of the political landscape in Broward County. The first tasks of the Implementation Committee will be to have each of the stakeholder representatives define how their agency can concretely support the goal of the plan, to complete the financing plan and to establish priorities for implementation. It will also be within the purview of the Implementation Committee to maintain fidelity and accountability of the process. They will determine what is working and where we need course correction to improve our outcomes.

The following actions are recommended as part of the Implementation Action Plan:

1. Activate the Implementation Committee and determine governance structure.
2. Secure commitments from the nine subject matter Sub-committees to remain intact to assist with bringing the action steps to fruition and keeping the respective components of the Plan on track or producing necessary revisions to the time lines.

3. Establish Resources Implementation Sub-committee to 1) begin assessing existing resources versus required resources; 2) locating necessary resources for full Plan Implementation; and 3) establishing annual benchmarks. The following chart will be augmented accordingly:

Financing the Plan to End Homelessness (costs in millions unless otherwise specified)

Costs/Uses	Sources
Permanent Supportive Housing 1,200 units of permanent supportive housing 1) Acquisition (rehab/develop – 1 time Capital Expenditure for 360 units) $\$120,000 \text{ per unit} \times 360 = \43.2 M Annual Operating Expenses = $\$6,000/\text{unit} \times 360 = \2.16 M 2) Recurring subsidy (annual) for 840 Tenant Based Assistance Units: ($\$7,700 \text{ per unit} \times 840 \text{ units}$, Based upon current average bed cost of 5 existing Shelter + Care contracts in Broward.) = $\$6.468 \text{ M}$	Home Investments Partnership Program (HOME) Community Development Block Grant (CDBG) U.S. Department of Housing and Urban Development Supportive Housing for Persons with Disabilities (Section 811) Supportive Housing for the Elderly (Section 202) Housing Opportunities for Persons with AIDS (HOPWA) Veteran's Programs Federal Home Loan Bank (FHLB) Affordable Housing Program (AHP) Homeless Housing Assistance Grant State Challenge Grant County's Homeless Fund Low Income Housing Tax Credits Private Funds Employer Assisted Housing General Obligation Bond
Treatment and Services Recurring support services (1,200 permanent supportive housing units) Approximately $\$10,000 \text{ per unit annual service costs}$, based upon SAMHSA website – "Evidence-Based Practices: Shaping Mental Health Services Toward Recovery," $\$12.0 \text{ M}$ www.mentalhealth.samhsa.gov/cmhs/communitysupport/Toolkits/community...	Health Resources and Services Administration Substance Abuse and Mental Health Services Administration Medicare/Medicaid Veteran's Administration Social Services Block Grant Potential Samaritan Initiative Possible SELHA / ELHSI Initiative (SAMHSA)
Data Systems Much of the implementation cost will be for staff time of participating stakeholders; the benefits to be conveyed by mainstream resources are not included as part of the local budget estimates; for the several action steps involving local cash layout, the estimate is at $\$110,000$.	Provider staff time U.S. Department of Housing and Urban Development State Office on Homelessness

Emergency Prevention Cost estimates to be determined through deployment meetings of the Implementation Committee	Emergency Shelter Grant Homeless Housing Assistance Grant State Challenge Emergency Family Housing Assistance Program Low Income Home Energy Assistance Program
Systems Change Mainstream Resources Cost estimates to be determined through deployment meetings of the Implementation Committee	Supplemental Security Income/Social Security Disability Insurance, Social Security, General Public Assistance, Temporary Assistance to Needy Families, State Children's Health Insurance Program, Veteran's Administration benefits, Employment Income, Unemployment benefits, Veteran's Health Care, Medicaid, Food Stamps, Child Support; Day Care; Women, Infants and Children, Other
Discharge Planning Cost estimates to be determined through deployment meetings of the Implementation Committee	Department of Children and Families; Broward Sheriff's Office, North Broward Hospital District, South Broward Hospital District, Broward Regional Health Planning Council, Inc. Possible Department of Justice – offender re-entry funds
Street Outreach Cost estimates to be determined through deployment meetings of the Implementation Committee	Department of Children and Families
Shortening the Time People Spend Homeless Cost estimates to be determined through deployment meetings of the Implementation Committee	Emergency Shelter Grant
Rapid Re-Housing Assessment Tool \$5,000 – The majority of the activities in this plan relate to collaboration or re-tooling existing processes, hence the small cost.	Emergency Shelter Grant Emergency Family Housing Assistance Program

Notes

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- 2 Out of Reach 2003: America's Housing Wage Climbs, The National Low Income Housing Coalition, Florida data.
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- 4 E.M. Kuhn, A.J. Hartz, J.M. Vu, A.L. Mosso, Hospitalization costs associated with Homeless in New York City, New England Journal of Medicine 1998, 338: P 1734-1740.
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- 10 (<http://www.endhomelessness.org/best/GettingHoused.htm>).
- 11 (<http://prevention-dividend.com/en/research/Vol3.pdf>).
- 12 (http://elre.census.gov/popest/estimates_dataset.php).
- 13 Thinking Outside the Traditional Affordable Housing "Box"; Affordable Housing Focus Group and Best Practice Research Findings (Draft), Broward County Human Services Department. September 2004. Computed with the housing calculator in Out of Reach 2004, found at <http://www.nlihc.org/oor2004/calc.php>
- 14 The Miami Herald, June 22, 2005.
- 15 Based upon HUD's final published 2005 Fair Market Rents for Broward County, and computed with the housing calculator in Out of Reach 2004, found at <http://www.nlihc.org/oor2004/calc.php>

Appendices:

Bibliography
Plan Component Matrices
Glossary of Acronyms

"A Way Home," Broward County, Florida's Ten Year Plan to End Homelessness

A Community Collaborative

Cost Key: Negligible: \$ 0 - \$ 5,000
 Low: \$ 5,001 - \$15,000
 Medium: \$15,001 - \$25,000
 Medium High: \$25,001 - \$40,000
 High: \$40,001 +

Committee: Data

Goal Statement: Planning for outcomes - managing for results which maximize resources and move us toward ending homelessness
 Committee Co-Chairs: Sarah Donnelly and Ray Kelly

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
I. Continuous Improvement of Data Quality and Quantity	1. Full HMIS implementation for all CoC Programs	Broward County HSD and Providers	Full participation by all County-contracted providers; meet HUD standards.	Contractually required for all County-funded contracts Cost: High -- County has absorbed	October 2005
	2. Extend HMIS to non- CoC funded programs	Continuum of Care (CoC)	Participation by non-CoC funded programs which will yield additional data	Cost: Negligible	Begin October 2005
	3. Begin creation of Data Analysis Process	CoC	Enhanced capacity to identify trends and recommend actions	Cost: Negligible	May 2005 - December 2005

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	4. Produce a semi-annual Report to the Community through analysis of HMIS Data as well as additional data, where available, from sources such as: <ul style="list-style-type: none"> • CTEH-792-BEDS • 211 First Call for Help • All governmental Human Services • Churches • FEMA • Hospitals • Jails • Law enforcement and police • United Way of Broward County • Veteran's Administration • WorkForce One • Women in Distress • Other data sources as applicable 	CoC	Determination of accuracy and completeness of data Improved tracking capacity of extent of homelessness, trend changes and ability to respond Increased knowledge of needs & patterns of homeless individuals and families	Cost: Negligible	Semi-annually, beginning June 2006
	5. Point in Time Count and Survey	Staff and volunteers from The Coalition to End Homelessness (CTEH), Broward County, contracted providers, Nova SE University and general volunteers	Current data, including demographics on homelessness individuals and families Compliance with HUD requirements	Cost: High	Completed: January 25, 2005 for a 24 hour period.
	6. HMIS User Group Meetings for collaboration input and survey suggestions	HSD - HIP - HMIS Users	A database system which more adequately reflects the changing needs of the Users.	Cost: Negligible - In-kind through County staff	Ongoing - meets once monthly - 2 nd Wednesday of the month; more frequently if required.

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
II. Increased Resource Efficiency through Tracking Community Level Performance	<p>1. Review HMIS and other data sources to determine absolute numbers and percentages for these indicators:</p> <p>i) Recidivism, with particular attention to substance abuse/ mental health issues; ii) Securing housing; iii) Securing permanent housing; iv) Changes in income; v) Utilization of mainstream resources and w) Discharges</p>	HSD - HIP	<p>Improved ability to recognize best or promising practices</p> <p>Improved ability to target funding to need</p> <p>Improved ability to offer training and technical assistance to under-performing programs</p>	<p>Mainstream resources include:</p> <p>Medicaid, TANF, Food Stamps, SSI, Workforce Investment, Welfare-to-Work, CSBG, CMHSBG, SSBG, SAPTBG, Veteran's Health Care, SCHIP, CDBG, Home Investment Partnership funds, Housing Choice Vouchers, Public Housing</p> <p>Cost: For Action Steps 1 - 3 Low - estimate \$10,000 - \$15,000</p>	<p>Establish baseline from year 1 data - June 2006</p> <p>Review semi-annually thereafter and incorporate trend data in report.</p>
	2. Use HMIS to identify early predictors of homelessness and opportunities for preventive interventions	HSD - HIP; CoC CTEH-792-BEDS	More effective prevention strategies		June 2006 and semi-annually thereafter
	3. Maintain CSMS data on individuals and families at risk for eviction/foreclosure	HIP CTEH-792-BEDS	Greater capacity for prevention of homelessness of individuals and families	CSMS	Ongoing
	4. Conduct data match of HMIS and relevant public databases such as hospitals, corrections		Ability to determine extent & outcomes of mainstream public systems interaction w/ homeless persons.	Cost: Low	June 2006 and semi-annually thereafter
	5. Develop minimum standards for all County-funded shelter, transitional housing and permanent supportive housing programs, addressing facility, operations and staffing issues		Greater continuity of quality of services for consumers	Minimum standards located at http://www.broward.org/humanservices/his00801.htm	Completed June 18, 2002

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	6. Promulgate minimum standards for non-County funded homeless services Providers to use on a voluntary basis	HIP Broward County Board of County Commissioners	Greater continuity of quality of services for consumers	Cost: Absorbed by County In-kind	January 2006
	7. Collaboration between Providers and County in annual review of County-funded contracts	Broward County Human Services Department, Program Development Research and Evaluation Division (PDRED)	Greater continuity of quality of services for consumers	Cost: Absorbed by County - Program Development Research and Evaluation Division (PDRED) In-kind	Annually
	8. Initiate performance-based funding and evaluation of County-funded homeless programs based on measurable outcomes related to housing, income and services.	Broward County HSD	Better informed funding decisions and ability to target resources	Cost: Absorbed by County In-kind	Completed - all HIP contracts have outcome measures; 2005 HSD-HIP is in the process of standardizing those measures for like contracts
	9. Review of "Estimating the Need: Projecting from Point-In-Time to Annual Estimates of the Number of Homeless People in a Community and Using this Information to Plan for Permanent Supportive Housing."	CoC	Enhanced ability to determine and plan for meeting supportive housing need; to fashion prevention strategies and to seek funding	Cost: Negligible	May 2005 - August 2005
	10. Tracking Resource Availability	211 First Call for Help	Enhanced ability to strategically plan for needs, seek funding and deploy resources	Data from BIN Cost: Part of operations (est. annual operating expenses for "adult" portion of CRI - \$45,000)	Semi-annually, beginning June 2006
III. Better Informed Public Policy Decisions	Conduct and Disseminate Best and Promising Practice Research	Broward County HSD - CoC - CTEH - Providers at state conferences, annual DCF Reports, university alliance publications	Contributing to the body of knowledge on homelessness and having a dialogue with peers in homeless services	Cost: Absorbed by stakeholders - In-kind	Ongoing

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
IV. Strengthened Advocacy	1. Sustain the formal link among Broward County, CTEH, and Homeless Service Providers who participate in CoC-funded Homeless Services	CoC	Enhanced ability to collaborate in taking advantage of opportunities, in overcoming challenges and resisting threats	Cost: Absorbed by stakeholders - In-kind	Ongoing
	2. Expand Provider, Funder, Planner and Advocate participation among non-CoC funded entities through outreach	CoC	Enhanced ability to collaborate in taking advantage of opportunities in overcoming challenges and resisting threats	Cost: Negligible - possibly costs would be absorbed by stakeholders as In-kind	Begin January 2006 and ongoing
	3. Utilize data analyses for public education campaign on homelessness	CoC	Greater / more accurate public awareness of the real facts of homelessness - Ability to put a "face" on homeless individuals through better descriptive statistics and demographics	Cost: Negligible - possibly costs would be absorbed by stakeholders as- In-kind	September 2006

Data Committee Recommendations/Comments:

1. Develop benefits and marketing plan to do HMIS liaison with non-CoC funded providers. Suggested timeline: 5/05 - 5/06
2. Training issues: Need to have a structure in place for follow-up when problem trends are identified from the data.
3. A methodology needs to be developed to track differing outcome data when providers change services. Example: North Broward Hospital District no longer provides medications to homeless. This type of change can significantly alter results.
4. Tracking Community Resources is currently done through the vehicle of the Community Resource Inventory (CRI). The CRI is a project of The Coordinating Council of Broward (CCB) and is funded by the CCB and The Children's Services Council (CSC) at the current level of \$119,000. 211 First Call for Help is the lead agency for the production of the CRI. The CCB, however, is not anticipating being a long-term funding source for the adult areas of the survey and is actively looking for agencies providing services to Broward's adult population to fund that portion of the survey in much the same way as the CSC has taken responsibility for the portion dealing with children's services.
5. In the event of a catastrophic event such as a terrorist attack, an economic depression, or even a serious natural disaster on the magnitude of Hurricane Andrew, the assumptions contained in the Data Element of the Plan may need to be revisited. We believe this caveat should be applicable to all Plan elements.
6. In the event it is possible to move up the target dates to an earlier time frame, this will be done and the Data Element will be so noted.

Resources Consulted

National Alliance to End Homelessness (NAEH) Toolkit for Ending Homelessness (Including Best Practices from Massachusetts Housing and Shelter Alliance; Philadelphia, PA; Spokane, WA and Wisconsin); and NAEH website: www.naeh.org

Review of the Data Elements of the following Ten Year Plans: Atlanta, GA; Chattanooga, TN; Chicago, IL; Columbus-Franklin County, OH; Contra Costa County, CA; DuPage County, IL; Evansville-Vanderburgh County, IN; Indianapolis, IN; Maricopa County, AZ; Miami-Dade County, FL; Montgomery County, MD; Nashville, TN; State of New Jersey; New York City, NY; Oklahoma City, OK; Philadelphia, PA; Triangle Area, NC. Of the previously cited Ten Year Plans, the Data Committee adapted components from the following Plans and gratefully acknowledges same: Chattanooga, TN; Columbus-Franklin County, OH and Oklahoma City, OK. "What Works" in Partnership Building for HMIS: A Guide for the Los Angeles/Orange County Collaborative, April 30, 2003, commissioned under a subcontract with Aspen Systems Corporation, Rockville, MD 20850 by the U.S. Department of Housing and Urban Development, Contract RCF 4-067; Subtask 4.

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The United States Interagency Council on Homelessness (ICH) publication "The 10-Year Planning Process to End Chronic Homelessness in Your Community - A Step-by-Step Guide," and ICH website: www.ich.gov

"Estimating the Need - Projecting from Point-in-Time to Annual Estimates of the Number of Homeless People in a Community and Using this Information to Plan for Permanent Supportive Housing," March 2005, by Martha R. Burt and Carol Wilkins, sponsored by the Corporation for Supportive Housing.

Committee: Emergency Prevention

Goal Statement: To stop homelessness before it starts by establishing and integrating emergency homeless prevention programs in Broward County

Committee Chair: Matt Hunter

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
I- Create a county-wide homelessness prevention system that identifies and helps people most at risk of becoming homeless before housing is lost.	1) Establish an Emergency Prevention Committee to conduct studies and oversee the "front door" process. This committee should include representatives from the Continuum of Care, 211 First Call for Help, and the County.	Steering Committee	- Decreased number of evictions and foreclosures as more people stay housed - Decreased size of waiting lists for emergency shelters - Decreased spending as Broward County and cities save money by keeping people out of the expensive continuum of care	Cost: negligible -- in kind staff time	October 2005
	2) Conduct a study of the past six months to determine which criteria indicate which evictions/foreclosures will lead to homelessness.	Emergency Prevention Committee	- Increased cooperation between fund providers as calls come through the "front door"	Housing courts data; Cost: negligible -- in kind staff time	December 2005
	3) Develop a screening mechanism to determine which evictions should be introduced to homeless services and the appropriate level of intervention.	Emergency Prevention Committee	- Decreased number of homeless people in Broward County	Cost: negligible -- in kind staff time	May 2006
	4) Track and assist formerly homeless families who fall behind in rental payments to the public housing authority or fail to recertify their Section 8 vouchers in a timely manner.	211 First Call for Help; Housing Authority	- Decreased number of homeless people in Broward County	Cost: Low to Medium	December 2006

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	5) Establish (or expand existing services of) a "front door" phone number where landlords and people needing emergency prevention services can call for assistance.	Emergency Prevention Committee, 211 First Call for Help	- Decreased number of homeless people in Broward County	Cost: potentially high - depends upon additional staff, phone, and computer needs	July 2006
	6) Promote the "front door" number to landlords and tenants.	Emergency Prevention Committee		Cost: negligible - in kind staff time and some office supplies	July 2006
	7) Maintain at-risk for eviction/foreclosure data on CSMIS/HMIS system. (See <i>Data System plan</i> for further detail.)	211 First Call for Help		Cost: Low - data entry	December 2006
	8) Conduct audit of existing rent/mortgage assistance, case workers and "bridging" fund providers, including a study of the wait time for accessing these services.	Coalition to End Homelessness, Emergency Prevention Committee		Cost: negligible - in kind staff time	December 2005
	9) Implement changes to existing rent/mortgage assistance, case work and "bridging" fund system, reducing significantly the wait time for receiving prevention funds.	Emergency Prevention Committee; rent/mortgage assistance and "bridging" fund providers		Cost: Medium high	December 2006
	10) Determine appropriate level of county, state and federal rent/mortgage assistance; county-wide in-house case work; "bridging" funds, and legal assistance.	Rent/mortgage assistance and "bridging" fund providers; County; Legal Aid		Cost: negligible - in kind staff time	July 2007

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	11) Establish a resource/referral network of existing and new providers.	Emergency Prevention Committee, rent/mortgage assistance and "bridging" fund providers; County, Legal Aid		Cost: high	July 2008
	12) Provide county-wide rent/mortgage assistance.	Rent/mortgage assistance providers, County		EFAHP; Cost: high – depending upon the amount of financial assistance needed	December 2008
	13) Provide county-wide, in-house case work centered on prevention, including a resource/referral network.	Legal Aid, Office of the Public Defender, Broward County Bar Low Cost Legal, County		Cost: high – depending upon the amount of legal assistance needed	December 2008
	14) Provide county-wide legal advice and intervention in eviction/foreclosure proceedings.	Legal Aid, Office of the Public Defender, Broward County Bar Low Cost Legal, County		Cost: high – depending upon the amount of legal assistance needed	December 2008
	15) Provide county-wide "bridging the gap" assistance to those with pending benefit applications to help maintain housing until receipt of benefits.	"Bridging" fund providers, County		Cost: medium high – depending upon the amount of "bridging" funds needed	December 2008
II- Establish county-wide financial/tenancy education programs for at-risk individuals and families.	1) Conduct an audit of existing financial/tenancy education programs, including public education.	Coalition to End Homelessness	- Decreased number of evictions and foreclosures.	Cost: Negligible – in kind staff time	December 2005
	2) Coordinate existing financial education programs.	Emergency Prevention Committee; financial education providers	Decreased spending as Broward County and cities save money by keeping people out of the expensive continuum of care	Cost: Negligible – in kind staff time	February 2006

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	3) Develop an education program to promote responsible financial management/tenancy in collaboration with Broward Community College, Nova Southeastern, and other education partners. These programs should be accessible to high-need neighborhoods.	Emergency Prevention Committee, Broward Community College, Nova Southeastern	- Increased client self-sufficiency and financial/tenancy literacy. Increased cooperation among education providers	Cost: Low – in kind staff time, curriculum resource development	December 2006
	4) Provide county-wide financial/tenancy education to at-risk populations.	Financial education providers, Broward Community College, Nova Southeastern	- Decreased number of homeless people in Broward County	Cost: High – depending on how pay for curriculum resources and instructors	December 2007
III. Improve services to persons with recent criminal backgrounds, including ex-offenders released from jail or prison and other offenders in community corrections programs, to ensure they do not become homeless.	SEE PERMANENT AFFORDABLE HOUSING PLAN FOR FURTHER DETAIL.				
IV. Improve services to young people aging out of foster care to ensure a successful transition to housing and independence.	SEE PERMANENT AFFORDABLE HOUSING PLAN FOR FURTHER DETAIL.*				
V. Improve services to people being discharged from hospitals/mental health facilities to ensure they do not become homeless.	SEE PERMANENT AFFORDABLE HOUSING PLAN FOR FURTHER DETAIL.*				

Resources Consulted

- 1) Baumohl, J. and Shinn, M. "Rethinking the Prevention of Homelessness." Report of the 1998 National Symposium on Homelessness Research.
- 2) National Alliance to End Homelessness (NAEH). Toolkit for Ending Homelessness: Featuring the Ten Essentials for Ending Homelessness In Your Community. The Toolkit can be found at the NAEH website: www.naeh.org.
- 3) The Emergency Prevention Committee reviewed the following Ten-Year plans: Anoka County, MN; Atlanta, GA; Chattanooga, TN; Columbus-Franklin County, OH; Everett, WA, Hennepin County, MN; Indianapolis, IN; Maricopa County, AZ; Miami-Dade County, FL; New York City, NY; Oklahoma City, OK; and Philadelphia, PA. Of these Ten-Year plans, the Emergency Prevention Committee adapted components from the following plans: Anoka County, MN; Columbus-Franklin County, OH; Hennepin County, MN; Indianapolis, IN; and New York City, NY.

Committee: Systems Change - Mainstream Resources / Discharge Planning

Goal Statement 1: To insure that homeless individuals receive all benefits for which they are eligible and entitled
 Goal Statement 2: To eliminate discharges to homelessness from institutions including, but not limited to, hospitals, corrections facilities and foster care
 Committee Chair: David Freedman

Objectives: Mainstream Resources	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
I. Remove barriers to obtaining governmental entitlements - mainstream resources	1. Enlist Legal Aid to define the obligation of government agencies	Legal Aid	Acquiring monitoring definition of entitlement	Legal Cost: Negligible - In-kind staff time.	September 2006
	2. Contact Governmental Organization entities to provide access to benefits	Legal Aid Coalition: Bureaucratic Advocacy	Establish a dialogue with mainstream benefit providers and develop contacts	Cost: Negligible - In-kind staff time.	September 2006
	3. Develop method to get information to homeless and at risk	All Outreach Teams - Case Managers	Increasing information resources for homeless/at-risk	Cost: Negligible - In-kind staff time.	January 2007
II. Expedite benefits enrollment by Social Security Administration - reduce the average time for individuals to qualify for and begin receiving presumptive disability, SSI, SSDI/ Medicaid.	1. Study feasibility of implementing SSI project based on Baltimore Model	Providers, HSD - HIP, SSA	Reach agreement with Social Security Administration	Cost: Negligible - In-kind staff time	In progress; SSA training held March 10, 2005; April 2005 - November 2005; December 2005

Objectives: Mainstream Resources	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	2. Research to determine baseline average time for a client to qualify for and begin receiving SSA and Medicaid benefits	SSA - HSD - HIP	Establish baseline average timeline.	Cost: Negligible - In-kind staff time	September 2005
	3. Expand existing Memorandum of Understanding (MOU) of April 2003 to include expedited presumptive disability determinations for all eligible homeless clients	SSA - HHOPE Team - HSD - HIP	Increase in the number of eligible individuals receiving SSI/SSDI in a shorter period of time.	SSA - State Office on Homelessness - Interagency Council on Homelessness Cost: Negligible - In-kind staff time	December 2006
	4. Monitor agency adherence to terms of MOU and County funded provider compliance with requirements of Standards of Care (SOC) to obtain Mainstream Resources	Providers - HSD - HIP - PDRED	Ability to determine compliance with MOU & SOC; eligible individuals will continue to qualify for and begin receiving SSI / SSDI benefits in an expedited time frame	SSA - Providers - HSD - HIP - PDRED CSMS/HMIS Cost: Negligible - In-kind staff time	March 2007 - ongoing
	5. Conduct additional training on expediting disability determinations	HSD - HIP, via contracted provider	Increase in skill level of case managers who work with disabled populations	Cost: Low: Training - \$7,000 - \$10,000	August 2005
	6. Conduct data match with AHCA to determine portion of population under-served by Medicaid	DCF - CSMS/HMIS - Agency for Health Care Administration (AHCA) - 211 First Call for Help - 792-BEDS and any other intake points	Obtain baseline regarding the extent of Medicaid under-served	SSA - SSI/ SSDI/ Medicaid - DCF - AHCA 211 First Call for Help - 792-BEDS and any other intake points Cost: Negligible - In-kind staff time	October 2006
	7. Utilize results of data match as an advocacy tool for providers	CoC	Increase in the number of eligible individuals receiving Medicaid	Cost: Negligible - in-kind staff time	December 2006

Objectives: Mainstream Resources	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
III. Expedite benefits enrollment by the Veteran's Administration - reduce average time for eligible individuals to qualify for and begin receiving VA benefits	1. Review CSMS/HMIS data to determine need	VA - HSD - HIP - CoC	Data on scale of unmet need (pending and yet to be submitted applications for benefits)	CSMS/HMIS - VA Cost: Negligible	March 2007
	2. Research to determine baseline average time for a client to qualify for and begin receiving VA benefits	VA, HSD-HIP	Establish baseline average timeline	VA, HSD - HIP Cost: Negligible - In-kind staff time	June 2006
	3. Expand on existing HHOPPE MOU with VA for expediting benefits, for all eligible homeless individuals	VA - HSD-HIP	Reduction in the amount of time a client must wait to be qualified for and begin receiving VA benefits	VA - HSD - HIP Cost: Negligible - In-kind staff time	August 2006
	4. Monitor agency adherence to terms of MOU and County funded provider compliance with requirements of Standards of Care (SOC) to obtain mainstream resources	Providers - HSD - HIP - PDRED	Ability to determine compliance with MOU & SOC; eligible individuals will continue to qualify for and begin receiving VA benefits in an expedited time frame	VA - Providers - HSD - HIP - CSMS / HMIS - PDRED Cost: Negligible - In-kind staff time	November 2006 - ongoing
IV. Expedite benefits enrollment and receipt of any other mainstream benefits for which client qualifies/ reduce average time for qualification and receipt of benefits : Food Stamps, WorkForce Investment, Unemployment, ESG	1. Begin a dialogue with each benefit agency	CoC Providers, HSD-HIP DCF, Legal Aid, WorkForce One, State Office on Homelessness - <u>Respective Agencies / responsible parties for action steps 1 & 3 pertaining to objective IV.</u>	More expeditious receipt of benefits by eligible clients	Various mainstream programs Cost: Borne by mainstream systems; In-kind staff time for each agency.	January 2006 - ongoing
	2. Research to determine average time for a client to qualify for and begin receiving benefits from various mainstream programs.		Establish baseline average timeline	CSMS/HMIS - SSA Cost: Negligible - In-kind staff time	Begin January 2006

Objectives: Mainstream Resources	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	3. Develop and execute Memoranda of Understanding where none exists or expand MOU (if one exists for HHOP) to include expedited benefits for all eligible homeless clients		Increase in number of clients receiving mainstream benefits	All relevant agencies and providers Cost: Negligible - In-kind staff time	December 2006
	4. Monitor agency adherence to terms of MOU and County funded provider compliance with requirements of Standards of Care (SOC) to obtain mainstream resources	CoC Providers - HSD - HIP - PDRED	Ability to determine compliance with MOU & SOC; eligible individuals will continue to qualify for and begin receiving mainstream benefits in an expedited time frame	SSA - CoC Providers - HSD - HIP - CSMS/HMIS - PDRED Cost: Negligible - In-kind staff time.	March 2007
V. Expedite benefits enrollment and receipt of any other mainstream benefits for which family qualifies/ reduce average time for qualification and receipt of benefits : Child Care, TANF, SCHIP, EFAHP, Family Court, Schooling	1. Begin dialogue with each benefit agency	CoC Providers - HSD - HIP, DCF - DCA - Broward County School Board - Broward County Courts Respective Agencies. <u>For action steps 1 & 3, pertaining to objective V.</u>	More expeditious receipt of benefits by eligible clients	Various mainstream programs Cost: Borne by various mainstream programs plus In-kind staff time for each Agency. Applies to Action Steps 1-4.	Begin March 2006 - ongoing
	2. Research each agency to determine average time for client to qualify and begin receiving benefits	HSD - HIP	Establish baseline	HSD - HIP	Begin March 2006
	3. Develop and implement MOU with each mainstream benefits program	Mainstream Providers - HSD - HIP	Increase in number of eligible families receiving mainstream benefits	Various mainstream programs	March 2007 - ongoing
	4. Monitor agency adherence to terms of MOU and County funded provider compliance with requirements of Standards of Care (SOC) to obtain mainstream resources	CoC Providers - HSD - HIP - PDRED	Ability to determine MOU & SOC; eligible individuals will continue to qualify for and begin receiving mainstream benefits in an expedited time frame.	Mainstream Benefits Providers - CoC Providers - HSD - HIP - CSMS/HMIS - PDRED	June 2007 - ongoing

Objectives: Discharge Planning	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
1. Improve services to persons with recent criminal backgrounds, including ex-offenders released from jail or prison and other offenders in community corrections programs to prevent discharge to street/or homelessness	1. Research data to determine the number of ex-offenders being released from respective corrections facilities, including data on sub-populations such as mentally ill, medically needy, physically disabled, HIV/AIDS 2. Determine how many ex-offenders are being discharged into homelessness from the respective corrections facilities and set goal to reduce/prevent discharge to homelessness	BSO - DOC	Baseline information on number of releases from each facility and for which sub-populations in a given time period; enhanced ability to plan	BSO - DOC - HSD - HIP Cost: Negligible - In-kind staff time	September 2006
	3. Schedule initial discussion with BSO - DOC regarding development of a protocol to prevent discharge to homelessness	CSMS/HMIS/211 First Call for Help - 792-BEDS and any other points of intake	Baseline on discharges to homelessness from corrections	BSO - DOC CSMS/HMIS/211 First Call for Help - 792-BEDS and any other points of intake Cost: Negligible - In-kind staff time	September 2006
	4. Develop Discharge Protocol with BSO	BPHI/BOC - HSD - HIP	Develop information on issues surrounding discharges and Discharge Protocol	BSO-DOC - BPHI - BOC HSD - HIP Cost: Action Steps 3-8 Negligible: In-kind staff time except for official Discharge Planner w/ BRHPC/NBB	June 2006
		BPHI/BOC - BSO - DOC HSD - HIP	Written document defining roles and responsibilities. Note: BRHPC has a policy with the North Broward Detention (NBB) Center for the mental health unit	BSO/NBB - DOC - BRHPC - DCF - HSD - HIP Cost of BRHPC Discharge Planner w/ NBB - \$55,000 annually funded via DCF	June 2007

Objectives: Discharge Planning	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	5. Finalize formal Discharge Protocol with each corrections facility	BSO - DOC - HSD - HIP	Formally accepted, approved and executed document defining roles and responsibilities	BPHI/BOC - BSO - DOC HSD - HIP	June 2007
	6. Implement formal Discharge Protocol with each corrections facility	BPHI/BOC - BSO - DOC HSD - HIP	Reduction in number of discharges to homelessness from corrections facilities	BPHI/BOC - BSO - DOC HSD - HIP Cost: Negligible - In-kind staff time	September 2007
	7. Monitor compliance with Discharge Protocol by each corrections facility	Providers - HSD-HIP - 211 First Call for Help - 792-BEDS and any other points of intake	Ability to foster accountability of corrections regarding discharges	Providers - CSMS/HMIS 211 First Call for Help - HSD-HIP - 792-BEDS and any other points of Intake Cost: Negligible - in-kind staff time	March 2008 - ongoing
	8. Explore replication of programs shown to be effective in preventing discharge to homelessness of ex-offenders; disseminate information to community	HSD - HIP	Enhanced ability to make better informed decisions regarding discharge planning; maximization of resources	HSD - HIP Cost: Negligible - In-kind staff time	January 2006
II. Improve coordination of services to prevent discharge to homelessness of individuals leaving mental health institutions or facilities	1. Research data to determine the number of patients being discharged from local, County or State mental health institutions or facilities	HSD - HIP - BPHI - BRHPC	Baseline information on number of releases from each facility in a given time period.	CSMS/HMIS - BPHI - BRHPC	January 2006
	2. Determine how many patients are being discharged into homelessness from local, County or State mental health institutions or facilities and set goal to prevent/reduce discharge to homelessness	DCF - BRHPC - BSO - HSD - HIP - 792-BEDS -211 First Call for Help	Baseline on discharges to homelessness from local, County or State mental health institutions or facilities	792-BEDS - 211 First Call for Help - CSMS/HMIS	January 2006

Objectives: Mainstream Resources	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	3. Schedule initial discussion with local, County or State mental health institutions or facilities regarding development of a protocol to prevent discharge to homelessness	DCF - BRHPC - BSO Mental Health Unit - HSD - HIP - HMHC, Archways and any residential facility with the ability to discharge to homelessness	Develop information on issues surrounding discharges and Discharge Protocol	Community Mental Health Providers - HSD - HIP Cost on Action Steps 3-7 - Negligible: In-kind staff time, except DCF funded Discharge Planner for Mental Health through BRHPC	June 2006
	4. Develop Discharge Protocol with local, County or State mental health institutions or facilities.	DCF - BRHPC - BSO Mental Health Unit - HSD - HIP - HMHC, Archways and any residential facility with the ability to discharge to homelessness	Written document defining roles and responsibilities	Community mental health Providers - HSD - HIP - BRHPC	June 2007
	5. Finalize formal Discharge Protocol with local, County or State mental health institutions or facilities	See Step 6 re BRHPC - DCF - BRHPC - BSO Mental Health Unit - HSD - HIP - HMHC, Archways and any residential facility with the ability to discharge to homelessness.	Formally accepted, approved and executed document defining roles and responsibilities	DCF funded Discharge Planner for mental health Cost: \$55,000 annually - another discharge planner is scheduled to be hired	September 2007
	6. Implement formal Discharge Protocol with local, County or State mental health institutions or facilities	DCF - BRHPC - BSO - Note: BRHPC has a written Forensic Policy and Procedure regarding discharge of inmates from NBB	Reduction in number of discharges to homelessness from local, County or State mental health institutions or facilities	DCF - BRHPC - BSO Cost: Negligible - In-kind staff time	September 2007
	7. Monitor compliance with Discharge Protocol by local, County or State mental health institutions or facilities.	Providers - HSD-HIP 211 First Call for Help - 792-BEDS and any other points of intake.	Ability to foster accountability of local, County or State mental health institutions or facilities	Providers, CSMS/HMIS 211 First Call for Help - 792-BEDS and any other points of intake	December 2007 - ongoing
III. Improve services to prevent discharge to homelessness of individuals leaving health care institutions or facilities	1. Research data to determine the number of patients being discharged from local, County or State health care institutions or facilities	HSD HIP	Baseline information on number of releases from each facility in a given time period.	CSMS/HMIS Cost: Negligible - In-kind staff time	January 2006

Objectives: Discharge Planning	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	2. Determine how many patients are being discharged into homelessness from local, County or State health care institutions or facilities and set goal to prevent/reduce discharges to homelessness	NBHD - SBHD - HSD HIP - Same responsible parties for action steps 2 - 6 of Objective III for Discharge Planning	Baseline on discharges to homelessness from local, County or State health care institutions or facilities.	NBHD - SBHD - HSD - HIP Cost: Action Steps 2 - 7 Negligible - In-kind staff time	January 2006
	3. Schedule initial discussion with local, County, and State health care institutions or facilities regarding development of a protocol to prevent discharge to homelessness		Develop information on issues re: discharges and Discharge Protocol	NBHD - SBHD - HSD - HIP	June 2006
	4. Develop Discharge Protocol with local, County and State health care institutions or facilities		Written document defining roles and responsibilities	NBHD - SBHD - HSD - HIP	June 2007
	5. Finalize formal Discharge Protocol with local, County and State health care institutions or facilities		Formally accepted, approved and executed document defining roles and responsibilities	NBHD - SBHD - HSD - HIP	September 2007
	6. Implement formal Discharge Protocol with local, County and State health care institutions or facilities		Reduction in number of discharges to homelessness from local, County or State health care institutions or facilities	NBHD - SBHD - HSD - HIP	September 2007
	7. Monitor compliance with Discharge Protocol by local, County and State health care institutions or facilities	Providers - 792-BEDS, 211 First Call for Help HSD-HIP	Ability to foster accountability of local, County and State health care institutions and facilities.	Providers - CSMS/HMIS - 211 First Call for Help - 792-BEDS - HSD - HIP	December 2007 - ongoing

Objectives: Discharge Planning	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
IV. Improve services to prevent discharge to homelessness of youth aging out of foster care	1. Research data to determine the number of youth aging out of foster care	HSD - HIP	Baseline information on number of releases from each facility in a given time period	HSD - HIP, ChildNet Cost: Negligible - In-kind staff time	January 2005, completed
	2. Determine how many youth are being discharged into homelessness from the foster care system and set goal to prevent/reduce discharge to homelessness	DCF - ChildNet - HSD - HIP - Broward County Schools Foster Care - CSC - CSAD Responsible Parties are the same for action steps 2 - 6 of Objective IV - Discharge Planning	Baseline on discharges to homelessness from foster care	CSMS/HMIS - DCF - ChildNet - Broward County Schools Foster Care - CSC - CSAD Cost: Negligible - In-kind staff time	September 2005
	3. Schedule initial discussion with officials from foster care agency regarding development of a protocol to prevent discharge to homelessness		Develop information on issues surrounding discharges and Discharge Protocol	DCF - ChildNet - HSD - HIP - Broward County Schools Foster Care - CSC - CSAD. Resources for Action Steps 3-6 are the same.	January 2006
	4. Develop Discharge Protocol with foster care agency		Written document defining roles and responsibilities		April 2006
	5. Finalize formal Discharge Protocol with foster care agency		Formally accepted, approved and executed document defining roles and responsibilities		April 2007
	6. Implement formal Discharge Protocol with foster care agency		Reduce discharges to homelessness from foster care facilities		July 2007
	7. Monitor compliance with Discharge Protocol by foster care agency	Providers - 792-BEDS - 211 First Call for Help - HSD - HIP	Ability to foster accountability of foster care facilities	Providers - CSMS/HMIS HSD - HIP	October 2007 - ongoing

Objectives: Discharge Planning	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	8. Review existing initiatives for alternatives to homelessness for youth aging out of foster care and advocate for additional funding for existing Independent Living Programs such as "The Road to Independence Scholarship," "Transitional Services," and "After-Care"	HSD - HIP - Broward Workshop - Community Foundation	Resource maximization	HSD - HIP	April 2005 - ongoing

Systems Change: Mainstream Resources / Discharge Planning Committee Recommendations/Comments:

1. In the event of a catastrophic event such as a terrorist attack, an economic depression, or even a serious natural disaster on the magnitude of Hurricane Andrew, the assumptions contained in the Data Element of the Plan may need to be revisited. We believe this caveat should be applicable to all Plan elements.
2. Whenever possible, the target dates will be advanced commensurate with available resources.
3. 211 First Call for Help data are based on self-report and self-disclosures.
4. Cross-reference to Treatment and Services Committee: We recognize that movement by HUD, away from funding support services and cost-shifting to other stakeholders may have an impact on the availability of services as well as the availability of mainstream resources and the ability of the providers to access these resources on behalf of the client. It will be important for the community to maintain an ongoing dialogue to prepare for this eventuality and mitigate any negative impacts to the client.

Resources Consulted

National Alliance to End Homelessness (NAEH) Toolkit for Ending Homelessness (Including Best Practices from Massachusetts Housing and Shelter Alliance; Philadelphia, PA; Spokane, WA and Wisconsin) and NAEH website: www.naeh.org

Review of the Mainstream Resources / Discharge Planning Elements of the following Ten Year Plans: Atlanta, GA; Chattanooga, TN; Chicago, IL; Columbus-Franklin County, OH; Contra Costa County, CA; DuPage County, IL; Evansville-Vanderburgh County, IN; Indianapolis, IN; Nashville, TN; Oklahoma City, OK; Of the previously cited Ten Year Plans, the Systems Change: Mainstream Resources / Discharge Planning Committee adapted components from the following Plans and gratefully acknowledges same: Evansville-Vanderburgh Co., IN; Chattanooga, TN; Columbus-Franklin County, OH and Oklahoma City, OK.

The United States Interagency Council on Homelessness (ICH) publication "The 10-Year Planning Process to End Chronic Homelessness In Your Community - A Step-by-Step Guide," and ICH website: www.ich.gov;
Focus Groups: Homeless Families; Homeless Individuals; One Individual Provider; One Family Provider.
Best and Promising Practices for Homeless Youth: National Youth Employment Coalition Promising and Effective Practices Network (www.nyec.org/pepnet/awardees/larkin.htm); Fagan, Kevin, The San Francisco Chronicle, April 11, 2004, "Saving Foster Kids from the Streets." ; National Alliance to End Homelessness: www.endhomelessness.org/best/lighthouse.htm; www.knowledgeplex.org/news: Grippi, Tamara, Tri-Valley Herald, "Foster teens reach goals: Contra Costa program guides youth toward independent living," June 19, 2004; www.endhomelessness.org/best/ProjectSAFE.htm; <http://www.colorado.edu.cspv/blueprints/model/criteria.html>.

Committee: Street Outreach

Goal Statement: To end homelessness by taking chronic and crisis homeless people off the streets and placing them into the most appropriate program which will meet their needs and provide them with the skills and abilities to become independent and self-sufficient

Committee Chair: Courtney

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
I. Expand upon the concept of the current Homeless Outreach Team Program	1. Establish a Homeless Outreach Team in the north and south part of the county modeled after the central Homeless Outreach Team.	HIP Board BC Human Services Dept.	Homeless individuals will be integrated into the system quickly and fewer will remain on the street.	<ul style="list-style-type: none"> • Law Enforcement in-kind • Reassign Broward County Human Resources outreach monies from BARC, Henderson, Broward House & Veterans Administration. (Does not include children/Covenant House) • State & Federal Government. • Private funding. 	January 2006
	2. Provide a 24/7 hotline for homeless individuals and families. Provide case management for homeless families. For individuals provide information & then referral to Outreach.		Homeless individuals will be able to access empty beds more efficiently and effectively.	<ul style="list-style-type: none"> • Broward County Human Services Department • State & Federal Government. • Private funding 	January 2006
	3. Design, develop and implement an intensive training program focused on chronic homeless intervention for all outreach team members.		Homeless individuals will be placed appropriately and receive the correct services.	Homeless Outreach Teams	March 2006

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	4. Improve communication and collaboration among agencies regarding appropriate placement by utilizing CSMS -- advocacy being the motivation & objective versus protecting turf/territory.			BC Human Services	Immediately
II. Design, develop and implement a Homeless Assessment Center(s) in Broward County.	1. Establish an independent non-profit agency to run a centralized assessment center. OR Establish three Assessment Centers co-located and operated by the three HAC's.	HIP Board BC Human Services Dept. CHAC, NHAC & SHAC	Homeless individuals will be integrated into the system quickly and fewer will remain on the street. Homeless individuals will be able to access empty beds more efficiently and effectively. Homeless individuals will be placed appropriately and receive the correct services.	HIP Board BC Human Services Dept. State & Federal Government Private Funding	January 2007

Committee: Shortening the Time People Spend Homeless

Goal Statement: Shortening the time people spend homeless
Committee Chair: Debbie Perry

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
I- Providers adopt a philosophy statement acknowledging that people do not have to move from emergency to transitional and then into permanent housing. Rather, that a person, upon becoming homeless can move directly into permanent housing, or the most appropriate level of care, whenever possible.	1. Development of philosophy statement 2. Presentation of philosophy statement at Continuum of Care meeting. Revise as needed. 3. Adopt / approve statement discussed in steering committee.	Development of philosophy statement – Exec. Committee Approval of statement – 10 year plan Exec. Committee. Endorsement of statement by providers and funders.	Change from linear continuum applied to everyone to a more individualized approach.	Support from service providers Cost: Negligible	Philosophy statement development – 3/05 Approval by Exec Committee 4/05 Presentation/endorsement done concurrently with adoption of 10-year plan. 9/05
II- Reduce barriers to shelter admission and retention	1. Promote flexible time limits, based upon individual need. 2. Encourage shelters to modify admission criteria to be as inclusive as possible. 3. Promote team reviews at shelters, when considering discharges 4. Build capacity within continuum to serve all sub-populations	Oversight by funding sources. Implementation by shelter providers Maximized bed usage Shelter admission criteria should be published in Coalition Resource Guide.	Enhanced shelter access for people on the streets More people being served by existing resources Maximized bed usage Shelter admission criteria will be published in the Coalition Resource Guide.	HIP Continuum of Care Committee, Family Transitional Housing Sub-committee Cost: Negligible.	Changes in admission/retention criteria tied into provider contract dates 12/07

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
III- Assist persons to exit homelessness as quickly as possible	1. Assessment upon admission to identify those who can be rapidly re-housed 2. Establish a central assessment center or a system of centralized assessment to provide consistent intake information and consistent analysis of the information 3. All homeless transitional shelters should offer life skills training so persons served will be better able to sustain themselves in an independent living environment. Best and promising practices should be considered when developing curriculum	Shelter providers	Average shelter LOS is reduced	Assessment tool	2006
		All transitional shelter providers	People will transition to permanent housing more quickly	Develop a standardized assessment process	2006
				Cost: Medium	2007
IV- Refocus outcome measures to support objective of shortening time people spent homeless	1. When appropriate, all funded shelters will have outcome measures that address: - # of persons placed in permanent housing - # of persons accessing mainstream resources	Funding sources Shelter providers	Increased number of people discharged into permanent housing	Quarterly outcome reports	12/06
			Increased number of persons accessing mainstream resources	Data collected from CSMS system	
			Decreased homeless recidivism rate	Cost: Negligible	

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
V- Reduce admission barriers to Section 8.	1. Eliminate barriers often faced by the homeless; poor credit history, criminal convictions for non-violent crimes, etc. 2. Invite Housing Authority/Section 8 Administrators to take part in development of 10 year plan. 3. Housing Authorities should establish a local preference for the homeless.	Local Housing Authorities Executive Committee	Increased access to Section 8 housing by the homeless	Meetings with PHA's Cost: Low	2006 2006 2006

Resources Consulted

1. National Alliance to End Homelessness (NAEH) Toolkit for Ending Homelessness. Website: www.naeh.org
2. Ten Year Plan to End Homelessness for the following cities/states/communities: Philadelphia, New York City, Contra Costa County, CA, Santa Clara County, CA, Rhode Island. Website: www.endhomelessness.org/localplans/
3. Housing First for Families report, March 2005. Conducted by LaFrance Associates, for the National Coalition to End Homelessness. Website: www.endhomelessness.org/pub/HousingFirstResearch.pdf
4. Focus Groups: Homeless Families, Homeless Individuals and Service Providers
5. The Governor's Report on Homelessness, 2004

Committee: Rapid Re-Housing

Goal Statement: Rapid and successful re-housing of individuals and families to reduce the negative short and long term effects of homelessness and to reduce the costs to the community associated with longer episodes of homelessness.

Committee Chair: Robert Higdon

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
1. Quickly identify candidates for rapid re-housing. Candidates will be individuals and families who only recently became homeless and have the capacity, including income, to return to housing immediately or after minimal services.	1. Create up front assessment function. Coordinate with other subcommittees to ensure that up front assessment includes plan to identify and refer candidates at first point of contact. 2. Identify eligible referral sources, i.e., self referral, BEDS only, Continuum of Care agencies, or any limitations?	Steering Committee Funders Collaborating Partners	<ul style="list-style-type: none"> • Identification of individuals and families who only recently became homeless and have capacity to return to housing immediately or after minimal services (crisis resolution, situational resolution). • Reduction of negative effects of longer-term homelessness. • Other resources saved for homeless persons and families who need them. 	<ul style="list-style-type: none"> • Family Success Housing First funding (as model or Interim funding) • BEDS line funding • FAC assessment funding • Reallocation of some HAC funding 	(dependent upon other plans)

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
II. Create the position of Housing Specialist in each of the three HACs to provide professional housing services to individuals identified as housing ready. These positions would provide short term assistance while a broader continuum-wide housing mechanism is being addressed.	<ol style="list-style-type: none"> 1. Define position requirements and develop job description. 2. Amend HAC operating contracts to require direct housing services and position. 3. Develop collaborative model for shared housing resources among HACs. Develop Housing Counseling model and curricula to educate homeless consumers on housing concerns and problems (re: rents, rights, fair housing laws, leases, credit, keys to remaining housed, "good neighboring") 	<ul style="list-style-type: none"> • Coalition to End Homelessness Board recommendation • Broward County HIP Administration • HIP Board 	<ul style="list-style-type: none"> • Rapid movement from early shelter to permanent (transitional) housing. • Beginning steps in a housing data base • Development of specific owners or property managers who have available properties 	<ul style="list-style-type: none"> • County HAC Contracts • Additional County funds • Corporate giving programs, • Housing Developers • Real Estate industry • Private Foundations • H.O.P.E. • Legal Aid • FAU Center for Urban Planning • Underutilized HUD funds • Community Development Corporations • Urban League • Other community organizations 	<ul style="list-style-type: none"> • Calendar year 2006 (for development) • Funding FY 2007
III. Creation of a continuum wide housing information and referral mechanism to assist providers in effecting rapid transition to housing for individuals identified as suitable candidates.	<ol style="list-style-type: none"> 1. Review existing housing information and referral providers, or providers that have well-developed programs in that arena. 2. Determine if mission requires agency or assignment to existing agency or government entity on a contractual basis. 3. Select preferred mechanism (agency) Expand housing counseling referenced above. 	<ul style="list-style-type: none"> • Continuum of Care • Provider senior staff • HIP Administration • County Commission 	<ul style="list-style-type: none"> • New housing resources and housing expertise • Centralized assistance • Moves housing services for the homeless from a clinical to a business model. • Expansion of housing counseling for homeless and newly housed individuals 	Federal, State pass through, County	<ul style="list-style-type: none"> • Begin development December 2005 • Completed 2009

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	4. Create and maintain inventory of available affordable housing (using commercial databases)	Selected housing information provider	<ul style="list-style-type: none"> • Resource for discharge planners. • Updated and accurate information. • Information will be available for future need assessments. 		
	5. Identify and assist in elimination/reduction of barriers to housing (credit problems, discrimination, criminal history, etc.)	<ul style="list-style-type: none"> • Continuum of Care • HIP Administration • County Commission • HUD • Public Housing Authorities 	<ul style="list-style-type: none"> • Improved client access to housing. 		
	6. Provide funds/ access to funds for assistance with move-in costs (security/utility deposits, etc.)	<ul style="list-style-type: none"> • Family Success Centers • HIP Board • BCEVSD • Other current provider agencies 	<ul style="list-style-type: none"> • Improve client ability to quickly take advantage of identified affordable vacancies 		
	7. Provide liaison for discharge planners (hospitals, ALFs, foster care, jails, prisons, transitional shelters, etc.) who will assist with information about housing options and availability and will provide periodic training in accessing housing.	<ul style="list-style-type: none"> • Continuum of Care • HIP Administration • Other current provider agencies 	Reduction in discharges to homelessness.		
	8. Link with appropriate service and follow-up providers. Link with employment and vocational services.	<ul style="list-style-type: none"> • See Mainstream Resources and Treatment and Services plans 	<ul style="list-style-type: none"> • Increased success in new housing; reduction in recidivism. • Stable, recurring sources of income. 		

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	9. Link with appropriate service and follow-up providers. Link with employment and vocational services.	• See Mainstream Resources and Treatment and Services plans	• Increased success in new housing; reduction in recidivism. • Stable, recurring sources of income.	See Mainstream Resources and Treatment and Services plans	See Mainstream Resources and Treatment and Services plans
IV. Creation of a permanent housing support system (follow-up services)	Provide follow-up services as needed.	See Treatment and Services subcommittee action plan	Prevention of additional episodes of homelessness	See Treatment and Services subcommittee action plan	See Treatment and Services subcommittee action plan

Committee: Treatment and Services

Goal Statement: To provide the highest level of treatment and supportive services in the Broward County Continuum of Care area, utilizing unprecedented levels of public/private collaboration and adopting innovative "best practice" models of service delivery

Committee Co-Chairs: Sarah Curtis and Michael Wright

Keys: (F) Funders; (I) Implementers

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
I. Increase support to people housed in permanent settings after transfer from shelters.	1. Emphasis on aftercare for 18 months or more after discharge from Emergency or Transitional Shelters. Identify sub-populations that may require open ended case management.	(F) Faith Based Community; Municipalities; County; State; Federal & Public/Private Foundations (I) All Emergency, Transitional & Permanent Housing Case Managers or centralized case management services.	Decreased recidivism through identifying problems early and supporting the transition to permanent housing to help retention of housing.	Cost: Medium to High Increased case loads and utilization of shelter resources. Existing case managers	06/06
	2. Provide mentoring program for people newly transitioned from shelters.	(F) Providers; Faith Based Community; Municipalities; County; State; & Public/Private Foundations (I) All shelters or centralized case management to develop volunteer mentoring program.	Decreased isolation of people in permanent housing and early identification of problems threatening housing retention.	Cost: negligible to low. Community Volunteers / Past Program Participants:	06/06

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	3. Develop Peer Mentoring programs with formerly homeless staff.	(F) Providers; Faith Based Community; Municipalities; County; State; & Public/Private Foundations (I) All shelters and Faith Based Organizations and/or centralized case management services.	Decreased isolation of people in permanent housing and early identification of problems threatening housing retention.	Costs: Medium Mentor Coordinator, Past Program Participants. Staff salaries, training and transportation costs, etc.	06/06
II. Assist with continuity of care in the permanent housing setting for persons receiving substance abuse or mental health services	1. Increase case management follow up for people receiving services. Consent to care providers so notification is given to case manager if clients begin missing follow up appointments. Identify sub-populations requiring more stringent adherence to recommended treatment.	(F) Municipalities; County; State; Federal & Public/Private Foundations (I) Care providers and case managers	Decreased recidivism through continued stability of mental health or substance abuse problems to prevent decompensation that could threaten a person's ability to retain housing.	Cost: Low to medium in increased case loads. Note: Some case management services may be eligible for Medicaid billing to off set costs.	01/06
Increased emphasis on discharge planning for shelter residents Included in Systems Change/Mainstream Services					
III. Provide additional opportunities for education, socialization and peer support	1. Development of Alumni programs, training, education at all transitional shelters.	(F) Providers; Faith Based Community; Municipalities; County & Public/Private Foundations (I) All Shelters and/or centralized case management services.	Decreased isolation and an ongoing learning process utilizing "real life" experiences.	Costs: Low to Medium Some programs could be provided by existing staff or volunteers with expertise in finances, home maintenance, auto maintenance, etc.	01/06

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
IV. Provide additional social outlets for clients	1. Picnics, Art Fairs, Swap Shops, and other low or no cost events.	(F) Providers; Faith Based Community; Municipalities; County & Public/Private Foundations (I) All Shelters, Continuum of Care providers, County parks	Increased sense of community. Fun activities for people who have experienced homelessness. Assisting with development of new support systems and promote lifestyle change.	Costs: Low to Medium Utilize existing staff for planning; encourage community contributions to diminish costs of activities.	01/06
Increased employment networking, training and support for clients in their residential setting Included in Income Subcommittees					
V. Enhance shelter services or expand access to community services through Memoranda and contracts.	1. All existing shelters will provide treatment and services or linkage for psychiatric, and medical assessment and stabilization with community providers.	(F) Providers; Faith Based Community; Municipalities; County; State; & Public/Private Foundations (I) DCF, NBHD, Henderson MH, Nova University, Archways	Address and stabilize all moderate or mild symptoms not requiring hospitalization that may prevent re-integration into workforce or maintenance of housing	Cost : High* Addressing issues at the shelter level may reduce strain on emergency and crisis intervention resources	07/06
	2 .Educational assessments conducted on all shelter residents.	(F) Providers; Municipalities; County; State; & Public/Private Foundations (I) All shelters, School Board, Universities	Identify educational needs and provide linkage to community resources for literacy, remedial and ESL needs presenting as barriers to employment and housing retention	Costs: Moderate After initial screening available community resources may be utilized.	07/06

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
VI. Treatment services at shelters and/or clinics available to formerly homeless for a reasonable time after discharge or linkage to community treatment and services would be initiated at the shelter level.	1. Shelters would access ongoing treatment and services for residents through memoranda and contracts with existing service providers. Those transitioned into permanent housing would maintain linkage to available community services.	(F) Providers; Faith Based Community; Municipalities; County; State; & Public/Private Foundations (I) All Continuum of Care and County providers and services. Existing Supportive Services Staff.	Decreased recidivism through ensuring continuity of care for all formerly homeless.	Costs: Medium to High Potential for large numbers of persons who may have difficulty paying full or adjusted costs for medical or behavioral health services and treatment.	07/06
VII. Increased linkage to existing community support services	1. Individuals and families linked to supportive programs by shelters// hospitals/fails upon admission and/or discharge	(F) Providers; Faith Based Community; Municipalities; County; State; & Public/Private Foundations (I) BSO Re-Integration Program, Family Success Administration, Elderly and Veterans Administration. Foster Care	Ongoing case management to assist with family building, crisis prevention and crisis intervention.	Costs: High. Significant funding and staffing increases to existing programs and implementation of "Best Practice" models.	ASAP
Increased linkage to affordable housing and resources Included with Rapid Re-Housing					
VIII. Increase access to detoxification and mental health crisis stabilization for people who are homeless	1. Increase contracted services for homeless beds at detoxification facilities and mental health facilities.	(I) DCF, NBHD, Henderson MH, Nova University, Archways, BARC (F) Providers; Municipalities; County; State; Federal & Public/Private Foundations	Eliminate barriers for accessing stabilization services. Without stabilization most shelter programs are inaccessible.	Costs: High*	07/06

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	2. Establish voucher program that could be used at a variety of programs	(F) Providers; Municipalities; County; State & Public/Private Foundations (I) All Continuum of Care and County providers and services.	Provide options to homeless and increase competition among providers to improve quality of care.	Costs: Medium to High	2007
IX. Increase support to feeding programs and food banks for homeless, newly housed and at risk.	1. Coordinate surplus foods distribution and increase convenience distribution sites.	(F) Providers; Faith Based Community; Municipalities; County; State; Federal & Public/Private Foundations (Department of Agriculture, Department of Health, local food distributors, restaurants, markets. Existing feeding programs and nonprofit organizations)	Increase access to food.	Costs: Medium to High	07/06
	2. Increase food vouchers from local markets for emergency food and hygiene products.	(F) Faith Based Community; Municipalities; County; State; Public/Private Foundations (WIC, TANF, DCF, Family Success Administration, Children Services Division)			07/06
X. Legal Aid Services increased for homeless and formerly homeless.	1. Assistance with homeless related offenses focusing on misdemeanor offenses that result in incarceration.	(F) County; State; Federal & Public/Private Foundations (I) Legal Aid	Address legal issues for misdemeanor offenses that threaten housing and access to housing programs. Reduce incarceration of nonviolent offenders.	Costs: Medium	07/06

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
XI. Increased transportation assistance	1. More access to 7 and 31 day bus passes, one way passes, and transportation shuttles to homeless targeted activities.	(I) & (F) Mass Transit and Contingency Funds (FSAD, DCF, CSA, HMHC, NBHD, NBPC) (F) Providers; Municipalities; County; State; Federal & Public/Private Foundations	Assist with access to programs, services and activities.	Cost: Low to Medium	07/06
XII. Develop wet/damp shelter	1. Provide low demand shelters for chronic homeless resistant to shelter rules on sobriety.	(F) Providers; Municipalities; County; State; Federal & Public/Private Foundations	Provide alternative setting to replace "Tent City" concept of low demand shelter. Offered services not contingent on continued stay	Cost: Medium to High*	2009

Treatment and Services Committee Notes: If utilizing the existing delivery of care based primarily within the Emergency and Transitional shelter sites, services would be expanded to maintain client stability following discharge until linked with sufficient supports in the community. If the HUD trend for separation of services from housing continues, linkage to community services and treatment, while still residing in the housing sites, is essential for stabilization and continuity of care for homeless and formerly homeless individuals and families.

Bibliography

Governor's Report from the Commission on the Homeless: Reviewed and used
http://www.myflorida.com/myflorida/government/taskandcommissions/homeless_commission/finalReport.html

Broward County Coalition for Ending Homelessness Focus Groups 2004: Reviewed and used

NAEH Tool Kit: Putting Together Treatment and Other Services for Homeless People: www.naeh.org

Pathways to Housing: Reviewed, Not used
 Anishinabe Wakiagun: Reviewed and Used
 Project HOME: Reviewed, Not Used
 Beyond Shelter: Reviewed, Not Used
 Lutheran Social Services of Minnesota: Reviewed and Used
 Rapid Exit Program: Reviewed and Used

NAEH: Sourcebook on Ending Family Homelessness: Tools to End Homelessness Among Families:
 Family Unification Program: Reviewed, Not Used

National Student Campaign Against Hunger & Homelessness:
 Survey of Hunger & Homelessness In America: Reviewed and Used: <http://www.nscanh.org>

Committee: Permanent Affordable Housing

Goal Statement: Increase of permanent affordable housing available to households at risk or actually experiencing homelessness
Committee Chair: Janet Riley

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
I. Produce units of affordable housing in the County relative to the need.	1. Develop 1,200 (net increase) units of supportive affordable housing, targeting approximately 2/3 to the chronically homeless based upon current needs assessment. The amount of unmet need for 1,200 units of permanent supportive housing was based upon quantitative and qualitative data, including review of the 2005 point in time count results, and was finalized by consensus through a community process including discussion at monthly Continuum of Care committee meetings and two (2) Planning Days conducted on April 8th and 27th, 2005. One hundred four (104) individuals from fifty-two (52) different agencies attended one or both workshops. Affiliations included state and local government, Public Housing Authorities, community and faith-based organizations, businesses, homeless and/or formerly homeless persons, law enforcement, hospitals, funders and other stakeholders including sub-populations of seriously mentally ill, veterans, youth, and persons experiencing and/or recovering from substance abuse or domestic violence.	County, Cities	1,200 additional housing units	For all items: resources include: -For profit developers -Non-profit developers - Housing Authorities -City housing, grants staff -Local economic, stakeholders	10%/10 yrs.
	2. In addition to achieving consensus at the Planning Day sessions, the Permanent Supportive Housing unmet need figures were validated through three independent studies conducted by: FL Dept. of Children & Families (DCF), Florida Supportive Housing Coalition, and a study commissioned for Broward County by Housing & Services, Inc. (HSI) - based in New York City).	County, Cities			

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	<p>Permanent supportive housing remains the Continuum's greatest need and experience from Broward County's Chronic Homeless Initiative, HHOPE, indicates that the chronic population will need permanent supportive housing. Additionally, we know from the survey that we must also place emphasis on sheltered and unsheltered families with at least one family member with a disability, who also need permanent supportive housing.</p> <p>*Estimates of acquisition and rehab cost for 30% of these units are: \$43.2 million in one time Capital (\$120,000 per unit x 360 units) Annual operating expenses will be approximately \$6,000 x 360 units or \$2.16 million.</p> <p>Tenant Based Rental Assistance will comprise the remaining 840 units, with annual investment calculated as follows: 840 x \$7,700 = \$6.468 million (based upon current average bed cost for 5 existing Shelter Plus Care Contracts in Broward).</p> <p>We will insure the accuracy of the needs estimate by employing the methodology developed by Dr. Martha Burt and published in March of 2005 in the document entitled, "Estimating the Need: Projecting from Point-in-Time to Annual Estimates of the Number of Homeless People in a Community and Using this Information to Plan for Permanent Supportive Housing."</p> <p>\$12 million annually in recurring support services (\$10,000 per client x 1200 clients – based upon average of costs cited in www.mentalhealth.samhsa.gov/cmhs/communitysupport/toolkits, "Evidence-Based Practices: Shaping Mental Health Services Toward Recovery".) (Refer to funding objectives)</p>	County, Cities			
	<p>3. Develop 52,000 (net increase) of rental units of housing affordable to low, very low/extremely low-income households.</p> <p>*Estimates of cost are: \$150,000/unit or they may be developed via other strategies such as inclusionary zoning. Needs Source: The Affordable Housing Study Commission (2001) based on 1998 figures, Broward Count Planning Division; cost burden information from the Shimberg Center for Affordable Housing.</p>	County, Cities	52,000 additional housing units.		10%yr. / 10 yrs.

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	4. Donate all developable publicly owned vacant land (with clear title and waiver of liens where necessary, and expedited rezoning) to non-profit developers for affordable housing with 30% set aside for homeless. 5. Create mandatory inclusionary zoning with sufficient incentives to promote, developer participation.	County, Cities	Increased number of affordable housing units		2 yrs.
		County, Cities	Increased number of affordable housing units consistent with demographics		2 yrs.
II. Reduce development cost of housing/ increase funding for development of affordable housing.	1. Create tax incentive for affordable housing rental properties.	County, Cities	Incentive use of rental properties as affordable housing.		3-4 yrs.
	2. Promote zoning changes in support of mixed use (Commercial/Residential) to cut down on transportation requirements for low-income households.	County, Cities	Reduced traffic; more income to spend on housing; more livable communities		1 yr.
	3. Based upon 2005 point in time count, apply the formula from March 2005, Corporation for Supportive Housing. Estimating the Need document, reassess need every 24 months with re-assessment also in the event of natural disaster such as a hurricane.	County, Cities	Accurate assessment of need for supportive housing.		1 yr.
	4. Review funding streams to identify new/existing funds to target housing for extremely low income, very low income and other hard to house populations. -Supportive Housing Grant -Home -CDBG	County, Cities	Increased funds for development of affordable housing.		2 yrs.
	5. Give preferences in CDBG funding process to cities with affordable housing applications	County	Increased funds for development of affordable housing.		1yr.

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	6. Create a funding stream designated for affordable housing (i.e., surtax)	County, Cities	Increased funds for development of affordable housing		Legislation Proposed/ Pending
	7. Fund operating subsidy for very low and extremely low income; possibly re-direct funds through use of surtax	County Commission	Increased funds for development of affordable housing		2-4 yrs
	8. Create an employee linkage fee for affordable housing	County	Increased funds for development of affordable housing		1 yr.
	9. Create a program for accepting donations for affordable housing fund by check off on a payment such as car registration, property taxes and city waste bills	County	Increased funds for development of affordable housing		1 yr.
	10. Create a bond issue for funding of affordable housing	County	Increased funds for development of affordable housing		1 yr.
	11. Set up matching fund program for employers, business matches for donations made for affordable housing fund	County	Increased funds for development of affordable housing		1 yr.
	12. Increase affordability period required when public funds are used, such as first time home buyer program, and give city/county right of first refusal and allow for dollars upon sale to come back to city/county; i.e., shared equity if sold during affordability period.	County Commission; Cities	Preservation of affordable housing.		2 yrs.
	13. Create preservation ordinance for preservation of properties as affordable housing when affordability requirements expire. 1. Length of notice. 2. Rights of first refusal for tenants, non-profits, housing authorities. 3. Develop funding source for and create strategy for Preservation. Zone and fund mixed income developments with higher price units subsidizing the lower price units	County Commission; Cities	Preservation of affordable housing.		2 yrs.
		County Commission; Cities	Additional units of affordable housing; more livable communities		2 yrs.

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	14. Review and develop strategy to address gap between home price and income in housing programs		Increased and more balanced utilization of housing program funds		2 yrs.
	15. Standardize amount per household subsidy allowed under first-time homebuyer programs among cities and County or have County standardize amount by use of surtax (see item above)		More balanced utilization of first-time homebuyers funds throughout the County.		2 yrs
III. Increase amount and availability of affordable housing in order to prevent homelessness by streamlining development system and increasing working partnerships	1. Appoint a person or persons within the County Office of Housing to do the following:	County Office of Housing			1 yr.
	1. Provide a local affordable housing information Clearinghouse.		Information gathered and disseminated		
	2. Work with local developers of affordable housing and act as liaison/coordinator for the County on particular projects.		Make development of affordable housing attractive and thereby increase amount of affordable housing.		

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	3. Collect, analyze and coordinate information on CDBG, SHIP, HOME and other affordable housing dollars throughout the County and disseminate that information publicly. - How much does each entitlement jurisdiction receive? - What is being done with the funds received?		Information disseminated		
	4. Coordinate project funding among funding streams.				
	5. Simplify RFP process to maximize meeting of specific needs				
	6. Increase staff skill levels re: analysis of proposed projects.				
	7. Set aside 30% of housing funds administered by the County for benefit of households with incomes of 30% AMI or less.		More housing developed affordable to those at 30% AMI and less.		
	8. Review existing resources for development of affordable housing to discover any funds which are not being fully utilized.		Increased funding for affordable housing.		
	9. Foster partnership and coordination among County, Cities and other stakeholders with regard to affordable housing.		Increased partnerships among all stakeholders.		
	10. Educate Cities and other partners regarding affordable housing, including rent and rehab		Increased public awareness; decreased NIMBYism		
	11. Simplify entire development process by utilization of working one stop shop; to include expediting of process for affordable housing, including plan review; approval and inspection process; obtaining of variances where needed and use of flex units.	County Commission, Cities	More timely and increased production of affordable housing.		

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
IV. Remove barriers to fair housing for all protected	<ol style="list-style-type: none"> 1. Advocate for removal of barriers to condo ownership. 2. Excess escrow requirement. 3. Unrealistic financial requirements. 	Broward Legislative Delegation	Increased condo ownership.	State housing agencies, fair housing groups, Realtors - HOPE, Inc.	5 yrs.
V. Expand proven affordable housing programs	<ol style="list-style-type: none"> 1. Publicize H2H (Homeless to Homeowner) sponsored by BankAtlantic, to consumers and general public. 	BankAtlantic	Additional homeownership opportunities for low-income households (for Action Steps 1 and 2)	Negligible: In-kind staff time.	Ongoing
	<ol style="list-style-type: none"> 2. Engage other lenders to initiate an H2H model 			In-kind staff time and possible cash contributions by other lenders.	January 2006

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Rethinking Local Affordable Housing Strategies: Lessons from 70 years of Practice Executive Summary. The Brookings Institute Research Brief (December, 2003)

Overview of Financing Mechanisms for Affordable Housing, The Enterprise Foundation (1995)

Thinking Outside the Traditional Affordable Housing "Box": Affordable Housing Focus Group Report and Best Practice Research Finding (Draft), Broward County Human Services Department (September, 2004)

Toolkit for Ending Homelessness, National Alliance to End Homelessness <http://www.endhomelessness.org/pub/toolkit>

The Committee reviewed the following plans to end homelessness: *

A Home for Everyone, (Clark County, Washington), **Homes for the Homeless: 10-Year Plan to Create Lasting Solutions** (Oklahoma City, OK), **Ending Homelessness in Ten Years: A Countywide Plan** (Contra Costa County, CA), **Homelessness in Santa Clara County**, (Santa Clara County, CA), **Opening the Door**, Philadelphia Committee to End Homelessness, **Homelessness in Montgomery County: Beginning to End**, (Montgomery County, MD) **10-Year Plan to End Chronic Homelessness**, (Columbus and Franklin County, OH) *These plans and others can be accessed at <http://www.endhomelessness.org/localplans/>

Committee: Income to Pay for Affordable Housing

Goal Statement: Provide assistance and opportunities to homeless/low-wage persons in securing income, income assistance and/or employment opportunities to increase or assure an individual's ability to maintain housing and live independently

Committee Chair: Victor Biggs

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
I. Support the expansion of Living Wage	1. Work with Living Wage Oversight Board to expand current ordinance to cover more employees.	Coordinating Council, Living Wage Oversight Board, Florida Coalition for the Homeless, Chamber of Commerce, local unions and labor groups, Coalition to End Homelessness, ACORN, Labor and others	1. Expand Living Wage Ordinance to benefit more employees.	Cost: Negligible	Begin September 2006
	2. Work with stakeholders to get other entities (government, private, faith-based, nonprofit) to voluntarily adopt Living Wage Ordinances.		2. All targeted stakeholders will be made aware of the Living Wage Ordinance and encouraged to adopt a living wage strategy.		
	3. ID, support and develop a living wage task force.		3. A living wage task force will be established with the support of local chambers of commerce.		
	4. Provide training workshops to employers explaining the benefits they receive by paying a living wage.		4. Provide 4 workshops annually, 10% of employers attending workshops will voluntarily adopt a living wage policy.		

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
II. Identify and/or design and implement a model education, job readiness and training program	1. Establish strategic alliances with the business and educational communities	<p>WorkForce One; and/or volunteers from LEA (local educational agencies) i.e. Colleges or Universities (incl. Nova Southeastern)</p> <p>1. Employment Coalition of Florida Local business 2. Chamber of Commerce 3. WorkForce One 4. United Way 5. Center for Independent Living 6. Coalition to End Homelessness 7. Florida Coalition for the Homeless 8. Homeless providers 9. Dept. of Vocational Rehab. 10. V.A. 11. Current WorkForce One Kiosks 12. Legal Aid 13. Mental Health Association 14. Ticket to Work</p>	1. 100 Key business leaders will be identified and recruited to participate in developing models.	Costs: Medium - High	
	2. Design and provide education, job readiness, and training opportunities for individuals and family members who are homeless, recently homeless, or at-risk of homelessness		2. 100 Business leaders will hold initial planning session to identify/create positions in area industries.		

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	3. Recruit and organize providers, employers, and local business organizations, such as the chamber of commerce, to create models for training, hiring, and supporting people who are homeless, recently homeless, or at risk of homelessness. (Perhaps called "Business Leaders In Action")		3. 20 business leaders commit to hiring people who are homeless, formerly homeless, or at risk of homelessness.		
	4. Maintain a resource center and/or website listing of available job training and education opportunities.		4. Increased employment opportunities. Easily navigated site kept up to date with education and training opportunities. Postings: Jobs screened for legitimacy would be posted to the website easily accessed by formerly homeless people.		
	5. Work with The Center for Independent Living to identify specialized funding to provide training and employment services for very low income people with disabilities		5. Develop specialized job training and employment services for people who are homeless and have mental illnesses and/or substance use disorders.		
III. Establish an "Employment First" program.	1. Establish an "employment first" model for residents of permanent supportive housing.	Employment First Work Team Continuum of Care Agencies, Coalition to End Homelessness, Dept. of Vocational Rehab. Love Thy Neighbor ABLE Trust, Employment Coalition of Florida Local business, Chamber of commerce WorkForce One United Way, Center for Independent Living	1. An "employment first" model is developed and adopted.	Cost High	

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	2. Identify and plan strategies to link employment to permanent supportive housing, with an "employment first" approach.		2. A plan to link employment with permanent supportive housing is developed and adopted.		
	3. Engage agencies that serve permanent supportive housing residents (e.g., service agencies, housing agencies) to adopt "Employment First" model.		3. Employment opportunities are easily accessible at designated agencies (housing and service) for case managers and for clients.		
	4. Engage the business community, by sector, to create positions and provide mentors for targeted residents. First phase could be businesses in the service industries (fast food, hospitality, etc.)		4. A minimum of 100 positions are designed for targeted residents in area service industries and are available in the first phase of the initiative; new benchmarks are set.		
IV. Increase coordination of education, training, job readiness and employment services.	1. Organize stakeholders, providers to petition mainstream services/funders/governmental entities to remove identified barriers and make identified services available to homeless/near homeless consumers. 2. Advocate/Educate mainstream providers/funders about the barriers that prevent homeless people from utilizing their services to obtain employment.	Public Transportation Work Team: Broward Transit; Tri-Rail, Metro Transit Authority; Broward County Human Services; Faith Community; Family Central	1. 60% of homeless/near homeless consumers will utilize identified services.	Cost: Negligible	Begin September 2006
			2. 80% of homeless/near homeless will use mainstream services to obtain and retain employment.		

Objectives	Action Steps	Responsible Party I.D. Decision Makers	Expected Outcomes	Resources	Target Dates
	3. Expand public transportation to individuals returning to work, including providing subsidies, increasing availability of public transportation on nights and weekends, and tri-county commute rides (from Broward to either Miami-Dade or Palm Beach and vice-versa).		3. Affordable public transportation is available to 75% of homeless people who need such assistance to secure and maintain employment.		
	4. Actively solicit funding to provide ID, telephone number and address.	ABLE Trust	4. 85% of homeless/near homeless will have access to obtaining a working telephone number and addresses.		
	5. Petition for State legislature for waiving fees for ID /birth certificates	State of Florida	5. 90% of homeless/near homeless consumers who don't have ID/birth certificates will obtain ID/ birth certificates at no cost.		

Draft Notes: 1) Undefined expected outcome will be quantified once baseline data are obtained. 2) Whenever possible, the target dates will be advanced commensurate with available resources.

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10 Year Plan to Create Lasting Solutions: The City of Oklahoma City (July 2004), The Blueprint to End Chronic Homelessness in the Chattanooga Region in Ten Years: City of Chattanooga, 10-year Plan to End Chronic Homelessness: Columbus and Franklin County Implementation Plan (December 2003), A Ten Year Journey to End Homelessness in Evansville and Vanderburg County, Evansville, IN (2004)

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Hennepin Co., MN; Indianapolis, IN; Maricopa Co., AZ; Miami-Dade Co., FL; Montgomery Co., MD; State of New Jersey; New York, NY; Oklahoma City, OK; Philadelphia, PA; Portland, OR; State of Rhode Island; Santa Clara Co., CA; Triangle Area, NC.

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Glossary of Acronyms

ACORN	Association of Community Organizations for Reform Now
AHCA	State of Florida Agency for Health Care Administration
ALFs	Adult Living Facilities
AMI	Area Median Income
BARC	Broward Addiction Recovery Center
BCEVSD	Broward County Elderly and Veteran's Services
BIN	Broward Information Network
BOC	Broward Outreach Center, Inc.
BPHI	Broward Partnership for the Homeless, Inc.
BRHPC	Broward Regional Health Planning Council
BSO	Broward Sheriff's Office
CCB	Coordinating Council of Broward
CDBG	Community Development Block Grant
CMHSBG	Community Mental Health Services Block Grant
CRI	Community Resource Inventory
CSAD	Children's Services Administration Division
CSBG	Community Services Block Grant
CSC	Children's Services Council
CSMS/HMIS	Client Services Management System/Homeless Management Information System
CTEH	Coalition to End Homelessness, Inc.
CoC	Continuum of Care
DCA	State of Florida Department of Community Affairs
DCF	State of Florida Department of Children and Families
DOC	State of Florida Department of Corrections
EFAHP	Emergency Financial Assistance for Housing Program
ESG	Emergency Shelter Grant
FAC	Family Assessment Center
FAU	Florida Atlantic University
FEMA	Federal Emergency Management Agency
FMR	Fair Market Rent
FSAD	Family Success Administration Division
H2H	Homeless to Homeowner Program of BankAtlantic
HAC	Homeless Assistance Center
HIP	Homeless Initiative Partnership Administration
HMHC	Henderson Mental Health Center, Inc.
HHOPE Team	Housing and Health Options Provide Empowerment Team
HOME	Home Investment Partnerships Program
HSD	Broward County, FL Human Services Department
HUD	U.S. Department of Housing and Urban Development
ICH	Interagency Council on Homelessness
LEA	Local Educational Agency
MOU	Memorandum of Understanding
NAEH	National Alliance to End Homelessness
NBB	North Broward Detention Center

NBHD	North Broward Hospital District
NIMBY	Not in My Backyard
PDRED	Broward County Program Development, Research and Evaluation Division
PHAs	Public Housing Authorities
SAMHSA	Substance Abuse and Mental Health Services Administration
SAPTBG	Substance Abuse Prevention and Treatment Block Grant
SBHD	South Broward Hospital District
SCHIP	State Children's Health Insurance Program
SHIP	State Housing Incentive Partnership Program
SOC	Standards of Care
SSA	Social Security Administration
SSBG	Social Service Block Grant
SSI	Supplemental Security Income
SSDI	Social Security Disability Insurance
TANF	Temporary Assistance to Needy Families
TFEH	Task Force For Ending Homelessness
VA	Veteran's Administration
792-BEDS	Central Intake Phone Lines operated by CTEH

Broward County, Florida's Ten Year Plan to End Homelessness
ORGANIZATIONAL ENDORSEMENT OF SUPPORT

Broward County's Ten Year Plan to End Homelessness is a comprehensive, community-developed Plan that rejects the conventional "wisdom" that there will always be homelessness in our community.

We believe that the Plan offers a better approach and an opportunity to confront homelessness in more effective ways. Implementation will require the energy and resources of the whole community; however, by working together, we will eliminate homelessness in Broward County, Florida, as we know it today.

By signing this endorsement, we are committing to the spirit and philosophy of Broward County's Ten Year Plan to End Homelessness. Our organization will support efforts to prevent homelessness and the development of permanent solutions to the many issues that lead to homelessness of individuals and families.

We understand that this Plan is only the starting point, and that the road to ending homelessness in our community will be lengthy and challenging. We may, at times, want to turn back, but despite all obstacles, we will continue to move forward, recognizing that the destination will be well worth the trials of the journey. We are committed to making the vision of ending homelessness in our community a reality.

Signed this _____ day of the month of _____, 200_.

By: _____
Signature Title

Print Name: _____

Representing: _____
Name of group or organization

Please name a liaison to the ongoing implementation of the Plan:

Name Title Phone or Email

Please submit completed forms to:

Dianne L. Sepielli, Chair
Ten Year Plan Steering Committee
c/o Homeless Initiative Partnership Administration
Suite 516 - 115 South Andrews Avenue
Fort Lauderdale, FL 33301

Broward County, Florida's Ten Year Plan to End Homelessness
INDIVIDUAL ENDORSEMENT OF SUPPORT

Broward County's Ten Year Plan to End Homelessness is a comprehensive, community-developed Plan that rejects the conventional "wisdom" that there will always be homelessness in our community.

I believe that the Plan offers a better approach and an opportunity to confront homelessness in more effective ways. Implementation will require the energy and resources of the whole community; however, by working together, we will eliminate homelessness in Broward County, Florida, as we know it today.

By signing this endorsement, I am committing to the spirit and philosophy of Broward County's Ten Year Plan to End Homelessness. I will support efforts to prevent homelessness and the development of permanent solutions to the many issues that lead to homelessness of individuals and families.

I understand that this Plan is only the starting point, and that the road to ending homelessness in our community will be lengthy and challenging. I may, at times, want to turn back, but despite all obstacles, I will continue to move forward, recognizing that the destination will be well worth the trials of the journey. I am committed to making the vision of ending homelessness in our community a reality.

Signed this _____ day of the month of _____, 200__.

By: _____
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Print Name: _____

Please submit completed forms to:

Dianne L. Seplelli, Chair
Ten Year Plan Steering Committee
c/o Homeless Initiative Partnership Administration
Suite 516 - 115 South Andrews Avenue
Fort Lauderdale, FL 33301



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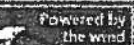
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Domestic Violence and Homelessness

Published by the National Coalition for the Homeless, July 2009

This fact sheet examines the relationship between domestic violence and homelessness. A list of resources for further study is also provided.

BACKGROUND

Domestic violence is defined as emotionally and/or physically controlling an intimate partner, often involving tactics such as physical assault, stalking, and sexual assault (Domesticviolence.org). Approximately one out of every four women will experience domestic violence in her lifetime and 1.3 million women are victims of domestic violence each year. Victims of domestic violence lost about 8 million days of paid work because of the violence that they experienced. 4.1 million dollars is spent directly to on mental health and medical services for domestic violence victims (National Coalition Against Domestic Violence). Considering the cost and prevalence, as well as the direct relationship between housing and domestic violence, a majority of homeless women are victims of domestic violence. 28% of families were homeless because of domestic violence in 2008 (U.S. Conference of Mayors, 2008). 39% of cities cited domestic violence as the primary cause of family homelessness (U.S. Conference of Mayors, 2007).

DOMESTIC VIOLENCE AS A CONTRIBUTING FACTOR TO HOMELESSNESS

When a woman decides to leave an abusive relationship, she often has nowhere to go. This is particularly true of women with few resources. Lack of affordable housing and long waiting lists for assisted housing mean that many women and their children are forced to choose between abuse at home and life on the streets. Approximately 63% of homeless women have experienced domestic violence in their adult lives (National Network to End Domestic Violence). Moreover, shelters are frequently filled to capacity and must turn away battered women and their children. In 2008, a majority of cities saw an increase in family homelessness, though a large number of foreclosures has also influenced this number. Yet, cities have been responsive. Barely any homeless families were found living on the streets in 2008 compared to 2007 when 25% of people living on the streets were families (U.S. Conference of Mayors, 2008).

Some cities have decided to combat the increase of homeless families by providing motel vouchers for the nights when the shelters are full. But, because of the nature of being a homeless family, it takes a longer period of time to find permanent housing. Compared with single men and women, families remained in emergency shelter, transitional housing, and permanent supportive housing longer (U.S. Conference of Mayors, 2008). There are a number of reasons for this finding, but domestic violence victims in have particular difficulty. Victims often have poor credit records and employment histories because of the violence they have experienced. Landlords often discriminate against victims if they have a protection order or any other indicator of domestic violence. If violence occurs in the home, landlords can evict their tenants, resulting in a victim becoming homeless because she was abused.

POLICY ISSUES

Currently, victims of domestic abuse have unmet needs for both short and long-term housing. On a given day, 1,740 people could not be provided emergency shelter and 1,422 could not be provided transitional shelter (National Network to End Domestic Violence, 2007).

Shelters provide immediate safety to battered women and their children and help women gain control over their lives. The provision of safe emergency shelter is a necessary first step in meeting the needs of women fleeing domestic violence.

A sizable portion of the welfare population experiences domestic violence at any given time. Thus, without significant housing support, many welfare recipients are at risk of homelessness or continued violence. In the absence of cash assistance, women who experience domestic violence may be at increased risk of homelessness or compelled to live with a former or current abuser in order to prevent homelessness. Welfare programs must make every effort to assist victims of domestic violence and to recognize the tremendous barrier to employment that domestic violence presents.

In 2005, the 'Violence Against Women Act' was passed. This bill mandated that programs receiving funds from McKinney Vento Homelessness Assistance Act and data collected by The Homeless Management Information Services (HMIS) could not give identifying information about the victims.

Long term efforts to address homelessness must include increasing the supply of affordable housing, ensuring adequate wages and income supports, and providing necessary supportive services.

RESOURCES

National Alliance to End Homelessness, 1518 K Street NW, Suite 410, Washington, DC 20005
(Tel) 202. 638.1526 , (Fax) 202.638.4664, naeh@naeh.org

National Coalition Against Domestic Violence, P.O. Box 18749, Denver, CO, 80218-0749;
303/839-1852, Fax: 303/831-9251.

National Coalition for the Homeless, 2201 P St NW, Washington, DC 20037, 202.462.4822

National Domestic Violence Hotline, 3616 Far West Boulevard, Suite 101-297, Austin, TX
78731-3074. Hotline numbers: 1-800-799-SAFE(7233), 1-800-787-3224 (TDD) .

National Resource Center on Domestic Violence, 6400 Flank Dr., Suite 1300, Harrisburg, PA
17112-2778; 800/537-2238.

National Clearinghouse for the Defense of Battered Women, 125 S. 9th St., Suite 302,
Philadelphia, PA 19107-5116; 215/351-0010; Fax: 215/351-0779.

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Florida's County and Jurisdictional Reported Domestic Violence Offenses, 2015.

Agency	Population	Murder	Manslaughter	Rape	Fondling	Aggravated Assault	Aggravated Stalking	Simple Assault	Threat/Intimidation	Stalking	Total
Alachua County	254,893	1	0	39	10	354	4	1,079	17	7	1,511
Alachua County Sheriffs Office	111,408	1	0	19	8	138	0	456	14	1	637
Gainesville Police Department	127,955	0	0	19	0	196	4	526	3	6	754
High Springs Police Department	5,742	0	0	0	0	9	0	29	0	0	38
University of Florida PD	0	0	0	0	0	0	0	15	0	0	15
Alachua Police Department	9,788	0	0	1	2	11	0	51	0	0	65
Santa Fe College PD	0	0	0	0	0	0	0	0	0	0	0
Alachua DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - Alachua	0	0	0	0	0	0	0	0	0	0	0
Alachua-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Gainesville	0	0	0	0	0	0	0	2	0	0	2
Baker County	27,017	0	0	0	0	21	0	74	2	0	97
Baker County Sheriffs Office	27,017	0	0	0	0	21	0	74	2	0	97
Baker DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
ABT Baker County	0	0	0	0	0	0	0	0	0	0	0
Baker-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Baker Co	0	0	0	0	0	0	0	0	0	0	0
Bay County	173,310	6	1	10	4	221	3	1,206	19	2	1,472
Bay County Sheriffs Office	91,079	4	0	9	0	93	2	338	11	1	458
Panama City Police Department	35,835	2	0	0	2	86	0	527	5	1	623
Mexico Beach Police Department	1,136	0	0	0	0	2	0	2	0	0	4
Springfield Police Department	9,097	0	0	0	2	13	0	97	2	0	114
Panama City Beach Police Department	12,467	0	0	1	0	9	0	135	1	0	146
Lynn Haven Police Department	19,287	0	0	0	0	11	0	54	0	0	65
FSU Panama City	0	0	0	0	0	0	0	1	0	0	1
NW FL. Beaches Inter. Airport PD	0	0	0	0	0	0	0	0	0	0	0
Bay DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
Parker Police Department	4,409	0	1	0	0	7	1	52	0	0	61
DABT - Bay	0	0	0	0	0	0	0	0	0	0	0
Bay-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Panama City	0	0	0	0	0	0	0	0	0	0	0
Bradford County	27,310	0	0	0	0	26	0	92	8	1	127
Bradford County Sheriffs Office	21,157	0	0	0	0	20	0	87	8	1	116
Starke Police Department	5,442	0	0	0	0	6	0	4	0	0	10
Lawley Police Department	711	0	0	0	0	0	0	1	0	0	1
Bradford DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Bradford	0	0	0	0	0	0	0	0	0	0	0

Florida's County and Jurisdictional Reported Domestic Violence Offenses, 2015.

Agency	Population	Murder	Manslaughter	Rape	Fondling	Aggravated Assault	Aggravated Stalking	Simple Assault	Threat/ Intimidation	Stalking	Total
Bradford-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Starke	0	0	0	0	0	0	0	0	0	0	0
Brevard County	561,714	6	3	56	25	681	10	3,097	44	12	3,934
Brevard County Sheriffs Office	228,080	0	3	24	1	208	6	891	18	5	1,156
Cocoa Police Department	18,313	2	0	4	2	60	1	209	2	0	280
Cocoa Beach Police Department	11,182	0	0	0	0	9	0	89	0	0	98
Indianalantic Police Department	2,787	0	0	0	0	2	0	8	0	0	10
Indian Harbor Beach PD	8,386	0	0	0	0	2	0	20	0	0	22
Melbourne Police Department	79,600	1	0	9	10	110	0	562	9	0	701
Melbourne Beach Police Department	3,078	0	0	0	0	0	0	2	0	0	2
Rockledge Police Department	26,165	0	0	1	0	41	0	136	0	0	178
Satellite Beach Police Department	10,403	0	0	0	0	0	0	0	0	0	0
Titusville Police Department	45,325	1	0	11	6	95	1	415	12	3	544
Palm Bay Police Department	107,481	2	0	7	6	144	2	724	3	4	892
Melbourne Village Police Department	664	0	0	0	0	0	0	1	0	0	1
West Melbourne Police Department	20,250	0	0	0	0	9	0	39	0	0	48
Melbourne Int Airport PD	0	0	0	0	0	0	0	0	0	0	0
Brevard DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - Brevard	0	0	0	0	0	0	0	0	0	0	0
Brevard-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Melbourne	0	0	0	0	0	1	0	1	0	0	2
Broward County	1,827,367	15	0	75	38	1,047	10	4,529	77	29	5,820
Broward County Sheriffs Office	14,539	1	0	5	1	25	1	74	1	0	108
Dania Police Department	30,644	0	0	4	1	17	0	77	0	0	99
Deerfield Beach Police Department	76,662	0	0	1	4	41	0	136	0	0	182
Fort Lauderdale Police Department	175,123	2	0	6	2	140	5	346	6	12	519
Hallandale Police Department	38,424	0	0	3	0	18	0	146	0	0	167
Hollywood Police Department	144,926	4	0	11	1	103	1	541	9	0	670
Plantation Police Department	87,496	0	0	1	0	44	1	127	1	1	175
Pompano Beach Police Department	106,260	2	0	9	2	106	0	250	1	2	372
Pembroke Pines Police Department	159,922	0	0	0	0	34	0	100	12	0	146
Wilton Manors Police Department	12,160	0	0	0	0	8	0	59	0	0	67
Cooper City PD	33,176	0	0	3	0	2	0	41	0	1	47
Coconut Creek PD	56,593	0	0	1	0	15	0	202	2	0	220
Davie Police Department	96,908	0	0	4	4	32	1	341	13	2	397
Hillsboro Beach Police Department	1,867	0	0	0	1	0	0	1	0	0	2
Lauderdale-By-The-Sea PD	6,056	0	0	0	0	5	0	8	1	0	14
Lauderdale Lakes PD	34,201	0	0	1	1	37	0	110	6	1	156
Lauderhill PD	69,651	1	0	5	1	90	0	427	2	0	526
Lighthouse Point Police Department	10,358	0	0	1	0	2	0	9	0	0	12

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Agency	Population	Murder	Manslaughter	Rape	Fondling	Aggravated Assault	Aggravated Stalking	Simple Assault	Threat/Intimidation	Stalking	Total
Margate Police Department	55,851	1	0	0	3	36	0	112	1	0	153
Miramar Police Department	132,096	0	0	4	4	68	0	204	3	0	283
North Lauderdale Police Department	43,232	0	0	1	3	46	0	105	0	0	155
Oakland Park Police Department	43,390	0	0	2	2	26	0	76	3	0	109
Sea Ranch Lakes Police Department	670	0	0	0	0	0	0	1	0	0	1
Sunrise Police Department	88,630	1	0	2	1	41	0	290	6	0	341
Coral Springs Police Department	124,282	2	0	6	1	29	1	440	0	10	489
Pembroke Park Police Department	6,236	0	0	0	0	3	0	15	0	0	18
Tamarac Police Department	62,264	1	0	2	1	36	0	101	0	0	141
Ft. Lauderdale Intl. Airport PD	0	0	0	0	0	0	0	2	0	0	2
Parkland PD	28,128	0	0	0	0	0	0	9	2	0	11
Seminole Indian Reservation	0	0	0	0	0	5	0	76	2	0	83
Town of Southwest Ranches	7,389	0	0	0	0	3	0	12	1	0	16
West Park Police Department	14,499	0	0	3	2	22	0	60	3	0	90
Broward DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - Broward	0	0	0	0	0	0	0	0	0	0	0
Broward-Division of Insurance Fraud	0	0	0	0	0	0	0	0	0	0	0
Broward-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
Weston PD	65,734	0	0	0	3	1	0	28	2	0	34
FHP - Fort Lauderdale	0	0	0	0	0	11	0	0	0	0	11
Port Everglades PD	0	0	0	0	0	1	0	3	0	0	4
Calhoun County	14,549	0	1	0	4	21	0	59	1	0	86
Calhoun County Sheriffs Office	11,513	0	1	0	4	16	0	39	1	0	61
Altha Police Department	568	DNR	--	--	--	--	--	--	--	--	--
Blountstown Police Department	2,468	0	0	0	0	5	0	20	0	0	25
Calhoun DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Calhoun	0	0	0	0	0	0	0	0	0	0	0
Calhoun-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Calhoun Co	0	0	0	0	0	0	0	0	0	0	0
Charlotte County	167,141	0	0	1	3	86	0	515	5	0	610
Charlotte County Sheriffs Office	149,466	0	0	1	3	82	0	502	5	0	593
Charlotte DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
Punta Gorda Police Department	17,675	0	0	0	0	4	0	13	0	0	17
DABT Charlotte	0	0	0	0	0	0	0	0	0	0	0
Charlotte-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Charlotte Co	0	0	0	0	0	0	0	0	0	0	0
Citrus County	141,501	0	0	20	10	143	0	670	9	1	853
Citrus County Sheriffs Office	141,501	0	0	20	10	143	0	670	9	1	853

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Citrus DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Citrus	0	0	0	0	0	0	0	0	0	0	0
Citrus-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Citrus Co	0	0	0	0	0	0	0	0	0	0	0
Clay County	201,277	2	0	27	16	84	0	803	0	3	935
Clay County Sheriffs Office	185,724	2	0	17	14	72	0	734	0	2	841
Green Cove Springs PD	7,043	0	0	4	2	9	0	37	0	1	53
Orange Park Police Department	8,510	0	0	6	0	3	0	32	0	0	41
Clay DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Clay	0	0	0	0	0	0	0	0	0	0	0
Clay-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Clay Co	0	0	0	0	0	0	0	0	0	0	0
Collier County	343,802	0	0	25	11	269	0	1,198	33	0	1,536
Collier County Sheriffs Office	307,547	0	0	25	9	258	0	1,144	33	0	1,469
Naples Police Department	19,527	0	0	0	2	4	0	29	0	0	35
Marco Island Police Department	16,728	0	0	0	0	4	0	25	0	0	29
Collier DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Collier	0	0	0	0	0	0	0	0	0	0	0
Collier-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Everglades City	0	0	0	0	0	3	0	0	0	0	3
Columbia County	68,163	4	0	1	1	97	0	306	16	0	425
Columbia County Sheriffs Office	56,163	2	0	1	1	62	0	155	5	0	226
Lake City Police Department	12,000	2	0	0	0	35	0	151	11	0	199
Columbia DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Columbia	0	0	0	0	0	0	0	0	0	0	0
Columbia-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Lake City	0	0	0	0	0	0	0	0	0	0	0
Miami-Dade County	2,653,934	18	0	291	179	1,901	30	5,969	414	26	8,828
Miami-Dade Police Department	1,160,457	7	0	225	156	527	5	1,378	188	7	2,493
Bal Harbour Village PD	2,778	0	0	0	0	0	0	4	0	0	4
Coral Gables Police Department	49,397	0	0	0	0	4	0	24	0	0	28
Florida City Police Department	12,577	0	0	4	0	66	0	139	15	1	225
Hialeah Police Department	233,053	3	0	8	5	110	4	519	77	5	731
Homestead Police Department	69,533	0	0	10	3	90	1	226	0	0	330
Miami Police Department	439,509	5	0	1	0	671	12	1,975	1	1	2,666
Miami Beach Police Department	91,714	1	0	3	4	96	0	245	15	0	364

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Miami Shores Police Department	10,806	0	0	0	0	4	0	29	0	0	33
Miami Springs Police Department	14,089	0	0	0	0	9	0	23	1	1	34
North Miami Beach Police Department	43,533	0	0	5	0	24	0	85	13	0	127
Doral Police Department	55,660	0	0	3	0	6	0	64	9	0	82
Opa Locka Police Department	17,528	0	0	0	0	40	0	56	13	0	109
Surfside Police Department	5,703	0	0	0	0	3	0	8	0	0	11
Biscayne Park Police Department	3,147	0	0	0	0	0	0	10	0	0	10
El Portal Police Department	2,334	0	0	0	0	2	0	8	0	0	10
Hialeah Gardens Police Department	23,004	1	0	0	0	7	0	32	3	0	43
North Bay Village Police Department	8,178	0	0	2	0	8	1	37	3	0	51
North Miami Police Department	62,380	1	0	10	1	63	0	256	32	1	364
South Miami Police Department	13,656	0	0	1	0	12	0	28	1	0	42
Virginia Gardens Police Department	2,416	0	0	0	0	0	0	5	0	0	5
West Miami Police Department	6,018	0	0	0	0	1	0	5	1	0	7
Bay Harbor Islands PD	5,552	0	0	0	0	1	0	2	0	0	3
Golden Beach Police Department	928	0	0	0	0	0	0	0	0	0	0
Indian Creek Village PD	86	0	0	0	0	0	0	0	0	0	0
Medley Police Department	836	0	0	0	0	1	0	5	0	0	6
Sweetwater Police Department	20,793	0	0	0	0	29	0	87	0	0	116
FDLE - Miami	0	0	0	0	0	0	0	0	0	0	0
Florida International University PD	0	0	0	0	0	0	0	2	0	0	2
Miami Dade Public Schools	0	0	0	0	0	1	0	3	0	0	4
Miccosukee Public Safety Department	0	0	0	0	0	3	0	7	0	0	10
Key Biscayne PD	12,684	0	0	0	0	1	0	2	0	0	3
Dade DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - Dade	0	0	0	0	0	0	0	0	0	0	0
Sunny Isles Beach Police Department	21,592	0	0	0	0	11	0	44	0	0	55
Cutler Bay Police Department	44,109	0	0	9	5	8	0	49	12	1	84
Dade-Division of Insurance Fraud	0	0	0	0	0	0	0	0	0	0	0
Dade-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Miami	0	0	0	0	0	0	0	1	0	0	1
Aventura Police Department	37,473	0	0	0	0	5	0	37	0	0	42
Village of Pinecrest PD	18,408	0	0	0	0	3	0	10	3	0	16
Miami Lakes Police Department	30,209	0	0	2	0	3	0	30	1	0	36
Palmetto Bay Police Department	23,843	0	0	5	5	7	0	21	4	0	42
Miami Gardens Police Department	109,951	0	0	3	0	85	7	513	22	9	639
DeSoto County	34,777	0	0	1	0	37	0	234	0	0	272
De Soto County Sheriffs Office	27,167	0	0	1	0	27	0	172	0	0	200
Arcadia Police Department	7,610	0	0	0	0	10	0	62	0	0	72
Desoto DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Desoto	0	0	0	0	0	0	0	0	0	0	0
Desoto-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0

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Agency	Population	Murder	Manslaughter	Rape	Fondling	Aggravated Assault	Aggravated Stalking	Simple Assault	Threat/Intimidation	Stalking	Total
FHP - Arcadia	0	0	0	0	0	0	0	0	0	0	0
Dixie County	16,468	0	0	0	0	26	0	85	2	0	113
Dixie County Sheriffs Office	14,735	0	0	0	0	24	0	81	2	0	107
Cross City Police Department	1,733	0	0	0	0	2	0	4	0	0	6
Dixie DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Dixie	0	0	0	0	0	0	0	0	0	0	0
Dixie-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Cross City	0	0	0	0	0	0	0	0	0	0	0
Duval County	905,574	15	1	55	12	719	7	5,981	100	24	6,914
Atlantic Beach Police Department	13,012	0	0	0	0	7	1	41	0	0	49
Jacksonville Sheriffs Office	862,637	15	1	52	10	684	6	5,727	96	24	6,615
Jacksonville Beach PD	22,805	0	0	1	1	21	0	166	1	0	190
Neptune Beach Police Department	7,120	0	0	0	0	3	0	38	1	0	42
FDLE - Jacksonville RA	0	0	0	2	1	0	0	0	0	0	3
University of North Florida PD	0	0	0	0	0	0	0	2	0	0	2
Jacksonville Aviation Authority PD	0	0	0	0	0	1	0	3	0	0	4
Duval County School Board PD	0	0	0	0	0	2	0	4	2	0	8
Duval DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - Duval	0	0	0	0	0	0	0	0	0	0	0
Duval-Division of Insurance Fraud	0	0	0	0	0	0	0	0	0	0	0
Duval-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Jacksonville	0	0	0	0	0	1	0	0	0	0	1
Escambia County	306,944	5	0	52	31	430	0	2,574	63	3	3,158
Escambia County Sheriffs Office	253,886	5	0	44	30	351	0	2,208	57	3	2,698
Pensacola Police Department	53,058	0	0	8	1	78	0	364	6	0	457
FDLE - Pensacola RA	0	0	0	0	0	0	0	0	0	0	0
University of West Florida PD	0	0	0	0	0	0	0	2	0	0	2
Escambia DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - Escambia	0	0	0	0	0	0	0	0	0	0	0
Escambia-Div. of Insurance Fraud	0	0	0	0	0	0	0	0	0	0	0
Escambia-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Pensacola	0	0	0	0	0	1	0	0	0	0	1
Pensacola State College PD	0	0	0	0	0	0	0	0	0	0	0
Flagler County	101,413	1	0	11	10	94	0	474	22	5	617
Flagler County Sheriffs Office	93,975	1	0	10	10	83	0	441	20	0	565
Bunnell Police Department	2,875	0	0	1	0	10	0	16	0	0	27
Flagler Beach Police Department	4,563	0	0	0	0	1	0	17	2	5	25
Flagler DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Flagler	0	0	0	0	0	0	0	0	0	0	0
Flagler-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0

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FHP - Flagler Co	0	0	0	0	0	0	0	0	0	0	0
Franklin County	11,840	1	0	2	0	5	0	51	3	0	62
Franklin County Sheriffs Office	6,773	1	0	2	0	5	0	35	0	0	43
Apalachicola Police Department	2,302	0	0	0	0	0	0	8	0	0	8
Carrabelle Police Department	2,765	0	0	0	0	0	0	8	3	0	11
Franklin DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Franklin	0	0	0	0	0	0	0	0	0	0	0
Franklin-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Apalachicola	0	0	0	0	0	0	0	0	0	0	0
Gadsden County	48,315	0	0	5	0	56	0	173	8	4	246
Gadsden County Sheriffs Office	30,626	0	0	3	0	15	0	30	6	0	54
Quincy Public Safety Department	7,853	0	0	1	0	32	0	118	2	0	153
Chattahoochee Police Department	3,135	0	0	1	0	0	0	19	0	0	20
Havana Police Department	1,767	0	0	0	0	2	0	0	0	0	2
Gretna Police Department	1,556	0	0	0	0	3	0	3	0	0	6
Midway Police Department	3,378	0	0	0	0	4	0	2	0	4	10
Gadsden DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Gadsden	0	0	0	0	0	0	0	0	0	0	0
Gadsden-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Quincy	0	0	0	0	0	0	0	1	0	0	1
Gilchrist County	16,839	0	0	0	0	4	0	2	0	0	6
Gilchrist County Sheriffs Office	14,772	DNR	--	--	--	--	--	--	--	--	--
Trenton Police Department	2,067	0	0	0	0	4	0	2	0	0	6
Gilchrist DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Gilchrist	0	0	0	0	0	0	0	0	0	0	0
Gilchrist-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Gilchrist Co	0	0	0	0	0	0	0	0	0	0	0
Gladed County	12,853	1	0	1	3	13	7	55	1	0	81
Glades County Sheriffs Office	12,853	1	0	1	3	13	7	55	1	0	81
Glades DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Glades	0	0	0	0	0	0	0	0	0	0	0
Glades-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Glades Co	0	0	0	0	0	0	0	0	0	0	0
Gulf County	16,346	1	0	1	0	20	0	49	0	0	71

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Gulf County Sheriffs Office	12,821	1	0	1	0	20	0	39	0	0	61
Port St. Joe Police Department	3,525	0	0	0	0	0	0	10	0	0	10
Gulf DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Gulf	0	0	0	0	0	0	0	0	0	0	0
Gulf-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Gulf Co	0	0	0	0	0	0	0	0	0	0	0
Hamilton County	14,630	2	0	0	0	18	0	45	0	0	65
Hamilton County Sheriffs Office	9,913	2	0	0	0	3	0	24	0	0	29
Jasper Police Department	3,083	0	0	0	0	6	0	13	0	0	19
Jennings Police Department	871	0	0	0	0	0	0	1	0	0	1
White Springs Police Department	763	0	0	0	0	9	0	7	0	0	16
Hamilton DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Hamilton	0	0	0	0	0	0	0	0	0	0	0
Hamilton-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Hamilton Co	0	0	0	0	0	0	0	0	0	0	0
Hardee County	27,645	0	0	2	1	14	0	114	0	0	131
Hardee County Sheriffs Office	19,750	0	0	2	1	13	0	79	0	0	95
Bowling Green Police Department	2,894	0	0	0	0	0	0	24	0	0	24
Wauchula Police Department	5,001	0	0	0	0	1	0	11	0	0	12
Hardee DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Hardee	0	0	0	0	0	0	0	0	0	0	0
Hardee-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Hardee Co	0	0	0	0	0	0	0	0	0	0	0
Hendry County	38,096	0	0	4	0	67	0	204	16	1	292
Hendry County Sheriffs Office	30,655	0	0	4	0	63	0	166	14	1	248
Clewiston Police Department	7,441	0	0	0	0	4	0	38	2	0	44
Hendry DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Hendry	0	0	0	0	0	0	0	0	0	0	0
Hendry-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Hendry Co	0	0	0	0	0	0	0	0	0	0	0
Hernando County	176,819	0	0	14	2	125	0	814	12	1	968
Hernando County Sheriffs Office	169,039	0	0	14	2	117	0	775	11	0	919
Brooksville Police Department	7,780	0	0	0	0	8	0	39	1	1	49
Hernando DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Hernando	0	0	0	0	0	0	0	0	0	0	0
Hernando-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0

Florida's County and Jurisdictional Reported Domestic Violence Offenses, 2015.

Agency	Population	Murder	Manslaughter	Rape	Fondling	Aggravated Assault	Aggravated Stalking	Simple Assault	Threat/Intimidation	Stalking	Total
FHP - Brooksville	0	0	0	0	0	0	0	0	0	0	0
Highlands County	100,748	1	0	3	3	63	1	577	15	0	663
Highlands County Sheriffs Office	87,557	1	0	2	3	63	1	483	14	0	567
Lake Placid Police Department	2,415	0	0	0	0	0	0	15	0	0	15
Sebring Police Department	10,776	0	0	1	0	0	0	79	1	0	81
Highlands DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Highlands	0	0	0	0	0	0	0	0	0	0	0
Highlands-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Lake Placid	0	0	0	0	0	0	0	0	0	0	0
Hillsborough County	1,325,563	17	0	41	15	776	1	5,834	57	26	6,767
Hillsborough County Sheriffs Office	905,007	13	0	21	12	369	0	3,245	41	13	3,714
Plant City Police Department	36,710	1	0	1	1	26	1	185	0	1	216
Tampa Police Department	358,279	3	0	18	2	359	0	2,312	15	11	2,720
Temple Terrace Police Department	25,567	0	0	1	0	22	0	85	1	1	110
FDLE - Tampa TBOC	0	0	0	0	0	0	0	0	0	0	0
Tampa International Airport PD	0	0	0	0	0	0	0	6	0	0	6
Univ. of South Florida PD - Tampa	0	0	0	0	0	0	0	0	0	0	0
Hillsborough DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - Hillsborough	0	0	0	0	0	0	0	0	0	0	0
Hillsborough-Div of Insurance Fraud	0	0	0	0	0	0	0	0	0	0	0
Hillsborough-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Tampa	0	0	0	0	0	0	0	1	0	0	1
Holmes County	19,902	0	0	1	4	13	0	122	0	2	142
Holmes County Sheriffs Office	17,237	0	0	1	4	13	0	94	0	2	114
Bonifay Police Department	2,665	0	0	0	0	0	0	28	0	0	28
Holmes DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Holmes	0	0	0	0	0	0	0	0	0	0	0
Holmes-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Holmes Co	0	0	0	0	0	0	0	0	0	0	0
Indian River County	143,326	2	0	5	2	120	0	425	1	0	555
Indian River County Sheriffs Office	95,231	2	0	2	0	82	0	252	1	0	339
Fellsmere Police Department	5,355	0	0	0	2	4	0	20	0	0	26
Sebastian Police Department	23,137	0	0	3	0	16	0	77	0	0	96
Vero Beach Police Department	15,608	0	0	0	0	18	0	75	0	0	93
Indian River Shores PD	3,995	0	0	0	0	0	0	1	0	0	1
Indian River DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0

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Agency	Population	Murder	Manslaughter	Rape	Fondling	Aggravated Assault	Aggravated Stalking	Simple Assault	Threat/Intimidation	Stalking	Total
DABT Indian River	0	0	0	0	0	0	0	0	0	0	0
Indian River-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Indian River Co	0	0	0	0	0	0	0	0	0	0	0
Jackson County	50,458	1	0	1	4	63	2	144	17	0	232
Jackson County Sheriffs Office	37,728	0	0	1	0	43	2	105	16	0	167
Marianna Police Department	7,727	0	0	0	4	20	0	37	1	0	62
Cottondale Police Department	907	DNR	--	--	--	--	--	--	--	--	--
Graceville Police Department	2,187	1	0	0	0	0	0	2	0	0	3
Sneads Police Department	1,909	DNR	--	--	--	--	--	--	--	--	--
Sneads DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - Jackson	0	0	0	0	0	0	0	0	0	0	0
Jackson-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Marianna	0	0	0	0	0	0	0	0	0	0	0
Jefferson County	14,519	0	0	0	0	29	0	41	1	0	71
Jefferson County Sheriffs Office	12,061	0	0	0	0	25	0	41	1	0	67
Monticello Police Department	2,458	0	0	0	0	4	0	0	0	0	4
Jefferson DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Jefferson	0	0	0	0	0	0	0	0	0	0	0
Jefferson-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Jefferson Co	0	0	0	0	0	0	0	0	0	0	0
Lafayette County	8,664	0	0	1	0	4	0	7	3	0	15
Lafayette County Sheriffs Office	8,664	0	0	1	0	4	0	7	3	0	15
Lafayette DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Lafayette	0	0	0	0	0	0	0	0	0	0	0
Lafayette-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Lafayette Co	0	0	0	0	0	0	0	0	0	0	0
Lake County	316,569	1	1	37	15	200	4	1,275	16	11	1,560
Lake County Sheriffs Office	161,872	1	1	20	9	112	2	615	8	8	776
Eustis Police Department	19,432	0	0	2	4	11	0	129	0	0	146
Leesburg Police Department	21,547	0	0	5	1	22	2	181	0	3	214
Clermont Police Department	32,348	0	0	3	0	15	0	130	0	0	148
Fruitland Park Police Department	4,214	0	0	0	0	4	0	23	0	0	27
Groveland Police Department	12,077	0	0	1	0	3	0	23	0	0	27
Howey-In-The-Hills PD	1,106	0	0	0	0	0	0	2	0	0	2
Mascotte Police Department	5,401	0	0	0	0	1	0	22	0	0	23
Minneola Police Department	10,470	0	0	0	0	3	0	37	3	0	43

Florida's County and Jurisdictional Reported Domestic Violence Offenses, 2015.

Agency	Population	Murder	Manslaughter	Rape	Fondling	Aggravated Assault	Aggravated Stalking	Simple Assault	Threat/Intimidation	Stalking	Total
Mount Dora Police Department	13,167	0	0	1	0	16	0	80	5	0	102
Tavares Police Department	15,106	0	0	0	0	8	0	5	0	0	13
Umatilla Police Department	3,798	0	0	0	0	1	0	10	0	0	11
Lady Lake Police Department	14,207	0	0	3	1	3	0	15	0	0	22
Astatula Police Department	1,824	0	0	2	0	1	0	3	0	0	6
Lake DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Lake	0	0	0	0	0	0	0	0	0	0	0
Lake-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Leesburg	0	0	0	0	0	0	0	0	0	0	0
Lee County	665,845	5	1	48	40	393	1	2,103	61	4	2,656
Lee County Sheriffs Office	420,440	4	1	38	27	243	1	1,163	29	2	1,508
Fort Myers Police Department	72,395	1	0	8	12	101	0	405	24	1	552
Cape Coral Police Department	166,508	0	0	0	1	47	0	516	6	1	571
Sanibel Police Department	6,502	0	0	0	0	2	0	14	2	0	18
Lee County Airport PD	0	0	0	0	0	0	0	0	0	0	0
FDLE - Fort Myers RA	0	0	0	0	0	0	0	0	0	0	0
Florida Gulf Coast University PD	0	0	0	0	0	0	0	0	0	0	0
Edison State College	0	0	0	2	0	0	0	1	0	0	3
Lee DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - Lee	0	0	0	0	0	0	0	0	0	0	0
Lee-Division of Insurance Fraud	0	0	0	0	0	0	0	0	0	0	0
Lee-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Fort Myers	0	0	0	0	0	0	0	4	0	0	4
Leon County	284,443	1	1	34	39	382	2	1,467	14	13	1,953
Leon County Sheriffs Office	96,447	0	0	5	18	93	0	375	5	4	500
Tallahassee Police Department	187,996	1	1	29	21	286	2	1,083	7	9	1,439
FDLE - Tallahassee	0	0	0	0	0	0	0	0	0	0	0
Florida State University PD	0	0	0	0	0	1	0	4	0	0	5
Florida A&M University PD	0	0	0	0	0	0	0	3	0	0	3
Leon-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
Florida Capitol Police	0	0	0	0	0	0	0	0	0	0	0
Leon-Division of Insurance Fraud	0	0	0	0	0	0	0	0	0	0	0
TCC Police Department	0	0	0	0	0	0	0	2	2	0	4
Leon DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - Tallahassee	0	0	0	0	0	0	0	0	0	0	0
FHP - Tallahassee	0	0	0	0	0	2	0	0	0	0	2
Levy County	40,448	3	0	7	0	350	0	86	0	0	446
Levy County Sheriffs Office	34,751	3	0	7	0	343	0	33	0	0	386

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Agency	Population	Murder	Manslaughter	Rape	Fondling	Aggravated Assault	Aggravated Stalking	Simple Assault	Threat/Intimidation	Stalking	Total
Cedar Key Police Department	696	0	0	0	0	0	0	5	0	0	5
Chiefland Police Department	2,153	0	0	0	0	6	0	40	0	0	46
Williston Police Department	2,848	0	0	0	0	1	0	8	0	0	9
Levy DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Levy	0	0	0	0	0	0	0	0	0	0	0
Levy-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Inglis	0	0	0	0	0	0	0	0	0	0	0
Liberty County	8,698	0	0	0	0	0	0	0	0	0	0
Liberty County Sheriffs Office	8,698	DNR	-	-	-	-	-	-	-	-	-
Liberty DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Liberty	0	0	0	0	0	0	0	0	0	0	0
Liberty-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Liberty Co	0	0	0	0	0	0	0	0	0	0	0
Madison County	19,200	0	0	0	0	46	0	99	1	0	146
Madison County Sheriffs Office	16,139	0	0	0	0	40	0	65	1	0	106
Madison Police Department	3,061	0	0	0	0	6	0	34	0	0	40
Madison DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Madison	0	0	0	0	0	0	0	0	0	0	0
Madison-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Madison	0	0	0	0	0	0	0	0	0	0	0
Manatee County	353,801	1	2	47	24	464	1	2,217	35	2	2,793
Manatee County Sheriffs Office	276,311	1	2	43	24	424	1	1,908	32	2	2,437
Bradenton Police Department	52,534	0	0	1	0	28	0	177	1	0	207
Bradenton Beach Police Department	1,178	0	0	1	0	0	0	6	0	0	7
Holmes Beach Police Department	3,851	0	0	1	0	0	0	16	0	0	17
Longboat Key Police Department	6,845	0	0	0	0	0	0	6	0	0	6
Palmetto Police Department	13,082	0	0	1	0	12	0	103	2	0	118
Manatee DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Manatee	0	0	0	0	0	0	0	0	0	0	0
Manatee-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Bradenton	0	0	0	0	0	0	0	1	0	0	1
Marion County	341,205	3	2	16	5	379	4	2,075	6	16	2,506
Marion County Sheriffs Office	276,333	2	0	10	4	311	2	1,565	4	6	1,904
Ocala Police Department	58,355	1	2	6	1	65	2	502	2	10	591
Bellevue Police Department	4,746	0	0	0	0	2	0	8	0	0	10
Dunnellon Police Department	1,771	DNR	-	-	-	-	-	-	-	-	-

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Agency	Population	Murder	Manslaughter	Rape	Fondling	Aggravated Assault	Aggravated Stalking	Simple Assault	Threat/Intimidation	Stalking	Total
Marion DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - Marion	0	0	0	0	0	0	0	0	0	0	0
Marion-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Ocala	0	0	0	0	0	1	0	0	0	0	1
Martin County	150,062	0	0	10	14	76	0	458	8	3	569
Martin County Sheriffs Office	131,142	0	0	10	14	54	0	387	3	3	471
Stuart Police Department	16,110	0	0	0	0	22	0	67	4	0	93
Jupiter Island Police Department	810	0	0	0	0	0	0	2	0	0	2
Sewalls Point Police Department	2,000	0	0	0	0	0	0	1	1	0	2
Martin DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Martin	0	0	0	0	0	0	0	0	0	0	0
Martin-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Martin Co	0	0	0	0	0	0	0	1	0	0	1
Monroe County	74,206	0	0	2	2	78	0	327	5	2	416
Monroe County Sheriffs Office	48,747	0	0	0	0	61	0	217	5	0	283
Key West Police Department	24,663	0	0	2	2	17	0	108	0	2	131
Key Colony Beach Police Department	796	0	0	0	0	0	0	2	0	0	2
Monroe DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - Monroe	0	0	0	0	0	0	0	0	0	0	0
Monroe-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Marathon	0	0	0	0	0	0	0	0	0	0	0
Nassau County	76,536	2	0	1	1	22	1	239	16	4	286
Nassau County Sheriffs Office	64,566	2	0	1	1	19	0	213	14	4	254
Fernandina Beach Police Department	11,970	0	0	0	0	3	1	26	2	0	32
Nassau DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Nassau	0	0	0	0	0	0	0	0	0	0	0
Nassau-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Nassau Co	0	0	0	0	0	0	0	0	0	0	0
Okaloosa County	191,898	1	0	9	5	227	1	1,548	35	2	1,828
Okaloosa County Sheriffs Office	127,800	0	0	7	1	167	0	1,197	20	0	1,392
Crestview Police Department	23,460	0	0	2	4	47	0	284	13	2	352
Fort Walton Police Department	20,869	1	0	0	0	8	0	51	2	0	62
Niceville Police Department	13,774	0	0	0	0	4	0	11	0	0	15
Valparaiso Police Department	5,254	0	0	0	0	0	1	5	0	0	6
Shalimar Police Department	741	DNR	--	--	--	--	--	--	--	--	--
Okaloosa DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0

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Agency	Population	Murder	Manslaughter	Rape	Fondling	Aggravated Assault	Aggravated Stalking	Simple Assault	Threat/Intimidation	Stalking	Total
DABT Okaloosa	0	0	0	0	0	0	0	0	0	0	0
Okaloosa-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Crestview	0	0	0	0	0	1	0	0	0	0	1
Okeechobee County	40,052	0	0	0	0	32	0	125	0	0	157
Okeechobee County Sheriffs Office	34,518	0	0	0	0	26	0	105	0	0	131
Okeechobee Police Department	5,534	0	0	0	0	6	0	20	0	0	26
Okeechobee DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Okeechobee	0	0	0	0	0	0	0	0	0	0	0
Okeechobee-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Okeechobee Co	0	0	0	0	0	0	0	0	0	0	0
Orange County	1,252,396	14	0	174	54	1,638	17	6,782	184	38	8,901
Orange County Sheriffs Office	800,022	7	0	114	45	925	13	3,813	89	36	5,042
Apopka Police Department	46,571	1	0	7	2	48	2	240	0	1	301
Maitland Police Department	17,007	0	0	0	0	14	0	56	1	0	71
Ocoee Police Department	40,171	0	0	1	1	18	0	172	4	1	197
Orlando Police Department	262,949	5	0	52	4	549	0	2,125	79	0	2,814
Winter Garden Police Department	39,871	1	0	0	1	43	0	232	8	0	285
Winter Park Police Department	28,967	0	0	0	0	25	2	118	3	0	148
Eatonville Police Department	2,246	DNR	--	--	--	--	--	--	--	--	--
Oakland Police Department	2,624	0	0	0	0	4	0	8	0	0	12
Windermere Police Department	2,869	0	0	0	1	4	0	0	0	0	5
Edgewood Police Department	2,635	0	0	0	0	0	0	0	0	0	0
FDLE - Orlando RA	0	0	0	0	0	1	0	2	0	0	3
University of Central Florida PD	0	0	0	0	0	0	0	3	0	0	3
Orange DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - Orange	0	0	0	0	0	0	0	0	0	0	0
Orange-Division of Insurance Fraud	0	0	0	0	0	0	0	0	0	0	0
Orange-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Orlando	0	0	0	0	0	0	0	0	0	0	0
Belle Isles Police Department	6,464	0	0	0	0	7	0	13	0	0	20
Osceola County	308,327	3	0	35	21	358	8	1,667	16	24	2,132
Osceola County Sheriffs Office	200,419	2	0	24	9	236	5	969	14	12	1,271
St. Cloud Police Department	41,316	0	0	4	9	35	0	273	1	2	324
Kissimmee Police Department	66,592	1	0	7	3	87	3	425	1	10	537
Osceola DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Osceola	0	0	0	0	0	0	0	0	0	0	0
Osceola-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Kissimmee	0	0	0	0	0	0	0	0	0	0	0

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Palm Beach County	1,378,417	11	0	70	30	971	7	3,629	44	67	4,829
Palm Beach County Sheriffs Office	612,469	4	0	33	21	332	0	1,459	4	47	1,900
Belle Glade Police Department	17,448	1	0	1	0	51	0	131	0	1	185
Boca Raton Police Department	87,766	0	0	3	0	7	1	157	4	0	172
Boynton Beach Police Department	72,784	0	0	0	0	98	0	174	0	0	272
Delray Beach Police Department	63,175	0	0	4	0	51	0	183	11	0	249
Lake Worth Police Department	37,674	0	0	10	4	55	0	263	0	2	334
Palm Beach Police Department	8,041	0	0	0	0	0	0	7	0	0	7
Riviera Beach Police Department	33,953	1	0	3	2	114	4	213	19	0	356
West Palm Beach Police Department	106,525	2	0	6	0	77	0	293	0	0	378
Atlantis Police Department	2,001	0	0	0	0	1	0	0	0	0	1
Greenacres City PD	38,943	3	0	1	0	42	0	135	0	1	182
Gulfstream Police Department	998	0	0	0	0	0	0	2	0	0	2
Town of Hypoluxo PD	2,691	0	0	0	0	0	0	4	0	0	4
Juno Beach Police Department	3,240	0	0	0	0	0	0	1	0	0	1
Jupiter Police Department	59,108	0	0	1	0	13	0	112	0	3	129
Jupiter Inlet Colony PD	396	0	0	0	0	0	0	0	0	0	0
Lake Park Police Department	8,598	0	0	1	0	9	0	39	0	0	49
Lantana Police Department	10,705	0	0	0	0	6	0	14	2	0	22
Manalapan Police Department	410	0	0	0	0	0	0	0	0	0	0
Mangonia Park Police Department	1,959	0	0	0	0	6	0	33	0	0	39
North Palm Beach PD	12,206	0	0	0	0	4	0	10	0	2	16
Ocean Ridge PD	1,794	0	0	0	0	6	0	0	0	0	6
Pahokee Police Department	5,839	0	0	1	1	17	0	43	0	0	62
Palm Beach Gardens PD	50,521	0	0	1	0	2	0	63	1	2	69
Palm Springs Police Department	22,282	0	0	0	0	15	0	81	0	0	96
Royal Palm Beach Police Department	36,731	0	0	2	1	28	0	93	1	4	129
South Bay Police Department	5,151	0	0	0	0	12	0	22	0	0	34
South Palm Beach Police Department	1,366	0	0	0	0	0	0	1	0	0	1
Tequesta Police Department	5,665	0	0	0	0	1	0	3	0	0	4
Palm Beach Shores Police Department	1,143	0	0	0	0	0	0	1	0	0	1
Florida Atlantic University PD	0	0	0	0	0	0	0	2	0	0	2
Highland Beach Police Department	3,600	0	0	0	0	0	0	2	0	0	2
Palm Beach County School PD	0	0	0	0	0	0	0	4	0	0	4
Lake Clarke Shores PD	3,375	0	0	0	0	1	2	7	0	1	11
Palm Beach DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Palm Beach	0	0	0	0	0	0	0	0	0	0	0
Palm Beach-Div. of Insurance Fraud	0	0	0	0	0	0	0	0	0	0	0
Palm Beach-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Palm Beach Turnpike Station	0	0	0	0	0	2	0	8	0	0	10
Wellington Police Department	59,860	0	0	3	1	21	0	69	2	4	100

Florida's County and Jurisdictional Reported Domestic Violence Offenses, 2015.

Agency	Population	Murder	Manslaughter	Rape	Fondling	Aggravated Assault	Aggravated Stalking	Simple Assault	Threat/Intimidation	Stalking	Total
Pasco County	487,588	6	0	48	36	333	2	3,288	15	16	3,744
Pasco County Sheriffs Office	447,773	6	0	48	36	282	2	3,024	11	16	3,425
Dade City Police Department	6,816	0	0	0	0	8	0	21	2	0	31
New Port Richey Police Department	15,351	0	0	0	0	41	0	108	1	0	150
Zephyrhills Police Department	15,010	0	0	0	0	1	0	97	0	0	98
Port Richey Police Department	2,638	0	0	0	0	1	0	37	1	0	39
Pasco DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Pasco	0	0	0	0	0	0	0	0	0	0	0
Pasco-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Pasco Co	0	0	0	0	0	0	0	1	0	0	1
Pinellas County	944,971	4	0	57	20	814	4	5,763	70	31	6,763
Pinellas County Sheriffs Office	276,670	1	0	3	0	204	1	1,350	36	5	1,600
Belleair Police Department	3,889	0	0	0	0	0	0	3	0	2	5
Belleair Bluffs Police Department	2,052	0	0	0	0	0	0	7	0	0	7
Clearwater Police Department	110,679	0	0	6	1	131	0	499	9	0	646
Dunedin Police Department	35,783	0	0	0	0	16	0	140	5	0	161
Gulfport Police Department	12,222	0	0	0	0	3	0	53	3	0	59
Indian Rocks Beach PD	4,203	1	0	0	0	2	0	28	0	1	32
Kenneth City Police Department	5,040	0	0	0	0	2	0	13	0	0	15
Largo Police Department	80,747	0	0	9	4	35	0	423	6	1	478
Madeira Beach Police Department	4,341	0	0	0	0	11	0	43	0	0	54
Seminole Police Department	18,231	0	0	0	0	8	0	75	2	0	85
Oldsmar Police Department	13,993	0	0	0	0	9	0	55	0	1	65
Pinellas Park Police Department	51,790	0	0	3	1	55	0	660	0	0	719
Redington Beaches Police Department	1,438	0	0	0	0	0	0	8	0	0	8
Safety Harbor Police Department	17,103	0	0	1	0	4	0	53	0	0	58
St. Petersburg Police Department	256,681	2	0	35	14	283	3	2,030	5	20	2,392
St. Pete Beach Police Department	9,412	0	0	0	0	9	0	81	1	0	91
South Pasadena Police Department	5,081	0	0	0	0	5	0	13	0	0	18
Indian Shores Police Department	1,424	0	0	0	0	1	0	1	0	0	2
Tarpon Springs Police Department	24,421	0	0	0	0	18	0	182	3	0	203
Treasure Island Police Department	6,790	0	0	0	0	13	0	37	0	1	51
Belleair Beach Police Department	1,563	0	0	0	0	0	0	2	0	0	2
Pinellas DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
North Redington Beach PD	1,418	0	0	0	0	0	0	5	0	0	5
St. Petersburg - Clearwater Airp PD	0	0	0	0	0	0	0	0	0	0	0
Univ. of S. Florida PD - Pinellas	0	0	0	0	0	0	0	0	0	0	0
Pinellas - Div. of Insurance Fraud	0	0	0	0	0	0	0	0	0	0	0
DABT - Pinellas	0	0	0	0	0	0	0	0	0	0	0
Pinellas-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Pinellas Park	0	0	0	0	0	5	0	2	0	0	7

Florida's County and Jurisdictional Reported Domestic Violence Offenses, 2015.

Agency	Population	Murder	Manslaughter	Rape	Fondling	Aggravated Assault	Aggravated Stalking	Simple Assault	Threat/Intimidation	Stalking	Total
Polk County	633,052	9	0	62	14	588	0	4,216	18	28	4,935
Polk County Sheriffs Office	412,363	8	0	41	8	418	0	2,922	15	17	3,429
Auburndale Police Department	14,832	0	0	1	3	4	0	127	0	1	136
Bartow Police Department	18,205	0	0	2	2	26	0	226	1	1	258
Davenport Police Department	3,786	0	0	0	0	3	0	36	0	0	39
Florida Polytechnic University PD	0	0	0	0	0	0	0	0	0	0	0
Haines City Police Department	22,660	1	0	1	0	5	0	130	0	0	137
Lake Alfred Police Department	5,322	0	0	1	0	2	0	34	0	0	37
Lake Hamilton Police Department	1,271	0	0	0	0	1	0	16	0	0	17
Lakeland Police Department	101,517	0	0	13	0	74	0	396	0	8	491
Lake Wales Police Department	15,011	0	0	0	0	4	0	113	0	1	118
Winter Haven Police Department	38,085	0	0	3	1	49	0	216	2	0	271
Polk DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - Polk	0	0	0	0	0	0	0	0	0	0	0
Polk-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Lakeland	0	0	0	0	0	2	0	0	0	0	2
Putnam County	72,756	1	0	4	0	128	0	423	2	0	558
Putnam County Sheriffs Office	58,749	1	0	3	0	105	0	323	2	0	434
Palatka Police Department	10,418	0	0	1	0	20	0	76	0	0	97
Crescent City Police Department	1,540	0	0	0	0	0	0	6	0	0	6
Interlachen Police Department	1,337	0	0	0	0	1	0	18	0	0	19
Welaka Police Department	712	0	0	0	0	0	0	0	0	0	0
Putnam DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Putnam	0	0	0	0	0	0	0	0	0	0	0
Putnam-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Palatka	0	0	0	0	0	2	0	0	0	0	2
St. Johns County	213,566	1	0	10	5	134	0	627	3	1	781
St. Johns County Sheriffs Office	193,496	1	0	10	5	113	0	523	3	1	656
St. Augustine Police Department	13,590	0	0	0	0	20	0	73	0	0	93
St. Augustine Beach PD	6,480	0	0	0	0	1	0	30	0	0	31
Florida Sch for Deaf and Blind	0	0	0	0	0	0	0	0	0	0	0
St. Johns DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT St. Johns	0	0	0	0	0	0	0	0	0	0	0
St. Johns-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - St. Augustine	0	0	0	0	0	0	0	1	0	0	1
St. Lucie County	287,749	0	0	11	2	197	0	1,243	11	2	1,466

Florida's County and Jurisdictional Reported Domestic Violence Offenses, 2015.

Agency	Population	Murder	Manslaughter	Rape	Fondling	Aggravated Assault	Aggravated Stalking	Simple Assault	Threat/Intimidation	Stalking	Total
St. Lucie County Sheriffs Office	71,498	0	0	3	0	52	0	276	0	0	331
Fort Pierce Police Department	42,119	0	0	8	1	48	0	438	4	2	501
Port St. Lucie Police Department	174,132	0	0	0	1	97	0	528	7	0	633
St. Lucie DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - St. Lucie	0	0	0	0	0	0	0	0	0	0	0
St. Lucie-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Fort Pierce	0	0	0	0	0	0	0	1	0	0	1
Santa Rosa County	162,925	0	0	11	12	71	1	572	16	0	683
Santa Rosa County Sheriffs Office	147,668	0	0	11	12	66	1	544	14	0	648
Milton Police Department	9,425	0	0	0	0	5	0	26	1	0	32
Gulf Breeze Police Department	5,832	0	0	0	0	0	0	2	1	0	3
Santa Rosa DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Santa Rosa	0	0	0	0	0	0	0	0	0	0	0
Santa Rosa-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Santa Rosa Co	0	0	0	0	0	0	0	0	0	0	0
Sarasota County	387,623	5	1	21	1	198	2	1,151	20	1	1,400
Sarasota County Sheriffs Office	251,065	4	1	12	0	125	2	756	3	0	903
Sarasota Police Department	52,905	1	0	5	1	51	0	200	10	1	269
Venice Police Department	21,418	0	0	2	0	10	0	61	0	0	73
North Port Police Department	62,235	0	0	2	0	11	0	134	7	0	154
Sarasota/Bradenton Intl. Airport PD	0	0	0	0	0	0	0	0	0	0	0
New College of Florida	0	0	0	0	0	0	0	0	0	0	0
Sarasota DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - Sarasota	0	0	0	0	0	0	0	0	0	0	0
Sarasota-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Venice	0	0	0	0	0	1	0	0	0	0	1
Seminole County	442,903	0	1	10	3	410	10	1,876	27	13	2,350
Seminole County Sheriffs Office	213,465	0	0	4	1	151	7	580	2	8	753
Altamonte Springs Police Department	43,325	0	0	2	0	50	1	210	0	1	264
Casselberry Police Department	27,614	0	1	1	1	44	0	205	10	0	262
Longwood Police Department	13,974	0	0	0	0	13	0	79	0	1	93
Oviedo Police Department	36,819	0	0	0	0	23	0	127	3	1	154
Sanford Police Department	56,900	0	0	1	0	106	2	517	2	1	629
Winter Springs Police Department	34,901	0	0	1	0	9	0	118	0	0	128
Lake Mary Police Department	15,905	0	0	1	1	14	0	40	10	1	67
Seminole DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Seminole	0	0	0	0	0	0	0	0	0	0	0
Seminole-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0

Florida's County and Jurisdictional Reported Domestic Violence Offenses, 2015.

Agency	Population	Murder	Manslaughter	Rape	Fondling	Aggravated Assault	Aggravated Stalking	Simple Assault	Threat/Intimidation	Stalking	Total
FHP - Seminole Co	0	0	0	0	0	0	0	0	0	0	0
Sumter County	115,657	0	0	5	0	70	0	212	1	0	288
Sumter County Sheriffs Office	105,741	0	0	5	0	57	0	184	0	0	246
Center Hill Police Department	981	0	0	0	0	1	0	2	0	0	3
Coleman Police Department	694	DNR	--	--	--	--	--	--	--	--	--
Webster Police Department	768	0	0	0	0	1	0	4	0	0	5
Wildwood Police Department	7,473	0	0	0	0	11	0	21	1	0	33
Sumter DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - Sumter	0	0	0	0	0	0	0	0	0	0	0
Sumter-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Sumter Co	0	0	0	0	0	0	0	1	0	0	1
Suwannee County	44,452	1	0	1	2	43	0	172	0	0	219
Suwannee County Sheriffs Office	37,599	1	0	1	1	23	0	123	0	0	149
Live Oak Police Department	6,853	0	0	0	1	20	0	49	0	0	70
Suwannee DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - Suwannee	0	0	0	0	0	0	0	0	0	0	0
Suwannee-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Suwannee Co	0	0	0	0	0	0	0	0	0	0	0
Taylor County	22,824	1	0	1	0	131	0	146	2	3	284
Taylor County Sheriffs Office	15,808	1	0	0	0	102	0	70	1	2	176
Perry Police Department	7,016	0	0	1	0	29	0	76	1	1	108
Taylor DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Taylor	0	0	0	0	0	0	0	0	0	0	0
Taylor-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Perry	0	0	0	0	0	0	0	0	0	0	0
Union County	15,918	0	0	0	0	8	0	25	1	0	34
Union County Sheriffs Office	15,918	0	0	0	0	8	0	25	1	0	34
Union DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Union	0	0	0	0	0	0	0	0	0	0	0
Union-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Union Co	0	0	0	0	0	0	0	0	0	0	0
Volusia County	510,434	10	0	35	21	823	13	3,643	34	10	4,589
Volusia County Sheriffs Office	226,715	3	0	18	15	208	0	1,295	24	1	1,564
Daytona Beach Police Department	63,534	2	0	11	3	344	2	1,220	7	4	1,593

Florida's County and Jurisdictional Reported Domestic Violence Offenses, 2015.

Agency	Population	Murder	Manslaughter	Rape	Fondling	Aggravated Assault	Aggravated Stalking	Simple Assault	Threat/Intimidation	Stalking	Total
Deland Police Department	30,493	1	0	0	1	41	0	111	2	0	156
New Smyrna Beach Police Department	24,285	1	0	1	0	37	5	164	0	3	211
Ormond Beach Police Department	40,013	2	0	0	1	101	6	253	0	0	363
Daytona Beach Shores PD	4,263	0	0	0	0	3	0	43	0	0	46
Edgewater Police Department	20,958	0	0	0	0	11	0	20	0	1	32
Holly Hill Police Department	11,712	1	0	0	1	19	0	256	0	0	277
Lake Helen Police Department	2,651	0	0	1	0	2	0	11	0	0	14
Orange City Police Department	11,569	0	0	2	0	11	0	50	0	0	63
Port Orange Police Department	58,656	0	0	2	0	8	0	148	0	1	159
South Daytona Police Department	12,538	0	0	0	0	32	0	62	1	0	95
Ponce Inlet Police Department	3,047	0	0	0	0	5	0	8	0	0	13
Volusia County Beach Patrol	0	0	0	0	0	1	0	2	0	0	3
Volusia DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT - Volusia	0	0	0	0	0	0	0	0	0	0	0
Volusia-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Deland	0	0	0	0	0	0	0	0	0	0	0
Wakulla County	31,283	1	0	2	1	19	0	51	3	0	77
Wakulla County Sheriffs Office	31,283	1	0	2	1	19	0	51	3	0	77
Wakulla DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Wakulla	0	0	0	0	0	0	0	0	0	0	0
Wakulla-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Wakulla Co	0	0	0	0	0	0	0	0	0	0	0
Walton County	60,687	1	0	4	1	111	0	359	8	0	484
Walton County Sheriffs Office	55,258	0	0	4	1	78	0	319	8	0	410
Defuniak Springs Police Department	5,429	1	0	0	0	33	0	40	0	0	74
Walton DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Walton	0	0	0	0	0	0	0	0	0	0	0
Walton-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Walton Co	0	0	0	0	0	0	0	0	0	0	0
Washington County	24,975	0	0	0	0	13	0	142	3	0	158
Washington County Sheriffs Office	21,463	0	0	0	0	11	0	105	2	0	118
Chipley Police Department	3,512	0	0	0	0	2	0	37	1	0	40
Washington DOC Inspector General	0	0	0	0	0	0	0	0	0	0	0
DABT Washington	0	0	0	0	0	0	0	0	0	0	0
Washington-Florida Game Comm	0	0	0	0	0	0	0	0	0	0	0
FHP - Washington Co	0	0	0	0	0	0	0	0	0	0	0
Florida	19,815,183	184	15	1,517	756	17,354	153	85,608	1,641	438	107,666

Florida's County and Jurisdictional Reported Domestic Violence Offenses, 2015.

Agency	Population	Murder	Manslaughter	Rape	Fondling	Aggravated Assault	Aggravated Stalking	Simple Assault	Threat/Intimidation	Stalking	Total
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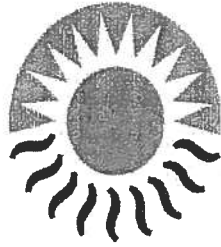
The following agencies did not report to UCR in 2015: Altha Police Department, Gilchrist County Sheriff's Office, Coltondale Police Department, Sneads Police Department, Liberty County Sheriff's Office, Dunnellon Police Department, Shalimar Police Department, Eatonville Police Department, and Coleman Police Department.

*** Note: On January 1, 2013, the Federal Bureau of Investigation's (FBI) UCR Program implemented a new definition of Rape that includes incidents previously reported as Forcible Sodomy. Therefore, beginning with the 2013 data, FDLE's UCR modified the collection of Forcible Rape data to include forcible rape, attempted rape, and forcible sodomy. Florida has adopted a "Forcible Sex Offense" category that is not used at the Federal level. Florida's Forcible Sex Offenses (FSO) include forcible rape, attempted rape, forcible sodomy, and forcible fondling. Users of this site will note that various reports will use either a Forcible Rape or a FSO category in Index Offenses. Through the 2012 data, when Forcible Rape is presented, it includes rape and attempted rape only, while forcible sodomy and forcible fondling are included in aggravated assault to comply with Federal UCR reporting guidelines.

SOURCE: Florida Department of Law Enforcement. Crime in Florida, Florida uniform crime report, 2015 [Computer program]. Tallahassee, FL: FDLE. Florida Statistical Analysis Center.

City of Fort Lauderdale CDBG
Attachment "B10"
Instructor Certification, Approved Curriculum

Enclosed:
FCADV Program Standards



FCADV

Florida Coalition Against Domestic Violence

Program Standards

For

Certified Domestic Violence Centers

May, 2000

Revised May 2004

Revised May 2006

Revised May 2008

Revised July 2010

Revised July 2011

Revised July 2014

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INTRODUCTION

The Florida Coalition Against Domestic Violence (FCADV) is a strong proponent of the empowerment-based philosophy in working with battered women. FCADV encourages Florida's 42 certified domestic violence centers to align in practice and in spirit with this philosophy. Services based on empowerment are supportive of a woman's right to and need for self-determination. Advocacy is a balanced partnership, rather than one guided by directives and mandated services. The empowerment-based approach validates the survivor's experience and works with the survivor to connect them with community resources. The model promotes social change in communities and improved system responses for survivors. It focuses on the survivor's strengths and autonomy, and brings together resources and strategies to facilitate the survivor's goals. The core principles of empowerment-based advocacy are:

1. Respect survivor's confidentiality
2. Believe and validate survivor's experiences
3. Promote access to community resources
4. Acknowledge injustice (violence is not the survivor's fault)
5. Help the survivor plan for safety
6. Respect the survivor's autonomy
7. Supports non-violent language
8. Peer model
9. Non-judgmental
10. Social justice tenants
11. Anti-oppression framework

In the early 1990's, the Florida Coalition Against Domestic Violence (FCADV) membership initiated the process for enhancing standards for all certified domestic violence centers. This was done in order to ensure consistency in philosophy and to ensure that empowerment-based services are available from center to center. The Standards Committee members identified a set of shared beliefs that guided the development of comprehensive and respectful practices. The standards are founded on the following beliefs:

- That women who are battered are empowered to make their own choices, regardless of the advocate's personal opinions or beliefs. That the certified domestic violence centers' services will reflect a philosophy of empowerment and self-determination.
- That the quality of services shall be consistent from center to center so women who are battered can have reasonable expectations that services provided at all centers are empowerment-based and woman-centered.

These standards provide a blueprint for centers in planning, developing, implementing and improving empowerment-based domestic violence services for battered women and their children. The *FCADV Program Standards for Certified Domestic Violence Centers* document is inclusive of all center services, both residential and outreach programs, unless otherwise specified. Each center is responsible for developing policies and procedures based on its

regional, demographic, architectural, cultural and programmatic diversity. It is intended that the centers' policies will be localized and expanded in order to address the unique characteristics of the domestic violence center. As such, the FCADV Standards serve as a foundation for policy and procedure development and are to be utilized by the centers in developing their own policies and procedures.

These Program and Administrative Standards, along with the Florida Administrative Code Chapter 65H1.001 – 1.008, federal and state laws, contracts and regulations are used by FCADV in developing criteria for annual monitoring as required by the contract between the Department of Children and Families and FCADV that provides for the administration of funds to certified domestic violence centers.

It is noted that gender-specific language is used to refer to recipients of services. Since the majority of survivors of battering are female and the majority of persons who seek residential and outreach services are women, the female gender is used to refer to those who seek services. However, this is not to suggest that centers cannot or do not offer services to male survivors of abuse.

FCADV and its member centers are committed to serving people living with disabilities. FCADV and its member centers provide services in compliance with the federal Americans with Disabilities Act, the Fair Housing Act, and the Rehabilitation Act. People living with disabilities may request reasonable accommodations for any service provided by FCADV and its member centers. The federal Acts noted above may be referenced on the FCADV website at www.fcadv.org/quality/guidelines.

Eligibility for Services

Purpose: To assure equal provision of services to survivors of domestic violence and their dependents, and any other family member or any other member of the residence who might be in danger or threatened with danger.

Statement of Policy:

Centers will have a policy that states they will provide services to eligible individuals as defined within this section, regardless of race, religion, color, national origin, gender, age, mental or physical disability, sexual orientation, citizenship, immigration status, marital status, gender identity, or language spoken.

Background Checks on Participants

Centers shall have a policy stating they are prohibited from conducting background checks on individuals who are seeking or receiving services.

Eligibility for Center Services

Centers shall have policies indicating that individuals eligible for any center services include, but are not limited to survivors of domestic violence and their dependents who are currently in danger, who are fearful of being in danger, or who have been in danger of being emotionally, physically or sexually abused.

Services to People Living with Disabilities

- A. Centers shall have a policy requiring the center to provide reasonable accommodations according to Title III of the Americans with Disabilities Act (ADA) to survivors living with disabilities. Accommodations include, but are not limited to, admittance of service animals in shelter and providing alternative formats of printed materials upon request.
- B. Centers shall be in compliance with all Federal, State and local mandates regarding services to persons with disabilities, including but not limited to:
 - 1) Americans with Disabilities Act
 - 2) Fair Housing Act
 - 3) Section 504 of the Vocational and Rehabilitation Act
 - 4) Settlement Agreement between the Florida Department of Children and Families and the US Department of Health and Human Services
- C. Centers shall post signage prominently in public areas of outreach service facilities describing the process for requesting accommodations according to the ADA and Fair Housing Act.

Alcohol or Drug Abuse and Addictions

Domestic violence centers shall not withhold services from individuals solely because of their use of alcohol or drugs. Behaviors incongruent with community living may affect an individual's eligibility to remain in a shelter. (See Page 11 Unplanned Exiting)

Male Survivors

Centers shall provide equivalent services, either on-site or through collaboration with other agencies, for adult males and dependent males who accompany a parent or guardian to the shelter. Shelters will maintain written protocols outlining the location(s) and methods through which shelter, counseling and other services will be delivered to adult and minor males. Alternate housing may include hotels, safe homes, or homeless shelters for adult males.

Out of Area Referrals

Although centers have a responsibility to serve individuals who live in their geographic service area, centers will maintain a written policy outlining priorities or restrictions to serving survivors whose former residences are outside of the center's service area and shall not prohibit acceptance of out of area referrals. Centers shall offer safety planning for all who request services. Centers will make every effort to shelter individuals who, for safety reasons, need shelter and they previously resided outside of the center's service area. Once an out of area individual is accepted for services, that individual shall be offered the same services as other program participants. Centers making out of area referrals to other shelters shall, when appropriate, make every effort to allow the program participant to return to their original shelter once the precipitating conditions allow, such as additional space availability or abuser incarcerated.

Shelter Services

Purpose: To assure equal provision of services to survivors of domestic violence and their dependents, and any other family member or any other member of the residence who might be in danger or threatened with danger.

Statement of Policy:

Centers will have a policy that states they will provide services to eligible individuals as defined within this section, regardless of race, religion, color, national origin, gender, age, mental or physical disability, sexual orientation, citizenship, immigration status, marital status, gender identity, or language spoken.

Eligibility for Shelter Services

- A. To be considered eligible for **domestic violence shelter services**, individuals shall be:
 - 1) Adults or legally emancipated minors (disability of non-age aka emancipated minor).
 - 2) Abused, or in fear of being abused, by their current or former intimate partner.
- B. Centers should offer shelter services to individuals when such shelter may provide not only safety, but also when individuals may benefit from additional emotional support that shelter may provide.
- C. Centers may expand upon these criteria as appropriate and as defined within their individual eligibility policies to include such individuals as trafficked and/or prostituted individuals or extended family members. Centers may choose to include minors granted permission by a parent, guardian or a judge's order. Decisions to accept other minors shall be made on a case-by-case basis.

Length of Shelter Stay

Centers shall have a policy stating that the allowable stay available to eligible individuals shall be at least six weeks. Upon entering shelter, centers shall inform residents verbally and in writing of any conduct and/or conditions that may affect their eligibility status and reduce their length of stay

Restrictions on Acceptance into Shelter

Former residents may need to return to shelter numerous times in order to be safe. Thus, domestic violence centers shall not limit the number of times an individual may re-enter the shelter, nor require a time limit before re-entry is allowed. Shelters shall not maintain a "no re-admit" list; however files may be flagged for supervisory review and approval prior to participant intake. If a former resident who may have been involuntarily exited from shelter needs to return to shelter, the center will assess whether circumstances have changed that mitigate a previous circumstance.

Shelter Accommodations for Persons with Disabilities

The ADA prohibits the shelter from requiring the survivor to provide proof of disability or proof of training or certification of the animal. In addition, the FHA requires the shelter to admit emotional support animals, which are defined differently than ADA service animals, and the shelter may ask for a letter from a reliable third party indicating the need for the emotional support animal. Shelters shall post signage prominently in public areas of the shelter describing the process for requesting accommodations. Center policies or procedures shall address: accommodating service animals and will be in compliance with the Americans with Disabilities Act and Fair Housing Act (FHA), admitting into shelter emotional support animals, and, admitting and accommodating caretakers in shelter with survivors who require special care.

Criteria for Non-Acceptance into Shelter or Discontinuation of Shelter

A. In some instances, applicants for services may be ineligible for shelter services. If a survivor of domestic violence is denied shelter, she will be informed of the reason for denial. The extent to which the following criteria may affect the long-term or future eligibility for services must be evaluated and documented on a case-by-case basis. Criteria for ineligibility may include the following:

- 1) An individual's use of violence or threats of violence.
- 2) An individual previously asked to leave a shelter due to credible threats to harm others.
- 3) An individual with a history of disruptive or abusive behaviors during the provision of services. There shall be reason to believe that these behaviors may reoccur.
- 4) An individual's continued presence compromises the safety of the shelter. Suggestions will be made for safe alternate accommodations.
- 5) An individual's behavior after intervention disrupts the ability of other survivors/children to receive safe and effective services. Behaviors include:
 - a. Possession of illegal substances.
 - b. Possession of firearm(s), stun-gun(s), or any other weapon(s) that may threaten or cause harm.
- 6) An individual who is a danger to others.
- 7) An individual who does not maintain confidentiality of other residents.
- 8) Disclosure of the shelter location is not automatic cause to disqualify a person from re-admission.
- 9) Each case will be evaluated for safety.

B. If, after acceptance, an individual is determined ineligible for shelter, center staff will:

- 1) Refer the individual(s) to other appropriate services.
- 2) Assist the individual(s) with finding transportation, if needed, to receive other services.

Chores Shall Not be Mandated

- A. Centers shall not withhold shelter or other services for lack of participation in chores. The shelter is the temporary home of participants; however, it is ultimately the responsibility of the center to maintain cleanliness and safety of the shelter.
- B. However, participants may be informed that due to the communal living arrangement in the shelter, it is requested that they clean up after themselves and their children.

Privacy Requirements

- A. Domestic violence centers shall ensure working locks are installed in resident bathrooms or bedrooms to ensure resident privacy.
- B. Domestic violence centers may not use surveillance equipment of any kind in bedrooms and bathrooms, or in any other area of the shelter where participants would reasonably expect privacy.

Exit Interviews

All centers must document attempts to provide an exit interview with each participant prior to their departure from the domestic violence shelter. Centers shall develop and provide a final exit interview form and update the existing safety plan for this process. Minimum categories on this exit interview form include:

- A. Assessment of programs and services; equal access to services without discrimination; assessment of respectful treatment by staff; knowledge of domestic violence dynamics; children's services; safety planning; and goal planning.
- B. All centers must assist participants in developing and revising their safety plan. The plan will be designed to meet the needs and to link her to outreach services upon exit from the shelter facility.

Confidentiality of Shelter Stay

- A. In accordance with Section 39.908, Florida Statutes (see Appendix A), centers must protect participant privacy by not disclosing the identity or location of persons in residence at a domestic violence shelter and by the restriction of visitors to the shelter. A copy of this statute shall be readily available to center staff/volunteers when confronted with confidentiality issues, for immediate reference, especially when attorneys, law enforcement or process servers are attempting to locate a victim of domestic violence.
- B. However, the statute does not require program participants to maintain confidentiality of the shelter location.

Space Limitations

If a domestic violence shelter cannot admit new residents because it has reached its stated bed capacity, reasonable effort shall be made to facilitate admission to safe, alternate accommodations. This placement may include, but not be limited to hotel/motels, FCADV sister shelters, homeless shelters, or other facilities that can provide safe refuge.

Unplanned Exiting

- A. Shelters will make every effort to work with residents in order for them to remain in shelter. Except for conduct that compromises the safety of others, the shelter staff will develop with the survivor a plan designed to resolve the issue(s) leading to an unplanned exit. However, residents may be asked to leave due to credible threats to others, disruptive or abusive behavior, or compromised safety of the shelter.
- B. Shelters shall not use a point-based demerit system or any similar system to determine exiting of a program participant. Shelters may continue to provide other center services or referrals as appropriate after participant has exited the shelter.
- C. Unplanned exiting may be appropriate if:
 - 1) The shelter has made reasonable effort to inform the resident of the problem/conduct, and
 - 2) The resident is informed that if the problem/conduct is not corrected, this may result in unplanned exiting, and
 - 3) The resident is provided with reasonable opportunity to correct the problem/conduct, and
 - 4) After repeated informed discussion, a resident chooses not to correct the problem conduct that disrupts other survivors' ability to receive safe and effective services.

Supportive and Outreach Services

Purpose: To assure that quality support services are provided within certified domestic violence center programs.

Parameters

- A. Participation in support services shall be voluntary and no punitive action shall be taken against those who do not participate.
- B. Counseling, service management and advocacy services offered by certified domestic violence centers shall be empowerment-based, woman-centered and survivor-directed. In empowerment-based support services, survivors receive the support and assistance of trained center staff.
- C. Center participants shall not be charged for domestic violence center services. Note: Centers may charge for services related to batterer intervention programs, transitional housing, visitation centers, and licensed child care.

Assessing for Appropriate Services

During initial contact with survivors, staff shall assess for the following:

- 1) Eligibility for support and intervention services
- 2) Immediate safety
- 3) Batterer's potential for lethality
- 4) Closely assess dynamics in relationships to assure the person requesting services is the survivor, rather than the perpetrator
- 5) Special needs based on differing abilities
- 6) Special needs based on the requirements of a person's self-identified religious, cultural, ethnic, geographic factors or other affiliation(s)
- 7) Other appropriate services

Availability of Services

- A. All program participants shall be informed of who is available to provide advocacy and assistance, how they may access this advocacy and assistance, and the center's requirements for service management.
- B. Advocacy staff, whether residential or outreach, will be available beyond normal business hours to meet the immediate safety, and when possible, the emotional support needs of survivors and their children.
- C. The advocate shall assist the survivor to develop a safety plan, as necessary, for traveling to and from the center and appointments that are away from the center.

Types of Support Services

- A. Counseling is advocacy which involves providing information on the dynamics of domestic violence, conducting an assessment of risk, and/or engaging in other supportive activities as appropriate. Counseling (individual or group interaction) shall be empowerment-based and facilitated by center staff for the purpose of addressing needs of adult or child participants. Counseling may include educational counseling, e.g., participant receives information on the dynamics of domestic violence; crisis counseling, e.g., participant discusses and assesses with an advocate the risk involved in her immediate circumstance; supportive counseling, e.g. participant participates in one-on-one, regular counseling sessions with an advocate/counselor; and/or, peer counseling, e.g., participant participates in a participant-facilitated support group meeting.
- B. Service management is defined as any individual or group interactions facilitated by center staff for the purpose of addressing needs, identifying resources, supporting decisions, and/or coordinating any activities pertaining to the accomplishment of her goals. Service management will be based upon participant-identified goals. A standardized format may be used, but shall be customized to meet individual needs. Service management meetings will reflect, at least, the following:
- 1) Participant-identified priorities according to her needs
 - 2) Identification of resources available to the individual
 - 3) Support given the participant in identifying goals and setting priorities. Goals will be documented in a service plan.
 - 4) Internal and external referrals to assist in goal/objective achievement
 - 5) Adaptation of individual's goals as other needs emerge
- C. Advocacy is initiated with the permission of the participant and is defined as the direct and active support of survivor's process of achieving her goals.
- 1) Advocacy contacts addressed to individuals or groups not employed by the domestic violence center shall not be initiated without the participant's signed Release of Confidential Information Form. These contacts shall also apply between centers.
 - 2) Center staff, through documentation on an agency-approved Release of Confidential Information Form, will provide proof of permission. Note: The Release of Confidential Information form must contain the following:
 - a. Participant's name
 - b. Specific information to be released (a new form is to be executed for each new piece of information to be released)
 - c. To whom information is to be given
 - d. Specific expiration date for release of information
 - e. Participant's signature
 - f. Revocation statement, e.g., "This consent is subject to my revocation at any time except to the extent that the program which is to make the disclosure has

already taken action in reliance on it.”

- 3) Advocates will provide only information necessary to achieve the goal of each individual advocacy contact.

Restricted Methods

- A. Couples counseling, in any form, will not be provided by domestic violence centers.
- B. Family counseling that includes the presence of an alleged batterer will not be provided by a domestic violence center.
- C. Support groups shall be gender-specific and not be offered as mixed-gender groups. Based on the discretion of center personnel and in consultation with survivors who are transgender, an exception to this standard may be appropriate and shall be allowed.

Mediation

- A. If mediation is court-ordered, centers will provide appropriate advocacy and safety planning. Centers are encouraged to offer to provide domestic violence training to mediation personnel.
- B. Section 44.102, 2(b) Florida Statutes:

In circuits in which a family mediation program has been established and upon a court finding of a dispute, will refer to mediation all or part of custody, visitation, or other parental responsibility issues as defined in s. 61.13. Upon motion or request of a party, a court will not refer any case to mediation if it finds there has been a history of domestic violence that would compromise the mediation process.

Children's Services

Purpose: To assure that quality support services are provided within domestic violence center programs.

Statement of Policy:

Domestic violence centers shall provide ongoing support services for children and teens who accompany the parent or guardian survivor to shelter or who are referred to the center for outreach services.

Informed Consent

- A. A Consent form must be signed by the parent/guardian for all services provided to children.
- B. Consent forms must be completed for each child for each service, including, but not limited to: safety planning, assessments, or for any individual or group activity provided to a child.
- C. Both the Consent form and the assessment(s) shall be kept in the child's file.
- D. In cases where the parent/guardian does not grant permission to provide any individual service, or all services and assessments to a child, the advocate needs to document this on the Consent form. It shall be stated as declined only to respect the wishes of the parent/guardian and filed in the child's file.

Assessments

- A. As prescribed in F.S. 39.905 (1) (c), services must exist that address assessment and provide appropriate referral of resident children.
- B. As prescribed by 65H-1.014 (6) Child assessment: Evaluation of the basic needs of children served by the center and referral of children to services if needed. (6)(a) each child in emergency shelter for 72 hours or more shall be assessed for basic needs and given service recommendations by a domestic violence advocate with experience working with children. This provision does not preclude centers from providing an assessment of children housed less than 72 hours.
- C. Centers shall open a file for every child receiving center intervention services which includes an assessment of the child's basic needs. Basic needs shall include, but not be limited to: immediate needs for food, clothing, shelter, or health.
- D. Additionally, for children residing in shelter, an assessment to assist in making appropriate referrals to meet the child's individual needs shall be conducted within 72 hours of admittance to the shelter. Advocate will complete assessment with the child and offer ongoing age-appropriate supportive services to the child.

Safety Planning

Services provided to children shall also include age-appropriate safety planning with children.

Method

The center may develop its own approach to assessment. The assessment may be accomplished by talking with the parent/guardian survivor to explain the assessment process and confidentiality guidelines. If a child is under the age of four, advocates may discuss with the parent/guardian any incidents of violence the child may have witnessed or overheard, as well as any developmental issues the child may be facing.

Hotline

Purpose: To assure expedient and efficient services of domestic violence centers' crisis hotlines.

Statement of Policy:

Domestic violence centers shall assure that hotline advocates have advocate-victim privilege before handling hotline calls and shall provide protocols for responding to hotline calls which includes, but is not limited to, information on confidentiality and documentation.

Training

- A. Prior to receiving calls, hotline staff will complete Core Comp training approved by FCADV.
- B. Hotline staff will qualify and register for privileged communications with FCADV, as required by 90.5036 F.S.

Staffing

- A. Hotlines will be answered by domestic violence center staff or volunteers 24 hours a day, 7 days a week.
- B. Sufficient staff will be maintained to assure expeditious answering of telephones (e.g. by three rings).
- C. Hotlines will be answered directly by trained staff and/or volunteers of domestic violence centers. The use of commercial or mechanical answering services is prohibited.
- D. The use of non-hotline advocates to answer hotlines is permitted only for the purpose of directing calls to a hotline counselor. The FCADV statewide hotline may be answered by a prompting device. The use of answering devices or commercial telephone answering services to cover the local domestic violence center crisis line is not permitted.
 - 1) Advocates will make every attempt to avoid placing callers on hold prior to completing an initial danger/lethality assessment.
 - 2) Calls answered by a non-hotline advocate shall be transferred immediately to a hotline advocate.
 - a. If the hotline advocate is engaged on another call, the non-hotline advocate will speak with held caller at least once each two minutes. The purpose of this contact is to monitor safety as well as to notify the caller as to the status of the call.
 - b. The hotline advocate will be notified of the waiting call and work with the

original caller to assure both calls receive necessary attention.

E. Hold/Transferring calls

- 1) All calls shall be assessed for safety prior to hold/transfer.
- 2) No call shall be on hold without follow-up contact.

F. Multiple lines

- 1) Set priority through safety and lethality assessment required.

G. Administrative and outreach phone lines

- 1) Anyone answering the telephone shall be trained to assess and assist hotline callers.
- 2) After-business hours, weekends & holidays, administrative and outreach phones shall be answered by answering devices that clearly direct callers to the hotline.

Hotline Procedures

- A. Callers will be immediately assessed for danger and lethality followed by a safety plan appropriate to their situation.
- B. As needed, each caller will be informed of FCADV's toll free hotline number (1-800-500-1119) or the local center's crisis-line number to assure quick, free access.
- C. Callers will be offered appropriate local and statewide information and referrals, if requested.
- D. Staff will respond with available resources as appropriate to meet the safety needs of callers.
- E. Callers will be asked if they need further support.
- F. The procedure must address crisis intervention services when they are provided via technological avenues other than by telephone, such as by email, text messaging, and other social media.

Technology Issues

- A. The caller shall be made aware of the potential communication risks and the ways to minimize the risks on any telephone, computer or other communication devices. This shall include, but not be limited to GPS, phone and computer usage tracking, 3rd party messaging systems, etc.
- B. Call forwarding: Centers will consider call forwarding of hotlines as an emergency or "last resort" measure to assure staffing of the hotline. When call-forwarded, it is the responsibility of the center to assure the safety and confidentiality of hotline callers. Some issues that must be addressed through written protocols when calls are forwarded to non-center locations

include:

- 1) The potential for family members or other non-authorized persons to answer or pick up on (by way of an extension line) a hotline call.
- 2) The potential for a personal answering machine to pick-up and intercept a hotline call. For example, some answering devices pick-up prematurely or when call-waiting is activated. Machines that are set on a minimum number of rings may pick up before a staff person can get to the phone.
- 3) The potential for calls to be routed to a cellular telephone while the advocate is in a public place.
- 4) The potential of a staff's personal telephone lines to be traced or identified through "caller ID" or other features.

TDD and Telephone Relay Services

Hotline must be accessible via TDD and telephone relay. Centers will advertise both voice and TDD and telephone relay hotline numbers. If the main hotline number is designated to answer voice and TDD and telephone relay calls, then the line shall be advertised as "Voice/TDD." Staff answering the hotline shall receive training on using the TDD and telephone relay services. Centers will have protocol for answering TDD and telephone relay calls. Centers are not required to maintain a separate phone line for TDD and telephone relay calls. Printed logs of the calls are to be destroyed after the call has been completed.

Documentation

All hotline calls will be documented, including calls from professionals and third parties, in a standard manner.

Center Staffing and Documentation Procedures

Purpose: To assure that certified domestic violence centers provide appropriate and quality services to survivors and participants.

Statement of Policy:

To assure continued quality of services, domestic violence centers shall develop and implement written supervisory and training procedures for all domestic violence center staff and employees.

Staffing Procedures to Assure Quality Services

- A. Domestic violence centers must provide on-site shelter staff 24 hours a day, 7 days a week unless the shelter is uninhabitable due to an emergency situation.
- B. Regardless of the shift worked or additional assigned duties, advocates must be immediately responsive and accessible to a shelter resident or hotline caller.
- C. All domestic violence centers must develop and implement a back-up system for use during emergencies. A supervisor or designee shall be available "on call" with a pager, cell phone, or other procedure that allows for immediate response. Each shelter must establish a protocol that defines criteria and steps for implementing this back-up system.
- D. Centers shall establish a policy to provide for periodic supervisory staffing to assess the progress of staff in assisting program participants in attaining their goals. Supervisory staffing may involve a group of advocates with the supervisor or as one-on-one with the supervisor. Supervisory staffing shall be conducted at least once every two weeks. Appropriate documentation that the supervisory staffing occurred shall include the date of the staffing and the name of advocate/supervisor.

Center Services

- A. All centers will provide core services and will provide documentation on who, where and how those services are delivered. As stated in Chapter 65H-1.012 Certification, centers shall provide all of the mandated services as outlined in Section 39.905 (1)(c), F.S. which include, but are not limited to, "information and referral services, counseling and case management services, temporary emergency shelter for more than 24 hours, a 24-hour hotline, training for law enforcement personnel, assessment and appropriate referral of resident children, and educational services for community awareness relative to the incidence of domestic violence, the prevention of such violence..."

B. Every resident in shelter will be provided safe emergency shelter. Safe shelter includes, but is not limited to:

- 1) A structurally safe building, including, but not limited to doors, windows, and other external accesses that are intruder-resistant.
- 2) Confidentiality of stay in shelter.
- 3) Available safety information during shelter stay.
- 4) Emergency safety planning.
- 5) Healthy accommodations annually inspected by local health and fire inspectors.
- 6) The shelter shall provide all residents with food, clothing, laundry detergent, hygiene items and access to telephones throughout their stay.
- 7) These basic needs shall be provided regardless of the participant's financial status or availability of outside resources, for example food stamps, WIC and other vouchers.
- 8) Access to these basic needs shall not be limited to specific times and shall be accessible without the assistance of staff. Shelters will provide, at a minimum, food to include a variety within each of the following basic food groups: fruits, vegetables, dairy, proteins, and starches.
- 9) Centers shall have a policy and protocol to accommodate the cultural and dietary needs of participants.
- 10) When medical services are needed, the center will make every effort to assist shelter residents to obtain these services.
- 11) Assurance of advocate-victim privilege.

C. All adults in residence for 72 hours or more must have an individualized service plan. The service plan must be resident-centered and must be revised according to the individual needs of the resident.

D. Domestic violence centers must develop a safe travel protocol for all shelter residents. All protocols must contain a provision for travel to the domestic violence shelter for admission. The protocol must reflect the needs of shelter residents for local travel and specify whether the resident will provide her own transportation or whether the center or other public/private transportation providers will provide transportation.

E. Domestic violence centers shall not have a curfew. Residents shall not be prohibited from exiting or entering the facility except during an emergency.

Documentation of Services

All domestic violence center employees and volunteers having direct contact with participants and/or their related documents shall complete 30 hours of initial domestic violence training and become registered for privileged communications, as provided in Florida Statutes.

A. Documentation of safety planning shall include:

- 1) Safety planning was offered during hotline calls.

- 2) Service notes or standardized forms shall indicate safety planning was explained and discussed during the initial residential or outreach interview.
- 3) Service notes or standardized form shall indicate that safety planning was discussed, or an offer was made to discuss safety planning, when the participant's plans changes, or when an event occurred that indicated a need to modify the plan to address the event, for example when the participant applies for an injunction for protection whether granted or not, when another type of court order is issued against the batterer, when a batterer is released from jail or prison, when she begins work or school, the batterer finds the shelter location, when the participant purchases a vehicle, or when the participant relocates.

B. Documentation for Counseling and/or Service management for each shelter resident housed 72 hours or more and each non-resident who has received two (2) or more separate counseling sessions will contain at least:

- 1) Demographic data
- 2) Lethality assessment
- 3) Documentation that an individualized safety plan was conducted
- 4) Description of the abuser
- 5) Individualized Service Delivery Plan
- 6) Child Assessment (if applicable) (see Appendix D Child/Youth Initial Risk Assessment)
 - a. If a child's service management file is established it will be kept in a separate file from the accompanying adult.
- 7) Centers must inform residents that visitors, including contracted persons who provide services to centers are allowed in the residential area to deliver services.
 - a. Residents shall be informed in advance of the visit in the case that they may choose to avoid the possibility of being seen by, or having contact with that person.
- 8) Notification of Exceptions to Confidentiality. All participants must be informed that an advocate may release confidential information about participants without written consent in the follow circumstances:
 - a. Reporting child abuse
 - b. Summoning emergency services, such as: medical personnel in a medical emergency; fire fighting personnel in a fire emergency; law enforcement with a search warrant or a criminal arrest warrant that alleges the person or object being sought is located at the shelter; law enforcement when the information being disclosed is directly related to a participant's commission of a crime or threat to commit a crime on the premises of the shelter
 - c. Maintaining safety and health standards of shelter facilities

C. Documentation for Advocacy Shall Include:

- 1) Demographic data and appropriate releases of information as needed
- 2) Document dates of advocacy and contact

D. Documentation for Service Notes Shall Include Only Services Provided by the Center:

- 1) All notes shall be entered in chronological order.
- 2) All notes shall have initials or signature of counselor/case manager/advocate.
- 3) Entries shall be made immediately after all survivor/participant contact.
- 4) Correction fluid or corrective tape shall not be used. Errors shall be corrected by drawing one line through it, writing "error" and initialing this change; then continuing with note.
- 5) Scheduled appointments shall not be entered into the participant file, but may be kept on a separate calendar. If a calendar is used for scheduled appointment tracking and planning of advocates time, only the date, time and non-participant identifiers may be used, such as case file number or initials.
- 6) Only after a service has been provided shall it be documented in the participant file. File may include documents that directly support service management, referrals, or advocacy services provided by the center and documented in the service notes. The center may determine that it is appropriate also to include in the file court orders or other legal documents relating to participant and/or her children, including but not limited to, injunctions for protection, final dissolution of marriage, and powers of attorney, even if such court orders or legal documents do not directly support service management, referral, or advocacy services provided by the center.
- 7) The following documents relating to the participant shall be kept in separate files for audit by other funders:
 - a. VOCA Relocation applications and supporting documents, including police reports shall be kept in a separate confidential VOCA Relocation file.
 - b. TANF Eligibility Forms shall be kept in a separate confidential TANF file.
- 8) Participant files shall not include, and such documents should not be collected, held or retained by the center in a separate file:
 - a. Medical treatment records, psychological assessments or reports, substance abuse treatment records or any other information from a health care provider
 - b. Applications and information related to the Address Confidentiality Program.
- 9) Only necessary facts shall be recorded regarding services delivered. Do not document statements such as "missed 3 prior sessions" or "participant not cooperative".
- 10) Advocate's personal commentary or observations shall not be written in the survivors/participants service notes.
- 11) Notes shall not contain any diagnosis, clinical assessments, or advocates' personal opinions.
- 12) Notes on one survivor shall not include other participants' names.
- 13) Informed Consent to Release Confidential Information form(s).
- 14) Exit interview documentation or of an attempt to interview.

E. Centers may utilize electronic files (see Administrative Standards, Records Retention, Page 5).

F. All hotline calls will be documented, including calls from professionals and third parties, in a standard manner.

Grievances

Purpose: To assure appropriate grievance procedures exist for survivors who wish to register a complaint about center services, facilities, and staff.

Statement of Policy:

Domestic violence centers shall develop a written grievance procedure that is to be provided to each program participant upon acceptance into the center and posted for outreach program participants or other non-shelter participants. This grievance procedure will include, but not be limited to, the following:

- A. Procedures to follow if an individual believes she has been wrongfully denied access to a domestic violence center's services.
- B. Procedures to follow if an individual chooses to express dissatisfaction about her experience with services received through the domestic violence center.
- C. Procedures to follow if an individual chooses to express dissatisfaction about an action(s) of domestic violence center staff.

Incident Reporting and Response Procedure

Purpose: To assure proper response and reporting of serious incidents involving domestic violence center program participants, staff, volunteers or visitors.

Statement of Policy:

- A. Domestic violence centers shall develop and implement a written policy to assure major incidents are properly addressed and recorded. Incident reports will be written when there are injuries, accidents, events, or circumstances affecting the health, safety, or well-being of staff, volunteers, visitors, vendors, facilities, or program participants.
- B. Domestic violence center staff shall be informed of the center's policies. Provisions will be made for evaluating the severity of the incident and any follow-up actions needed.
- C. Centers shall report major incidents to the Florida Coalition Against Domestic Violence according to guidelines established by the State of Florida.

Batterer Intervention Programs (BIP)

Purpose: To avoid actual or perceived conflicts of interest among BIP facilitators and center victim advocates regarding participants in each program.

Statement of Policy:

Domestic violence centers will comply with the following requirements:

- A. Center staff or volunteers who work with batterers will not provide services to survivors including, but not limited to:
 - 1) Support groups
 - 2) Individual counseling
 - 3) Children's services
 - 4) Outreach services.
- B. Center staff or volunteers who work with batterers will not attend survivor-related supervisory staffing.
- C. Center staff or volunteers who work with batterers will not have access to survivor files.
- D. Center staff or volunteers working with survivors may not also work with batterers' programs located in the same service delivery area.
- E. Center staff or volunteers will not share survivor information with BIP facilitators, nor shall BIP facilitators have any direct contact with survivors. If a survivor inquires about batterer attendance, BIP support staff may assist the survivor with said information; however the BIP facilitator may not.

APPENDIX A

Fla. Stat. 39.908 Confidentiality of Information

The 2014 Florida Statutes

39.908 Confidentiality of information received by department or domestic violence center.--

(1) Information about clients received by the department or by authorized persons employed by or volunteering services to a domestic violence center, through files, reports, inspection, or otherwise, is confidential and exempt from the provisions of s. 119.07(1). Information about the location of domestic violence centers and facilities is confidential and exempt from the provisions of s. 119.07(1).

(2) Information about domestic violence center clients may not be disclosed without the written consent of the client to whom the information or records pertain. For the purpose of state law regarding searches and seizures, domestic violence centers shall be treated as private dwelling places. Information about a client or the location of a domestic violence center may be given by center staff or volunteers to law enforcement, firefighting, medical, or other personnel in the following circumstances:

(a) To medical personnel in a medical emergency.

(b) Upon a court order based upon an application by a law-enforcement officer for a criminal arrest warrant which alleges that the individual sought to be arrested is located at the domestic violence shelter.

(c) Upon a search warrant that specifies the individual or object of the search and alleges that the individual or object is located at the shelter.

(d) To firefighting personnel in a fire emergency.

(e) To any other person necessary to maintain the safety and health standards in the domestic violence shelter.

(f) Information solely about the location of the domestic violence shelter may be given to those with whom the agency has an established business relationship.

(3) The restriction on the disclosure or use of the information about domestic violence center clients does not apply to:

(a) Communications from domestic violence shelter staff or volunteers to law enforcement officers when the information is directly related to a client's commission of a crime or threat to commit a crime on the premises of a domestic violence shelter; or

(b) Reporting suspected abuse of a child or a vulnerable adult as required by law. However, when cooperating with protective investigation services staff, the domestic violence shelter staff and volunteers must protect the confidentiality of other clients at the domestic violence center.

APPENDIX B

Fla. Stat. 90.5036 Domestic Violence Advocate-Victim Privilege

The 2014 Florida Statutes

90.5036 Domestic violence advocate-victim privilege.--

(1) For purposes of this section:

(a) A "domestic violence center" is any public or private agency that offers assistance to victims of domestic violence, as defined in s. 741.28, and their families.

(b) A "domestic violence advocate" means any employee or volunteer who has 30 hours of training in assisting victims of domestic violence and is an employee of or volunteer for a program for victims of domestic violence whose primary purpose is the rendering of advice, counseling, or assistance to victims of domestic violence.

(c) A "victim" is a person who consults a domestic violence advocate for the purpose of securing advice, counseling, or assistance concerning a mental, physical, or emotional condition caused by an act of domestic violence, an alleged act of domestic violence, or an attempted act of domestic violence.

(d) A communication between a domestic violence advocate and a victim is "confidential" if it relates to the incident of domestic violence for which the victim is seeking assistance and if it is not intended to be disclosed to third persons other than:

1. Those persons present to further the interest of the victim in the consultation, assessment, or interview.
2. Those persons to whom disclosure is reasonably necessary to accomplish the purpose for which the domestic violence advocate is consulted.

(2) A victim has a privilege to refuse to disclose, and to prevent any other person from disclosing, a confidential communication made by the victim to a domestic violence advocate or any record made in the course of advising, counseling, or assisting the victim. The privilege applies to confidential communications made between the victim and the domestic violence advocate and to records of those communications only if the advocate is registered under s. 39.905 at the time the communication is made. This privilege includes any advice given by the domestic violence advocate in the course of that relationship.

(3) The privilege may be claimed by:

(a) The victim or the victim's attorney on behalf of the victim.

(b) A guardian or conservator of the victim.

(c) The personal representative of a deceased victim.

(d) The domestic violence advocate, but only on behalf of the victim. The authority of a domestic violence advocate to claim the privilege is presumed in the absence of evidence to the contrary.

APPENDIX C

Fla. Stat. 90.5035 Sexual Assault Counselor-Victim Privilege

Effective July 1, 2015

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The 2014 Florida Statutes

90.5035. Sexual assault counselor-victim privilege--

(1) For purposes of this section:

(a) A "rape crisis center" is any public or private agency that offers assistance to victims of sexual assault or sexual battery and their families.

(b) A "sexual assault counselor" is any employee of a rape crisis center whose primary purpose is the rendering of advice, counseling, or assistance to victims of sexual assault or sexual battery.

(c) A "trained volunteer" is a person who volunteers at a rape crisis center, has completed 30 hours of training in assisting victims of sexual violence and related topics provided by the rape crisis center, is supervised by members of the staff of the rape crisis center, and is included on a list of volunteers that is maintained by the rape crisis center.

(d) A "victim" is a person who consults a sexual assault counselor or a trained volunteer for the purpose of securing advice, counseling, or assistance concerning a mental, physical, or emotional condition caused by a sexual assault or sexual battery, an alleged sexual assault or sexual battery, or an attempted sexual assault or sexual battery.

(e) A communication between a sexual assault counselor or trained volunteer and a victim is "confidential" if it is not intended to be disclosed to third persons other than:

1. Those persons present to further the interest of the victim in the consultation, examination, or interview.
2. Those persons necessary for the transmission of the communication.
3. Those persons to whom disclosure is reasonably necessary to accomplish the purposes for which the sexual assault counselor or the trained volunteer is consulted.

(2) A victim has a privilege to refuse to disclose, and to prevent any other person from disclosing, a confidential communication made by the victim to a sexual assault counselor or trained volunteer or any record made in the course of advising, counseling, or assisting the victim. Such confidential communication or record may be disclosed only with the prior written consent of the victim. This privilege includes any advice given by the sexual assault counselor or trained volunteer in the course of that relationship.

(3) The privilege may be claimed by:

(a) The victim or the victim's attorney on his or her behalf.

(b) A guardian or conservator of the victim.

(c) The personal representative of a deceased victim.

(d) The sexual assault counselor or trained volunteer, but only on behalf of the victim. The authority of a sexual assault counselor or trained volunteer to claim the privilege is presumed in the absence of evidence to the contrary.

APPENDIX D

Florida Administrative Code Chapter 65H

DOMESTIC VIOLENCE CENTER CERTIFICATION

65H-1.001 Certification (Repealed) 65H-1.002
Procedures for Funding (Repealed) 65H-1.003
Standards for Certification (Repealed) 65H-1.004
Confidentiality (Repealed) 65H-1.005 Evaluation
(Repealed)

65H-1.010 Purpose
65H-1.011 Definitions
65H-1.012 Application and Certification Process
65H-1.013 Administration and Operations
65H-1.014 Services
65H-1.015 Emergency Shelter Facilities
65H-1.016 Confidentiality
65H-1.017 Monitoring and Evaluation
65H-1.018 Funding Procedures

65H-1.010 Purpose.

The purpose of this rule chapter is to establish the minimum standards and procedures for the provision of services to victims of domestic violence as authorized in Section 39.903, F.S.

Rulemaking Authority 39.903 FS. Law Implemented 39.905 FS. History-New 11-30-09.

65H-1.011 Definitions.

For the purposes of this rule chapter, the following definitions apply:

- (1) "Administrator" means the full-time employee who is responsible for the overall operation and day-to-day management of a certified domestic violence center.
- (2) "Advisory Board" means a group of individuals whose purpose is to make recommendations to the board of directors regarding the operation of the domestic violence center, if the board of directors does not directly oversee that operation.
- (3) "Board of Directors" means a legally constituted group of individuals whose function is to oversee operations of a certified domestic violence center either directly or through an advisory board.
- (4) "Certification" means the Department's formal recognition that a domestic violence center meets the minimum standards set forth in Section 39.905, F.S., and these rules.
- (5) "Competency-based Core" means specialized knowledge and skills for the effective performance of domestic violence advocacy activities.
- (6) "Dating Violence" means violence between individuals who have or have had a continuing and significant relationship of a romantic or intimate nature as defined in Section 784.046, F.S.
- (7) "Department" means the Florida Department of Children and Families, an employee of the Department, or a designated agent of the Department.
- (8) "Domestic Violence" means the perpetration of violence between intimate partners, spouses, ex-spouses,

or those who share a child in common or who are cohabitants in an intimate relationship, for the purpose of exercising power and control by one over the other as defined in Section 741.28, F.S.

(9) "Domestic violence advocate" means an employee or volunteer of a certified domestic violence center who: provides direct services to individuals victimized by domestic violence; has received 30 hours of domestic violence core competency training; and, has been identified by the domestic violence center as an individual who may assert a claim to privileged communications with domestic violence victims under Section 39.905, F.S.

(10) "Domestic violence center" means an agency that provides services to victims of domestic violence as its primary mission and is certified under these rules.

(11) "Evaluation" means a process of reviewing the administrative and programmatic components of a certified domestic violence center to ensure compliance with minimum standards as set forth in this rule chapter and Section 39.905, F.S., and, if applicable, as stipulated in contract.

(12) "Florida Coalition Against Domestic Violence" (the Coalition) means the statewide association whose primary purpose is to represent and provide technical assistance to certified domestic violence centers, evaluate all services provided by certified domestic violence centers, and approve or reject applications for funding of certified domestic violence centers as provided for in Section 39.903, F.S.

(13) "Participant" means a person who receives services from a certified domestic violence center.

(14) "Power and Control Model" means intervention that recognizes domestic violence where one partner in an intimate relationship systematically uses tactics of emotional and physical abuse in order to maintain power and control over the other.

(15) "Privilege" means confidential communications, including any related records, made between a person seeking or receiving services from a certified domestic violence center and the domestic violence advocate.

(16) "Provider" means an agency that provides services to victims of domestic violence and is an applicant for certification or certified under Section 39.905, F.S., and these rules.

(17) "Shelter" means a facility that provides temporary emergency housing to victims of domestic violence and their dependents.

(18) "Victim" means the spouse, ex-spouse, co-habitant in an intimate relationship, or individual who shares a child in common with a batterer who has perpetrated an act, alleged act, or attempted act of violence against them for the purpose of exercising power and control. The victim may also be an individual who has or had a dating relationship with the batterer.

(19) "Volunteer" means unpaid staff members trained in the dynamics of domestic violence who provide direct and indirect services to those seeking and receiving services from a domestic violence center.

Rulemaking Authority 39.903 FS. Law Implemented 39.905 FS. History-New 11-30-09.

65H-1.012 Application and Certification Process.

(1) Certification Eligibility.

(a) To be eligible for certification an applicant shall be a not-for-profit corporation created for the purpose of operating a domestic violence center. The not-for-profit corporation may be affiliated with a local government entity or a larger private organization, but must be a distinct entity with its own corporate structure and budget. Existing domestic violence centers certified prior to the effective date of this rule shall be exempt from the foregoing requirement. All funding and budget issues pertaining to the operation of the domestic violence program must be reported independently from other activities. The

domestic violence center's primary mission shall be the provision of services to victims of domestic violence, as defined in Section 741.28, F.S.

(b) When an applicant is seeking certification within the service area of an existing certified center, the applicant shall make efforts to subcontract with the existing center to avoid duplication of services. Efforts to partner with the existing center shall be documented. If subcontracting is not an option, an application for certification shall be made to the Department.

(c) Only applicants that have been in operation and providing domestic violence services for 18 consecutive months, including 12 months operation of an emergency shelter, as detailed in this rule chapter and Section 39.905, F.S., may apply to the Department for certification.

(d) Applicants for initial certification and renewal of certification must demonstrate an ability to operate, garner community support, and maintain solvency by providing proof of the following:

1. Satisfactory environmental health inspection report completed within the last 365 days by the local health department.
2. Satisfactory fire safety inspection report completed within the last 365 days by the local fire authority.
3. Financial ability to provide services and shelter.
4. Maintenance of all records pertaining to the operation of the domestic violence program and provision of services in a manner such that the records are readily accessible.

(e) An applicant must agree to become a member of the Florida Coalition Against Domestic Violence as a condition of certification. Failure to join the Coalition shall be grounds for revocation of certification.

(2) Application. Application for initial certification shall be made on Form CF 613, Domestic Violence Center Certification Application, August 2009, which is incorporated by reference. Form CF 613 may be obtained from the Domestic Violence Program Office or on the Department's website at www.dcf.state.fl.us/domesticviolence clicking on the link for the Domestic Violence Program. The full-time administrator, board president, or the designated representative of a corporation shall complete the application. The application shall include the following attachments:

(a) Business Plan. The business plan shall provide a comprehensive description of all administrative and programmatic activities for current and future operations. The plan must include the following:

1. Executive Summary. The executive summary shall include, at a minimum, the mission, goals, objectives, and history of organization.
2. Community Support. The applicant must demonstrate that the organization is publicly supported, both programmatically and financially. The financial documentation shall demonstrate a 25 percent local match in the form of cash, in-kind services, or a combination thereof. Written endorsement by local law enforcement agencies, three letters of support from community partners, and documentation of efforts to subcontract with existing certified centers in the service area shall also be included.
3. Financial Plan. The financial plan shall include the organization's income statement, which identifies revenues by source and expenditures by category; 25 percent local match in the form of cash, in-kind services, or a combination thereof; an independent financial audit covering the previous 18 months operation as a domestic violence program, conducted by a certified public accountant licensed under Chapter 473, F.S.; and a plan for sustainability with projected revenues and expenditures for the 24 months of operation following date of certification.
4. Management Plan. The management plan shall include a detail description of the organization's legal

and organizational structure, including names, contact information and resumes for the management team, board of directors, and, if applicable, any advisory boards. The plan must include documentation of the selection process, code of conduct, duties and responsibilities, training requirements, and minutes from the past six meetings of the board of directors, and, if applicable, any advisory boards. Copies of by-laws, IRS tax exemption determination letter, Federal Employment Identification (FEID) number, city business license, county business license, and certificate of status or acknowledgement letter of registration from the Florida Department of State shall also be included.

5. **Market Analysis and Plan.** The market analysis shall include a description of the local need for domestic violence services and how those needs are met or unmet. The applicant must demonstrate that services address a need identified in the most current statewide needs assessment approved by the Department. The current needs assessment may be obtained from the Domestic Violence Program Office or on the Department's website at www.dcf.state.fl.us/domesticviolence/publications. Descriptions of the service area and demographics, as well as strategies for public awareness and fundraising, shall also be included.

6. **Personnel Plan.** The personnel plan shall include an organizational chart identifying all center employees. The plan must clearly describe each employee's responsibilities, and include clear lines of authority, accountability, and lines of communication; processes for evaluations and disciplinary action; position descriptions; and the shift schedule for the emergency shelter. The personnel plan must also include the provider's staff training and development plan and meet the requirements provided in Rule 65H-1.013, F.A.C.

7. **Operations Plan.** The operations plan shall include a description of the facilities with city of location, equipment, and assets. Approval of the shelter facilities signed by local authorized zoning, building, and other applicable permitting agencies, based upon inspections not more than 60 days prior to the date of filing the certification application is also required. Those buildings that have pre-established schedules with local regulatory agencies for annual re-inspection may submit written documentation of the results of such inspection held within the past calendar year. The operations plan must also include the provider's emergency management plan and meet the requirements provided in Rule 65H-1.013, F.A.C.

8. **Service Plan.** The service plan shall include an identification and comprehensive description of each service required by Section 39.905, F.S., and any additional services and programs provided by the provider. The description must illustrate the manner in which services will be integrated with existing resources for domestic violence victims, for example, inter-agency agreements. For each of the core services, the applicant must address the needs of underserved populations, including populations that are underserved because of disabilities, ethnicity, race, language, or geographic isolation, and specific efforts to reach each of these populations within the organization's service area. Documentation of services shall include services provided during the previous 18 months of operation as a domestic violence program, and include the number of persons served for each required service, and the gender, age, and ethnicity of the people served.

(b) **Operating Policies and Procedures Manual.** The applicant's operating policies and procedures manual must meet the requirements provided in Rule 65H-1.013, F.A.C.

(3) **Certification.**

(a) Certification is for one year and automatically expires on the termination date provided on the certificate.

(b) Failure to comply with any of the requirements in Section 39.905, F.S. or this rule chapter constitutes grounds to revoke the certification.

(c) Certification is non-transferable and valid only for the center and location(s) listed on the certificate issued by the Department.

(d) The provider may operate satellite service centers at different locations. If the provider wishes to change

the location of service, close a service center, or open additional service centers during an existing certification period, the provider must notify the Department, in writing, at least 30 days prior to the change or addition, and request approval from the Department for an amendment of the certification. The Department will amend the certification if the provider is financially and programmatically capable of supporting additional service locations, the new or additional location is within the center's designated service area, and there is no pending corrective action pertaining to the provider. If the Department does not amend the certification to include additional sites, the provider may not utilize Department funds to operate those locations.

*Rulemaking Authority 39.903 FS. Law Implemented 39.905 FS. History-New 11-30-09.
Editorial Note: Formerly 65H-1.001, 65H-1.002.*

65H-1.013 Administration and Operations.

The provider shall develop and implement written policies and procedures that ensure compliance with all provisions of this rule chapter and Sections 39.905 and 39.908, F.S. The provider shall provide a copy to all employees and volunteers upon their beginning date of employment or service, and, thereafter, as revised. Employees and volunteers must indicate in writing that they have read and understand the policies and procedures, which must be documented in their personnel file. At a minimum, the operating policies and procedures shall include the following:

(1) Admission. The provider shall identify who is eligible for services and how those services are accessed. Services shall not be denied to any person because of age, race, religion, color, disability, national origin, marital status, or gender as outlined in 45 CFR Parts 80, 83, 84, and 90. Prospective participants must be informed of the admission criteria and, if ineligible, the provider must provide referrals to other organizations that can provide assistance.

(2) Board of Directors. The provider shall establish and maintain a board of directors, which shall be composed of at least three citizens who reside within the center's service area, one of whom must be an employee of a local, municipal, or county law enforcement agency whose jurisdiction includes some or all of the center's service area. The board of directors should racially and ethnically reflect, to the extent possible, the participants served by the domestic violence center. The board of directors shall serve as the governing body responsible for fiscal oversight and strategic leadership specific to the operation of the center. The provider shall create an advisory board to make recommendations to the board of directors regarding operational functions specific to the domestic violence center if the board of directors does not directly oversee the domestic violence center's operations. The provider shall develop by-laws, which must include membership selection process, term limits, code of conduct, conflict of interest, duties and responsibilities, and orientation and training requirements for the board of directors and any advisory boards.

(3) Confidentiality. The provider shall establish and implement policies and procedures for maintaining safety, confidentiality, and privacy of persons receiving services. The provider shall also ensure that employees and volunteers receive information on the restrictions relating to the disclosure of information about center participants and the location of shelter as provided in Section 39.908, F.S.

(4) Electronic Communication. The Department's primary communication with a provider will be electronic. A provider shall have the capability to access the Internet and to electronically submit certification documentation as required by the Department. A provider shall maintain a functional email address with the capability of receiving attachments and shall provide that address, and revisions as needed, to the Department.

(5) Endorsement. The provider must obtain annual written endorsements from the law enforcement agencies within the center's service area, preferably through the establishment of written cooperative agreements.

(6) Emergency Management. The provider shall develop an emergency management plan that is

coordinated with the applicable local emergency management agency.

(a) The plan must outline a comprehensive and effective program to ensure the safety and well-being of employees, volunteers, and center participants in the event of an emergency. The plan should address emergencies that the provider may reasonably expect in the center facilities. Examples are: natural or manmade disasters such as hurricanes or tornados; contamination of the air, ground, water, or food; fire; public health hazards such as outbreak of communicable, reportable diseases such as avian influenza, arboviral encephalitis,

(b) salmonella, severe acute respiratory syndrome (SARS), West Nile virus, etc.; significant incidents such as participant death or injury; security incidents such as intruders, hostage situations, kidnapping, and workplace violence; or human acts that may jeopardize the health, safety, or welfare of center employees, volunteers, or participants.

(c) The emergency management plan must include, at a minimum, the following elements: procedures for reporting emergencies or incidents as identified in paragraph (6) above; identification of essential functions, programs, and personnel; procedures to implement the plan and personnel notification; delegations of authority and lines of succession; identification of alternative facilities; procedures for evacuation, including type of evacuation and exit route assignments; procedures to account for all staff members and participants; and identification and protection of records and databases.

(c) The provider must annually review and update the plan. A current plan shall be maintained in the center records and made available for inspection upon request.

(7) Financial Management. The provider is responsible for the sound financial management of the domestic violence center by ensuring proper financial controls are in place and by maintaining current financial documents described in Rule 65H-1.012, F.A.C.

(8) Incident Reporting. The provider shall notify the Department as soon as practical, and in no event more than 24 hours, after any incident that involves death or serious injury of a participant or their dependent, as well as any action by the participant or provider staff that results in an inquiry by public media.

(9) Personnel. The provider may not discriminate against employees, applicants for employment, or participants because of their age, race, religion, color, disability, national origin, marital status, or gender. Personnel should racially and ethnically reflect, to the extent possible, the participants they serve. The provider shall ensure that there is adequate staff coverage at all center facilities for the provision of required core services, as well as any additional services the center provides.

(a) A certified domestic violence center must have, at a minimum, the following paid staff positions:

1. One full-time administrator responsible for the management of the domestic violence center who reports to the board of directors. Qualifications include a Bachelor's degree from an accredited college or university and two years experience working in the domestic violence field, or four years minimum experience in an administrative/management capacity and two years experience working in the domestic violence field. The administrator must successfully complete 30 hours of domestic violence competency-based core training within 90 days of their date of employment. Upon successful completion, the administrator must register, according to Section 39.905, F.S., as someone who may claim privilege under Section 90.5036, F.S. In the event the administrator position becomes vacant, an interim administrator must be appointed until the position can be filled permanently. A board member may not serve in the position at any time.

2. One full-time advocate services manager responsible for managing all advocacy, counseling, and volunteer services. Qualifications include a Bachelor's degree from an accredited college or university, or four years of direct service experience in the field of domestic violence. The advocate services manager must successfully complete 30 hours of domestic violence competency-based core training within 90 days of their date of employment. Upon successful completion, the advocate services manager must register according to Section 39.905, F.S., as someone who may claim privilege under Section 90.5036, F.S.

3. One full-time or part-time accounting manager responsible for ensuring the integrity of the center's financial records and preparation of financial statements. Qualifications include a minimum of two years accounting experience.

4. The provider must select one full-time employee within the center to be designated as the emergency coordinator and another to be the alternate emergency coordinator. The emergency coordinator is responsible for implementing the center's emergency management plan and providing training to all employees and volunteers on their duties and responsibilities for implementing the plan.

(b) If the administrator or accounting manager positions listed above become vacant, or if the employee assigned to the position is unable to fulfill their duties and responsibilities due to an extended absence, the provider shall notify the Department within five business days of the vacancy or absence.

(c) The provider may determine other positions and their qualifications as needed within the center.

(d) The provider shall ensure that employees and volunteers comply with policies and procedures for maintaining the safety, confidentiality, and privacy of persons receiving services and with the prohibition against disclosure of any information about center participants and shelter location as provided in Section 39.908, F.S.

(e) The provider shall develop and implement standards of conduct and disciplinary action for violation of standards.

(f) The provider shall maintain current, accurate, and complete personnel records for all employees and direct-service volunteers, which shall include position descriptions and training records.

(10) Privilege. The provider shall ensure that all employees and volunteers who provide direct services register for advocate-victim privilege according to Section 90.5036, F.S. The provider shall ensure that a current and accurate list of said employees and volunteers with their position title is filed with the Department. The provider, as necessary, shall file amendments to the list.

(11) Record Keeping. The provider shall provide for the maintenance of records, including electronic storage media, regarding the administrative, fiscal, and programmatic operation of the domestic violence center. Records shall be current, complete, accurate, and maintained in such form as to permit Department evaluation during the hours of operation. Information received by the Department concerning participant identity is confidential and exempt from the provisions of Section 119.07(1), F.S., and shall not be disclosed without the written consent of the participant to whom the records or information pertains. All records and files, including electronic storage media, shall be kept for a minimum period of six years after termination of certification, or if an audit has been initiated and audit findings have not been resolved at the end of six years, the records and files shall be retained until resolution of the audit findings. The Department shall make the final determination as to what constitutes a satisfactory resolution of audit findings. Records include, but are not limited, to the following:

(a) Case Management Records. The provider shall maintain case management records in compliance with Rule 65H-1.014, F.A.C.

(b) Fiscal Records. The provider shall maintain an accounting system capable of distinguishing between all revenue sources and expenditures and in accordance with generally accepted accounting principles (GAAP) as defined by Rule 61H1-20.007, F.A.C., 9-29-02, which is incorporated by reference and may be obtained at www.flrules.org/gateway/ruleNo.asp?ID=61H1-20.007. The provider's fiscal records shall provide an accounting of the revenue and expenditures of the certified center that is separate and distinct from other programs and services that may be operated by a parent entity such as a local government or an umbrella agency. The provider's fiscal records must be available for inspection by the Department upon request.

(c) Service Reports. The provider shall collect and compile a monthly record of all services provided. The record shall include the gender, age, ethnicity, and, if applicable, other information as required by contract,

of the people served. The provider shall forward a monthly summary report to the Department each month for evaluation of domestic violence service trends.

(12) **Staff Training and Development.** The provider shall develop, implement, and revise annually a staff training and development plan to ensure that all new employees, current employees, and volunteers meet training requirements as required by this rule. The plan shall include policies and procedures for implementing training activities, course titles, descriptions, objectives, number of hours, names of instructors with title or position or source, dates or timeframes, and training requirements for each staff position. The training of each employee and volunteer shall be documented in the staff member's personnel file or training record and shall include activities or course titles, number of hours, names of instructors and title or position, and dates of completion. The minimum training must include:

(a) **Competency-Based Core Training.** Advanced-level training on domestic violence that includes the knowledge and skills needed to work in domestic violence program areas such as crisis intervention, safety planning, and advocacy. All staff members who supervise, coordinate, and/or provide direct advocate or counseling services to center participants shall successfully complete 30 hours of domestic violence competency-based core training. The successful completion of this training is required in order for an employee and participant to assert the evidentiary privilege afforded by Section 90.5036, F.S.

(b) **In-Service Training.** Training designed to help employees and volunteers develop their knowledge and skills related to domestic violence and the successful performance of their job. All staff members who supervise, coordinate, and/or provide direct advocate or counseling services are required to successfully complete 16 hours of in-service training each state fiscal year. The training requirement is effective upon the first anniversary of their employment or service.

(c) **Emergency Training.** In addition to in-service training, all staff members shall receive, at a minimum, annual training on implementing the center's emergency management plan as identified in paragraph (6) above.

Rulemaking Authority 39.903 FS. Law Implemented 39.905 FS. History--New 11-30-09.

Editorial Note: Formerly 65H-1.001, 65H-1.003.

65H-1.014 Services.

To be eligible for certification, a domestic violence center shall provide the minimum core services as set forth below and in Section 39.905, F.S. Providers may provide additional services beyond the minimum requirements.

(1) **Information and Referral.** Education and recommendations on services to those persons seeking assistance. The provider shall maintain a comprehensive and current database of information and referral resources, which shall be made available for use by all direct service staff.

(2) **Counseling.** Supportive activities with victims of domestic violence.

(a) **Counseling services** shall incorporate supportive advocacy services such as crisis intervention, safety planning, assessment of risk, and intervening with the various social and legal agencies on behalf of the center participant, including legal advocacy, medical advocacy, housing advocacy, interpretation services, and additional services as needed.

(b) **Counseling services** may be based on the peer-counseling model. Individuals who need mental health counseling services may be served through referral to an outside provider.

(3) **Case Management.** A collaborative process of assessment, planning, facilitation, and advocacy for options and services to meet a center participant's needs.

(a) The provider shall provide one-on-one case management to participants who reside in shelter for 72 hours or more, and to non-resident participants upon two sessions with an advocate. This provision does not preclude providers from providing case management to residents housed less than 72 hours or to non-resident participants who have received less than two sessions with an advocate.

(b) Individual case records shall be maintained, shall be current, and shall include at a minimum:

1. Identification data including name, age, ethnicity, and other relevant information for the participant and any dependents; and

2. A case management plan that includes safety planning and service referrals.

(c) The provider shall develop procedures and maintain documentation for case management staffings. Case management staffings shall be held bi-weekly for the purposes of ensuring effective communication among staff about the progress of participants toward meeting their goals and objectives, as well as addressing individual participant issues.

(d) In order to ensure the safety of participants and their dependents the provider shall protect the confidentiality and privacy of persons receiving services. Center staff shall not disclose any personally identifying information collected in connection with services or reveal individual participant information without the informed, written, time-limited consent of the participant, except in limited circumstances described in the Section 39.908, F.S.

(4) Emergency Shelter. Safe housing provided for adult victims of domestic violence and their dependents. The provider shall provide temporary emergency shelter to victims and their dependants for more than 24 hours. Shelters shall be staffed by domestic violence advocates 24 hours a day, seven days a week, including holidays.

(5) Hotline Services. A telephone operated 24 hours a day, seven days a week to provide crisis intervention, safety planning, information, and referral to victims of domestic violence or on behalf of a victim.

(a) The provider shall provide hotline services, available 24 hours a day, seven days a week staffed by domestic violence advocates who have successfully completed the 30 hours of domestic violence competency-based core training and are registered for privileged communications. The hotline telephone shall have a TDD/telephone relay service.

(b) The use of commercial telephone answering services or automated voice mail to cover the hotline are not permitted, except for the purpose of directing calls to a domestic violence advocate.

(6) Child Assessment: Evaluation of the basic needs of children served by the center and the referral of children to services if needed.

(a) Each child in emergency shelter for 72 hours or more shall be assessed for basic needs and given service recommendations by a domestic violence advocate with experience working with children. This provision does not preclude providers from providing an assessment of children housed less than 72 hours.

(b) Any person who knows, or has reasonable cause to suspect, that a child is abused or neglected shall report such knowledge or suspicion to the Department as provided for in Section 39.201, F.S.

(7) Professional Training. Education on the dynamics of domestic violence provided to law enforcement personnel, other professionals, and paraprofessionals who have contact, as part of their work, with victims of domestic violence.

(8) Community Education. The efforts, activities, and presentations performed to increase public awareness about domestic violence and the availability of services for victims of domestic violence.

(a) The provider shall provide community education to promote awareness of the incidence, causes, and prevention strategies of domestic violence. Community education shall be presented both face-to-face and through the utilization of various media.

(b) Center employees shall participate in community task forces, interagency councils, and other organizational groups whose efforts are intended to improve services for victims of domestic violence.

(9) Exempted Services. The Department may exempt the 24-hour hotline, professional training, and community education requirement for centers where this requirement is already being met by another certified center in the same service area, pursuant to Section 39.905(1)(c), F.S.

Rulemaking Authority 39.903 FS. Law Implemented 39.905, 39.908 FS. History-New 11-30-09.

Editorial Note: Formerly 65H-1.001, 65H-1.003.

65H-1.015 Emergency Shelter Facilities.

(1) Design, Construction, and Accessibility. The provider shall ensure that the design and construction of new shelter facilities or alterations to an existing facility meet the minimum requirements of the applicable state and local governing agencies. No new certifications shall be issued after the effective date of this rule to any provider whose shelter facility does not meet the requirements of Sections 553.501-.513, F.S., and the Americans with Disabilities Act Standards for Accessible Design in the Code of Federal Regulations, Title 28, Part 36, Appendix A. Facilities certified prior to the effective date of this rule must meet these minimum standards except where the cost of compliance with a particular standard would impose an undue burden on the provider, as described in the Code of Federal Regulations, Title 28, Section 35.150. Any alteration to a shelter facility certified prior to the effective date of this rule must meet the accessibility guidelines described above, as provided in the Code of Federal Regulations, Title 28, Section 36.402.

(2) Physical Safety and Well-being. The provider shall take precautionary measures to provide for the safety, confidentiality, privacy, and well-being of shelter residents.

(a) All shelter facilities maintained by the provider or its subcontractors shall meet all applicable county and municipal building code enforcement requirements as provided in subsection (1) of this rule chapter.

(b) All shelter facilities must be in good repair, free from health and safety hazards, clean, and free from vermin infestation.

(c) To protect the privacy of shelter participants, electronic surveillance systems may not be installed in the participants' living quarters of the shelter facilities. Electronic surveillance systems may be installed at entrance and exit doors and parking areas.

(d) All outside doors shall remain locked from the outside at all times; all windows shall be secured against entry; and outside and entrance way lighting shall be in place and functioning.

(e) If an outside play area is made available for children, the area shall be free of debris and broken or dangerous materials, and shall be routinely checked for safety. Play areas shall be fenced in accordance with local ordinances to prevent access by children to all water hazards within or adjacent to outdoor play areas, such as pools, ditches, retention, and fish ponds. The outdoor play area shall have and maintain safe and adequate fencing or walls a minimum of four feet in height. Fencing, including gates, must be continuous and shall not have gaps that would allow children to exit the outdoor play area. The base of the fence must remain at ground level and be free from erosion or build-up to prevent inside or outside access by children or animals. If the play area is in view of the public, privacy fencing is required.

(f) No firearms or weapons as defined in Section 790.001, F.S., shall be allowed within any building or upon any person located on the premises, excluding federal, state, or local law enforcement officers.

(g) No narcotics, alcohol, or other impairing drugs shall be present on the premises.

(h) Smoking is prohibited within the shelter facilities, all outdoor play areas, and in vehicles when being used to transport center participants pursuant to Chapter 386, F.S. The provider may designate specific areas for smoking.

(i) Fire Safety. The provider shall ensure that each shelter facility has sprinklers or smoke alarms in each bedroom, and in all hallways and common areas. The provider shall ensure that an annual fire safety inspection, which conforms to fire safety standards as determined by each municipality, county, and special district with fire safety responsibilities as defined in Section 633.025, F.S., is conducted for each shelter facility. A current inspection report shall be maintained in the center records and made available for inspection upon request.

(j) Health Inspections. The provider shall ensure that each shelter facility has an annual sanitation inspection through their county health department. A current inspection report shall be maintained in the center records and made available for inspection upon request.

(3) Telephone. The shelter facility shall have telephones that are centrally located and readily available for staff member and participant use. Emergency numbers such as emergency medical services, fire department, law enforcement, hospital, and poison control center shall be posted by each telephone. There shall be at least one cellular telephone available for use at all times in the event of power and telephone line outages. TDD/telephone relay service for the hearing impaired is required.

Rulemaking Authority 39.903 FS. Law Implemented 39.905 FS. History-New 11-30-09.

Editorial Note: Formerly 65H-1.001, 65H-1.003.

65H-1.016 Confidentiality.

(1) To ensure the safety, confidentiality, and privacy of persons receiving services, the provider shall safeguard information identifying domestic violence emergency shelters and center participants as provided in Section 39.908, F.S. Confidential information may be in hardcopy or electronic format and may include name, address, phone number, case management plan and notes, safety plan, service plan, services provided, referrals, and other related information. Access to any participant identifying information shall be limited to staff members who have a legitimate interest in the case and have a need to know to carry out their job duties.

(2) The Department and the Coalition shall have access to shelters and center records to the extent necessary to perform the oversight function. Providers may not provide individual participant records to stakeholders, partner agencies, and other entities that have an interest in provider operations, except as expressly authorized in Section 39.908, F.S. Client communications that satisfy the criteria for a privileged communication under Section 90.5036, F.S., may be disclosed only as provided in that statute.

(3) The provider shall ensure all center employees and volunteers are aware of and understand their obligation to comply with Section 39.908, F.S., which prohibits the disclosure of shelter location and any information regarding center participants without their express written, time-limited consent, except in limited circumstances described in the statute.

Rulemaking Authority 39.903 FS. Law Implemented 39.908 FS. History-New 11-30-09.

Editorial Note: Formerly 65H-1.004.

65H-1.017 Monitoring and Evaluation.

The Department will conduct evaluations of certified centers to ensure compliance with the minimum standards provided in this rule chapter and in Section 39.905, F.S.

(1) To conduct evaluations, the Department shall have access to a center or subcontractor, its location, records relevant to the operation of said center or subcontractor, records of participants served, and any other information necessary for evaluation of compliance with this rule chapter and Section 39.905, F.S.

(2) The evaluation shall occur annually, on-site or desktop, as determined by the Department. However, an evaluation may occur at any time there is a complaint to the Department.

(3) Within 60 days after the evaluation, the provider will receive a written report from the Department whether or not standards have been met. If any deficiencies were cited, the provider will be given ten business days from the date of the written report to submit a corrective action plan. The corrective action plan is subject to approval by the Department. The severity of the noncompliance may affect the period of time allowed for correction, but in no event shall the corrective action period exceed 90 days. Follow up visits or a desk review will be made by the Department to determine if the plan of correction is acceptable, has been implemented, or completed.

(4) Failure to successfully complete the corrective action plan will result in suspension of a center's certification, unless the circumstances are beyond the provider's reasonable control, such as manmade or natural disasters, local zoning ordinances, or permitting processes. However, the Department will suspend a center's certification immediately without allowing a corrective action in cases of recurring violations or if the violation poses a serious risk of imminent harm to the health or safety of participants or staff members.

(5) A suspension will continue until the provider completes a corrective action plan, but will not exceed six months. If the provider does not successfully complete the corrective action plan within six months, the center's certification will be revoked.

Rulemaking Authority 39.903 FS. Law Implemented 39.903, 39.905 FS. History-New 11-30-09.

Editorial Note: Formerly 65H-1.005.

65H-1.018 Funding Procedures.

(1) For each funding cycle, the Florida Coalition Against Domestic Violence will provide all eligible certified domestic violence centers with an application for funding with instructions for completion.

(2) Newly certified centers without previous funding from the Coalition must request an application for funding by July 1 for the following state fiscal year. Certification does not guarantee funding.

(3) In accordance with Section 39.905(7)(a), F.S., all funds collected and appropriated for certified domestic violence centers will annually be distributed by the Coalition through an allocation formula developed by the Coalition. The Department will review the allocation formula and any revisions to ensure that it includes the factors required by Sections 39.903 and 39.905, F.S.

(4) The Coalition shall provide final approval of applications for and shall award funds appropriated for certified domestic violence centers as provided in Section 39.903(7), F.S. The Coalition shall contract with successful applicants for the operation of certified domestic violence centers.

(5) The Coalition will conduct evaluations of certified domestic violence centers to ensure quality services are being provided to center participants.

(6) Funding is contingent upon completion of any corrective action required by the Coalition, unless the failure to complete the corrective action is attributable to circumstances that are beyond the provider's reasonable control.

Rulemaking Authority 39.903 FS. Law Implemented 39.903, 39.905 FS. History-New 11-30-09.

Editorial Note: Formerly 65H-1.002.

City of Fort Lauderdale CDBG
Attachment "B11"
Additional Attachments

Enclosed:
Satellite Location Map

Broward County Outreach Satellite Locations

1. Fort Lauderdale

Services available: Monday & Wednesday
8am – 5pm

Services offered: Adult Outreach - Adult Registrations, Follow-Ups, Counseling Services, Support Groups

Services provided in English and Creole

2. Fort Lauderdale

Services available: Tuesday & Thursday
8am – 5pm

Services offered: Adult Outreach - Registrations, Follow-Ups, Counseling Services, Support Groups

Services provided in English and Creole

3. Broward County Courthouse Self Help Center

Services available: Monday -Friday
8am – 5pm

Services offered: Adult Outreach - Crisis Intervention, Registrations, Follow-Ups, Counseling Services

Services provided in TBD

4. Hallandale Beach

Services available: Monday & Wednesday
3pm - 9pm

Services offered: Child & Family - Registrations, Follow-ups, Individual Therapy, Family Therapy

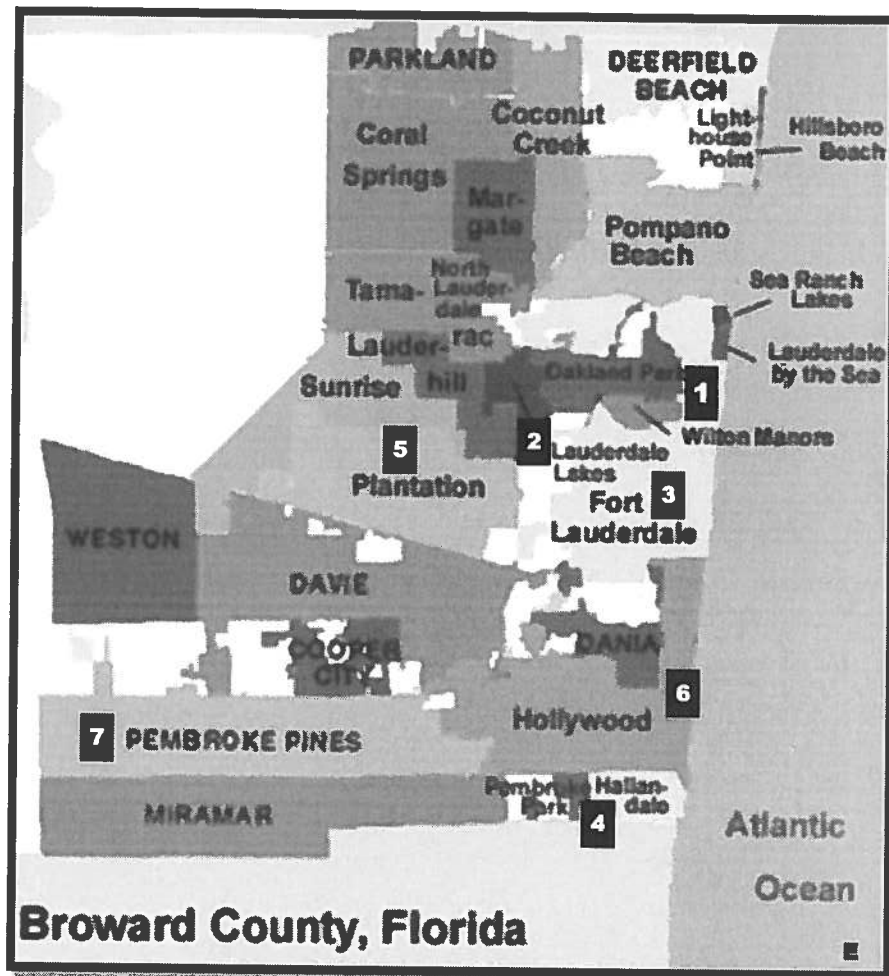
Services provided in English and Spanish

5. Plantation

Services available: Tuesday & Thursday
9am - 6pm

Services offered: Adult Outreach - Registrations, Follow-Ups, Counseling Services, Support Groups, Adult Therapy Services

Services provided in English, Spanish and Portuguese



6. Hollywood

Services available: Tuesday & Thursday 12-9pm

Services offered: Adult Outreach - Registrations, Follow-Ups, Counseling Services, Individual Therapy, Support Groups
Child & Family - Registrations, Follow-ups, Individual Therapy

Services provided in English and Spanish

7. Pembroke Pines

Services available: Tuesday & Thursday 2pm - 9pm

Services Offered: Adult Outreach - Registrations, Follow-Ups, Counseling Services, Individual Therapy
Child & Family - Registrations, Follow-ups, Individual Therapy

Services provided in English and Spanish

Services at these locations are by appointment. Survivors and community partners should call 954-760-9800, ext. 1400. Law enforcement victim advocates are able to bring survivors directly to satellite locations for services and crisis intervention.



WOMEN IN DISTRESS
OF BROWARD COUNTY, INC.™

JIM & JAN MORAN FAMILY CENTER

CAN 18-0394

Exhibit 8

Page 327 of 428

City of Fort Lauderdale CDBG
Attachment "A1"
IRS Letter of Determination



ATLANTA GA 39901-0001

In reply refer to: 0752853556
Jan. 23, 2018 LTR 4168C 0
59-1592524 000000 00

00018410
BODC: TE

WOMEN IN DISTRESS OF BROWARD COUNTY
INC
% MARY RIEDEL
PO BOX 50187
LIGHTHOUSE PT FL 33074-0187

011871

Employer ID Number: 59-1592524
Form 990 required: YES

Dear Taxpayer:

This is in response to your request dated Jan. 11, 2018, regarding your tax-exempt status.

We issued you a determination letter in DECEMBER 1977, recognizing you as tax-exempt under Internal Revenue Code (IRC) Section 501(c)(03).

Our records also indicate you're not a private foundation as defined under IRC Section 509(a) because you're described in IRC Sections 509(a)(1) and 170(b)(1)(A)(vi).

Donors can deduct contributions they make to you as provided in IRC Section 170. You're also qualified to receive tax deductible bequests, legacies, devises, transfers, or gifts under IRC Sections 2055, 2106, and 2522.

In the heading of this letter, we indicated whether you must file an annual information return. If a return is required, you must file Form 990, 990-EZ, 990-N, or 990-PF by the 15th day of the fifth month after the end of your annual accounting period. IRC Section 6033(j) provides that, if you don't file a required annual information return or notice for three consecutive years, your exempt status will be automatically revoked on the filing due date of the third required return or notice.

For tax forms, instructions, and publications, visit www.irs.gov or call 1-800-TAX-FORM (1-800-829-3676).

If you have questions, call 1-877-829-5500 between 8 a.m. and 5 p.m., local time, Monday through Friday (Alaska and Hawaii follow Pacific Time).

0752853556
Jan. 23, 2018 LTR 4168C 0
59-1592524 000000 00
00018411

WOMEN IN DISTRESS OF BROWARD COUNTY
INC
% MARY RIEDEL
PO BOX 50187
LIGHTHOUSE PT FL 33074-0187

Sincerely yours,



Teri M. Johnson
Operations Manager, AM Ops. 3

City of Fort Lauderdale CDBG
Attachment “A2”
Articles of Incorporation

STATE OF FLORIDA

DEPARTMENT OF STATE



I, DOROTHY W. GLISSON, Secretary of State of the State of Florida, do hereby
certify that the following is a true and correct copy of

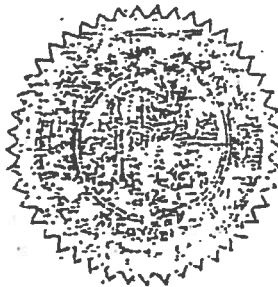
CERTIFICATE OF INCORPORATION OF

WOMEN IN DISTRESS OF BROWARD COUNTY, INC.

a corporation not for profit organized and existing under the Laws of the State of
Florida, filed on the 23rd day of July, A.D., 19 74,
as shown by the records of this office.

GIVEN under my hand and the Great
Seal of the State of Florida, at
Tallahassee, the Capital, this the
25th day of July,
A.D., 19 74.

SECRETARY OF STATE



FILED
JUL 23 11 30 AM '74
SECRETARY OF STATE
TALLAHASSEE, FLORIDA

ARTICLES OF INCORPORATION
OF

WOMEN IN DISTRESS OF BROWARD COUNTY, INC.

We, the undersigned, jointly and severally agree with each other to associate ourselves and our successors together as a corporation not for profit under the laws of the State of Florida, and do hereby subscribe and acknowledge the following Articles of Incorporation, to-wit:

ARTICLE I

The corporate name shall be WOMEN IN DISTRESS OF BROWARD COUNTY, INC.

ARTICLE II

This corporation shall have perpetual existence.

ARTICLE III

The general purpose of this corporation not for profit shall be:

1. To provide temporary and emergency shelter and aid for women in Broward County.
2. To obtain funding both private and public to meet the needs of Broward County women in distress.
3. To educate the citizens of Broward County concerning the continuing plight of women in distress.

ARTICLES OF AMENDMENT

OF

WOMEN IN DISTRESS OF BROWARD COUNTY, INC.

FILED
JUL 8 10 05 AM '77
SECRETARY OF STATE
TALLAHASSEE, FLORIDA

We, the undersigned, being President and Secretary of Women in Distress of Broward County, Inc., a corporation not for profit, organized and existing under the laws of the State of Florida, do hereby certify that:

On the 13th day of August, 1976, the Board of Directors of Women in Distress of Broward County, Inc., at a duly held and properly noticed special meeting, did adopt the following resolution, to wit:

Resolved, that the Articles of Incorporation as submitted to the Secretary of State, State of Florida, on the 23rd day of July, 1974 are hereby amended as follows:

ARTICLE XII

The principal office of this corporation shall be in the City of Fort Lauderdale, Florida, in the County of Broward.

ARTICLE XIII

This corporation is organized exclusively for charitable purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501-c-3 of the Internal Revenue Code.

ARTICLE XIV

In the event of dissolution of this corporation, all of the assets of the corporation shall be distributed exclusively to charitable, religious, scientific, literary or educational organizations which would then qualify under the

provisions of Section 501-c-3 of the Internal Revenue Code and its regulations as they now exist or as they may be hereafter amended. No member, director, officer or private individual shall be entitled to share in the distribution of any of the assets upon such dissolution.

IN WITNESS WHEREOF, the parties have hereunder set their hands and seals this 28 day of February, 1977.

WOMEN IN DISTRESS OF BROWARD COUNTY, INC.

By: Katherine Manning
President
Attest: Barry N. De
Secretary

STATE OF FLORIDA)
COUNTY OF BROWARD)

Before me, the undersigned authority, personally appeared Katherine Manning and Barry N. De as President and Secretary, respectively of Women in Distress of Broward County, Inc., a corporation under the laws of the State of Florida, and they severally acknowledged to and before me that they executed the foregoing Articles of Amendment on behalf of and in the name of said corporation, as such officers thereof; that the seal affixed to said Articles of Amendment is the corporate seal of the said corporation; that they were duly authorized by the said corporation to execute said Articles of Amendment and to affix the seal of the corporation thereto; and that said Articles of Amendment are the free act and deed of the corporation.

In witness whereof, I have hereunto set my hand and affixed my official seal this 28 day of February, 1977.

Beverly Donnelly
Notary Public

My commission expires:

Notary Public, State of Florida At Large
My Commission Expires April 22, 1979
Bonded by Reserve Insurance Co.

4. ~~To organize and operate exclusively for the benefit~~
of women in distress in Broward County, Florida, and other
nonprofitable purposes, no part of the net earnings of which
shall inure to the benefit of any private shareholder.

5. To take such other action as the memberships shall
direct to keep Women in Distress of Broward County, Inc.,
an organization of high standards, which shall apply to any
and all residences, facilities, and improvements designed for
the comfort, convenience and accomodation of those to be
served by this corporation.

6. To perform and provide facilities and services
of whatsoever nature that are in the interest of those
women in distress who are to be served by this corporation.

ARTICLE IV

The powers of the corporation shall include the
following:

1. To contract and be contracted with, and all of
the powers reasonably necessary to fulfill the obligations
and perform the services arising out of any such contract
or contracts, in order to procure for the membership such services
as the membership shall desire and direct.

2. To engage in such other activities which in the
opinion of the Board of Directors thereof shall be reasonably
appropriate to the accomplishment of the purposes for which
it is organized and the performance of its duties and obligations.

3. The powers of the corporation shall be subject to and
shall be exercised in accordance with the provisions of the
By-Laws.

4. This corporation shall have the power and purposes that it may deem proper or otherwise, or that it may deem calculated directly or indirectly, to improve the interest of this corporation, and to do all things specified in Chapter 617 of the FLORIDA STATUTES, and to have and to exercise all powers conferred by the laws pursuant to which and under which this corporation is formed, as such laws are now in effect or may at any time hereafter be amended.

5. The foregoing powers shall, except where otherwise expressed, be in no way limited or restricted by reference to, or inference from, the terms of any other clause of this or any other article of these Articles of Incorporation, and shall be construed as purposes as well as powers, notwithstanding the expressed enumeration of purposes elsewhere in these Articles.

ARTICLE V

The membership of this corporation shall constitute all persons hereinafter named as subscribers and such other persons as, from time to time hereafter, may become members in the manner provided in the By-Laws.

ARTICLE VI

The affairs of the corporation shall be governed by an executive board consisting of a President, Vice President, Secretary and Treasurer and such Directors at large as shall be determined by the By-Laws. The number of Directors may be increased from time to time, in the By-Laws, but shall

never be less than four (4) and not more than fifteen (15).

ARTICLE VII

The names and addresses of the officers and the first Board of Directors to serve until their successors have been elected and installed shall be as follows:

EDEE GREENE	President	1300 S. Andrews Avenue Ft. Lauderdale, Florida
PATRICIA A. YOUNG	Vice President	1501 S.E. 15th Street Ft. Lauderdale, Florida
KAY METZCHER	Secretary	2501 N. Federal Highway Pompano Beach, Florida
LOIS A. HOWELL	Treasurer	1300 S. Andrews Avenue Ft. Lauderdale, Florida
EDEE GREENE	Director	1300 S. Andrews Avenue Ft. Lauderdale, Florida
PATRICIA A. YOUNG	Director	1501 S.E. 15th Street Ft. Lauderdale, Florida
KAY METZCHER	Director	2501 N. Federal Highway Pompano Beach, Florida
LOIS A. HOWELL	Director	1300 S. Andrews Avenue Ft. Lauderdale, Florida

ARTICLE VIII

The names and residences of the subscribers to these Articles of Incorporation are as follows:

EDEE GREENE	1300 South Andrews Avenue Fort Lauderdale, Florida
PATRICIA A. YOUNG	1501 S.E. 15th Street Fort Lauderdale, Florida
KAY METZCHER	2501 North Federal Highway Pompano Beach, Florida
LOIS A. HOWELL	1300 South Andrews Avenue Fort Lauderdale, Florida

ARTICLE IX

INDEMNIFICATION

Every director and every officer of the CORPORATION shall be indemnified by the CORPORATION against all expenses and liabilities including counsel fees, reasonably incurred by or imposed upon her in connection with any proceedings to which she may be a party, or in which she may become involved, by reason of her being or having been a director or officer of the CORPORATION, or any settlement thereof, whether or not she is a director or officer at the time such expenses are incurred, except in such cases wherein the director or officer is adjudged guilty of willful misfeasance or malfeasance in the performance of her duties; provided that in the event of a settlement, the indemnification herein shall apply only when the reimbursement as being for the best interests of the CORPORATION. The foregoing right of indemnification shall be in addition to and not exclusive of all other rights to which such director or officer may be entitled.

ARTICLE X

The By-Laws may be made, altered or rescinded after consideration at a regular meeting. If approved by a majority vote such proposal shall be submitted at the next regular meeting, and shall be adopted by a majority vote of qualified voters present at said meeting. Notice of such proposal shall be in writing, and must be furnished to the membership no less than fifteen (15) days prior to said meeting.

ARTICLE XI

These articles may be made, altered or rescinded after consideration at a regular meeting. If approved by a majority vote such proposal shall be submitted at the next regular meeting, and shall be adopted by a majority vote of qualified voters present at said meeting. Notice of such proposal shall be in writing, and must be furnished to the membership no less than fifteen (15) days prior to said meeting.

IN WITNESS WHEREOF, the subscribers to these Articles of Incorporation have affixed their hands and seal this 3rd day of July, 1974.

Edee Greene L.S.
Patricia A. Young L.S.
Kay Metzcher L.S.
Lois A. Howell L.S.

STATE OF FLORIDA)
SS
COUNTY OF BROWARD)

BEFORE ME, the undersigned authority, authorized to administer oaths and take acknowledgments, personally appeared, EDEE GREENE, PATRICIA A. YOUNG, KAY METZCHER and LOIS A. HOWELL, to me known to be the persons who executed the foregoing Articles of Incorporation, and each severally acknowledge before me that they signed the same for the purpose therein stated.

IN WITNESS WHEREOF; I have hereunto set my hand and official seal at Fort Lauderdale, Fla., Broward County, Florida, this 3rd day of July, 1974.

Patricia L. Lobb
Notary Public

STATE OF FLORIDA

DEPARTMENT OF STATE • DIVISION OF CORPORATIONS

I certify that the following is a true and correct copy of .

Certificate of Amendment to Certificate of Incorporation
of WOMEN IN DISTRESS OF BROWARD COUNTY, INC., a
corporation organized under the laws of the State of Florida,
filed on the 8th day of March, 1977, as shown by the records
of this office.



GIVEN under my hand and the Great
Seal of the State of Florida, at
Tallahassee, the Capital, this the
9th day of March
19 77.

A handwritten signature in cursive script, appearing to read "Bruce C. Lockman".

SECRETARY OF STATE

CER-104
9-29-76

City of Fort Lauderdale CDBG
Attachment “A3”
By-Laws

BYLAWS
OF
WOMEN IN DISTRESS OF BROWARD COUNTY, INC.

ARTICLE I – NAME AND OFFICE

Section A. NAME

The name of this organization shall be *Women In Distress of Broward County, Inc.*, a Florida corporation (the “Corporation”).

Section B. OFFICE

The principal office shall be in Broward County, Florida.

ARTICLE II – MISSION AND GOALS

Section A. MISSION

To stop domestic violence abuse for everyone through intervention, education and advocacy.

Section B. GOALS

1. To provide safe shelter and counseling for distressed participants and their children.
2. To provide participants with the mechanisms for establishing new living patterns without violence and for increasing their self-esteem and ability to be self-sufficient.
3. To help coordinate counseling for the entire family to break the family violence cycle for those who desire it.
4. To communicate and educate the community at large, including law enforcement and other referral agencies, of the Corporation’s services and its mission, goals and objectives, which are identified and verified through changing needs of participants in crisis.

ARTICLE III – STATUS

Section A. NOT-FOR-PROFIT ORGANIZATION

The Corporation is operated exclusively as a not-for-profit organization in accordance with the tax-exempt regulations and codes established for not-for-profit corporations by the State of Florida and the Internal Revenue Service. Further identified as 501C(3).

Section B. USE OF FUNDS

The Corporation shall use its funds only to accomplish the purpose specified in Article II of these bylaws and no part of its funds shall be distributed to its members (donors, volunteers and/or staff) except to the extent funds are used for salary and benefit expense or qualified reimbursement expenses.

Section C. DISSOLUTION

In the event of dissolution of the Corporation, the assets that remain after the discharge of all its liabilities shall be distributed to not-for-profit organizations which have qualified for exemption under Section 501C(3) and 590(a)(1)(2)(3), of the Internal Revenue Code of 1954 and whose purposes and objectives are similar to those of the Corporation, such organization(s) to be designated by a majority vote of the Corporation's Board of Directors (the "Board").

ARTICLE IV – BOARD OF DIRECTORS

Section A. MANAGEMENT

All powers of the Corporation shall be exercised by and under the authority of the Board and the property, business and affairs of the Corporation shall be managed under the Board's direction. Except as specifically set forth to the contrary herein, the affirmative vote of not less than a majority of the entire Board shall be necessary for all corporate actions requiring a vote of the Board, including, but not limited to, the following actions:

1. Adoption of an amendment to the Articles of Incorporation or the bylaws.
2. Organization of a subsidiary, auxiliary, or affiliate by the Corporation.
3. Approval of any merger, consolidation or sale, or other transfer of all or a substantial part of the assets of the Corporation.
4. The Board shall appoint a Board of Trustees for the Corporation from a slate of nominees prepared by the Governance Committee every two years. The size and duties of the Board of Trustees shall be determined by the Board as set forth in a Charter of the Board of Trustees. The principal function of the Board of Trustees shall be to assist in the development of the agency's financial and other assets. The members of the Board of Trustees shall be comprised of persons who will contribute greatly to the well being of the organization.
5. The annual meeting of the Corporation shall be held at such place and time as shall be set by the Chair of the Board or by resolution of the Board.

6. Minutes shall be kept of any and all meetings of the Board and committees. Recommendations shall be submitted at the next regular monthly meeting of the Board for action or approval as necessary. At a minimum, minutes of the immediately preceding meeting should be distributed to all Board members 48 hours in advance of the scheduled start of the monthly Board meeting.

Section B.

NUMBER AND ELECTION OF DIRECTORS

The Board shall consist of: (a) A minimum of ten (10) and maximum of 20 elected Directors, who may be elected by the Board from a slate of nominees prepared by the Governance Committee at any meeting when there is a vacancy or any meeting when there is an expiring term and (b) 4 (four) appointed Directors who shall serve by virtue of their offices. The appointed Directors shall be the President/CEO of the Corporation, a representative of law enforcement, a domestic violence survivor, and the Trustee Chair. The Board shall have a minimum of 15 members not to exceed 25 members. Upon nomination by the Governance Committee, the Board of Directors may appoint additional nonvoting directors for such purposes and for such lengths of time as the Board deems appropriate. Such nonvoting Directors shall have all privileges of Board service, including the right to attend Board meetings, except the right to vote on matters before the Board. The President/CEO shall be an ex-officio non-voting member. The Chair shall only vote when his/her vote will break a deadlock.

Section C.

TERM OF ELECTED DIRECTORS

Each Director may serve two (2) consecutive three (3) year terms, commencing at the close of the meeting when such Director is elected and ending at the closing of the meeting held six (6) years later. An elected Director shall be ineligible for re-election for a period of one year after serving two (2) consecutive full terms.

Section D.

ELECTED DIRECTORS

Elected Directors shall reflect the diversity of Broward County in regards to gender, ethnicity, race and geographical business location. Elected Directors shall have been provided an orientation of the Corporation with respect to the organization's goals and objectives by the Governance Committee and/or President/CEO.

In the event a Director serves as Chair of the Board during the third year of his/her second consecutive term, he/she may continue to serve on the Board as a member of the Executive Committee in the position of Immediate Past Chair for the year immediately following the completion of service as Chair of the Board.

Section E.

HONORARY BOARD MEMBERSHIP

Honorary membership may be bestowed upon any individual who has contributed significantly to the welfare of the Corporation and/or its auxiliaries. Such membership will be permanent and shall be by action of the Board. Honorary members are encouraged to attend and participate on the general Board and on committees without voting privilege.

Section F. ADVISORY MEMBERSHIP

Advisory membership may be bestowed upon any individual who may be so appointed by the Board. Advisory members will meet at their discretion quarterly for the purpose of specific assistance to the organization as directed by the Board. The Advisory Board shall be subject to the same duties, membership requirements, terms and removal procedures as included herein, unless otherwise approved.

Section G. VACANCIES

Vacancies occurring in an elected Directorship, however caused, shall be filled as soon as practicable by election in accordance with Section B. above. A Director elected to fill a vacancy shall be eligible for one full term in accordance with Section C. above.

In addition to nominations submitted by the Governance Committee, there can be nomination of Directors in accordance with Section B made by written petition, signed by at least seven (7) members of the Board. Such petition must be filed with the Governance Committee at least forty-five (45) days prior to the Annual Meeting of the Board. Recommended individuals shall be interviewed by the Governance Committee and have agreed to serve if elected. Upon proper filling of any such petition, the nominations so made shall be included in the report of the Governance Committee.

Section H. RESIGNATION OR REMOVAL OF DIRECTORS

A Director of the Corporation may resign at any time by tendering his/her resignation in writing to the Corporation, which resignation shall become effective upon the date specified therein, or if no date is specified, upon receipt by the Corporation at its principal place of business. Any elected Director may be removed at any time, with or without cause by a unanimous vote of the other Directors. An absence from three (3) regular meetings of the Board in one (1) calendar year without an excuse decreed valid by the Board, shall at the discretion of the Board, be construed as a resignation by the member so absent. That Director shall be notified by mail prior to this action and shall be given the opportunity to appeal this decision to the Board.

Section I. MEETINGS

A regular meeting of the Board shall be held monthly throughout the year at a time, date and place that the Chair of the Board designates. The Board may omit a monthly meeting upon a motion duly voted.

Special meetings of the Board may be called at any time by the Chair of the Board. Further, special meetings of the Board must be called by the Chair of the Board within fourteen (14) days of receipt of a written request of a majority of the Board. Written notice of special meetings shall be given to each Director not less than two (2) days prior to such meeting. Email, fax and telephone notice may be substituted if necessary. The notice shall set forth the date, time, place and purpose of the meeting. The business to be transacted at any special meeting shall be limited to the item set forth in the notice or waiver thereof.

Section J.

QUORUM AND ACTION OF THE BOARD

A majority of the entire voting Board must be present in person or electronically at a meeting to constitute a quorum for the transaction of business at such meeting. Once a quorum is established, the subsequent withdrawal of Directors from the meeting shall not affect the validity of any action taken at the meeting, even if the number of Directors present is less than the quorum requirement. A majority of the Directors present, whether or not a quorum exists, may adjourn any meeting of the Board to another time and place. Notice of any such adjourned meeting shall be given to the Directors who were not present at the time of adjournment.

Section K.

DUTIES AND RESPONSIBILITIES

The Board serves primarily as a fundraising board with responsibility to meet the financial needs of the Corporation. The Board shall also be responsible for:

1. Adoption of all appropriate policies consistent with these bylaws.
2. Contracting with an individual to serve as President/CEO who shall be responsible for all operational activities of the Corporation including planning, organizing, staffing, directing, supervising employees and managing. The Board shall evaluate his or her performance, award compensation and benefits, and require on-going and regular communications to the Board.
3. Election of officers of the Board.
4. Approving the individual expenditures and contracts requiring cash outlays in excess of \$20,000.
5. Approving the annual report of the Corporation prior to distribution.
6. Reviewing, approving and participating in major fundraising activities and events to strive to ensure excellence in all of its endeavors.
7. Assuring that "Roberts Rules of Order" will be followed for all Board and committee meetings.
8. Being responsible for fiscal oversight, including policies and procedures to approve the annual budget, conduct an audit, handle investments/endowments, protect assets, grant signatory authority and review financial procedures.
9. Abiding by the confidentiality requirements of the Corporation.

10. Providing fundraising leadership by individually contributing (or obtaining from a third party through the member's own effort) a minimum of \$2,500 annually and such additional amounts set annually by the Board, if any; provided, however, that the Board member who is a representative of law enforcement and a domestic violence survivor will not be subject to this requirement.
11. Participating regularly in at least one (1) standing committee.
12. Unless otherwise approved, allowing only the President and any member of the executive committee to sign contracts and financially obligate the agency.
13. Agreeing that individual Board members shall not speak or act for the Board without Board approval.
14. Agreeing not to serve in a volunteer staff capacity without Board approval.

ARTICLE V - OFFICERS

Section A.

SLATE OF OFFICERS

1. The officers of the Corporation shall be: Chair of the Board, President/CEO, First Vice Chair, Second Vice Chair, Secretary and Treasurer. The officers of the Corporation shall be (excluding the President/CEO, who is employed by the Corporation) elected from among the members of the Board and may hold office for one (1) year or until their successors are elected and installed. Vacancies among the officers during the year shall be filled by the Board.
2. If the Chair of the Board is absent or incapacitated, the duties of the Chair of the Board shall be performed in the following succession: First Vice Chair, Second Vice Chair, Secretary, and Treasurer.
3. The Board may from time to time, appoint such other officers or agents with such power or duties as the Board directs. Any officer or agent so elected or appointed may be removed by the Board, in accordance with the procedures set forth in Article IV, Section H above, whenever, in its judgment, the best interests of the Corporation will be served thereby.

Section B.

DUTIES OF THE OFFICERS

1. The Chair of the Board presides at all meetings. The Chair of the Board appoints various committee chairs, co-chairs and members as necessary with due regard for such guidance as the Board may provide. The Chair of the Board is an ex-officio member of all committees.
2. The President/CEO of the Corporation is responsible for the implementation of policies and activities as established and directed by the Board including contracts, agreements and obligations of the Corporation. The President/CEO shall not cause or allow the

development of fiscal jeopardy or material deviation of actual expenditures from established Board policies. He or she shall inform the Board when corporate assets are unprotected, inadequately maintained or unnecessarily risked.

3. The First Vice Chair, shall assist the Chair of the Board in the execution of official duties as delegated by the Chair of the Board, including and not limited to providing guidance and supervision to all committee chairs. First Vice Chair is assumed to ascend to the Chair of the Board position, subject to Board approval. The First Vice Chair is an ex-officio member of all committees.
4. The Second Vice Chair may be the Chairperson of the Resource Development Committee and assists the Chair of the Board in the execution of official duties as delegated by the Chair of the Board.
5. The Secretary shall be the Chairperson of the Governance Committee. He/she shall ensure minutes of all meetings are maintained, as appropriate.
6. The Treasurer shall be the Chairperson of the Budget/Management Committee. All Board members share fiduciary responsibility for all assets of the Corporation. The Treasurer ensures the CFO keeps regular books of accounts, together with supporting vouchers, receipts and other documents. The Treasurer ensures the CFO gives a current financial report at least quarterly at Board meetings. The Treasurer ensures the CFO deposits monies and other valuable assets in the name of and to the credit of the Corporation, in such depositories as may be designated by the Board. The Treasurer is also responsible for ensuring the CFO appropriately disburses funds in accordance with procedures and authorizations approved by the Board. The Treasurer will present the books for annual audit as directed by the Board.

ARTICLE VII - COMMITTEES

Section A.

Standing committees shall have a chairperson and/or co-chair persons and function under the direction of the Board. With the exception of the Governance Committee, Audit Committee, and the Executive Committee, non-directors may be appointed to serve on any standing or ad hoc committee with the approval of the Board of Directors.

Special committees may be created by the Chair of the Board and approved by the Board to carry on the work of the Corporation.

Section B.

STANDING COMMITTEES

1. **THE EXECUTIVE COMMITTEE**

The Executive Committee shall be composed of the officers of the Corporation, Chair of the Board, President/CEO, First Vice Chair, Second Vice Chair, Secretary, Treasurer and Immediate Past Chair of the Board. A Board member at large recommended by the Governance Committee and approved by the Chair of the Board may also serve on the Executive Committee.

- (a) The Executive Committee is subject to the call of the Chair of the Board. This committee is empowered to act on behalf of the Board in all matters if within 36 hours of sending an electronic message to all Board members a quorum of the Board has not been reached. All Board members will be informed of these decisions/actions within 5 working days, or as soon as possible.
- (b) The Executive Committee shall keep minutes of its meetings and shall report its actions at the next regular meeting of the Board.
- (c) The Executive Committee shall annually evaluate the performance of President/CEO.

2. BUDGET/MANAGEMENT COMMITTEE

The Chairperson of this committee shall be the Treasurer.
The committee shall be responsible for:

- (i) Recommendations regarding all matters pertaining to regular and special appropriations. Financial planning for the fiscal year shall not deviate materially from the Board approved budget.
- (ii) The management and financing of real property owned by the Corporation.
- (iii) Review and recommendation of management, personnel policies and personnel benefits and matters pertaining to the internal operation of the Corporation.
- (iv) Making such recommendations to the Board as it deems appropriate.

The Budget Management Committee shall keep minutes of its meetings and shall report its actions at the next regular meeting of the Board.

3. GOVERNANCE COMMITTEE

The Chairperson of this committee shall be the Secretary.
This committee shall be made up, at a minimum, of the Secretary, Immediate Past Chair of the Board, and one other Board member who does not serve on the Executive Committee. The committee is responsible for:

- (i) Conducting annual Board self-assessment and identifying skills and gaps and types of Board members needed; recommending on-going Board training as needed.
- (ii) Identifying prospective Board and Trustee members and cultivating them throughout the year.
- (iii) Reviewing potential Board and Trustee members.
- (iv) Presenting to the Board recommendations of candidates for Board and Trustee membership and officers.
- (v) Evaluating Board and Trustee members' participation including attendance and financial commitments and recommending actions to the Board; reviewing conflict of interests.
- (vi) Ensuring new Board and Trustee members are oriented in conjunction with President/CEO within 60 days of election.
- (vii) Reviewing bylaws annually.

The Governance Committee shall present in writing a Slate of Officers at the June meeting of the Board. Election of officers shall take place at the first meeting of the year of the Board.

4. RESOURCE DEVELOPMENT COMMITTEE

- (a) The Chairperson of this committee may be the Second Vice Chair but, in any event, will be a member of the Board of Directors and its members shall include the Development Director of the Corporation and other appointed members.
- (b) This committee shall be responsible for:
 - (i) Implementing an annual Development Plan to provide operational funding.
 - (ii) Developing prospective donors and encouraging large gifts and bequests to the Corporation.
 - (iii) Encouraging estate planners, lawyers and bank trust officers to recommend participants to the Corporation and publicizing the need, use and tax advantages of a gift or bequest to the Corporation.
 - (iv) Overseeing Auxiliary affairs.
 - (v) Ensuring written agreements are valid with outside contractors or consultants wanting to do fund raising activities for the agency.

5. AUDIT COMMITTEE

- (a) The Chairperson of this Committee shall be appointed by the Board.
- (b) The Committee shall be comprised of at least 3 members of the Board of Directors.
- (c) The Committee's responsibility shall be to review the audit performed by the auditors to assure accuracy and to promote understanding of the recommendations of the Auditor by the entire Board.

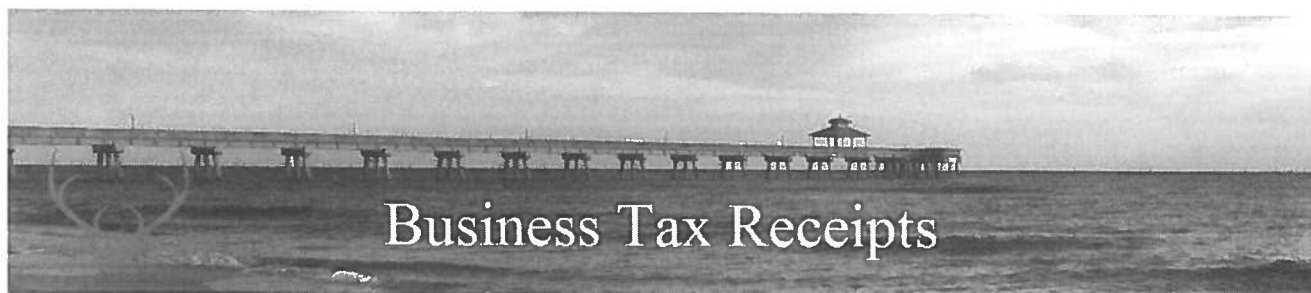
Committee will also:

- (i) select and meet with an independent auditor.

City of Fort Lauderdale CDBG
Attachment "A4"
Occupational License

1/12/2018

Deerfield Beach Online Business Tax Receipt



Home
License Information ►
Renew License
Explore a License
Forgot Pin?
Create Master
Account
Email Us

Public License Information

[Renew License](#)

License Number: 18-00028395
Business Control: 0197270

Location ID: 000629907

Business Name & Address

WOMEN IN DISTRESS OF BROWARD COUNTY, INC
4700 NW 3 AVE
POMPANO BEACH FL 33064
Date Opened: 06/14/2012

Mailing Address

PO BOX 50187
LIGHTHOUSE POINT FL 33074
Contractor Flag:
Type of Ownership: CP
Status: Active

Business Phone: (954) 760-9800

Owner Information

WOMEN IN DISTRESS OF BRWD CNTY

License Information

Classification: 8661 RELIGIOUS / NON-PROFIT ORGANIZATIONS
License Status, Date: ACTIVE, 01/12/2018
Appl, Issue Date: 01/12/2018, 01/12/2018
License Valid Thru Date: 09/30/2018

Additional Requirements

DESCRIPTION	DOCUMENT NUMBER	EXPIRATION DATE
ARTICLES OF INCORPORATION	730261	0

<https://click2gov.deerfield-beach.com/Click2GovBL/BLINQINF.jsp?IsWhatIf=true&MasterInq=&Century=1&Year=18&Number=00028395>

1/1

City of Fort Lauderdale CDBG
Attachment “A5”
Proof of Zoning



City of
**DEERFIELD
BEACH**

December 12, 2008

Via fax and mail

Ms. Jennifer Stewart
Director of Development
Women in Distress of Broward County, Inc.
P.O. Box 676
Fort Lauderdale, Florida 33302

Dear Ms. Stewart:

Please accept this letter as confirmation that the Women in Distress shelter facility to be located at 4700 N.W. 3 Avenue, Deerfield Beach, Florida 33064 is consistent with the City's adopted land use plan and the applicable zoning regulations. Further, the plans for the facility have been duly approved by the Deerfield Beach City Commission.

Yours truly,

Gerald R. Ferguson, AICP
Director of Planning & Growth Management

Mayor
Albert R. Capellini, P.E.

Vice Mayor
Sylvia Poitier

Commissioners
Steve Gonot
Pam Militello
Martin Popelsky

City Manager
Mike Mahaney

GRF:dm



www.deerfield-beach.com



Recycled Paper

City of Fort Lauderdale CDBG
Attachment “A6”
Agency Lettered Authorization



WOMEN IN DISTRESS
OF BROWARD COUNTY, INC.
JIM & JAN MORAN FAMILY CENTER

HOTLINE: 954-761-1133 • PHONE: 954-760-9800 • FAX: 954-832-9487 • P.O. Box 50187, LIGHTHOUSE POINT, FL 33074

EXECUTIVE COMMITTEE

Karen Leikert

Board Chair

Michael Farver

1st Vice Chair

Felicia Alvaro-Kennedy

2nd Vice Chair

Krista Kennedy

Treasurer

Anne B. Chervony

Secretary

Immediate Past Chair

Phyllis Thomas

At-Large Members

Angelo Castillo

Kathleen Grace

Patricia Maczko

Marla Schaefer

Andrew Scott

Chair, Board of Trustees

Billie Grieb

Mary Riedel

President & CEO

BOARD MEMBERS

Kim Bentley

Stephanie Coker

Karen Grosby

Leslie Nixon

Steve Pomeranz

Audrey Ring

Tami Clemenza-Wilson

HONORARY BOARD

MEMBER

Janet A. Boyle

In Memoriam

**Resolution of the Board of Directors
Women In Distress of Broward County, Inc.**

Resolved that on February 1st, 2018 the Board of Directors of Women In Distress of Broward County, Inc. gives Mary Riedel, President and CEO the authority to apply for funding grants from City of Fort Lauderdale in the amount of \$50,000 through the Fort Lauderdale CDBG grant.

In witness whereof, I have set my hand and seal, and the seal of Women In Distress of Broward County, Inc., in the City of Deerfield Beach, State of Florida, on this 1st day of February, 2018.



Anne Chervony, Secretary



Karen Leikert, Board Chair



City of Fort Lauderdale CDBG
Attachment “A7”
Proof of Project Address

Borrower's Closing Statement

Page 1

FILE NUMBER: Woman in Dis

NAME OF BORROWER: Woman in Distress of Broward County, Inc., a Florida Not For Profit Corporation
Address of Borrower: 4700 NW 3rd Avenue, Deerfield Beach, Florida 33084

NAME OF LENDER: Northern Trust, N.A.
Address of Lender: 2601 E. Oakland Park Boulevard, Fort Lauderdale, Florida 33306

PROPERTY LOCATION: 4700 NW 3rd Avenue, Deerfield Beach, Florida 33084

SETTLEMENT AGENT: Arthur R. Rosenberg, P.A.
Place of Settlement: 6499 N. Powerline Road, Suite 304, Fort Lauderdale, Florida 33309

SETTLEMENT DATE: 4/25/2011

DISBURSEMENT DATE: 4/25/2011

CHARGES:	P.O.C.:	Amount:
Loan origination fee (Northern Trust, N.A.)		\$7,500.00
Appraisal fee (Health Trust)	4000.00	
Appraisal Review (Cushman & Wakefield Valuation)	1200.00	
Flood (CBC Innova)		\$6.00
Interest from 04/21/11 to 05/01/11 @ \$0.0000 /day (Northern Trust, N.A.)		\$875.56
Interest to 3/15/2011 (Northern Trust, N.A.)	1688.59	
Settlement or closing fee (Rosenberg & Pinsky)		\$3,600.00
Abstract or title search (Attorneys' Title Insurance Fund, Inc.)		\$275.00
Add'l title insurance premium & Endorsements (Arthur R. Rosenberg, P.A.)		\$1,388.75
Recording fee (Board of County Commissioners)		\$171.50
Record Termination of NOC (Board of County Commissioners)		\$111.00
Record NOC (B) (Board of County Commissioners)		\$162.00
Record Owner's Affidavit (Board of County Commissioners)		\$18.50
Lien Search (Abramowitz Tax & Lien Service, Inc.)		\$200.00
Courier Fee (Rosenberg & Pinsky)		\$25.00
Electronic Scan Fee (Rosenberg & Pinsky)		\$50.00
Total Charges:		\$14,563.31

Cash due from borrower: (\$14,563.31)

THE UNDERSIGNED ACKNOWLEDGES RECEIPT OF A COPY OF THE FOREGOING SETTLEMENT STATEMENT, AGREES TO THE CORRECTNESS THEREOF, AND AUTHORIZES AND APPROVES THE DISBURSEMENTS SET FORTH.

Woman in Distress of Broward County, Inc.
a Florida Not For Profit Corporation

By: 
Mary Riedel
CEO/President

(Corporate Seal)

DoubleTime®

3
Prepared by record and
Return to:
Harold S. Bofshever, Esquire
Rosenberg & Pinsky
6499 North Powerline Road
Suite 304
Fort Lauderdale, Florida 33309

DOCUMENTARY STAMPS AND INTANGIBLE TAXES IN THE AMOUNT REQUIRED BY LAW WERE AFFIXED TO OR PROOF OF PAYMENT NOTED ON THE MORTGAGE RECORDED AT OFFICIAL RECORDS BOOK 45885, PAGE 1184 OF THE PUBLIC RECORDS OF BROWARD COUNTY, FLORIDA, SECURING INDEBTEDNESS EVIDENCED BY AN REVOLVING SECURED PROMISSORY NOTE IN THE AMOUNT OF \$1,675,000.00 AND SECURED PROMISSORY NOTE IN THE AMOUNT OF \$2,325,000.00 FOR A TOTAL SUM OF \$4,000,000.00. THE AMOUNT SECURED BY THIS AGREEMENT SET FORTH HEREIN WILL NOT EXCEED THE PRINCIPAL AMOUNT UNDER THE ORIGINAL PROMISSORY NOTES AS REFLECTED ABOVE.

**SECOND AMENDMENT TO REVOLVING SECURED PROMISSORY NOTE AND
FIRST AMENDMENT TO MORTGAGE, ASSIGNMENT OF LEASES AND RENTS
AND SECURITY AGREEMENT**

THIS AGREEMENT TO REVOLVING SECURED PROMISSORY NOTE AND SECOND AMENDMENT TO MORTGAGE ASSIGNMENT OF LEASES AND RENTS AND SECURITY AGREEMENT (this "Agreement" or "this Agreement") is entered into as of the ___ day of April 2011, by and between **WOMEN IN DISTRESS OF BROWARD COUNTY, INC.**, A Florida Not For Profit Corporation, whose address is 4700 NW 3rd Avenue, Deerfield Beach, Florida ("Borrower"), and **NORTHERN TRUST, NA**, a national banking association, whose mailing address is 2601 East Oakland Park Boulevard, Fort Lauderdale, Florida 33306 ("Mortgagee" or "Lender").

RECITALS

Whereas, Borrower did execute and deliver to Lender on the 15th day of December 2008, a Revolving Secured Promissory Note in the amount of \$1,675,000.00 and a Promissory Note in the amount of \$2,325,000.00 and each being payable to Lender, and which Promissory Notes were secured by that certain MORTGAGE, ASSIGNMENT OF LEASES AND RENTS AND SECURITY AGREEMENT, dated the 15th day of December 2008 (the "Mortgage") which encumber those certain real properties described on Exhibits "A" and "B" attached hereto (the "Property"), and recorded in Official Records Book 45885, Page 1184, of the Public Records of Broward County, Florida.

Whereas, Borrower did execute and deliver to Lender various other loan documents simultaneously with the execution of the Revolving Secured Promissory Note, the Promissory Note and Mortgage and which are more fully described in Exhibit "C" attached hereto and incorporated herein ("the Loan Documents") All of said Loan Documents, except when the provisions of said Loan Documents are inconsistent with this Amendment, shall apply to this

Amendment and are hereby incorporated herein by reference and shall remain in full force and effect; and

Whereas, Borrower did satisfy in full on the 6th day of January 2011, that certain Promissory Note in the original amount of \$2,325,000.00; and

Whereas, Lender, on the 26th day of January 2011, did execute a Partial Release of Mortgage, releasing the Property described on Exhibit "B" from the terms and conditions of the Mortgage; and

Whereas, Lender and Borrower entered into a FIRST AMENDMENT TO REVOLVING SECURED PROMISSORY NOTE AND FIRST AMENDMENT TO MORTGAGE, ASSIGNMENT OF LEASES AND RENTS AND SECURITY AGREEMENT, dated January 27, 2011, recorded on February 14, 2011 in Official Records Book 47715, Page 1388, of the Public Records of Broward County, Florida; and

Whereas, Borrower has undertaken the construction of improvements to the property encumbered by the Mortgage (the "Project") and has retained Showtime Construction, Inc. ("Contractor") to undertake the work required to construct the Project; and

Whereas, Borrower is in need of additional funds to complete the Project; and

Whereas, Borrower and Lender now desire to further amend, modify and restate, as set forth below, the Revolving Secured Promissory Note and Mortgage so that the same shall become a Construction and Permanent Loan Secured Promissory Note and Mortgage (hereinafter referred to as the "Note"). The Mortgage as amended hereby shall continue to be referred to herein as the "Mortgage".

NOW, THEREFORE, in consideration of the covenants contained herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, it is hereby agreed as follows:

ARTICLE I **GENERAL PROVISIONS**

1.1 **Recitals and Definitions.** The aforementioned Recitals are true and correct and by this reference incorporated herein.

1.2 **Effective Date.** The Effective Date of this Agreement shall be the 15th day of March, 2011, notwithstanding the execution date hereof.

1.3 **Outstanding Loan Balance.** The parties acknowledge and agree that as of the Effective Date, the unpaid principal balance due to Lender under the Revolving Secured Promissory Note is \$312,857.90 ("RSP Balance").

1.4. **Extension of Maturity Date** . Borrower and Lender agree that the maturity date of the Note as amended and restated hereby shall be and is hereby extended to September 15, 2016.

1.5. **Certain Other Definitions**. As used herein the following terms shall be defined as herein stated:

"Construction Period" shall mean a period of time from the Effective Date, through and inclusive of September 15, 2011;

"Construction Period Payment" shall mean the interest only payments due and payable on the outstanding principal amount from time to time as the same is increased by advances made by Lender to Borrower during the Construction Period;

"Amortization Period" shall mean a period of time from September 16, 2011 through and inclusive of September 15, 2016;

"Amortization Period Payments" shall mean Consecutive monthly payments of principal, in accordance with the Amortization Schedule attached hereto and made a part hereof as "Schedule 1" plus interest shall be due and payable to Bank, commencing on the 15th day of October, 2011, and continuing on the 15th day of each month thereafter, except that any remaining indebtedness, if not sooner paid, shall be due and payable on the 15th day of September, 2016 ("Maturity Date").

"Prime Rate" shall mean that floating rate of interest per year announced from time to time by Lender and called its "Prime Rate." The Prime Rate is not necessarily the lowest rate charged by the Lender on its loans;

"Construction Period Interest Rate" shall mean the floating Prime Rate, but in no event less than three (3%) percent;

"Amortization Period Interest Rate" shall mean the interest rate set forth in Article III of this Amendment.

1.6. **Increase in Principal Amount**. The principal amount set forth in the Note is hereby increased from ONE MILLION SIX HUNDRED SEVENTY-FIVE THOUSAND (\$1,675,000.00) DOLLARS to TWO MILLION ONE HUNDRED THOUSAND (\$2,100,000.00) DOLLARS.

ARTICLE II **CONSTRUCTION PERIOD**

2.1 **Interest Payments**. During the Construction Period, Borrower shall pay interest to Lender on the outstanding principal balance due and owing Lender in an amount equal to the Construction Period Interest Rate, beginning on April 15, 2011 and thereafter on the fifteenth (15th) day of each succeeding calendar month until September 15, 2011. All interest shall be computed based upon a three hundred sixty (360) day year.

2.2 **Draws.** Borrower shall have the right to Draw funds on this Note ("Draw") for the purpose of making progress payments and a final payment to the Contractor. In order for the Borrower to Draw down such funds: (i) Borrower shall submit to Lender an Application and Certificate For Payment (AIA Documents G702 and G703) and contractor's overhead, general conditions and profit that has been approved by Lender) which has been signed and sworn to by the Contractor and which sets forth in detail the costs of all work, labor and materials incorporated in the work and contractor's overhead, general conditions and profit for the time period covered by each Draw request and any materials suitable stored on site and the cost of any equipment rentals and (ii) partial or final release of liens duly executed by Contractor and all subcontractors, materialmen and equipment lessor who have given Notice to Owner for the time period covered by the Draw request and such other documents as may be required under *Ch. 718, Florida Statutes*, however said lien releases may be one (1) Draw in arrears.

2.3 **Inspections.** As a condition to the advance of any Draw by Lender, Lender and/or the Lender's designated representative shall have the right, but not the obligation, to inspect and reject and require the replacement of any work that does not comply with the plans and specifications, or may be defective or is not in compliance with Code. Lender or its officers, agents, employees or independent contractors shall not be liable for the failure of any dealer, contractor, craftsman or laborer to deliver the goods or perform the services to be delivered or performed by them, Borrower understands and agrees that Lender is in no way liable or responsible for the quality of construction of the Project, as it shall be the responsibility of Borrower to satisfy itself as to the quality of the working the progress of the work by making personal inspections or arranging for a third party to do so on its behalf. Agents of Lender shall at all times have the right to enter upon the Property during the Construction Period in order to ascertain the progress of the work. The costs of inspections, if any, shall be paid by Borrower.

2.4 **Title Updates.** As a further condition to the advance of any Draw by Lender, Lender may, at Borrower's cost and expense, obtain title search updates prior to the advance of each Draw. In the event any title search update indicates any lien, encumbrance affecting the title to the Property that is not in accordance with the provisions of the Mortgage or any Loan Document, then Lender shall have the right to withhold the payment of any Draw until such lien is bonded or discharged of record by Borrower at Borrower's sole cost and expense. Lender hereby reserves the right to cause the release of any such liens and encumbrances, in which event the cost thereof may be added to the amounts due hereunder.

2.4 **Payment of Draws.** Provided that Borrower has complied with all of the conditions of Sections 2.1, 2.2, 2.3 and 2.4 hereof and provided further that Borrower is not otherwise in default hereunder, Lender shall disburse to Borrower the amount of each Draw that has been approved by Lender within ten (10) business days after the date on which said conditions have been satisfied by Borrower.

ARTICLE III **AMORTIZATION PERIOD**

3.1 **Amortization Period Payments.**

A. Borrower shall pay to Lender consecutive monthly payments of principal, in accordance with the Amortization Schedule attached hereto and made a part hereof as "Schedule 1", plus interest, as hereinafter set forth, shall be due and payable to Bank, commencing on the 15th day of October, 2011, and continuing on the 15th day of each month thereafter, except that any remaining indebtedness, if not sooner paid, shall be due and payable on the 15th day of September, 2016 ("Maturity Date").

B. **Interest.** Interest on this promissory Note ("Note") shall accrue at a rate equal to BBA LIBOR Rate (hereinafter defined) plus two and one half (2.50%) percent per annum commencing on September 15, 2011. The interest rate shall be computed and adjusted as of the date(s) of change of the BBA LIBOR Rate; provided that it shall never exceed the maximum rate allowable by applicable law.

C. **BBA LIBOR.** The BBA LIBOR Daily Floating Rate is a fluctuating rate of interest equal to the rate per annum to the British Bankers Association LIBOR Rate ("BBA LIBOR Rate") as published by Reuters (or other commercially available source providing quotations of BBA LIBOR Rate as selected by the Bank from time to time) as determined for each banking day at approximately 11:00 a.m. London time two (2) London Banking Days prior to the date in question, for U.S. Dollar deposits (for delivery on the first day of such interest period) with a one month term, as adjusted from time to time in the Bank's sole discretion for reserve requirements, deposit insurance assessments rates and other regulatory costs. If such rate is not available at such time for any reason, then the rate for that interest period will be determined by such alternate method as reasonably selected by the Bank. A "London Banking Day" is a day on which banks in London are open for business and dealing in offshore dollars.

3.2 **Credit Swap.** Notwithstanding the foregoing the following provisions apply with respect to any full or partial prepayments of the outstanding principal balance:

(a) Borrower agrees to pay interest on the Loan from time to time outstanding hereunder at a rate per year equal to the "LIBOR-Based Rate," which shall be equal to the greater of (i) two and one-half percent (2.5%) or (ii) the sum of Auto Reprice Contract LIBOR plus the LIBOR Margin. For purposes hereof:

"Auto Reprice Contract LIBOR" means as of any day the offered rate for such day for deposits with maturity periods of one month in United States dollars in the London interbank market as determined and applied by Lender in accord with Lender's customary practices in effect from time to time (as to days when no such offered rate is available and/or Lender or an affiliate of Lender is not generally open for banking business in Chicago, Illinois, Lender will determine and apply a rate in accord with its customary practices in effect from time to time), divided by one minus any applicable reserve requirement (expressed as a decimal) on Eurodollar deposits of the same amount and maturity, as determined by Lender in its sole discretion.

"LIBOR Margin" means two and one half percent (2.5%).

For purposes of this Note: the periods referred to in the definitions of the LIBOR-Based Rate are referred to as "Interest Period(s)"; the last day of any Interest Period is referred to as an "Interim Maturity Date"; "Banking Day" means a day on which Lender is generally open for banking business at the office of Lender indicated in the preamble hereto; and "LIBOR Banking Day" means a day on which Lender or any bank affiliate of Lender is generally open for banking business in Chicago, Illinois, and United States dollar deposits are generally traded in London by dealers in such deposits. If an Interest Period would otherwise end on a day which is not a LIBOR Banking Day, it shall automatically be extended to and shall end on the next LIBOR Banking Day; however, if application of the foregoing part of this sentence would cause an Interest Period to end in the following month, such Interest Period shall end on the next preceding LIBOR Banking Day. No Interest Period may extend beyond the Scheduled Maturity Date unless Lender consents otherwise.

(b) Notwithstanding the foregoing, if an Event of Default has occurred and is continuing: (i) Borrower agrees to pay interest on the Loan until paid at a rate equal to two percent (2%) in addition to the rate otherwise applicable under this Note (and in any event not less than the rate in effect on the date the Event of Default first occurs); and (ii) the definition of "LIBOR-Based Rate" shall be deemed amended to include such additional interest payable as a result of the Event of Default.

(c) Without notice to or consent of Borrower, upon the expiration of each Interest Period, the remaining outstanding principal amount of the Loan shall accrue interest for a (each) succeeding Interest Period at the then-applicable LIBOR-Based Rate, as determined by Lender effective as of the first day of each such succeeding Interest Period, in each case without consent of or notice to Borrower, on a rolling, continuing basis.

(d) Borrower agrees to pay accrued interest monthly on the Fifteenth (15th) day of each month of each year, beginning with the first of such dates to occur after the date of the first Loan, at maturity of this Note, and upon payment in full, whichever is earlier or more frequent.

(e) All payments of principal and interest shall be made net of any taxes, costs, fees, losses and expenses incurred or charged by Lender resulting from having principal outstanding hereunder at the LIBOR-Based Rate, including:

(i) Taxes (or the withholding of amounts for taxes) of any nature whatsoever including income, excise, and interest equalization taxes (other than income taxes imposed by the United States or any state thereof on the income of Lender), as well as all levies, imposts, duties, or fees whether now in existence or resulting from a change in, or promulgation of, any treaty, statute, regulation, interpretation thereof, or any directive, guideline, or otherwise, by a central bank or fiscal authority (whether or not having the force of law) or a change in the basis of, or time of payment of, such taxes and other amounts resulting therefrom;

(ii) Any reserve or special deposit requirements against assets or liabilities of, or deposits with or for the account of, Lender with respect to principal outstanding at the LIBOR-Based Rate (including those imposed under Regulation D of the Federal Reserve Board) or resulting from a change in, or the promulgation of, such requirements by treaty, statute, regulation, interpretation thereof, or any directive, guideline, or otherwise by a central bank or fiscal authority (whether or not having the force of law);

(iii) Any other costs resulting from compliance with treaties, statutes, regulations, interpretations, or any directives or guidelines, or otherwise by a central bank or fiscal authority (whether or not having the force of law);

(iv) Any breakage fees and other losses and expenses (including interest rate margin and any other losses of anticipated profits, and any minimum breakage fee charged by Lender from time to time) incurred by reason of the liquidation or re-employment of deposits or other funds acquired by Lender to make the Loan or maintain principal outstanding at the LIBOR-Based Rate:

(A) As the result of a voluntary prepayment at a date other than the applicable Interim Maturity Date; or

(B) As the result of Borrower's failure to borrow funds after having notified Lender of Borrower's wish to do so; or

(C) As the result of a mandatory repayment at a date other than the applicable Interim Maturity Date as a result of: (x) exceeding any applicable borrowing base, such as being out of compliance with any "Debt Service Ratio Requirement" requirement in any document securing this Note; (y) the occurrence of an Event of Default and the acceleration of any portion of the indebtedness hereunder; or (z) the Scheduled Maturity Date occurring prior to the Interim Maturity Date due to Borrower's selection of an Interest Period which extends beyond the Scheduled Maturity Date; or

(D) As the result of a prohibition on making, maintaining, or repaying principal outstanding at the LIBOR-Based Rate.

If Lender incurs or charges any such taxes, costs, fees, losses and expenses, Borrower, upon demand in writing specifying the amounts thereof, shall promptly pay them; save for manifest error Lender's specification shall be conclusively deemed correct. The Loan shall be conclusively deemed to have been funded by or on behalf of Lender in the London or another offshore interbank market by the purchase of U.S. Dollar deposits or other funds corresponding in amount and maturity to the amounts borrowed and Interest Periods applicable under this Note.

(f) Without limiting Lender's rights pursuant to any other provision hereof, if Lender notifies Borrower that one-month U.S. dollar deposits are not available to Lender in the London interbank market, or that reasonable means do not exist for Lender to determine the LIBOR-Based Rate, or that the LIBOR-Based Rate does not adequately reflect Lender's own funding costs, or that any law, regulation, treaty, or the like prohibits or extends the time at which any principal subject to the LIBOR-Based Rate, or corresponding deposits, may be purchased, maintained, or repaid, then Lender may substitute another rate index selected by Lender in its reasonable discretion, and add the LIBOR Margin to that. Borrower agrees to pay interest at such rate.

(g) Borrower may from time to time prepay any principal on an Interim Maturity Date, provided that any partial prepayment shall be in an aggregate principal amount of at least \$10,000. Any prepayment on a date other than an Interim Maturity Date shall be subject to the provisions of subsection (e) of this Section. A prepayment may result in the requirement that Borrower pay a pre-payment penalty.

(h) Interest shall be computed for the actual number of days elapsed on the basis of a year consisting of 360 days, including the date the Loan is made and excluding the date the Loan or any portion thereof is paid or prepaid.

(i) Notwithstanding the foregoing or any other provision hereof or of any Related Document, in no event shall the interest rate under this Note exceed the maximum interest rate allowed under applicable law.

(j) If at any time(s) Borrower and Lender enter into any Swap Agreement pertaining to this Note, then Lender in its reasonable discretion may adjust, to coordinate with its and industry practices pursuant to the Swap Agreement, any or all of: (i) "Interest Period," "Interim Maturity Date," "Banking Day," and "LIBOR Banking Day," and the determination and application thereof; and (ii) interest payment dates. In such circumstances the remainder of this Section and this Note shall continue to apply without change.

ARTICLE IV ADDITIONAL PROVISIONS

4.1 **Payments.** All payments of principal and/or interest shall be paid to Lender at the above address or at such other place as the holder hereof may from time to time designate in writing, in lawful money of the United States of America, which shall be legal tender for public and private debts at the time of payments, without deduction for or on account of any present or future taxes, duties or other charges levied or imposed on this Note or the proceeds hereof, or upon the maker or holder hereof by an government, or any instrumentality, authority or political subdivision thereof. Borrower agrees, upon the request of the holder, to pay all such taxes, duties and other charges in addition to principal and interest on this Note, exclusive of United States income taxes and Florida income taxes. Failure to do so shall constitute a default under the terms of this Note.

4.2 **Late Payments** If any payment of principal and/or interest shall not be paid within fifteen (15) days of its due date or if there shall be any default under the mortgage securing this note, then, in any such event, the entire principal sum and accrued interest shall become due and payable at once without notice and demand at the option of the holder of this Note. Without waiving or limiting any remedies of the Mortgagee hereunder, any payment received by the Mortgagee more than fifteen (15) days after the due date shall be subject to a late charge equal to five (5%) percent of the amount due.

4.3 **Waiver.** Each maker, endorser and guarantor of this Note further severally waive demand, notice of non-payment, presentment for payment, protest, notice of protest and notice of extension of time of payment and consent that the payment of any installment of principal and/or interest may be extended without notice, and in case suit shall be brought for the collection hereof, or the same has to be collected upon demand of any attorney, to pay reasonable attorneys' fees for making such collection.

4.4 **Collection Costs.** It is agreed that each maker and endorser, jointly and severally, shall pay all costs of collection, which shall include, but not be limited, to reasonable attorneys' fees incurred by the holder hereof in the collection of this Note, whether or not incurred in any and all judicial proceedings, including appellate, bankruptcy and post-judgment proceedings arising out of the enforcement and/or collection of this Note or the mortgage or other collateral securing this Note, whether such proceedings arise before or after entry of a final judgment.

4.5 **Entire Agreement.** The parties agree that except for the documents referred to herein, documents executed and delivered simultaneously with this Amendment and all other

documents previously executed and delivered at the closing of the Loan, this Agreement constitutes the entire understanding and agreement among them, and there are no other agreements or promises among the parties concerning the Loan. Except as specifically modified herein, all of the terms and provisions of the Loan Documents and all other loan documents are ratified, reaffirmed, and shall remain in full force and effect.

4.6 **Lien Priority.** It is the intent of the parties that this Agreement shall not constitute a novation and shall in no way affect the lien priority of the Mortgage. In the event that this Agreement or any part hereof shall be construed by a court of competent jurisdiction as operating to affect the lien priority of the Mortgage with respect to claims which would otherwise be subordinate thereto, then to the extent that the provisions of this Agreement are construed to create an additional charge or burden upon the Property and to the extent that third persons acquiring an interest in the Property between the recordation of the this Agreement and the recordation hereof are prejudiced thereby, this Agreement or such portion hereof as shall be so construed shall, and this Agreement shall constitute, a second lien on the Property incorporating by reference the terms of the Mortgage shall be enforced pursuant to the terms therein contained, independent of this instrument; provided, however, that notwithstanding the foregoing, the parties hereto, as between themselves, shall be bound by all the terms and conditions hereof until all indebtedness owing from Lender shall have been paid in full.

4.7 **Title Insurance, Documentary Stamps and Other Closing Matters.** Borrower shall, at its own expense, provide Lender, in form satisfactory to Lender, with the following:

(a) A Title update reflecting that as of the date of the recording of this Agreement: (i) the Mortgage and the Collateral Assignment remain valid and subsisting first mortgage liens upon the Property and (ii) the Property is free and clear of any and all materialman's and mechanic's liens and is subject only to the Mortgage as has been amended and modified as herein set out and to such other exceptions as Lender may have approved, if any; and

(b) Payment of all costs and taxes associated with this Agreement, including, without limitation, recording fees, title insurance premiums, and Lender's attorneys' fees.

(c) Payment of any and all documentary stamps and/or intangible taxes, if any, and all interest and penalties associated therewith which may be assessed on account of the execution and/or recording of this Agreement or any of the Loan Documents, whether previously executed or executed simultaneously herewith. Borrower shall pay such sums immediately upon receipt of notice of such amounts from Lender or its assigns. In the event Borrower fails to pay such sums, Lender or its assigns may, at its option, pay such taxes and/or documentary stamps. Any such payment by Lender or its assigns shall be added to this indebtedness secured by the Mortgage, and shall bear interest from the date advanced to the date of recovery at the maximum non-usurious rate permissible under Florida law. If Borrower fails to pay any and all documentary stamps and/or intangible taxes and any interest and penalties associated therewith which may be assessed on account of the execution and/or recording of this Agreement, it shall be deemed to be a default by Borrower under the terms hereof and shall immediately accelerate the principal balances due hereunder, together with accrued interest.

(d) Evidence authorizing the execution and delivery of this Agreement and each of the documents executed by Borrower in connection herewith.

4.8 **Representations and Warranties of Borrower.** Borrower hereby represents and warrants that (a) the execution and delivery of this Agreement does not contravene, result in any breach or of or constitute a default under any mortgage, deed of trust, deed to secure debt, loan agreement, indenture or other contract or agreement which any Borrower is a party or by which Borrower, or any of their respective properties, may be bound (nor would such execution and delivery constitute and default with the passage of time or the giving of notice or both) and do not violate or contravene any law, order, degree, rule or regulation to which Borrower is subject; (b) this Agreement, and the other Loan Documents constitute the valid, legal and binding obligation of Borrower enforceable in accordance with its term; (c) the execution and delivery of, and performance under this Agreement are within Borrower's power and authority without the joinder or consent of any other party and have been duly authorized by all requisite action and are not in contravention of law or the powers of any indenture, agreement or undertaking to which Borrower is a party or by which it is bound; (d) to the best of Borrower's knowledge, there exists no uncured default under the Revolving Secured Promissory Note, the Mortgage, or any of the other Loan Documents; (e) the Mortgage constitutes a valid and subsisting lien upon the Property; has no claim for reimbursement of any sums heretofore paid to Lender, whether by way of interest payments or for any other matters whatsoever in any way arising from or growing out of the Loan, and Borrower waives and relinquishes any such claims, offsets or defenses whatsoever which Borrower previously had or may now have; (f) releases and relieves Lender from any claims of, and liabilities or obligations whatsoever to, Borrower, in any way arising from or growing out of the Revolving Secured Promissory Note, the Mortgage or any of the Loan Documents and/or any actions of Lender through the date of the execution of this Agreement; (g) Lender has performed all of its duties and obligations under the Loan Documents; and (h) Borrower has no claims, offsets or defenses against Lender or against the repayment of the Secured Promissory Note or the payment of any interest to accrue thereon.

4.9 **Release of Claims by Borrower.** BORROWER HEREBY RELEASES LENDER, AND ITS SUCCESSOR AND ASSIGNS AND HOLDS LENDER HARMLESS FROM ANY CAUSE OR CAUSES OF ACTION WHICH BORROWER HAS OR COULD HAVE AGAINST LENDER RELATING TO THIS AGREEMENT, THE NOTE, MORTGAGE AND/OR ANY OF THE OTHER LOAN DOCUMENTS OR THE INDEBTEDNESS EVIDENCED AND SECURED THEREBY UNTIL THE DATE HEREOF AND BORROWER AGREES AND CONFIRMS THAT AS OF THE DATE HEREOF THERE ARE NO SETOFFS, DEFENSES OR CREDITS DUE UNDER SUCH DOCUMENTS AND THAT SAME ARE IN FULL FORCE AND EFFECT AS OF THIS DATE.

4.10 **Conflicting Provisions.** The provisions of this Agreement shall control in the event of any conflict with the provisions of the Revolving Secured Promissory Note, the Mortgage or any of the other Loan Documents, the unaffected provisions of which are specifically reaffirmed and incorporated herein by reference. The parties hereto further agree that except as specifically provided by this Agreement no part of the Loan Documents is in any way altered, amended or changed.

4.11 **Waiver of Jury Trial.** BORROWER AND LENDER HEREBY KNOWINGLY, VOLUNTARILY, AND INTENTIONALLY WAIVE ANY RIGHT THEY MAY HAVE TO A TRIAL BY JURY IN RESPECT OF ANY LITIGATION (INCLUDING BUT NOT LIMITED TO ANY CLAIMS, CROSS-CLAIMS, OR THIRD PARTY CLAIMS) ARISING OUT OF, UNDER, OR IN CONNECTION WITH THE TRANSACTIONS CONTEMPLATED HEREIN. BORROWER HEREBY CERTIFIES THAT NO REPRESENTATIVE OR AGENT OF BORROWER, OR BORROWER'S COUNSEL HAS REPRESENTED, EXPRESSLY OR OTHERWISE, THAT THE BORROWER WOULD NOT, IN THE EVENT OF SUCH LITIGATION; SEEK TO ENFORCE THIS WAIVER OF RIGHT TO JURY TRIAL PROVISION. BORROWER AND ACKNOWLEDGE THAT LENDER HAS BEEN INDUCED TO ENTER INTO THIS AGREEMENT, BY, INTER ALIA, THE PROVISIONS OF THIS PARAGRAPH.

4.12 **Execution of Further Documents.** Borrower, upon request from Lender, agrees to execute such other and further documents as may be reasonably necessary or appropriate to consummate the transactions contemplated herein or to perfect the liens and security interest intended to secure the payment of the Note.

4.13 **Cross Default With Other Loan Documents.** If Borrower shall fail to keep or perform any of the covenants or agreements contained herein or if any statement, representation or warranty contained herein is false, misleading or erroneous in any material respect, Borrower shall deem to be in default under the Note or the Mortgage and the other Loan Documents whether now in existence or in existence in the future, and Lender shall be entitled, at its option, to exercise any and all of the rights and remedies pursuant to the Mortgage, the Note, the Assignment, and the other Loan Documents or to which Lender may otherwise be entitled, whether at law or in equity. Any default under any of the Loan Documents (after the expiration of any applicable grace period, if any), shall, at the election of Lender, automatically and immediately constitute a default under this Agreement, and each of the other Loan Documents due to which default Lender may exercise all its remedies thereunder and hereunder.

4.14 **Severability.** If any covenant, condition or provision herein contained is held to be invalid by final judgment of any court of competent jurisdiction, the invalidity of such covenant, condition or provision shall not in any way effect any other covenant, condition or provision herein contained.

4.15 **Heirs, Successors and Assigns.** The terms and provisions hereof shall be binding upon and inure to the benefit of the parties hereto, their heirs, representatives, successors and assigns.

4.16 **Entire Agreement.** This Agreement supersedes and merges all prior and contemporaneous promises, representations and agreements with respect to the subject matter. No Agreement of this Agreement, the Note, the Mortgage or the Assignment, or the other Loan Documents or any waiver of rights under any of the foregoing, shall be effective unless made by supplemental agreement, in writing, executed by Lender and Borrower. Lender and Borrower further agree that this Agreement may not in any way be explained or supplemented by a prior,

existing or future course of dealings between the parties or by any prior, existing or future performance between the parties pursuant to this Agreement or otherwise. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which shall constitute but one instrument; the neuter gender shall include the masculine and feminine genders, and vice versa, and the singular the plural, and vice versa, as the context demands, and in the event that Lender retains counsel to enforce this Agreement, whether or not litigation is instituted, all costs so incurred, including reasonable attorney's fees through all trials, appeals and any proceedings pursuant to the bankruptcy laws of the United States, shall be paid by Borrower.

4.17 Bankruptcy Covenant. Borrower agrees, in consideration of the recitals and mutual covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, that in the event Borrower shall file with any bankruptcy court of competent jurisdiction or be the subject of any petition under Title 11 of the United States Code, the automatic stay imposed by Section 362 of Title 11 of the United States Code is waived, such waiver constitutes "cause" pursuant to 11 U.S.C. §362(d)(1) for the immediate lifting of the automatic stay in favor of Lender, and Borrower hereby knowingly and irrevocably waive all defenses and objections to such lifting of the automatic stay.

4.18 Interpretation. The term "Borrower" as used in this Note, shall refer to all such persons jointly and severally, and all promises, agreements, covenants, waivers, consents, representations, warranties and other provisions in this Note are made by and shall be binding upon each and every undersigned person, jointly and severally. The term "Lender" shall be deemed to include any subsequent holder(s) of this Note. Whenever used in this Note, the term "person" means any individual, firm, corporation, trust or other organization or association or other enterprises or any governmental or political subdivision, agency, department or instrumentality thereof. Whenever used in this Note, words in the singular include the plural, words in the plural include the singular, and pronouns of any gender include the other genders, all as may be appropriate. Lender may grant participation in all or any portion of, any may assign all or any part of Lender's rights under, this Note. Lender may disclose to any such participant or assignee any and all information held by or known to Lender at any time with respect to any Borrower. If Borrower is a partnership, then all general partners thereof shall be liable jointly and severally for all obligations under this Note and for all other covenants, agreements, undertaking and obligations of Borrower in connection with the loan, notwithstanding any contrary provision of the partnership laws of the State of Florida. All of the terms of this Note shall inure to the benefit of Lender and its successors and assigns and shall be binding upon each and every one of the Borrowers and their respective heirs, executors, administrators, personal representatives, successors and assigns, jointly and severally.

4.19 Returned Checks. In the event the Borrower shall make any payment by check, which check shall be returned to Lender for any reason other than improper endorsement, the Borrower shall be responsible for any bank processing charge to returning said check, in addition to any late charge or penalty provided herein.

4.20 Swap Covenant. If at any time Borrower and Lender enter into a "Swap Agreement", as defined in 11 USC, CH.101, pertaining to this Note, then Lender, in its reasonable discretion may adjust, to coordinate with its industry practices, pursuant to the "Swap Agreement" interest payment dates. In such circumstance the remainder of the provisions of the Note shall continue to apply without change.

4.21 **Borrower's Reaffirmation of Certain Covenants.** Borrower, for itself and its successors and assigns hereby warrants, covenants and agrees as follows:

A. Financial Covenants.

(i) Borrower agrees to maintain a Debt Service Coverage of 1:1 throughout the term of this Loan. For the purpose hereof "Debt Service Coverage is defined as the "Debt Service Ratio" and is calculated by taking the (a) the net income of the Borrower for the fiscal year in question, (b), plus depreciation expense on the Property, plus (c) interest expense *divided by* (a) annual principal and interest payments on the Loan (b) plus any other debt service paid by Borrower.

(ii) Borrower agrees to apply all net proceeds from the sale of its shelter known as "SIMON HOUSE, located at 400 SW 8th Avenue and 728 SW 4th Street, Fort Lauderdale, Florida towards the reduction of the outstanding loan balance.

B. Non-Financial Covenants.

(i) Borrower shall provide to Lender an annual audited financial statement By October 15th of each calendar year.

(ii) Borrower to provide to Lender a quarterly, company-prepared financial statement within thirty (30) days after the end of each quarter.

(iii) There shall be no change in ownership of the Property during the term of this Loan.

(iv) Borrower shall utilize the Capital Campaign funds on deposit towards the payment of the Project's construction costs prior to the use of the proceeds of this Loan.

(v) Borrower shall transfer all Capital Campaign funds to a restricted account held at Northern Trust, NA.

(vi) At the Lender's election, Borrower shall provide to Lender, at Borrower's sole cost and expense, engineering reports verifying completed work on the Project prior to the Bank's advance of Loan proceeds for each construction Draw.

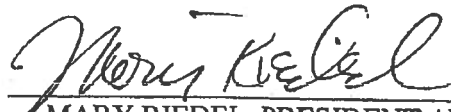
IN WITNESS WHEREOF, the undersigned has executed this Agreement as of the date of the acknowledgment to be effective as of the 21 day of April 2011.

BORROWER:

WOMEN IN DISTRESS OF BROWARD COUNTY, INC.
a Florida Not For Profit Corporation

Witnesses

By:



MARY RIEDEL, PRESIDENT AND CEO

Harold S. Rotherer

Print name

Mary A. Bober

Attest:

STUART ROSENFELDT, SECRETARY

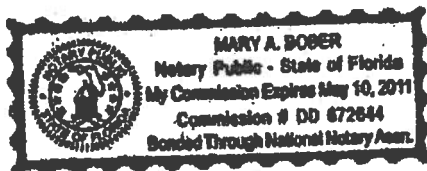
MARY A. BOBER

Print name

STATE OF FLORIDA)

COUNTY OF BROWARD)

The foregoing instrument was acknowledged before me this 25th day of April 2011 by MARY RIEDEL, PRESIDENT AND CEO and STUART ROSENFELDT, SECRETARY of WOMEN IN DISTRESS OF BROWARD COUNTY, INC., who is personally known to me or has produced _____ as identification.



Mary A. Bober
Notary Public, State of Florida
Print Name Mary A. Bober
Commission No. _____

IN WITNESS WHEREOF, Lender has executed this Agreement as of the date of the acknowledgment to be effective as of the 25th day of April 2011.

LENDER:

NORTHERN TRUST, N.A.
A National banking association

BY: Carolyn Lee
Name: Carolyn Lee
Title: SVP

Witnesses

Barbara Vazquez

Barbara Vazquez

Print name

Shalini Ramdas

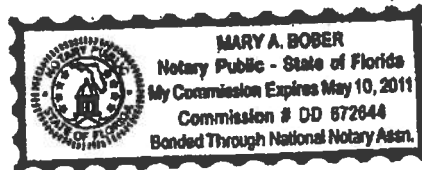
SHALINI RAMDAS

Print name

STATE OF FLORIDA)

COUNTY OF BROWARD)

The foregoing instrument was acknowledged before me this 25th day of January 2011,
by _____ as an Officer of Northern Trust, N.A., a national banking association, who is
personally known to me or has produced _____ as identification.



Mary A. Bober
Notary Public, State of Florida

Print Name MARY A. BOBER

Commission No. _____

EXHIBIT A
Property

4842-14-24-0010

4700 NW 3rd Avenue, Deerfield Beach, FL 33064

Tract "A", according to the plat of WOODSETTER NORTH EXTENSION, as recorded in Plat Book 126, Page 6, Public Records of Broward County, Florida, excepting therefrom that portion described as follows:

Commencing at the Southwest corner of said Tract "A"; thence along the Westerly boundary of said Tract "A", being on the arc of a curve running Northerly to the right, having a radius of 700 feet and a central angle of $02^{\circ} 40' 14''$, run Northerly 32.63 feet to a point of reverse curvature; thence along said Westerly boundary on the arc of a curve to the left, having a radius of 630 feet and a central angle of $21^{\circ} 41' 44''$, run Northerly 238.55 feet; thence run North $76^{\circ} 34' 34''$ East 44 feet along a line radial to the last described curve to a point of intersection with the arc of a curve running Southerly to the left, a radial at said point bearing North $72^{\circ} 44' 43''$ East; thence along the arc of said curve to the left, having a radius of 68.78 feet and a central angle of $07^{\circ} 49' 16''$, run Southerly 9.39 feet to a point of reverse curvature; thence along the arc of a curve to the right, having a radius of 94 feet and a central angle of $50^{\circ} 23' 32''$, run Southerly 82.67 feet to a point of reverse curvature; thence along the arc of a curve to the left, having a radius of 70.60 feet and a central angle of $28^{\circ} 17' 12''$, run Southerly 34.85 feet to a point of reverse curvature; thence along the arc of a curve to the right, having a radius of 653 feet and a central angle of $03^{\circ} 22' 37''$, run Southerly 38.49 feet to a point of reverse curvature; thence along the arc of a curve to the left, having a radius of 25 feet and a central angle of $45^{\circ} 57' 48''$, run Southeasterly 20.6 feet to a point of tangency; thence run South $45^{\circ} 33' 25''$ East 138.95 feet along the tangent extended to a point of curvature of a curve to the left; thence along the arc of said curve to the left, having a radius of 20 feet and a central angle of $35^{\circ} 55' 25''$, run Southeasterly 12.54 feet to a point of tangency; thence run South $81^{\circ} 28' 50''$ East 204.86 feet along the tangent extended to a point of curvature of a curve to the left; thence along the arc of said curve to the left, having a radius of 20 feet and a central angle of $54^{\circ} 04' 34''$, run Northeasterly 18.88 feet to a point of tangency; thence run North $44^{\circ} 26' 36''$ East 88.70 feet along the tangent extended; thence run South $45^{\circ} 33' 24''$ East 15.09 feet to the Point of Beginning; thence run North $44^{\circ} 26' 36''$ East 25 feet; thence run South $45^{\circ} 33' 24''$ East 50 feet; thence run South $44^{\circ} 26' 36''$ West 50 feet; thence run North $45^{\circ} 33' 24''$ West 50 feet; thence run North $45^{\circ} 33' 24''$ West 50 feet; thence run North $44^{\circ} 26' 36''$ East 25 feet to the Point of Beginning.

Exhibit "B"

RELEASED PROPERTY

Lots 1, 2, 3, 4, 5, 6, 7, and 8, Block 8 of PLACIDENA UNIT B, according to the map or plat thereof as recorded in Plat Book 5, Page 8, of the Public Records of Broward County, Florida; less the South 15 feet thereof., a/k/a 1153 S Andrews Avenue, Ft. Lauderdale, Florida 33302.

Exhibit "C"

- 1. Collateral Assignment of Leases, Rents and Licenses**
- 2. Covenant Not to Encumber**
- 3. Borrower's Representations, Warranties and Affidavit**
- 4. Environmental Indemnification Agreement**
- 5. (2) Uniform Commercial Code Financing Statements**
- 6. Anti Coercion Statement**
- 7. Standard Flood Hazard Determination**
- 8. Compliance Agreement**
- 9. Letter from Northern trust to Women in Distress with Funding Conditions dated December 15, 2008**
- 10. Assignment of Architect's contract**
- 11. Assignment of Construction contract**
- 12. American with Disabilities Act Certificate and Indemnification**
- 13. Resolution of the Board of Directors of Women in Distress**
- 14. Certificate of Property Insurance (2)**
- 15. Opinion of Title letter to Northern Trust**
- 16. First Amendment to Revolving Secured Promissory Note and First Amendment to Mortgage, Assignment of Leases and Rents and Security Agreement**

Schedule 1
WOMEN IN DISTRESS SWAP1 LOAN PRINCIPAL PAYDOWN SCHEDULE

Start	End	Notional	Paydown
8/15/2011	10/15/2011 \$	2,100,000.00 \$	3,232.42
10/15/2011	11/15/2011 \$	2,086,767.58 \$	2,810.23
11/15/2011	12/15/2011 \$	2,093,857.35 \$	3,282.11
12/15/2011	1/15/2012 \$	2,090,595.24 \$	2,941.06
1/15/2012	2/15/2012 \$	2,087,654.18 \$	2,955.74
2/15/2012	3/15/2012 \$	2,084,698.44 \$	3,642.24
3/15/2012	4/15/2012 \$	2,081,058.20 \$	2,988.70
4/15/2012	5/15/2012 \$	2,078,067.50 \$	3,338.42
5/15/2012	6/15/2012 \$	2,074,729.08 \$	3,020.30
6/15/2012	7/15/2012 \$	2,071,708.78 \$	3,389.16
7/15/2012	8/15/2012 \$	2,068,339.62 \$	3,052.21
8/15/2012	9/15/2012 \$	2,065,287.41 \$	3,067.45
9/15/2012	10/15/2012 \$	2,062,218.96 \$	3,415.02
10/15/2012	11/15/2012 \$	2,058,804.94 \$	3,099.83
11/15/2012	12/15/2012 \$	2,055,705.11 \$	3,446.51
12/15/2012	1/15/2013 \$	2,052,258.80 \$	3,132.53
1/15/2013	2/15/2013 \$	2,049,126.07 \$	3,148.17
2/15/2013	3/15/2013 \$	2,045,977.90 \$	4,152.78
3/15/2013	4/15/2013 \$	2,041,825.12 \$	3,184.84
4/15/2013	5/15/2013 \$	2,038,640.48 \$	3,528.89
5/15/2013	6/15/2013 \$	2,035,111.49 \$	3,218.17
6/15/2013	7/15/2013 \$	2,031,893.32 \$	3,561.60
7/15/2013	8/15/2013 \$	2,028,331.72 \$	3,252.03
8/15/2013	9/15/2013 \$	2,025,079.89 \$	3,268.27
9/15/2013	10/15/2013 \$	2,021,811.42 \$	3,610.33
10/15/2013	11/15/2013 \$	2,018,201.09 \$	3,302.62
11/15/2013	12/15/2013 \$	2,014,888.47 \$	3,643.74
12/15/2013	1/15/2014 \$	2,011,254.73 \$	3,337.32
1/15/2014	2/15/2014 \$	2,007,917.41 \$	3,353.99
2/15/2014	3/15/2014 \$	2,004,563.42 \$	4,339.61
3/15/2014	4/15/2014 \$	2,000,223.81 \$	3,392.41
4/15/2014	5/15/2014 \$	1,996,831.40 \$	3,731.07
5/15/2014	6/15/2014 \$	1,993,100.33 \$	3,427.99
6/15/2014	7/15/2014 \$	1,989,672.34 \$	3,765.67
7/15/2014	8/15/2014 \$	1,985,906.67 \$	3,463.92
8/15/2014	9/15/2014 \$	1,982,442.75 \$	3,481.22
9/15/2014	10/15/2014 \$	1,978,981.53 \$	3,817.44
10/15/2014	11/15/2014 \$	1,975,144.09 \$	3,517.67
11/15/2014	12/15/2014 \$	1,971,626.42 \$	3,852.89
12/15/2014	1/15/2015 \$	1,967,773.53 \$	3,554.48
1/15/2015	2/15/2015 \$	1,964,219.05 \$	3,572.23
2/15/2015	3/15/2015 \$	1,960,646.82 \$	4,537.72
3/15/2015	4/15/2015 \$	1,956,109.10 \$	3,612.74
4/15/2015	5/15/2015 \$	1,952,496.36 \$	3,945.35
5/15/2015	6/15/2015 \$	1,948,551.01 \$	3,650.49
6/15/2015	7/15/2015 \$	1,944,800.52 \$	3,932.06
7/15/2015	8/15/2015 \$	1,940,918.46 \$	3,688.81
8/15/2015	9/15/2015 \$	1,937,229.85 \$	3,707.03
9/15/2015	10/15/2015 \$	1,933,522.82 \$	4,037.06
10/15/2015	11/15/2015 \$	1,929,485.76 \$	3,745.71
11/15/2015	12/15/2015 \$	1,925,740.05 \$	4,074.67
12/15/2015	1/15/2016 \$	1,921,865.38 \$	3,784.77
1/15/2016	2/15/2016 \$	1,917,860.51 \$	3,803.57
2/15/2016	3/15/2016 \$	1,914,076.94 \$	4,439.42
3/15/2016	4/15/2016 \$	1,909,837.52 \$	3,844.84
4/15/2016	5/15/2016 \$	1,905,792.88 \$	4,171.09
5/15/2016	6/15/2016 \$	1,901,621.59 \$	3,884.87
6/15/2016	7/15/2016 \$	1,897,736.72 \$	4,210.02
7/15/2016	8/15/2016 \$	1,893,526.70 \$	3,825.30
8/15/2016	9/15/2016 \$	1,889,801.44 \$	1,889,801.40

Schedule 1
WOMEN IN DISTRESS SWAPI LOAN PRINCIPAL PAYDOWN SCHEDULE

Start	End	Notional	Paydown
9/15/2011	10/15/2011 \$	2,100,000.00 \$	3,232.42
10/15/2011	11/15/2011 \$	2,098,767.58 \$	2,810.23
11/15/2011	12/15/2011 \$	2,093,957.35 \$	3,282.11
12/15/2011	1/15/2012 \$	2,090,695.24 \$	2,941.06
1/15/2012	2/15/2012 \$	2,087,854.18 \$	2,955.74
2/15/2012	3/15/2012 \$	2,084,698.44 \$	3,642.24
3/15/2012	4/15/2012 \$	2,081,068.20 \$	2,988.70
4/15/2012	5/15/2012 \$	2,078,067.50 \$	3,338.42
5/15/2012	6/15/2012 \$	2,074,729.08 \$	3,020.30
6/15/2012	7/15/2012 \$	2,071,708.78 \$	3,368.18
7/15/2012	8/15/2012 \$	2,068,339.62 \$	3,052.21
8/15/2012	9/15/2012 \$	2,065,287.41 \$	3,067.45
9/15/2012	10/15/2012 \$	2,062,219.96 \$	3,415.02
10/15/2012	11/15/2012 \$	2,058,804.84 \$	3,099.83
11/15/2012	12/15/2012 \$	2,055,705.11 \$	3,448.51
12/15/2012	1/15/2013 \$	2,052,258.80 \$	3,132.53
1/15/2013	2/15/2013 \$	2,049,128.07 \$	3,148.17
2/15/2013	3/15/2013 \$	2,045,977.80 \$	4,152.78
3/15/2013	4/15/2013 \$	2,041,825.12 \$	3,184.84
4/15/2013	5/15/2013 \$	2,038,840.48 \$	3,528.99
5/15/2013	6/15/2013 \$	2,035,111.49 \$	3,218.17
6/15/2013	7/15/2013 \$	2,031,893.32 \$	3,561.60
7/15/2013	8/15/2013 \$	2,028,331.72 \$	3,252.03
8/15/2013	9/15/2013 \$	2,025,078.89 \$	3,268.27
9/15/2013	10/15/2013 \$	2,021,811.42 \$	3,610.33
10/15/2013	11/15/2013 \$	2,018,201.09 \$	3,302.62
11/15/2013	12/15/2013 \$	2,014,888.47 \$	3,843.74
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2/15/2014	3/15/2014 \$	2,004,683.42 \$	4,339.61
3/15/2014	4/15/2014 \$	2,000,223.81 \$	3,392.41
4/15/2014	5/15/2014 \$	1,998,831.40 \$	3,731.07
5/15/2014	6/15/2014 \$	1,993,100.33 \$	3,427.99
6/15/2014	7/15/2014 \$	1,989,872.34 \$	3,765.67
7/15/2014	8/15/2014 \$	1,985,908.67 \$	3,483.82
8/15/2014	9/15/2014 \$	1,982,442.75 \$	3,481.22
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7/15/2016	8/15/2016 \$	1,893,528.70 \$	3,825.30
8/15/2016	9/15/2016 \$	1,889,601.40 \$	1,889,601.40

City of Fort Lauderdale CDBG
Attachment "A8"
Signed W9 Form

Request for Taxpayer Identification Number and Certification

► Go to www.irs.gov/FormW9 for instructions and the latest information.

Give Form to the
requester. Do not
send to the IRS.

Print or type.
See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. WOMEN IN DISTRESS OF BROWARD COUNTY, INC	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input checked="" type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ► _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ► _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ (Applies to accounts maintained outside the U.S.)
5 Address (number, street, and apt. or suite no.) See instructions. PO BOX 50187	Requester's name and address (optional)
6 City, state, and ZIP code LIGHTHOUSE POINT, FL 33074	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number								
			-				-	
or								
Employer identification number								
5	9	-	1	5	9	2	5	4

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person 	Date ► 1/10/2018
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General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

City of Fort Lauderdale CDBG
Attachment “A9”
Vendor Central Contractor Registration (CCR) Verification

Registration Status: Active

If your business is still pursuing new federal opportunities, the entry federal registration must be renewed on or before:

12-01-2018



WOMEN IN DISTRESS OF BROWARD COUNTY, INC.

DBA:

The final date payments can be received for previously awarded contracts is 01-30-2019.

Mary Riedel

P.O. Box 50187

Lighthouse Point, FL 33074-

Email: mriedel@womenindistress.org

Phone Number: (954) 760-9800

Fax Number: (954) 832-9487

Mailing Address: P.O. Box 50187

Lighthouse Point, FL 33074-0187

DUNS: 096089552

CAGE: 48SS4

Public Business Name: Yes

Delinquent Federal Debt: No

PSC Codes:

NAICS Codes:

City of Fort Lauderdale CDBG
Attachment "A10"
IRS 990

Form **990**Department of the Treasury
Internal Revenue Service**Return of Organization Exempt From Income Tax**
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)▶ Do not enter social security numbers on this form as it may be made public.
▶ Information about Form 990 and its instructions is at www.irs.gov/form990.

OMB No. 1545-0047

2016Open to Public
Inspection**A** For the 2016 calendar year, or tax year beginning **JUL 1, 2016** and ending **JUN 30, 2017****B** Check if applicable:

- ☐ Address change
☐ Name change
☐ Initial return
☐ Final return/terminated
☐ Amended return
☐ Application pending

C Name of organization**WOMEN IN DISTRESS OF BROWARD COUNTY, INC**

Doing business as

Number and street (or P.O. box if mail is not delivered to street address)

P.O. BOX 50187

Room/suite

City or town, state or province, country, and ZIP or foreign postal code

LIGHTHOUSE POINT, FL 33074**F** Name and address of principal officer **MARY RIEDEL****SAME AS C ABOVE****D** Employer identification number**59-1592524****E** Telephone number**954-760-9800****G** Gross receipts \$ **6,088,424.****H(a)** Is this a group returnfor subordinates? ☐ Yes ☒ No**H(b)** Are all subordinates included? ☐ Yes ☐ No

If "No," attach a list. (see instructions)

H(c) Group exemption number ▶**I** Tax-exempt status: ☒ 501(c)(3) ☐ 501(c)() (insert no.) ☐ 4947(a)(1) or ☐ 527**J** Website: **WWW.WOMENINDISTRESS.ORG****K** Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other ▶**L** Year of formation: **1974** **M** State of legal domicile: **FL****Part I Summary**

Activities & Governance		Revenue		Expenses		Net Assets or Fund Balances	
1 Briefly describe the organization's mission or most significant activities: TO STOP DOMESTIC VIOLENCE ABUSE FOR EVERYONE (SAFE) THROUGH INTERVENTION, EDUCATION AND ADVOCACY.							
2 Check this box <input type="checkbox"/> if the organization discontinued its operations or disposed of more than 25% of its net assets.							
3	Number of voting members of the governing body (Part VI, line 1a)	3	20				
4	Number of independent voting members of the governing body (Part VI, line 1b)	4	20				
5	Total number of individuals employed in calendar year 2016 (Part V, line 2a)	5	105				
6	Total number of volunteers (estimate if necessary)	6	272				
7a	Total unrelated business revenue from Part VIII, column (C), line 12	7a	0.				
7b	Net unrelated business taxable income from Form 990-T, line 34	7b	0.				
8	Contributions and grants (Part VIII, line 1h)	Prior Year	Current Year				
9	Program service revenue (Part VIII, line 2g)	5,185,902.	5,539,674.				
10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	0.	0.				
11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)	875.	900.				
12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	10,755.	13,266.				
13	Grants and similar amounts paid (Part IX, column (A), lines 1-3)	5,197,532.	5,553,840.				
14	Benefits paid to or for members (Part IX, column (A), line 4)	75,393.	67,380.				
15	Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)	0.	0.				
16a	Professional fundraising fees (Part IX, column (A), line 11e)	3,045,499.	3,233,922.				
16b	Total fundraising expenses (Part IX, column (D), line 25) ▶ 625,971.	0.	0.				
17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	1,958,089.	2,236,409.				
18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	5,078,981.	5,537,711.				
19	Revenue less expenses. Subtract line 18 from line 12	118,551.	16,129.				
20	Total assets (Part X, line 16)	Beginning of Current Year	End of Year				
21	Total liabilities (Part X, line 26)	11,751,654.	11,629,100.				
22	Net assets or fund balances. Subtract line 21 from line 20	2,268,305.	2,005,178.				
		9,483,349.	9,623,922.				

Part II Signature Block

Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.

Sign Here

Signature of officer

Date **11/14/2017****MARY RIEDEL, PRESIDENT AND CEO**

Type or print name and title

Paid Preparer Use Only

Print/Type preparer's name

JAMES R. LARAWAY

Preparer's signature

Date

11/5/17Check if self-employed ☐

PTIN

P00341086

Firm's name

KEEFE, MCCULLOUGH & CO., LLP, C.P.A.'S

Firm's EIN

59-1363792

Firm's address

**6550 N FEDERAL HIGHWAY, SUITE 410
FT. LAUDERDALE, FL 33308**Phone no. **954-771-0896**

May the IRS discuss this return with the preparer shown above? (see instructions)

☒ Yes ☐ No

332001 11-11-16 LHA For Paperwork Reduction Act Notice, see the separate instructions.

Form **990** (2016)

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III

☒

- 1 Briefly describe the organization's mission:

TO STOP DOMESTIC VIOLENCE ABUSE FOR EVERYONE THROUGH INTERVENTION, EDUCATION AND ADVOCACY. THE ORGANIZATION IS THE ONLY STATE OF FLORIDA CERTIFIED DOMESTIC VIOLENCE CENTER IN BROWARD COUNTY. THE ORGANIZATION PROVIDES A WIDE ARRAY OF SERVICES WHICH INCLUDES

- 2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ?

☐ Yes ☒ No

If "Yes," describe these new services on Schedule O.

- 3 Did the organization cease conducting, or make significant changes in how it conducts, any program services?

☐ Yes ☒ No

If "Yes," describe these changes on Schedule O.

- 4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code) (Expenses \$ 1,796,112. including grants of \$ 55,346.) (Revenue \$)

RESIDENTIAL SERVICES - TO PROVIDE SAFE TEMPORARY EMERGENCY HOUSING FOR VICTIMS OF DOMESTIC VIOLENCE AND THEIR DEPENDENTS. THE EMERGENCY SHELTER HAS A CAPACITY OF UP TO 132 BEDS. SUPPORTIVE SERVICES ARE ALSO AVAILABLE AT THE SHELTER, INCLUDING INDIVIDUAL AND GROUP COUNSELING SESSIONS ON THE DYNAMICS OF DOMESTIC VIOLENCE, ADVOCACY, CRISIS COUNSELING AND REFERRALS. IN ADDITION, THE PROGRAM ALSO PROVIDES FOOD, CLOTHING, CHILD CARE ASSISTANCE AND OTHER SERVICES. RESPITE SERVICES ARE AVAILABLE TO SUPERVISE CHILDREN WHILE THE PARENT/GUARDIAN IS RECEIVING SERVICES. FAMILY OUTINGS AND ACTIVITIES ARE ALSO OFFERED OCCASIONALLY. SERVICES ARE OBTAINED THROUGH THE 24-HOUR CRISIS LINE.

4b (Code) (Expenses \$ 1,696,185. including grants of \$ 12,034.) (Revenue \$)

OUTREACH SERVICES - TO PROVIDE VICTIMS OF DOMESTIC VIOLENCE AND THEIR DEPENDENTS WITH SUPPORT COUNSELING ON THE DYNAMICS OF DOMESTIC VIOLENCE, CRISIS COUNSELING, AND ENGAGING IN OTHER SUPPORTIVE ACTIVITIES AS APPROPRIATE. DOMESTIC VIOLENCE VICTIMS ARE ALSO PROVIDED CASE MANAGEMENT, REFERRALS, DOCUMENTATION OF ABUSER PATTERNS AND SAFETY PLANS. OUTREACH SERVICES ARE ALSO AVAILABLE ON A LIMITED BASIS AT SATELLITE OFFICES AND PARTNER AGENCIES. RESPITE SERVICES ARE AVAILABLE TO SUPERVISE CHILDREN WHILE THE PARENT/GUARDIAN IS RECEIVING SERVICES.

4c (Code) (Expenses \$ 270,227. including grants of \$) (Revenue \$)

PREVENTION AND EDUCATION SERVICES - THE ORGANIZATION MAINTAINS ONGOING OUTREACH EFFORTS TO EDUCATE BROWARD COUNTY'S RESIDENTS ABOUT THE DYNAMICS, DEFINITIONS AND IMPACT OF INTIMATE PARTNER VIOLENCE IN THE COMMUNITY AND THE PEOPLE THEY SERVE. THE ORGANIZATION PROVIDES PREVENTION, EDUCATION AND AWARENESS TO YOUTH AND ADULTS SO THEY MAY BETTER UNDERSTAND HOW BULLYING AND INTIMATE PARTNER VIOLENCE PERPETUATE THEMSELVES, THE EFFECTS ON FAMILY MEMBERS, SCHOOL COMMUNITY AND SOCIETY AS A WHOLE, INTERVENTION AND PREVENTION METHODS, AND THE PROGRAMS AND SERVICES AVAILABLE AT THE ORGANIZATION. TRAINING AND PREVENTION IS PROVIDED TO HELP YOUTH AND COMMUNITY MEMBERS RECOGNIZE THE WARNING SIGNS OF INTIMATE PARTNER VIOLENCE AND UNDERSTAND ITS IMPACT ON FAMILIES AND SOCIETY. CREATING CHANGE AMONG ATTITUDES,

- 4d Other program services (Describe in Schedule O.)

(Expenses \$ 639,169. including grants of \$) (Revenue \$)

4e Total program service expenses 4,401,693.

Form 990 (2016)

632002 11-11-10

SEE SCHEDULE O FOR CONTINUATION(S)

2

11351110 757829 X591592524 2016.05000 WOMEN IN DISTRESS OF BROWAR X5915921

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? If "Yes," complete Schedule A	X	
2 Is the organization required to complete Schedule B, Schedule of Contributors?	X	
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? If "Yes," complete Schedule C, Part I		X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? If "Yes," complete Schedule C, Part II		X
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? If "Yes," complete Schedule C, Part III		X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? If "Yes," complete Schedule D, Part I		X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? If "Yes," complete Schedule D, Part II		X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? If "Yes," complete Schedule D, Part III		X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X; or provide credit counseling, debt management, credit repair, or debt negotiation services? If "Yes," complete Schedule D, Part IV		X
10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? If "Yes," complete Schedule D, Part V	X	
11 If the organization's answer to any of the following questions is "Yes," then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? If "Yes," complete Schedule D, Part VI	X	
b Did the organization report an amount for investments - other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VII		X
c Did the organization report an amount for investments - program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part VIII		X
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? If "Yes," complete Schedule D, Part IX	X	
e Did the organization report an amount for other liabilities in Part X, line 25? If "Yes," complete Schedule D, Part X		X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? If "Yes," complete Schedule D, Part X		X
12a Did the organization obtain separate, independent audited financial statements for the tax year? If "Yes," complete Schedule D, Parts XI and XII	X	
b Was the organization included in consolidated, independent audited financial statements for the tax year? If "Yes," and if the organization answered "No" to line 12a, then completing Schedule D, Parts XI and XII is optional		X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? If "Yes," complete Schedule E		X
14a Did the organization maintain an office, employees, or agents outside of the United States?		X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? If "Yes," complete Schedule F, Parts I and IV		X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? If "Yes," complete Schedule F, Parts II and IV		X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? If "Yes," complete Schedule F, Parts III and IV		X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? If "Yes," complete Schedule G, Part I		X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? If "Yes," complete Schedule G, Part II	X	
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? If "Yes," complete Schedule G, Part III		X

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Part IV Checklist of Required Schedules (continued)

	Yes	No
20a Did the organization operate one or more hospital facilities? If "Yes," complete Schedule H		X
b If "Yes" to line 20a, did the organization attach a copy of its audited financial statements to this return?		
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? If "Yes," complete Schedule I, Parts I and II		X
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? If "Yes," complete Schedule I, Parts I and III	X	
23 Did the organization answer "Yes" to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? If "Yes," complete Schedule J	X	
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? If "Yes," answer lines 24b through 24d and complete Schedule K. If "No," go to line 25a		X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?		
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?		
d Did the organization act as an "on behalf of" issuer for bonds outstanding at any time during the year?		
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? If "Yes," complete Schedule L, Part I		X
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? If "Yes," complete Schedule L, Part I		X
26 Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? If "Yes," complete Schedule L, Part II		X
27 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? If "Yes," complete Schedule L, Part III		X
28 Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		X
b A family member of a current or former officer, director, trustee, or key employee? If "Yes," complete Schedule L, Part IV		X
c An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? If "Yes," complete Schedule L, Part IV		X
29 Did the organization receive more than \$25,000 in non-cash contributions? If "Yes," complete Schedule M	X	
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? If "Yes," complete Schedule M		X
31 Did the organization liquidate, terminate, or dissolve and cease operations? If "Yes," complete Schedule N, Part I		X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? If "Yes," complete Schedule N, Part II		X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? If "Yes," complete Schedule R, Part I		X
34 Was the organization related to any tax-exempt or taxable entity? If "Yes," complete Schedule R, Part II, III, or IV, and Part V, line 1		X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?		X
b If "Yes" to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? If "Yes," complete Schedule R, Part V, line 2		
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? If "Yes," complete Schedule R, Part V, line 2		X
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? If "Yes," complete Schedule R, Part VI		X
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19?	X	
Note. All Form 990 filers are required to complete Schedule O		

Form 990 (2016)

Part V Statements Regarding Other IRS Filings and Tax ComplianceCheck if Schedule O contains a response or note to any line in this Part V ☐

		Yes	No
1a	Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable	22	
b	Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable	0	
c	Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	X	
2a	Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return	105	
b	If at least one is reported on line 2a, did the organization file all required federal employment tax returns? Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)	X	
3a	Did the organization have unrelated business gross income of \$1,000 or more during the year?		X
b	If "Yes," has it filed a Form 990-T for this year? If "No," to line 3b, provide an explanation in Schedule O		
4a	At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)?		X
b	If "Yes," enter the name of the foreign country: See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
5a	Was the organization a party to a prohibited tax shelter transaction at any time during the tax year?		X
b	Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction?		X
c	If "Yes," to line 5a or 5b, did the organization file Form 8886-T?		
6a	Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions?		X
b	If "Yes," did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible?		
7	Organizations that may receive deductible contributions under section 170(c).		
a	Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor?	X	
b	If "Yes," did the organization notify the donor of the value of the goods or services provided?	X	
c	Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282?		X
d	If "Yes," indicate the number of Forms 8282 filed during the year	7d	
e	Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?		X
f	Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract?		X
g	If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required?		
h	If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C?		
8	Sponsoring organizations maintaining donor advised funds. Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year?		
9	Sponsoring organizations maintaining donor advised funds.		
a	Did the sponsoring organization make any taxable distributions under section 4966?		
b	Did the sponsoring organization make a distribution to a donor, donor advisor, or related person?		
10	Section 501(c)(7) organizations. Enter:		
a	Initiation fees and capital contributions included on Part VIII, line 12	10a	
b	Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities	10b	
11	Section 501(c)(12) organizations. Enter:		
a	Gross income from members or shareholders	11a	
b	Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.)	11b	
12a	Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041?		
b	If "Yes," enter the amount of tax-exempt interest received or accrued during the year	12b	
13	Section 501(c)(29) qualified nonprofit health insurance issuers.		
a	Is the organization licensed to issue qualified health plans in more than one state? Note. See the instructions for additional information the organization must report on Schedule O.		
b	Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans	13b	
c	Enter the amount of reserves on hand	13c	
14a	Did the organization receive any payments for indoor tanning services during the tax year?		X
b	If "Yes," has it filed a Form 720 to report these payments? If "No," provide an explanation in Schedule O		

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Part VI Governance, Management, and Disclosure For each "Yes" response to lines 2 through 7b below, and for a "No" response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI ☒

Section A. Governing Body and Management

	Yes	No
1a Enter the number of voting members of the governing body at the end of the tax year 1a 20 If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.		
b Enter the number of voting members included in line 1a, above, who are independent 1b 20		
2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?	2	X
3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person?	3	X
4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	4	X
5 Did the organization become aware during the year of a significant diversion of the organization's assets?	5	X
6 Did the organization have members or stockholders?	6	X
7a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body?	7a	X
b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?	7b	X
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:		
a The governing body?	8a	X
b Each committee with authority to act on behalf of the governing body?	8b	X
9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If "Yes," provide the names and addresses in Schedule O	9	X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

	Yes	No
10a Did the organization have local chapters, branches, or affiliates?	10a	X
b If "Yes," did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?	10b	
11a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	11a	X
b Describe in Schedule O the process, if any, used by the organization to review this Form 990.		
12a Did the organization have a written conflict of interest policy? If "No," go to line 13	12a	X
b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	12b	X
c Did the organization regularly and consistently monitor and enforce compliance with the policy? If "Yes," describe in Schedule O how this was done	12c	X
13 Did the organization have a written whistleblower policy?	13	X
14 Did the organization have a written document retention and destruction policy?	14	X
15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?		
a The organization's CEO, Executive Director, or top management official	15a	X
b Other officers or key employees of the organization	15b	X
If "Yes" to line 15a or 15b, describe the process in Schedule O (see instructions).		
16a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?	16a	X
b If "Yes," did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?	16b	

Section C. Disclosure

17 List the states with which a copy of this Form 990 is required to be filed **FL**

18 Section 6104 requires an organization to make its Forms 1023 (or 1024 if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.
☒ Own website ☒ Another's website ☒ Upon request ☐ Other (explain in Schedule O)

19 Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year.

20 State the name, address, and telephone number of the person who possesses the organization's books and records: **GISELE GELIN - 954-760-9800**
P.O. BOX 50187, LIGHTHOUSE POINT, FL 33074

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent ContractorsCheck if Schedule O contains a response or note to any line in this Part VII ☐**Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees****1a** Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

- List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.
- List all of the organization's **current** key employees, if any. See instructions for definition of "key employee."
- List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.
- List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.
- List all of the organization's **former** directors or trustees that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

☐ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) KIM BENTLEY DIRECTOR	1.00	X						0.	0.	0.
(2) ANJALI BESLEY IMMEDIATE PAST CHAIR	1.00	X						0.	0.	0.
(3) ANGELO CASTILLO DIRECTOR	1.00	X						0.	0.	0.
(4) TAMI CLEMENZA WILSON DIRECTOR	1.00	X						0.	0.	0.
(5) STEPHANIE COKER DIRECTOR	1.00	X						0.	0.	0.
(6) KATHLEEN GRACE AT LARGE	1.00	X						0.	0.	0.
(7) FELICIA ALVARO KENNEDY DIRECTOR	1.00	X						0.	0.	0.
(8) KAREN GROSBY DIRECTOR	1.00	X						0.	0.	0.
(9) BILLIE GRIEB DIRECTOR	1.00	X						0.	0.	0.
(10) PATRICIA J. MACZKO DIRECTOR	1.00	X						0.	0.	0.
(11) LESLIE NIXON DIRECTOR	1.00	X						0.	0.	0.
(12) STEVE POMERANZ DIRECTOR	1.00	X						0.	0.	0.
(13) AUDREY RING DIRECTOR	1.00	X						0.	0.	0.
(14) MARLA SCHAEFER DIRECTOR	1.00	X						0.	0.	0.
(15) ANDREW SCOTT DIRECTOR	1.00	X						0.	0.	0.
(16) PHYLLIS THOMAS CHAIR	4.00	X		X				0.	0.	0.
(17) KAREN LEIKERT 1ST VICE CHAIR	1.00	X		X				0.	0.	0.

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(18) MICHAEL FARVER 2ND VICE CHAIR	1.00	X		X				0.	0.	0.
(19) KRISTA KENNEDY TREASURER	2.00	X		X				0.	0.	0.
(20) ANNE B. CHERVONY SECRETARY	2.00	X		X				0.	0.	0.
(21) MARY RIEDEL CEO	40.00			X				195,623.	0.	6,639.
(22) DANAY PELAEZ COO	40.00			X				128,672.	0.	8,516.
1b Sub-total								324,295.	0.	15,155.
c Total from continuation sheets to Part VII, Section A								0.	0.	0.
d Total (add lines 1b and 1c)								324,295.	0.	15,155.

2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization **2**

	Yes	No
3 Did the organization list any former officer, director, or trustee, key employee, or highest compensated employee on line 1a? If "Yes," complete Schedule J for such individual		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? If "Yes," complete Schedule J for such individual	X	
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? If "Yes," complete Schedule J for such person		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.

(A) Name and business address	(B) Description of services	(C) Compensation
CYHAWK SECURITY GROUP, INC., 100 S PINE ISLAND ROAD, STE 112, PLANTATION, FL 33324	SECURITY SERVICES	134,093.
TRIZEK VILLAGE PLAZA, INC. P.O. BOX 320219, COCOA BEACH, FL 32932	THRIFT STONE RENT	132,684.

2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization **2**

Part VIII Statement of RevenueCheck if Schedule O contains a response or note to any line in this Part VIII ☐

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514
Contributions, Gifts, Grants and Other Similar Amounts	1 a Federated campaigns	1a				
	b Membership dues	1b				
	c Fundraising events	1c	396,840.			
	d Related organizations	1d				
	e Government grants (contributions)	1e	2,713,458.			
	f All other contributions, gifts, grants, and similar amounts not included above	1f	2,429,376.			
	g Noncash contributions included in lines 1a-1f: \$		781,669.			
	h Total. Add lines 1a-1f		5,539,674.			
Program Service Revenue	2 a	Business Code				
	b					
	c					
	d					
	e					
	f All other program service revenue					
	g Total. Add lines 2a-2f					
Other Revenue	3 Investment income (including dividends, interest, and other similar amounts)		900.			900.
	4 Income from investment of tax-exempt bond proceeds					
	5 Royalties					
	6 a Gross rents	(i) Real (ii) Personal				
	b Less: rental expenses					
	c Rental income or (loss)					
	d Net rental income or (loss)					
	7 a Gross amount from sales of assets other than inventory	(i) Securities (ii) Other				
	b Less: cost or other basis and sales expenses					
	c Gain or (loss)					
	d Net gain or (loss)					
	8 a Gross income from fundraising events (not including \$ 396,840. of contributions reported on line 1c). See Part IV, line 18	a	107,884.			
	b Less: direct expenses	b	80,086.			
	c Net income or (loss) from fundraising events		27,798.			27,798.
	9 a Gross income from gaming activities. See Part IV, line 19	a				
	b Less: direct expenses	b				
	c Net income or (loss) from gaming activities					
	10 a Gross sales of inventory, less returns and allowances	a	429,451.			
	b Less: cost of goods sold	b	454,498.			
c Net income or (loss) from sales of inventory		-25,047.			-25,047.	
Miscellaneous Revenue		Business Code				
11 a OTHER REVENUE	900099	10,515.			10,515.	
b						
c						
d All other revenue						
e Total. Add lines 11a-11d		10,515.				
12 Total revenue. See instructions.		5,553,840.	0.	0.	14,166.	

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX ☐

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21				
2 Grants and other assistance to domestic individuals. See Part IV, line 22	67,380.	67,380.		
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16				
4 Benefits paid to or for members				
5 Compensation of current officers, directors, trustees, and key employees	337,571.	271,040.	24,286.	42,245.
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B)				
7 Other salaries and wages	2,405,105.	1,931,090.	173,034.	300,981.
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions)	56,677.	45,504.	4,081.	7,092.
9 Other employee benefits	214,705.	172,378.	15,460.	26,867.
10 Payroll taxes	219,864.	176,519.	15,832.	27,513.
11 Fees for services (non-employees):				
a Management				
b Legal				
c Accounting	23,200.	17,458.	3,306.	2,436.
d Lobbying				
e Professional fundraising services. See Part IV, line 17				
f Investment management fees				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Sch O.)	305,606.	229,970.	43,549.	32,087.
12 Advertising and promotion	4,583.		235.	4,348.
13 Office expenses				
14 Information technology				
15 Royalties				
16 Occupancy	504,813.	449,361.	37,975.	17,477.
17 Travel	33,593.	20,028.	12,080.	1,485.
18 Payments of travel or entertainment expenses for any federal, state, or local public officials				
19 Conferences, conventions, and meetings	20,775.	4,072.	15,329.	1,374.
20 Interest				
21 Payments to affiliates				
22 Depreciation, depletion, and amortization	379,529.	300,557.	58,042.	20,930.
23 Insurance				
24 Other expenses. Itemize expenses not covered above. (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a PROGRAM SUPPLIES	620,307.	570,225.	10,014.	40,068.
b OTHER EXPENSES	135,850.	77,058.	46,482.	12,310.
c RENTAL AND MAINTENANCE	105,734.	48,412.	16,564.	40,758.
d BAD DEBT ALLOWANCE	27,809.	338.	0.	27,471.
e All other expenses	74,610.	20,303.	33,778.	20,529.
25 Total functional expenses. Add lines 1 through 24e	5,537,711.	4,401,693.	510,047.	625,971.
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation.				

Check here ☐ if following SOP 98-2 (ASC 958-720)

Part X Balance SheetCheck if Schedule O contains a response or note to any line in this Part X ☐

		(A) Beginning of year		(B) End of year
Assets	1 Cash - non-interest-bearing	1,496,906.	1	1,184,654.
	2 Savings and temporary cash investments	576,387.	2	626,736.
	3 Pledges and grants receivable, net	663,466.	3	780,176.
	4 Accounts receivable, net		4	
	5 Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instr). Complete Part II of Sch L		6	
	7 Notes and loans receivable, net		7	
	8 Inventories for sale or use	45,278.	8	48,124.
	9 Prepaid expenses and deferred charges	51,232.	9	47,776.
	10a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10a 10,590,253.		
	b Less: accumulated depreciation	10b 2,658,582.		
		7,913,377.	10c	7,931,671.
	11 Investments - publicly traded securities		11	
	12 Investments - other securities. See Part IV, line 11		12	
	13 Investments - program related. See Part IV, line 11		13	
	14 Intangible assets	19,606.	14	0.
15 Other assets. See Part IV, line 11	985,402.	15	1,009,963.	
16 Total assets. Add lines 1 through 15 (must equal line 34)	11,751,654.	16	11,629,100.	
Liabilities	17 Accounts payable and accrued expenses	174,881.	17	239,697.
	18 Grants payable		18	
	19 Deferred revenue	202,500.	19	3,500.
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22	
	23 Secured mortgages and notes payable to unrelated third parties	1,890,924.	23	1,761,981.
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D		25	
	26 Total liabilities. Add lines 17 through 25	2,268,305.	26	2,005,178.
	Net Assets or Fund Balances	Organizations that follow SFAS 117 (ASC 958), check here <input checked="" type="checkbox"/> and complete lines 27 through 29, and lines 33 and 34.		
27 Unrestricted net assets		7,478,397.	27	7,686,755.
28 Temporarily restricted net assets		1,092,963.	28	972,978.
29 Permanently restricted net assets		911,989.	29	964,189.
Organizations that do not follow SFAS 117 (ASC 958), check here <input type="checkbox"/> and complete lines 30 through 34.				
30 Capital stock or trust principal, or current funds			30	
31 Paid-in or capital surplus, or land, building, or equipment fund			31	
32 Retained earnings, endowment, accumulated income, or other funds			32	
33 Total net assets or fund balances		9,483,349.	33	9,623,922.
34 Total liabilities and net assets/fund balances		11,751,654.	34	11,629,100.

Form 990 (2016)

Part XI Reconciliation of Net AssetsCheck if Schedule O contains a response or note to any line in this Part XI ☐

1	Total revenue (must equal Part VIII, column (A), line 12)	1	5,553,840.
2	Total expenses (must equal Part IX, column (A), line 25)	2	5,537,711.
3	Revenue less expenses. Subtract line 2 from line 1	3	16,129.
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	9,483,349.
5	Net unrealized gains (losses) on investments	5	124,444.
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain in Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	9,623,922.

Part XII Financial Statements and ReportingCheck if Schedule O contains a response or note to any line in this Part XII ☒

	Yes	No
1 Accounting method used to prepare the Form 990: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accrual <input type="checkbox"/> Other _____ If the organization changed its method of accounting from a prior year or checked "Other," explain in Schedule O.		
2a Were the organization's financial statements compiled or reviewed by an independent accountant? _____ If "Yes," check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both: <input type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	2a	X
b Were the organization's financial statements audited by an independent accountant? _____ If "Yes," check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both: <input checked="" type="checkbox"/> Separate basis <input type="checkbox"/> Consolidated basis <input type="checkbox"/> Both consolidated and separate basis	2b	X
c If "Yes" to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant? _____ If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.	2c	X
3a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133? _____	3a	X
b If "Yes," did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits _____	3b	X

Form 990 (2016)

Department of the Treasury
Internal Revenue Service

Complete if the organization is a section 501(c)(3) organization or a section 4947(a)(1) nonexempt charitable trust.
 ▶ Attach to Form 990 or Form 990-EZ.

OMB No. 1545-0047

2016

Open to Public Inspection

Name of the organization

WOMEN IN DISTRESS OF BROWARD COUNTY, INC

Employer identification number

59-1592524

Part I	Reason for Public Charity Status (All organizations must complete this part.) See instructions.
---------------	--

The organization is not a private foundation because it is: (For lines 1 through 12, check only one box.)

- 1 ☐ A church, convention of churches, or association of churches described in **section 170(b)(1)(A)(i).**
- 2 ☐ A school described in **section 170(b)(1)(A)(ii).** (Attach Schedule E (Form 990 or 990-EZ).)
- 3 ☐ A hospital or a cooperative hospital service organization described in **section 170(b)(1)(A)(iii).**
- 4 ☐ A medical research organization operated in conjunction with a hospital described in **section 170(b)(1)(A)(iii).** Enter the hospital's name, city, and state: _____
- 5 ☐ An organization operated for the benefit of a college or university owned or operated by a governmental unit described in **section 170(b)(1)(A)(iv).** (Complete Part II.)
- 6 ☐ A federal, state, or local government or governmental unit described in **section 170(b)(1)(A)(v).**
- 7 ☒ An organization that normally receives a substantial part of its support from a governmental unit or from the general public described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 8 ☐ A community trust described in **section 170(b)(1)(A)(vi).** (Complete Part II.)
- 9 ☐ An agricultural research organization described in **section 170(b)(1)(A)(ix)** operated in conjunction with a land-grant college or university or a non-land-grant college of agriculture (see instructions). Enter the name, city, and state of the college or university: _____
- 10 ☐ An organization that normally receives: (1) more than 33 1/3% of its support from contributions, membership fees, and gross receipts from activities related to its exempt functions - subject to certain exceptions, and (2) no more than 33 1/3% of its support from gross investment income and unrelated business taxable income (less section 511 tax) from businesses acquired by the organization after June 30, 1975. See **section 509(a)(2).** (Complete Part III.)
- 11 ☐ An organization organized and operated exclusively to test for public safety. See **section 509(a)(4).**
- 12 ☐ An organization organized and operated exclusively for the benefit of, to perform the functions of, or to carry out the purposes of one or more publicly supported organizations described in **section 509(a)(1)** or **section 509(a)(2).** See **section 509(a)(3).** Check the box in lines 12a through 12d that describes the type of supporting organization and complete lines 12e, 12f, and 12g.
 - a ☐ **Type I.** A supporting organization operated, supervised, or controlled by its supported organization(s), typically by giving the supported organization(s) the power to regularly appoint or elect a majority of the directors or trustees of the supporting organization. **You must complete Part IV, Sections A and B.**
 - b ☐ **Type II.** A supporting organization supervised or controlled in connection with its supported organization(s), by having control or management of the supporting organization vested in the same persons that control or manage the supported organization(s). **You must complete Part IV, Sections A and C.**
 - c ☐ **Type III functionally integrated.** A supporting organization operated in connection with, and functionally integrated with, its supported organization(s) (see instructions). **You must complete Part IV, Sections A, D, and E.**
 - d ☐ **Type III non-functionally integrated.** A supporting organization operated in connection with its supported organization(s) that is not functionally integrated. The organization generally must satisfy a distribution requirement and an attentiveness requirement (see instructions). **You must complete Part IV, Sections A and D, and Part V.**
 - e ☐ Check this box if the organization received a written determination from the IRS that it is a Type I, Type II, Type III functionally integrated, or Type III non-functionally integrated supporting organization.

f Enter the number of supported organizations

g Provide the following information about the supported organization(s)

(i) Name of supported organization	(ii) EIN	(iii) Type of organization (described on lines 1-10 above (see instructions))	(iv) Is the organization listed in your governing document?		(v) Amount of monetary support (see instructions)	(vi) Amount of other support (see instructions)
			Yes	No		
Total						

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ. 032021 09-21-18 Schedule A (Form 990 or 990-EZ) 2016

13

11351110 757829 X591592524

2016.05000 WOMEN IN DISTRESS OF BROWAR X5915921

CAN 18-0394

Exhibit 8

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Part II Support Schedule for Organizations Described in Sections 170(b)(1)(A)(iv) and 170(b)(1)(A)(vi)

(Complete only if you checked the box on line 5, 7, or 8 of Part I or if the organization failed to qualify under Part III. If the organization fails to qualify under the tests listed below, please complete Part III.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ▶	(a) 2012	(b) 2013	(c) 2014	(d) 2015	(e) 2016	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")	5,100,975.	5,169,361.	5,437,957.	5,185,902.	5,567,472.	26,461,667.
2 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
3 The value of services or facilities furnished by a governmental unit to the organization without charge						
4 Total. Add lines 1 through 3	5,100,975.	5,169,361.	5,437,957.	5,185,902.	5,567,472.	26,461,667.
5 The portion of total contributions by each person (other than a governmental unit or publicly supported organization) included on line 1 that exceeds 2% of the amount shown on line 11, column (f)						
6 Public support. Subtract line 5 from line 4.						26,461,667.

Section B. Total Support

Calendar year (or fiscal year beginning in) ▶	(a) 2012	(b) 2013	(c) 2014	(d) 2015	(e) 2016	(f) Total
7 Amounts from line 4	5,100,975.	5,169,361.	5,437,957.	5,185,902.	5,567,472.	26,461,667.
8 Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources	130,093.	164,012.	169,714.	56,288.	11,415.	531,522.
9 Net income from unrelated business activities, whether or not the business is regularly carried on						
10 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
11 Total support. Add lines 7 through 10						26,993,189.
12 Gross receipts from related activities, etc. (see instructions)					12 2,206,026.	
13 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here						<input type="checkbox"/>

Section C. Computation of Public Support Percentage

14 Public support percentage for 2016 (line 6, column (f) divided by line 11, column (f))	14	98.03	%
15 Public support percentage from 2015 Schedule A, Part II, line 14	15	97.41	%
16a 33 1/3% support test - 2016. If the organization did not check the box on line 13, and line 14 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization			<input checked="" type="checkbox"/>
b 33 1/3% support test - 2015. If the organization did not check a box on line 13 or 16a, and line 15 is 33 1/3% or more, check this box and stop here. The organization qualifies as a publicly supported organization			<input type="checkbox"/>
17a 10% -facts-and-circumstances test - 2016. If the organization did not check a box on line 13, 16a, or 16b, and line 14 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization			<input type="checkbox"/>
b 10% -facts-and-circumstances test - 2015. If the organization did not check a box on line 13, 16a, 16b, or 17a, and line 15 is 10% or more, and if the organization meets the "facts-and-circumstances" test, check this box and stop here. Explain in Part VI how the organization meets the "facts-and-circumstances" test. The organization qualifies as a publicly supported organization			<input type="checkbox"/>
18 Private foundation. If the organization did not check a box on line 13, 16a, 16b, 17a, or 17b, check this box and see instructions			<input type="checkbox"/>

Schedule A (Form 990 or 990-EZ) 2016

Part III Support Schedule for Organizations Described in Section 509(a)(2)

(Complete only if you checked the box on line 10 of Part I or if the organization failed to qualify under Part II. If the organization fails to qualify under the tests listed below, please complete Part II.)

Section A. Public Support

Calendar year (or fiscal year beginning in) ►	(a) 2012	(b) 2013	(c) 2014	(d) 2015	(e) 2016	(f) Total
1 Gifts, grants, contributions, and membership fees received. (Do not include any "unusual grants.")						
2 Gross receipts from admissions, merchandise sold or services performed, or facilities furnished in any activity that is related to the organization's tax-exempt purpose						
3 Gross receipts from activities that are not an unrelated trade or business under section 513						
4 Tax revenues levied for the organization's benefit and either paid to or expended on its behalf						
5 The value of services or facilities furnished by a governmental unit to the organization without charge						
6 Total. Add lines 1 through 5						
7a Amounts included on lines 1, 2, and 3 received from disqualified persons						
b Amounts included on lines 2 and 3 received from other than disqualified persons that exceed the greater of \$5,000 or 1% of the amount on line 13 for the year						
c Add lines 7a and 7b						
8 Public support. (Subtract line 7c from line 6)						

Section B. Total Support

Calendar year (or fiscal year beginning in) ►	(a) 2012	(b) 2013	(c) 2014	(d) 2015	(e) 2016	(f) Total
9 Amounts from line 6						
10a Gross income from interest, dividends, payments received on securities loans, rents, royalties and income from similar sources						
b Unrelated business taxable income (less section 511 taxes) from businesses acquired after June 30, 1975						
c Add lines 10a and 10b						
11 Net income from unrelated business activities not included in line 10b, whether or not the business is regularly carried on						
12 Other income. Do not include gain or loss from the sale of capital assets (Explain in Part VI.)						
13 Total support. (Add lines 9, 10c, 11, and 12.)						
14 First five years. If the Form 990 is for the organization's first, second, third, fourth, or fifth tax year as a section 501(c)(3) organization, check this box and stop here <input type="checkbox"/>						

Section C. Computation of Public Support Percentage

15 Public support percentage for 2016 (line 8, column (f) divided by line 13, column (f))	15	%
16 Public support percentage from 2015 Schedule A, Part III, line 15	16	%

Section D. Computation of Investment Income Percentage

17 Investment income percentage for 2016 (line 10c, column (f) divided by line 13, column (f))	17	%
18 Investment income percentage from 2015 Schedule A, Part III, line 17	18	%

19a 33 1/3% support tests - 2016. If the organization did not check the box on line 14, and line 15 is more than 33 1/3%, and line 17 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization ☐

b 33 1/3% support tests - 2015. If the organization did not check a box on line 14 or line 19a, and line 16 is more than 33 1/3%, and line 18 is not more than 33 1/3%, check this box and stop here. The organization qualifies as a publicly supported organization ☐

20 Private foundation. If the organization did not check a box on line 14, 19a, or 19b, check this box and see instructions ☐

Part IV Supporting Organizations

(Complete only if you checked a box in line 12 on Part I. If you checked 12a of Part I, complete Sections A and B. If you checked 12b of Part I, complete Sections A and C. If you checked 12c of Part I, complete Sections A, D, and E. If you checked 12d of Part I, complete Sections A and D, and complete Part V.)

Section A. All Supporting Organizations

	Yes	No
1 Are all of the organization's supported organizations listed by name in the organization's governing documents? If "No," describe in Part VI how the supported organizations are designated. If designated by class or purpose, describe the designation. If historic and continuing relationship, explain.		
2 Did the organization have any supported organization that does not have an IRS determination of status under section 509(a)(1) or (2)? If "Yes," explain in Part VI how the organization determined that the supported organization was described in section 509(a)(1) or (2).		
3a Did the organization have a supported organization described in section 501(c)(4), (5), or (6)? If "Yes," answer (b) and (c) below.		
b Did the organization confirm that each supported organization qualified under section 501(c)(4), (5), or (6) and satisfied the public support tests under section 509(a)(2)? If "Yes," describe in Part VI when and how the organization made the determination.		
c Did the organization ensure that all support to such organizations was used exclusively for section 170(c)(2)(B) purposes? If "Yes," explain in Part VI what controls the organization put in place to ensure such use.		
4a Was any supported organization not organized in the United States ("foreign supported organization")? If "Yes," and if you checked 12a or 12b in Part I, answer (b) and (c) below.		
b Did the organization have ultimate control and discretion in deciding whether to make grants to the foreign supported organization? If "Yes," describe in Part VI how the organization had such control and discretion despite being controlled or supervised by or in connection with its supported organizations.		
c Did the organization support any foreign supported organization that does not have an IRS determination under sections 501(c)(3) and 509(a)(1) or (2)? If "Yes," explain in Part VI what controls the organization used to ensure that all support to the foreign supported organization was used exclusively for section 170(c)(2)(B) purposes.		
5a Did the organization add, substitute, or remove any supported organizations during the tax year? If "Yes," answer (b) and (c) below (if applicable). Also, provide detail in Part VI, including (i) the names and EIN numbers of the supported organizations added, substituted, or removed; (ii) the reasons for each such action; (iii) the authority under the organization's organizing document authorizing such action; and (iv) how the action was accomplished (such as by amendment to the organizing document).		
b Type I or Type II only. Was any added or substituted supported organization part of a class already designated in the organization's organizing document?		
c Substitutions only. Was the substitution the result of an event beyond the organization's control?		
6 Did the organization provide support (whether in the form of grants or the provision of services or facilities) to anyone other than (i) its supported organizations, (ii) individuals that are part of the charitable class benefited by one or more of its supported organizations, or (iii) other supporting organizations that also support or benefit one or more of the filing organization's supported organizations? If "Yes," provide detail in Part VI.		
7 Did the organization provide a grant, loan, compensation, or other similar payment to a substantial contributor (defined in section 4958(c)(3)(C)), a family member of a substantial contributor, or a 35% controlled entity with regard to a substantial contributor? If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).		
8 Did the organization make a loan to a disqualified person (as defined in section 4958) not described in line 7? If "Yes," complete Part I of Schedule L (Form 990 or 990-EZ).		
9a Was the organization controlled directly or indirectly at any time during the tax year by one or more disqualified persons as defined in section 4946 (other than foundation managers and organizations described in section 509(a)(1) or (2))? If "Yes," provide detail in Part VI.		
b Did one or more disqualified persons (as defined in line 9a) hold a controlling interest in any entity in which the supporting organization had an interest? If "Yes," provide detail in Part VI.		
c Did a disqualified person (as defined in line 9a) have an ownership interest in, or derive any personal benefit from, assets in which the supporting organization also had an interest? If "Yes," provide detail in Part VI.		
10a Was the organization subject to the excess business holdings rules of section 4943 because of section 4943(f) (regarding certain Type II supporting organizations, and all Type III non-functionally integrated supporting organizations)? If "Yes," answer 10b below.		
b Did the organization have any excess business holdings in the tax year? (Use Schedule C, Form 4720, to determine whether the organization had excess business holdings.)		

Part IV Supporting Organizations (continued)

	Yes	No
11 Has the organization accepted a gift or contribution from any of the following persons?		
a A person who directly or indirectly controls, either alone or together with persons described in (b) and (c) below, the governing body of a supported organization?	11a	
b A family member of a person described in (a) above?	11b	
c A 35% controlled entity of a person described in (a) or (b) above? If "Yes" to a, b, or c, provide detail in Part VI.	11c	

Section B. Type I Supporting Organizations

	Yes	No
1 Did the directors, trustees, or membership of one or more supported organizations have the power to regularly appoint or elect at least a majority of the organization's directors or trustees at all times during the tax year? If "No," describe in Part VI how the supported organization(s) effectively operated, supervised, or controlled the organization's activities. If the organization had more than one supported organization, describe how the powers to appoint and/or remove directors or trustees were allocated among the supported organizations and what conditions or restrictions, if any, applied to such powers during the tax year.	1	
2 Did the organization operate for the benefit of any supported organization other than the supported organization(s) that operated, supervised, or controlled the supporting organization? If "Yes," explain in Part VI how providing such benefit carried out the purposes of the supported organization(s) that operated, supervised, or controlled the supporting organization.	2	

Section C. Type II Supporting Organizations

	Yes	No
1 Were a majority of the organization's directors or trustees during the tax year also a majority of the directors or trustees of each of the organization's supported organization(s)? If "No," describe in Part VI how control or management of the supporting organization was vested in the same persons that controlled or managed the supported organization(s).	1	

Section D. All Type III Supporting Organizations

	Yes	No
1 Did the organization provide to each of its supported organizations, by the last day of the fifth month of the organization's tax year, (i) a written notice describing the type and amount of support provided during the prior tax year, (ii) a copy of the Form 990 that was most recently filed as of the date of notification, and (iii) copies of the organization's governing documents in effect on the date of notification, to the extent not previously provided?	1	
2 Were any of the organization's officers, directors, or trustees either (i) appointed or elected by the supported organization(s) or (ii) serving on the governing body of a supported organization? If "No," explain in Part VI how the organization maintained a close and continuous working relationship with the supported organization(s).	2	
3 By reason of the relationship described in (2), did the organization's supported organizations have a significant voice in the organization's investment policies and in directing the use of the organization's income or assets at all times during the tax year? If "Yes," describe in Part VI the role the organization's supported organizations played in this regard.	3	

Section E. Type III Functionally Integrated Supporting Organizations

1 Check the box next to the method that the organization used to satisfy the Integral Part Test during the year (see instructions).			
a <input type="checkbox"/> The organization satisfied the Activities Test. Complete line 2 below.			
b <input type="checkbox"/> The organization is the parent of each of its supported organizations. Complete line 3 below.			
c <input type="checkbox"/> The organization supported a governmental entity. Describe in Part VI how you supported a government entity (see instructions).			
2 Activities Test. Answer (a) and (b) below.		Yes	No
a Did substantially all of the organization's activities during the tax year directly further the exempt purposes of the supported organization(s) to which the organization was responsive? If "Yes," then in Part VI identify those supported organizations and explain how these activities directly furthered their exempt purposes, how the organization was responsive to those supported organizations, and how the organization determined that these activities constituted substantially all of its activities.	2a		
b Did the activities described in (a) constitute activities that, but for the organization's involvement, one or more of the organization's supported organization(s) would have been engaged in? If "Yes," explain in Part VI the reasons for the organization's position that its supported organization(s) would have engaged in these activities but for the organization's involvement.	2b		
3 Parent of Supported Organizations. Answer (a) and (b) below.			
a Did the organization have the power to regularly appoint or elect a majority of the officers, directors, or trustees of each of the supported organizations? Provide details in Part VI.	3a		
b Did the organization exercise a substantial degree of direction over the policies, programs, and activities of each of its supported organizations? If "Yes," describe in Part VI the role played by the organization in this regard.	3b		

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations

- 1 ☐ Check here if the organization satisfied the Integral Part Test as a qualifying trust on Nov. 20, 1970 (explain in Part VI.) See instructions. All other Type III non-functionally integrated supporting organizations must complete Sections A through E.

Section A - Adjusted Net Income		(A) Prior Year	(B) Current Year (optional)
1	Net short-term capital gain	1	
2	Recoveries of prior-year distributions	2	
3	Other gross income (see instructions)	3	
4	Add lines 1 through 3	4	
5	Depreciation and depletion	5	
6	Portion of operating expenses paid or incurred for production or collection of gross income or for management, conservation, or maintenance of property held for production of income (see instructions)	6	
7	Other expenses (see instructions)	7	
8	Adjusted Net Income (subtract lines 5, 6, and 7 from line 4)	8	

Section B - Minimum Asset Amount		(A) Prior Year	(B) Current Year (optional)
1	Aggregate fair market value of all non-exempt-use assets (see instructions for short tax year or assets held for part of year):		
a	Average monthly value of securities	1a	
b	Average monthly cash balances	1b	
c	Fair market value of other non-exempt-use assets	1c	
d	Total (add lines 1a, 1b, and 1c)	1d	
e	Discount claimed for blockage or other factors (explain in detail in Part VI):		
2	Acquisition indebtedness applicable to non-exempt-use assets	2	
3	Subtract line 2 from line 1d	3	
4	Cash deemed held for exempt use. Enter 1-1/2% of line 3 (for greater amount, see instructions)	4	
5	Net value of non-exempt-use assets (subtract line 4 from line 3)	5	
6	Multiply line 5 by .035	6	
7	Recoveries of prior-year distributions	7	
8	Minimum Asset Amount (add line 7 to line 6)	8	

Section C - Distributable Amount		Current Year	
1	Adjusted net income for prior year (from Section A, line 8, Column A)	1	
2	Enter 85% of line 1	2	
3	Minimum asset amount for prior year (from Section B, line 8, Column A)	3	
4	Enter greater of line 2 or line 3	4	
5	Income tax imposed in prior year	5	
6	Distributable Amount. Subtract line 5 from line 4, unless subject to emergency temporary reduction (see instructions)	6	
7	<input type="checkbox"/> Check here if the current year is the organization's first as a non-functionally integrated Type III supporting organization (see instructions).		

Schedule A (Form 990 or 990-EZ) 2016

Part V Type III Non-Functionally Integrated 509(a)(3) Supporting Organizations (continued)

Section D - Distributions		Current Year
1	Amounts paid to supported organizations to accomplish exempt purposes	
2	Amounts paid to perform activity that directly furthers exempt purposes of supported organizations, in excess of income from activity	
3	Administrative expenses paid to accomplish exempt purposes of supported organizations	
4	Amounts paid to acquire exempt-use assets	
5	Qualified set-aside amounts (prior IRS approval required)	
6	Other distributions (describe in Part VI). See instructions	
7	Total annual distributions. Add lines 1 through 6	
8	Distributions to attentive supported organizations to which the organization is responsive (provide details in Part VI). See instructions	
9	Distributable amount for 2016 from Section C, line 6	
10	Line 8 amount divided by Line 9 amount	

Section E - Distribution Allocations (see instructions)	(i) Excess Distributions	(ii) Underdistributions Pre-2016	(iii) Distributable Amount for 2016
1	Distributable amount for 2016 from Section C, line 6		
2	Underdistributions, if any, for years prior to 2016 (reasonable cause required- explain in Part VI). See instructions		
3	Excess distributions carryover, if any, to 2016:		
a			
b			
c	From 2013		
d	From 2014		
e	From 2015		
f	Total of lines 3a through e		
g	Applied to underdistributions of prior years		
h	Applied to 2016 distributable amount		
i	Carryover from 2011 not applied (see instructions)		
j	Remainder. Subtract lines 3g, 3h, and 3i from 3f.		
4	Distributions for 2016 from Section D, line 7: \$		
a	Applied to underdistributions of prior years		
b	Applied to 2016 distributable amount		
c	Remainder. Subtract lines 4a and 4b from 4		
5	Remaining underdistributions for years prior to 2016, if any. Subtract lines 3g and 4a from line 2. For result greater than zero, explain in Part VI. See instructions		
6	Remaining underdistributions for 2016. Subtract lines 3h and 4b from line 1. For result greater than zero, explain in Part VI. See instructions		
7	Excess distributions carryover to 2017. Add lines 3j and 4c		
8	Breakdown of line 7:		
a			
b	Excess from 2013		
c	Excess from 2014		
d	Excess from 2015		
e	Excess from 2016		

Schedule A (Form 990 or 990-EZ) 2016

Part VI

Supplemental Information. Provide the explanations required by Part II, line 10; Part II, line 17a or 17b; Part III, line 12; Part IV, Section A, lines 1, 2, 3b, 3c, 4b, 4c, 5a, 6, 9a, 9b, 9c, 11a, 11b, and 11c; Part IV, Section B, lines 1 and 2; Part IV, Section C, line 1; Part IV, Section D, lines 2 and 3; Part IV, Section E, lines 1c, 2a, 2b, 3a, and 3b; Part V, line 1; Part V, Section B, line 1e; Part V, Section D, lines 5, 6, and 8; and Part V, Section E, lines 2, 5, and 6. Also complete this part for any additional information.
(See instructions.)

Schedule B(Form 990, 990-EZ,
or 990-PF)Department of the Treasury
Internal Revenue Service**Schedule of Contributors**

- ▶ Attach to Form 990, Form 990-EZ, or Form 990-PF.
▶ Information about Schedule B (Form 990, 990-EZ, or 990-PF) and
its instructions is at www.irs.gov/form990.

OMB No 1545-0047

2016

Name of the organization

WOMEN IN DISTRESS OF BROWARD COUNTY, INC

Employer identification number

59-1592524

Organization type (check one):

Filers of:

Section:

Form 990 or 990-EZ

☒ 501(c)(3) (enter number) organization☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation☐ 527 political organization

Form 990-PF

☐ 501(c)(3) exempt private foundation☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation☐ 501(c)(3) taxable private foundationCheck if your organization is covered by the **General Rule** or a **Special Rule**.**Note:** Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.**General Rule**

- ☐ For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

- ☒ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33 1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000 or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h, or (ii) Form 990-EZ, line 1. Complete Parts I and II.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I, II, and III.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year ▶ \$

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990, 990-EZ, or 990-PF), but it **must** answer "No" on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990, 990-EZ, or 990-PF. Schedule B (Form 990, 990-EZ, or 990-PF) (2016)

Name of organization

Employer identification number

WOMEN IN DISTRESS OF BROWARD COUNTY, INC

59-1592524

Part I Contributors (See instructions). Use duplicate copies of Part I if additional space is needed.

(a) No.	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	FLORIDA COALITION AGAINST DOMESTIC VIOLENCE 425 OFFICE PLAZA TALLAHASSEE, FL 32301	\$ 2,121,533.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
2	BROWARD COUNTY COMMISSIONERS 115 S ANDREWS AVE FORT LAUDERDALE, FL 33316	\$ 228,590.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
3	THE JIM MORAN FOUNDATION 100 JIM MORAN BLVD DEERFIELD BEACH, FL 33442	\$ 255,000.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
4	BANK OF AMERICA CHARITABLE FOUNDATION, INC. 401 EAST LAS OLAS BLVD FORT LAUDERDALE, FL 33301	\$ 215,600.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
5	COMMUNITY FOUNDATION OF BROWARD 910 EAST LAS OLAS BLVD, STE 200 FORT LAUDERDALE, FL 33301	\$ 185,675.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)
6	VOCA, OFFICE OF THE ATTORNEY GENERAL DIVISION OF VICTIM SERVICES TALLAHASSEE, FL 32301	\$ 173,863.	Person <input checked="" type="checkbox"/> Payroll <input type="checkbox"/> Noncash <input type="checkbox"/> (Complete Part II for noncash contributions.)

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Schedule B (Form 990, 990-EZ, or 990-PF) (2016)

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Name of organization

Employer identification number

WOMEN IN DISTRESS OF BROWARD COUNTY, INC

59-1592524

Part II Noncash Property (See instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions)	(d) Date received
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	

Name of organization

Employer identification number

WOMEN IN DISTRESS OF BROWARD COUNTY, INC

59-1592524

Part III

Exclusively religious, charitable, etc., contributions to organizations described in section 501(c)(7), (8), or (10) that total more than \$1,000 for the year from any one contributor. Complete columns (a) through (e) and the following line entry. For organizations completing Part III, enter the total of exclusively religious, charitable, etc., contributions of \$1,000 or less for the year. (Enter this info once) ▶ \$

Use duplicate copies of Part III if additional space is needed.

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee
	(e) Transfer of gift		
	Transferee's name, address, and ZIP + 4		Relationship of transferor to transferee

SCHEDULE D
(Form 990)

Department of the Treasury
Internal Revenue Service

Supplemental Financial Statements

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.
▶ Attach to Form 990.

▶ Information about Schedule D (Form 990) and its instructions is at www.irs.gov/form990.

OMB No. 1545-0047

2016

Open to Public
Inspection

Name of the organization

WOMEN IN DISTRESS OF BROWARD COUNTY, INC

Employer identification number

59-1592524

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts. Complete if the organization answered "Yes" on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year		
5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control?		<input type="checkbox"/> Yes <input type="checkbox"/> No
6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit?		<input type="checkbox"/> Yes <input type="checkbox"/> No

Part II Conservation Easements. Complete if the organization answered "Yes" on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

<input type="checkbox"/> Preservation of land for public use (e.g., recreation or education)	<input type="checkbox"/> Preservation of a historically important land area
<input type="checkbox"/> Protection of natural habitat	<input type="checkbox"/> Preservation of a certified historic structure
<input type="checkbox"/> Preservation of open space	

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements	2a
b Total acreage restricted by conservation easements	2b
c Number of conservation easements on a certified historic structure included in (a)	2c
d Number of conservation easements included in (c) acquired after 8/17/06, and not on a historic structure listed in the National Register	2d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year ▶

4 Number of states where property subject to conservation easement is located ▶

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? ☐ Yes ☐ No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year ▶ \$

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? ☐ Yes ☐ No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 8.

1a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1	▶ \$
(ii) Assets included in Form 990, Part X	▶ \$

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items:

a Revenue included on Form 990, Part VIII, line 1	▶ \$
b Assets included in Form 990, Part X	▶ \$

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule D (Form 990) 2016

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Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):

- a ☐ Public exhibition
 b ☐ Scholarly research
 c ☐ Preservation for future generations

- d ☐ Loan or exchange programs
 e ☐ Other _____

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? ☐ Yes ☐ No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered "Yes" on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII and complete the following table:

	Amount
c Beginning balance	1c
d Additions during the year	1d
e Distributions during the year	1e
f Ending balance	1f

2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? ☐ Yes ☐ No

b If "Yes," explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII ☐

Part V Endowment Funds. Complete if the organization answered "Yes" on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance	1,319,444.	1,464,404.	1,508,656.	1,376,625.	1,313,901.
b Contributions	5,000.				
c Net investment earnings, gains, and losses	176,519.	63,511.	35,540.	210,191.	139,716.
d Grants or scholarships	70,537.	71,203.	68,594.	67,117.	66,582.
e Other expenditures for facilities and programs					
f Administrative expenses	10,463.	10,246.	11,198.	11,043.	10,410.
g End of year balance	1,419,963.	1,319,444.	1,464,404.	1,508,656.	1,376,625.

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a Board designated or quasi-endowment ☐ %
 b Permanent endowment ☒ 100.00 %
 c Temporarily restricted endowment ☐ %

The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

- (i) unrelated organizations
 (ii) related organizations

	Yes	No
3a(i)	X	
3a(ii)		X
3b		

b If "Yes" on line 3a(ii), are the related organizations listed as required on Schedule R? ☐

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land		1,224,429.		1,224,429.
b Buildings		7,598,745.	1,426,797.	6,171,948.
c Leasehold improvements		42,146.	42,146.	0.
d Equipment		1,335,070.	1,100,290.	234,780.
e Other		389,863.	89,349.	300,514.
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)				7,931,671.

Schedule D (Form 990) 2016

Part VII Investments - Other Securities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
Total. (Col. (b) must equal Form 990, Part X, col. (B) line 12.) ▶		

Part VIII Investments - Program Related.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
Total. (Col. (b) must equal Form 990, Part X, col. (B) line 13.) ▶		

Part IX Other Assets.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value
(1) ENDOWMENT FUND PORTFOLIO	999,506.
(2) OTHER RECEIVABLES	10,457.
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 15.)	1,009,963.

Part X Other Liabilities.

Complete if the organization answered "Yes" on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25.

1. (a) Description of liability	(b) Book value
(1) Federal income taxes	
(2)	
(3)	
(4)	
(5)	
(6)	
(7)	
(8)	
(9)	
Total. (Column (b) must equal Form 990, Part X, col. (B) line 25.) ▶	

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII ☐

Schedule D (Form 990) 2016

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements	1	6,233,841.
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:		
a	Net unrealized gains (losses) on investments	2a	124,444.
b	Donated services and use of facilities	2b	101,059.
c	Recoveries of prior year grants	2c	
d	Other (Describe in Part XIII.)	2d	454,498.
e	Add lines 2a through 2d	2e	680,001.
3	Subtract line 2e from line 1	3	5,553,840.
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIII.)	4b	
c	Add lines 4a and 4b	4c	0.
5	Total revenue. Add lines 3 and 4c. (This must equal Form 990, Part I, line 12.)	5	5,553,840.

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.

Complete if the organization answered "Yes" on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements	1	6,093,268.
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:		
a	Donated services and use of facilities	2a	101,059.
b	Prior year adjustments	2b	
c	Other losses	2c	
d	Other (Describe in Part XIII.)	2d	454,498.
e	Add lines 2a through 2d	2e	555,557.
3	Subtract line 2e from line 1	3	5,537,711.
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:		
a	Investment expenses not included on Form 990, Part VIII, line 7b	4a	
b	Other (Describe in Part XIII.)	4b	
c	Add lines 4a and 4b	4c	0.
5	Total expenses. Add lines 3 and 4c. (This must equal Form 990, Part I, line 18.)	5	5,537,711.

Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PART V, LINE 4:

INCOME FROM FUNDS IS DISTRIBUTED TO THE ORGANIZATION FOR PROGRAM SERVICE
EXPENSES

PART XI, LINE 2D - OTHER ADJUSTMENTS:

COST OF GOODS SOLD 454,498.

PART XII, LINE 2D - OTHER ADJUSTMENTS:

COST OF GOODS SOLD 454,498.

Part XIII	Supplemental Information (continued)
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Department of the Treasury
Internal Revenue Service

Supplemental Information Regarding Fundraising or Gaming Activities

Complete if the organization answered "Yes" on Form 990, Part IV, line 17, 18, or 19, or if the organization entered more than \$15,000 on Form 990-EZ, line 6a.

▶ Attach to Form 990 or Form 990-EZ.

▶ Information about Schedule G (Form 990 or 990-EZ) and its instructions is at www.irs.gov/form990.

OMB No. 1545-0047

2016

Open to Public Inspection

Name of the organization

WOMEN IN DISTRESS OF BROWARD COUNTY, INC

Employer identification number

59-1592524

Part I

Fundraising Activities. Complete if the organization answered "Yes" on Form 990, Part IV, line 17. Form 990-EZ filers are not required to complete this part.

1 Indicate whether the organization raised funds through any of the following activities. Check all that apply.

- a ☐ Mail solicitations
- b ☐ Internet and email solicitations
- c ☐ Phone solicitations
- d ☐ In-person solicitations
- e ☐ Solicitation of non-government grants
- f ☐ Solicitation of government grants
- g ☐ Special fundraising events

2 a Did the organization have a written or oral agreement with any individual (including officers, directors, trustees, or key employees listed in Form 990, Part VII) or entity in connection with professional fundraising services?

☐ Yes☐ No

b If "Yes," list the 10 highest paid individuals or entities (fundraisers) pursuant to agreements under which the fundraiser is to be compensated at least \$5,000 by the organization.

[illegible]

Total

3 List all states in which the organization is registered or licensed to solicit contributions or has been notified it is exempt from registration or licensing.

Part II Fundraising Events. Complete if the organization answered "Yes" on Form 990, Part IV, line 18, or reported more than \$15,000 of fundraising event contributions and gross income on Form 990-EZ, lines 1 and 6b. List events with gross receipts greater than \$5,000.

	(a) Event #1	(b) Event #2	(c) Other events	(d) Total events
	STARFISH LUNCHEON (event type)	GOLF TOURNAMENT (event type)	1 (total number)	(add col. (a) through col. (c))
Revenue				
1 Gross receipts	257,809.	137,964.	108,951.	504,724.
2 Less: Contributions	203,844.	91,800.	101,196.	396,840.
3 Gross income (line 1 minus line 2)	53,965.	46,164.	7,755.	107,884.
Direct Expenses				
4 Cash prizes				
5 Noncash prizes				
6 Rent/facility costs				
7 Food and beverages				
8 Entertainment				
9 Other direct expenses	37,604.	36,122.	6,360.	80,086.
10 Direct expense summary. Add lines 4 through 9 in column (d)				80,086.
11 Net income summary. Subtract line 10 from line 3, column (d)				27,798.

Part III Gaming. Complete if the organization answered "Yes" on Form 990, Part IV, line 19, or reported more than \$15,000 on Form 990-EZ, line 6a.

	(a) Bingo	(b) Pull tabs/instant bingo/progressive bingo	(c) Other gaming	(d) Total gaming (add col. (a) through col. (c))
Revenue				
1 Gross revenue				
Direct Expenses				
2 Cash prizes				
3 Noncash prizes				
4 Rent/facility costs				
5 Other direct expenses				
6 Volunteer labor	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
7 Direct expense summary. Add lines 2 through 5 in column (d)				
8 Net gaming income summary. Subtract line 7 from line 1, column (d)				

9 Enter the state(s) in which the organization conducts gaming activities: FL

a Is the organization licensed to conduct gaming activities in each of these states?

☐ Yes ☒ Nob If "No," explain: EVENT PROVIDED BY ORGANIZATION WITH GAMING LICENSE.

10a Were any of the organization's gaming licenses revoked, suspended, or terminated during the tax year?

☐ Yes ☒ No

b If "Yes," explain:

- | | | | |
|----|--|---|--|
| 11 | Does the organization conduct gaming activities with nonmembers? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| 12 | Is the organization a grantor, beneficiary or trustee of a trust, or a member of a partnership or other entity formed to administer charitable gaming? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| 13 | Indicate the percentage of gaming activity conducted in: | | |
| a | The organization's facility | 13a | % |
| b | An outside facility | 13b | 100.00 % |
| 14 | Enter the name and address of the person who prepares the organization's gaming/special events books and records: | | |

Name ► GISELE GELIN

Address ► P.O. BOX 50187 - LIGHTHOUSE POINT, FL 33074

- 15a Does the organization have a contract with a third party from whom the organization receives gaming revenue? ☐ Yes ☒ No
- b If "Yes," enter the amount of gaming revenue received by the organization ► \$ _____ and the amount of gaming revenue retained by the third party ► \$ _____
- c If "Yes," enter name and address of the third party: _____

Name

Address

- 16 Gaming manager information:

Name

Gaming manager compensation ▶ \$ _____

Description of services provided ▶

Director/officer

Employee

 Independent contractor

- 17 Mandatory distributions:

- a Is the organization required under state law to make charitable distributions from the gaming proceeds to retain the state gaming license? ☐ Yes ☒ No
- b Enter the amount of distributions required under state law to be distributed to other exempt organizations or spent in the organization's own exempt activities during the tax year ► \$

Part IV **Supplemental Information.** Provide the explanations required by Part I, line 2b, columns (ii) and (v); and Part III, lines 9, 9b, 10b, 15b, 15c, 16, and 17b, as applicable. Also provide any additional information. See instructions

Part IV Supplemental Information (continued)

Lined area for supplemental information.

Grants and Other Assistance to Organizations, Governments, and Individuals in the United States
Complete if the organization answered "yes" on Form 990, Part IV, line 21 or 22.

Complete if the organization answered "Yes" on Form 990, Part IV, line 21 or 22.

▶ Attach to Form 990.

Department of the Treasury
Internal Revenue Service

Information about Schedule I (Form 990) and its instructions is at www.irs.gov/form990.

OMB No. 1545-0047

2016

**Open to Public
Inspection**

**Open to Public
inspection**

Name of the organization

WOMEN IN DISTRESS OF BROWARD COUNTY, INC

Employer identification number
59-1592524

General Information on Grants and Assistance

1 Does the organization maintain records to substantiate the amount of the grants or assistance, the grantees' eligibility for the grants or assistance, and the selection criteria used to award the grants or assistance?

☒ Yes ☐ No

2 Describe in Part IV the organization's procedures for monitoring the use of grant funds in the United States.

Part II
Grants and Other Assistance to Domestic Organizations and Domestic Governments. Complete if the organization answered "Yes" on Form 990, Part IV, line 21, for any

recipient that received more than \$5,000. Part II can be duplicated if additional space is needed.

[illegible]

2 Enter total number of section 501(c)(3) and government organizations listed in the line 1 table

3 Enter total number of other organizations listed in the line 1 table

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule I (Form 990) (2016)

Part III

Grants and Other Assistance to Domestic Individuals. Complete if the organization answered "Yes" on Form 990, Part IV, line 22.
Part III can be duplicated if additional space is needed.

(a) Type of grant or assistance	(b) Number of recipients	(c) Amount of cash grant	(d) Amount of non-cash assistance	(e) Method of valuation (book, FMV, appraisal, other)	(f) Description of noncash assistance
RENT & LODGING	37	28,843.	0. FMV		
FOOD & SUPPLIES	744	7,856.	0. FMV		
TRANSPORTATION	744	24,142.	0. FMV		
MEDICAL	100	1,037.	0. FMV		
OTHER	25	5,502.	0. FMV		
Supplemental Information. Provide the information required in Part I, line 2; Part III, column (b); and any other additional information.					

PART I, LINE 2:

GRANT EXPENDITURES ARE MONITORED THROUGH USE OF SEPARATE ACCOUNT OF EXPENDITURES IN THE ACCOUNTING RECORDS.

**SCHEDULE J
(Form 990)**

Department of the Treasury
Internal Revenue Service

Compensation Information

For certain Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

▶ Complete if the organization answered "Yes" on Form 990, Part IV, line 23.

▶ Attach to Form 990.

▶ Information about Schedule J (Form 990) and its instructions is at www.irs.gov/form990.

OMB No. 1545-0047

2016

Open to Public Inspection

Name of the organization

WOMEN IN DISTRESS OF BROWARD COUNTY, INC

Employer identification number

59-1592524

Part I Questions Regarding Compensation

- 1a** Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.
- | | |
|--|---|
| <input type="checkbox"/> First-class or charter travel | <input type="checkbox"/> Housing allowance or residence for personal use |
| <input type="checkbox"/> Travel for companions | <input type="checkbox"/> Payments for business use of personal residence |
| <input type="checkbox"/> Tax indemnification and gross-up payments | <input type="checkbox"/> Health or social club dues or initiation fees |
| <input type="checkbox"/> Discretionary spending account | <input type="checkbox"/> Personal services (such as, maid, chauffeur, chef) |
- b** If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If "No," complete Part III to explain
- 2** Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked on line 1a?
- 3** Indicate which, if any, of the following the filing organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III.
- | | |
|--|---|
| <input type="checkbox"/> Compensation committee | <input type="checkbox"/> Written employment contract |
| <input type="checkbox"/> Independent compensation consultant | <input type="checkbox"/> Compensation survey or study |
| <input type="checkbox"/> Form 990 of other organizations | <input checked="" type="checkbox"/> Approval by the board or compensation committee |
- 4** During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:
- a** Receive a severance payment or change-of-control payment?
- b** Participate in, or receive payment from, a supplemental nonqualified retirement plan?
- c** Participate in, or receive payment from, an equity-based compensation arrangement?
- If "Yes" to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.
- Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5-9.**
- 5** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:
- a** The organization?
- b** Any related organization?
- If "Yes" on line 5a or 5b, describe in Part III.
- 6** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:
- a** The organization?
- b** Any related organization?
- If "Yes" on line 6a or 6b, describe in Part III.
- 7** For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any nonfixed payments not described on lines 5 and 6? If "Yes," describe in Part III
- 8** Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)? If "Yes," describe in Part III
- 9** If "Yes" on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)?

	Yes	No
1b		
2		
4a		X
4b		X
4c		X
5a		X
5b		X
6a		X
6b		X
7		X
8		X
9		

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule J (Form 990) 2016

Part III Supplemental Information

Provide the information, explanation, or descriptions required for Part I, lines 1a, 1b, 3, 4a, 4b, 4c, 5a, 5b, 6a, 6b, 7, and 8, and for Part II. Also complete this part for any additional information.

Supplemental information area with multiple horizontal lines for text entry.

SCHEDULE M
(Form 990)

Department of the Treasury
Internal Revenue Service

Noncash Contributions

- ▶ Complete if the organizations answered "Yes" on Form 990, Part IV, lines 29 or 30.
▶ Attach to Form 990.
▶ Information about Schedule M (Form 990) and its instructions is at www.irs.gov/form990.

OMB No. 1545-0047

2016

Open To Public
Inspection

Name of the organization

WOMEN IN DISTRESS OF BROWARD COUNTY, INC

Employer identification number

59-1592524

Part I	Types of Property	(a) Check if applicable	(b) Number of contributions or items contributed	(c) Noncash contribution amounts reported on Form 990, Part VIII, line 1g	(d) Method of determining noncash contribution amounts
1	Art - Works of art				
2	Art - Historical treasures				
3	Art - Fractional interests				
4	Books and publications				
5	Clothing and household goods	X		284,884	FAIR MARKET VALUE
6	Cars and other vehicles	X	1	20,633	FAIR MARKET VALUE
7	Boats and planes				
8	Intellectual property				
9	Securities - Publicly traded				
10	Securities - Closely held stock				
11	Securities - Partnership, LLC, or trust interests				
12	Securities - Miscellaneous				
13	Qualified conservation contribution - Historic structures				
14	Qualified conservation contribution - Other				
15	Real estate - Residential				
16	Real estate - Commercial				
17	Real estate - Other				
18	Collectibles				
19	Food inventory				
20	Drugs and medical supplies				
21	Taxidermy				
22	Historical artifacts				
23	Scientific specimens				
24	Archeological artifacts				
25	Other ▶ (OTHER ITEMS)	X	180	364,773	FAIR MARKET VALUE
26	Other ▶ (FURNITURE & E)	X	335	75,810	FAIR MARKET VALUE
27	Other ▶ (FUNDRAISING E)	X	6	35,569	FAIR MARKET VALUE
28	Other ▶ ()				
29	Number of Forms 8283 received by the organization during the tax year for contributions for which the organization completed Form 8283, Part IV, Donee Acknowledgement			29	
30a	During the year, did the organization receive by contribution any property reported in Part I, lines 1 through 28, that it must hold for at least three years from the date of the initial contribution, and which isn't required to be used for exempt purposes for the entire holding period?				Yes No
30a					X
b	If "Yes," describe the arrangement in Part II.				
31	Does the organization have a gift acceptance policy that requires the review of any nonstandard contributions?				Yes No
31					X
32a	Does the organization hire or use third parties or related organizations to solicit, process, or sell noncash contributions?				Yes No
32a					X
b	If "Yes," describe in Part II.				
33	If the organization didn't report an amount in column (c) for a type of property for which column (a) is checked, describe in Part II.				

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule M (Form 990) (2016)

Part II

Supplemental Information. Provide the information required by Part I, lines 30b, 32b, and 33, and whether the organization is reporting in Part I, column (b), the number of contributions, the number of items received, or a combination of both. Also complete this part for any additional information.

SCHEDULE O
(Form 990 or 990-EZ)

Department of the Treasury
Internal Revenue Service

Supplemental Information to Form 990 or 990-EZ

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.

▶ Attach to Form 990 or 990-EZ.

▶ Information about Schedule O (Form 990 or 990-EZ) and its instructions is at www.irs.gov/form990.

OMB No. 1545-0047

2016

Open to Public
Inspection

Name of the organization

WOMEN IN DISTRESS OF BROWARD COUNTY, INC

Employer identification number

59-1592524

FORM 990, PART III, LINE 1, DESCRIPTION OF ORGANIZATION MISSION:

EMERGENCY SHELTER, A 24-HOUR HOTLINE, CASE MANAGEMENT, COUNSELING,
CHILD ASSESSMENT, SAFETY PLANNING AND ADVOCACY. THE ORGANIZATION ALSO
PROVIDES LAW ENFORCEMENT TRAINING, PROFESSIONAL TRAINING AND COMMUNITY
EDUCATION.

FORM 990, PART III, LINE 4C, PROGRAM SERVICE ACCOMPLISHMENTS:

BELIEFS AND BEHAVIORS SURROUNDING INTIMATE PARTNER VIOLENCE IS CRITICAL
SO THE COMMUNITY CAN APPROPRIATELY REFER VICTIMS FOR ASSISTANCE AND
INCREASE THE POSSIBILITY OF EARLY INTERVENTION AND PREVENTION.

FORM 990, PART III, LINE 4D, OTHER PROGRAM SERVICES:

THRIFT STORE - TO PROVIDE ADDITIONAL REVENUES TO SUPPORT CORE
OPERATIONS FOR THE ORGANIZATION AND PROVIDE CLOTHING AND HOUSEHOLD
ITEMS TO PROGRAM PARTICIPANTS. DONATED GOODS AND MERCHANDISE ARE SOLD
TO THE PUBLIC AND PROCEEDS ARE USED IN THE DAILY OPERATION OF THE
ORGANIZATION. PROGRAM PARTICIPANTS ARE ALSO PROVIDED CLOTHING AND
FURNITURE FROM THE STORE FREE OF CHARGE.

EXPENSES \$ 385,947. INCLUDING GRANTS OF \$ 0. REVENUE \$ 0.

CRISIS HOTLINE: THE PURPOSE OF THE CRISIS HOTLINE IS TO BE A READY AND
AVAILABLE SOURCE OF INFORMATION AND SUPPORT TO VICTIMS OF DOMESTIC
VIOLENCE AND TO THE COMMUNITY. THE CRISIS HOTLINE IS OPERATIONAL 24
HOURS A DAY, SEVEN DAYS PER WEEK. SINCE DECEMBER OF 2014 THE 24-HOUR
CRISIS HOTLINE HAS BEEN EXPANDED TO BECOME A SEPARATE PROGRAM HOUSED IN
ITS OWN SPACE AT THE JIM AND JAN MORAN FAMILY CENTER. ALL THE SERVICES

LHA For Paperwork Reduction Act Notice, see the Instructions for Form 990 or 990-EZ.

Schedule O (Form 990 or 990-EZ) (2016)

832211 08-25-16

Name of the organization

WOMEN IN DISTRESS OF BROWARD COUNTY, INC

Employer identification number

59-1592524

THAT ARE AVAILABLE THROUGH THE ORGANIZATION'S ADVOCACY PROGRAM ARE AVAILABLE ON THE HOTLINE THROUGH ITS DEDICATED CRISIS LINE STAFF AND INCLUDE SAFETY PLANNING, SERVICE MANAGEMENT AS WELL AS INFORMATION AND REFERRAL.

EXPENSES \$ 202,329. INCLUDING GRANTS OF \$ 0. REVENUE \$ 0.

INJUNCTION FOR PROTECTION - TO PROVIDE LEGAL COUNSEL FOR SURVIVORS WISHING TO PURSUE OR SECURE AN INJUNCTION FOR PROTECTION AGAINST THEIR BATTERER. THE LEGAL SERVICES INCLUDE COUNSEL BEFORE THE INJUNCTION IS FILED, FILING OF THE PETITION AND REPRESENTATION DURING FINAL/VIOLATION HEARINGS. ALL LEGAL SERVICES AND OUTREACH SERVICES AS WELL AS SURVIVORS WHO MAY NOT BE CURRENTLY REGISTERED WITH THE ORGANIZATION.

THE IFP PROGRAM IS FUNDED THROUGH A COLLABORATION OF THE FLORIDA COALITION AGAINST DOMESTIC VIOLENCE AND THE OFFICE OF THE ATTORNEY GENERAL.

EXPENSES \$ 50,893. INCLUDING GRANTS OF \$ 0. REVENUE \$ 0.

FORM 990, PART VI, SECTION B, LINE 11B:

FORM 990 IS REVIEWED BY THE CEO, CFO AND BOARD OF DIRECTORS PRIOR TO SUBMISSION. AMOUNTS INCLUDED ON FORM 990 ARE AGREED TO AMOUNTS INCLUDED IN THE AUDITED FINANCIAL STATEMENTS.

FORM 990, PART VI, SECTION B, LINE 12C:

REVIEW OF POLICY UPON HIRE OR PARTICIPATION AS BOARD MEMBER OR TRUSTEE. ANNUAL POLICY REVIEW.

FORM 990, PART VI, SECTION B, LINE 15:

EVERY YEAR THE HR DEPARTMENT EXAMINES VARIOUS NOT FOR PROFIT ORGANIZATIONS

Name of the organization

WOMEN IN DISTRESS OF BROWARD COUNTY, INC

Employer identification number

59-1592524

THAT PROVIDE COMPARABLE SERVICES AND HAVE COMPARABLE BUDGETS IN ORDER TO ASCERTAIN AVERAGE AND REASONABLE AMOUNTS OF COMPENSATION AND BENEFITS. THE SALARY AND BENEFIT RECOMMENDATIONS ARE THEN PRESENTED TO THE BOARD OF DIRECTORS FOR APPROVAL.

FORM 990, PART VI, SECTION C, LINE 18:

FORM 990 CAN BE OBTAINED FROM THE ORGANIZATION'S WEBSITE.

WWW.WOMENINDISTRESS.ORG

FORM 990, PART VI, SECTION C, LINE 19:

GOVERNING DOCUMENTS, CONFLICT OF INTEREST POLICY AND FINANCIAL STATEMENTS ARE AVAILABLE UPON REQUEST AT THE MAIN ADMINISTRATION OFFICE.

FORM 990, PART XII, LINE 2C

NO CHANGE FROM PRIOR YEAR.

Xerox® WorkCentre® 7845

SMTP Transfer Report



Job Status: FAILED

Job canceled by user.

Job Information

User Name: ---
Job Name: Email Job 4458
Device Name: XR9C934E85A267
Submission Date: 02/14/18
Submission Time: 02:41 PM
Images Scanned: 80
Size: 0
Attachment Name:
Format: Image-Only PDF
Encrypted E-mail: No

SMTP Server

Address: mail.womenindistress.org:25

Message Settings:

Subject: Scanned from Xerox MFP
From: widprinter@womenindistress.org
Reply To: widprinter@womenindistress.org
To: 1 Reply To: WomenInDistress.org