



CREATING SAFER COMMUNITIES  
ENDING VIOLENCE AGAINST WOMEN  
TOGETHER

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SEP 25 2017

September 15, 2017

Attention: Funding Request Study Committee  
Town of East Montpelier  
PO Box 157  
East Montpelier, VT 05651

Dear Committee Members,

Circle (formerly Battered Women's Services and Shelter) is requesting \$675 for FY19 from the Town of East Montpelier in support of the work that we do for victims of domestic violence. Enclosed with our request you will find the required informational form and our statistical information from Fiscal Year 2017.

Circle is a small, community based organization dedicated to ending all forms of domestic violence. Circle provides services to all victims of domestic violence, regardless of gender, age, sexual orientation, religion, or ethnicity. Circle has always provided these necessary services at no cost, which is why we greatly depend on and truly appreciate the continued support from the community that we serve.

We ask that the taxpayers of your town be notified of our request so that they may choose to support the services that Circle provides. We at Circle ask that this request be included in the warning for the next Town Meeting.

Thank you for your time and consideration. If you have any questions or require further information, please do not hesitate to contact our administrative office at (802)-476-6010 or email [staff@circlevt.org](mailto:staff@circlevt.org).

Sincerely,

Crystal Ryan  
Criminal Court Advocate  
Circle

P.O. Box 652, Barre, Vermont 05641



**24-Hour Toll-free Hotline: 1-877-543-9498**

Formerly Battered Women's Services and Shelter

## Town of East Montpelier FY2019 Funding Requests

Each year the Town of East Montpelier receives requests for funds from many different organizations. The Selectboard appoints a committee to review the requests and to recommend which should appear on the Town Meeting Warning for action. The committee requires certain information to make sound decisions for each request. In order for your organization to be considered for funding, it is mandatory that you complete this information form. Submit the form and supplementary information to:

**Funding Request Study Committee  
Town of East Montpelier  
P.O. Box 157, East Montpelier, VT 05651-0157 (submit by mail)  
eastmontadmin@comcast.net (submit by email)**

on or before **Friday, October 27, 2017**. Incomplete forms and/or requests received after this date will be disqualified for funding. The Committee reserves the right to require any requesting organization to defend its request in person at the Committee's annual meeting normally held in early November. An organization applying for the first time or requesting a substantial increase in funding should expect an invitation to attend the annual meeting.

If your organization operates two or more programs with separate budgets or funding sources, please fill out one form for each program. All information should be given for your latest complete fiscal year (12 months). Approved requests will be acknowledged in the fiscal year 2019 (July 1, 2018 – June 30, 2019) budget for the Town of East Montpelier. Please feel free to submit any other information you feel would be helpful to the committee in making their decision.

**If you have any questions please contact Bruce Johnson, Town Administrator, at (802) 223-3313 x 204 or eastmontadmin@comcast.net.**

### STANDARD INFORMATION

Organization Name: Circle (formerly Battered Women's Services and Shelter)

Address: PO Box 652, Barre, VT 05641

Fiscal Year Reported: FY17 (July 1, 2016 – June 30, 2017)

Program Description: Circle is a community-based organization that provides services at no cost to victims of domestic violence.

Name of Person filling out this form: Crystal Ryan

Name of Person to contact with questions: Crystal Ryan

Phone Number: 802-476-6010 E-mail: staff@circlevt.org

**AMOUNT OF FUNDING REQUEST: \$675.00**

## SERVICE INFORMATION

What is your organization's service area? State? Washington County? or Other?

Circle serves all of Washington County.

What is the total number of individuals served by your organization in your prior Fiscal Year? \_\_\_\_\_ Individuals

Through our direct service programs, community presentations, and school groups, Circle served around 3,000 individuals, roughly 1/3 of which are unduplicated service users.

How many people in East Montpelier were served by your organization in the same period? \_\_\_\_\_ East Montpelier residents

In FY17, Circle responded to 23 hotline calls and 2 in-person meetings from self-identified East Montpelier residents including; 1 East Montpelier resident received assistance with housing; 2 individuals received assistance with filing for temporary protection orders; advocates supported 2 East Montpelier residents during their hearings for final protection orders; 1 individual received support with legal issues through attendance at our monthly legal clinics; and 4 others received support with civil court proceedings.

*\* Due to confidentiality issues, the majority of clients who call our hotline or request services from us do not disclose their town of residence. Because so many callers or clients do not identify themselves or the area from which they are residing in, it is difficult to report with any degree of accuracy the true number of East Montpelier residents served.*

What type of service(s) does your organization provide to East Montpelier residents?

### **Circle's services include:**

- SHELTER: Emergency Shelter for women and their children fleeing from domestic violence
- SHELTER YOUTH PROGRAM: Available to children staying in shelter
- TOLL FREE CONFIDENTIAL 24-HOUR HOT LINE (1-877-543-9498)
- EMERGENCY, CIVIL and CRIMINAL COURT ADVOCACY
- SUPPORT GROUPS
- PREVENTION EDUCATION OFFERED TO SCHOOLS THROUGHOUT WASHINGTON COUNTY
- EDUCATIONAL PRESENTATIONS and TRAININGS: offered to civic organizations and businesses.
- INFORMATION AND REFERRAL: information about domestic violence and community resources, as well as individualized advocacy and referral to social service, legal, employment, counseling, and housing options.

Approximately how many staff hours are dedicated to provide the services your organization offered East Montpelier residents during this time period? \_\_\_\_\_ hours

Circle staff and volunteers maintain 24-hour services and these services are available to anyone at no cost to them, including East Montpelier residents.

What services does your organization provide that are not available elsewhere?

There are only nine shelters for victims of domestic violence in the state of Vermont. Circle serves the entire Central Vermont region, and is the only shelter available for women and children fleeing domestic violence. Our direct service area covers each of the 20 towns in Washington County, although Circle often provides shelter for victims of domestic violence from all over the state and country who are seeking to create a safe distance from their abuser.

What (if any) organizations provide similar services?

Throughout every county in Vermont, there exists a domestic violence program similar to Circle. However, Circle is the only domestic violence program that exists in Washington County and the only domestic violence emergency shelter in central Vermont area.

If applicable, how does your organization collaborate with organizations providing similar services?

Circle continues to look for ways to increase our contacts with other service providers throughout the community in order to develop broad-based partnerships that address the multiple issues faced by families fleeing domestic violence. We recognize the importance of having these community connections if we are to effectively and thoroughly address the high numbers of domestic violence incidents in our county. Circle facilitates the county's Domestic Violence Coordinated Community Response Team (CCR), which meets monthly and is represented by such agencies as the Barre City Police Department, Department of Health, Department for Children and Families, Economic Services, Capstone, Department of Corrections, and the Youth Service Bureau. Circle advocates are encouraged to attend group meetings that allow for these essential collaborative building relationships to happen. Examples of these types of meetings include the Continuum of Care, a group that focuses on homeless issues, and the statewide DV Council, which looks at and responds to statewide domestic violence issues.

Circle is dedicated to creating and strengthening collaborations, as we truly believe that in order to develop any long-term responses and changes to domestic violence, we must have an aware and involved community. As the only domestic violence shelter and program in Washington County, we do recognize that we are in a unique position to take on a leadership role, guiding our community involvement so that together, we are able to provide realistic and lasting solutions for families in our county.

In what way are the services your organization provides preventative in nature?

Circle coordinates numerous projects in our county that are preventative in nature. Working with police departments throughout Washington County, we have implemented the Lethality Assessment Program (LAP), which serves to prevent domestic violence related homicides. Through our work with the CCR, we have developed trainings for home visitors of all types so that they are better able to identify when domestic violence is in the home. The CCR is also now responsible for monitoring batterer intervention programming in Washington county, ensuring that this programming is meeting statewide standards.

**FINANCIAL INFORMATION**

How did your organization determine the amount of the funding request? Please explain in detail your reasoning for any increase or decrease (use attached sheet if necessary).

The basis of Circle's request is made on \$0.45 per capita.

If approved by the town, how will your organization use the funds?

Funds granted by the town of East Montpelier will be used in support of our direct services that are provided to victims of domestic violence.

Do any of your grant sources require local financial commitment? Explain.

Circle has found that the majority of funding sources applied to do take local support into consideration. Whether it's applications for local foundation funds or federal grants, it's always a positive to be able to say that Circle receives support from all towns throughout Washington County.

Is your organization approved by the IRS as tax-exempt? Yes

If yes, indicate your approval type: 501c3: X other: \_\_\_\_\_

<b>INCOME SOURCES</b>	<b>PERCENT OF INCOME</b>	<b>TOTAL INCOME</b>
Federal	51.5	243,850
State	20.4	96,800
Local Towns	2.9	14,000
United Way	0.6	3,200
Fundraising	7.2	34,150
Other-Foundations	14.9	70,500
Other-Donations, Interest	2.5	12,200
<b>TOTAL</b>	<b>100.0</b>	<b>474,400</b>

<b>EXPENDITURES</b>	<b>Budgeted Percent</b>	<b>Budgeted Dollars</b>	<b>Actual Expense Percent</b>	<b>Actual Expense Dollars</b>
Personnel, Benefits	68.4	324,560	62.7	309,137.88
Insurance/Rent/Utilities	7.1	33,940	7.7	38,458.75
Fundraising Costs	0.0	0	0.2	1,083.13
Other-Shelter, Hotline	6.4	30,425	5.8	28,461.35
Other-Office, Contractors	18.1	85,775	23.6	116,640.45
<b>Total</b>	<b>100.0</b>	<b>474,700</b>	<b>100.0</b>	<b>493,781.56</b>

Number of full-time paid staff positions (full-time equivalents or hours): 6.5

Number of full-time volunteer staff positions (full-time equivalents or hours): 20

## Circle Annual Statistics for FY17 (July 1, 2016 – June 30, 2017)

Circle strives every day to meet the diverse needs of the many victims/survivors who come through our doors. We continue to do a tremendous amount of work during a challenging economy, all the while adhering to stringent program standards to ensure the highest quality of service. A continuing challenge facing Circle is the increasing utilization rate. As you can see from our hotline statistics alone, we are responding to more calls for assistance than ever before, and the nature of these calls, much like people's lives, are becoming more complicated. Throughout the year, Circle staff and volunteer advocates have responded to these increased and complex needs by providing the following services:

- Staff and volunteers responded to 6,081 hot line calls, an increase of 1,095 calls compared to the previous year.
- Shelter services were provided to 19 women and 15 children for a total of 2,623 bed nights.
- Our prevention based programs in schools reached a total of 40 students during this fiscal year.
- Circle provided community presentations to 399 individuals through the 22 trainings and workshops offered to individuals and professionals in Washington County.
- Advocates provided support to 103 plaintiffs during Final Relief from Abuse Hearings, and assisted 132 individuals file for temporary orders.
- Court Education Program was presented to 197 individuals, and our Court Hour Program, which offers one-on-one support to plaintiffs as they prepare for their final hearings, was offered to 9 individuals.
- Circle held 105 support group sessions, which 19 women attended, and held 15 legal clinics.
- Over 1,500 people received direct services from Circle, which are maintained by trained staff and volunteers.
- Our organization continues to rely heavily on the vast support of its many dedicated volunteers; Board Members, Hotline Advocates, and Shelter Support have all contributed 8,010 hours to the work of Circle.

### **Our services include:**

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