



# 2019 Emerging Opportunities Program Application

Submit Application to: [EOPapplications@cityofmadison.com](mailto:EOPapplications@cityofmadison.com)

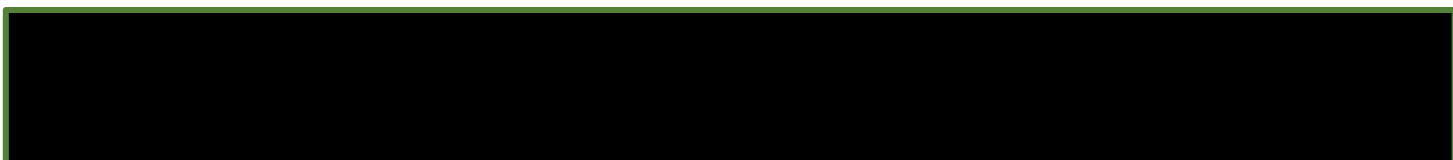
Deadline: 12:00 pm CST (noon) on October 16, 2018

*Late applications will not be accepted*

Please limit your proposal and responses spaces provided in this form. Any materials submitted in addition to this application form will not be considered in the evaluation of the proposal. *Do not attempt to unlock or alter this form.*

**If you need assistance with this proposal or are unclear about how to respond to any questions listed below, please contact CDD staff at 266-6520.**

Agency or Group:	Dane County TimeBank	Amount Requested:	\$5200
Title of Proposal:	Supporting ongoing training and best practices for Restorative Justice practitioners		
Project Type	Training		
Project Description:	The TimeBank is requesting funding for three staff to attend the 2019 National Restorative Justice Conference in Denver, CO.		
Contact Person:	Lorrie Hurckes Dwyer	Email	<a href="mailto:lorrie@danecountytimebank.org">lorrie@danecountytimebank.org</a>
Address:	1202 Williamson St, Suite 107, Madison, WI 53703	Telephone:	608-663-0400
Is this Group a 501 (C) (3)?	Yes or No yes	If no, applicant will need to secure a fiscal agent with 501 (C) (3) status	
Applicant Organization founded (Year):	2005		
Name of Fiscal Agent (if Applicable):		Fiscal Agent Phone:	
Fiscal Agent Contact Person:		Fiscal Agent Email:	



## 1. Project Description

### a. What is the goal of your project? (500 characters)

To use restorative justice practices to promote accountability, community connection, and healing.

This funding will send our restorative justice staff to the 2019 National Restorative Justice Conference. Training offered through the Conference includes: Healing from historical harm, trauma-informed restorative practices, engaging youth, and restorative justice in education, justice, and the community. We will integrate what we learn from these trainings as we continue to expand our work.

### b. Intended Service Population: (500 characters) Describe the intended service population that will be impacted by this project (e.g., location, ages, ethnicities, income ranges, English language proficiency etc.).

This project serves youth between the ages of 12-18 throughout Madison. Nearly 80% of youth served are youth of color and low income. We run youth courts at 4 Madison High Schools, Verona High School, and two community-based locations. We also work with between 100-150 youth jurors through the project.

### c. Project Design: (5000 characters) Describe your proposed project activities. How will these activities help you accomplish your stated goals? Include information about key parts of your project that help us understand how you will accomplish your goals and how these funds would be used.

We began running youth courts as an alternative to arrest in 2006. We began our work in the Madison High Schools in 2008 and have since expanded to all four public high schools and Verona High School. In the 2018.19 school year we successfully eliminated officer discretion in the referral process. In 2017.18 only 34% of eligible youth were referred to youth court in the schools and given the opportunity to attend youth court as an alternative. This change eliminates the potential for bias in decision making and allows all youth the opportunity to participate, creating a more equitable alternative. We have worked with more than 1000 youth through our work in the schools.

In the fall of 2015, we partnered with YWCA and Briarpatch Youth Services to form a community based restorative justice initiative in Madison. All youth between the ages of 12-16 who receive a municipal citation in the city now have the opportunity to participate in a restorative justice process rather than going to municipal court.

In the city initiative, from 9/15/15 to 9/14/17, the Madison Police Department issued 1165 municipal citations to 875 youth meeting this criteria. 952 of the 1165 citations were addressed through the Youth Restorative Justice Initiative. 70% of youth have successfully completed their agreements and avoided having an arrest on their record. With 82% of eligible youth opting in, we are seeing a drastic reduction in the number of youth showing up at municipal court for their mistake. This initiative is having direct impact on the city and county's arrest and DMC numbers.

Of the 1165 citations issued during the time period listed above, 76% were to youth of color. Youth of color continue to experience citation and arrest at hugely disproportionate rates. For over a decade local task forces and work groups have identified the need for investing in restorative justice, true diversion opportunities, prevention, and community support for youth. In the 2009 Juvenile Justice DMC Solutions Workgroup Recommendations, "increasing youth courts and timebanking" was identified as a top recommendation for immediate implementation by the Law Enforcement Workgroup. At the summit in 2014, the "most important and achievable steps to reduce DMC" were again identified. "Community supported point-of-contact alternatives including increased restorative justice and skill building approaches in schools and communities" was recommended as an action item, along with "restorative justice implementation and a strategic plan for funding."

Since these recommendations, we've created equitable opportunities for youth in the schools and have built a multi-stakeholder, cross-organizational, cross-systems restorative justice community initiative that is changing the way we work with youth locally. These initiatives provide a necessary alternative to traditional system involvement that benefits everyone involved. Through these initiatives youth learn from their mistakes

decreasing their chances of becoming involved in the adult system. These initiatives support youth on a path that provides more opportunities for successful outcomes. It's an age appropriate, community based, restorative process that addresses harm and improves community safety by providing youth the supports they need to move forward positively from the incident, rather than be defined by it.

There is a mountain of evidence about the harm associated with the traditional system and we are asking for your support in creating and sustaining an alternative. This funding provides learning and best practice development for staff that will directly impact our project and advocacy work locally. As we continue to explore expanding our program, training opportunities such as this are key to ensure best practices and continuous evaluation and improvement to ensure we're offering meaningful opportunities for youth that focus on healing.

The training:

**Elevating Justice: Widening the Circle**

Justice is a broad concept. While it encompasses formal justice systems, in its broadest sense "justice" refers to basic concepts of fairness in relations - balance, equity, fair exchange, harmony, equal treatment, mutual respect and dignity. Justice encompasses how we live together in peace with dignity and respect for one another despite our differences. It encompasses how we respond to harms and address inequities and injustice. It includes how our institutions relate to us, individually and collectively, in respectful and constructive ways.

The 7th NACRJ Conference focuses on elevating this broader meaning of justice by intentionally widening the circle of engagement in meaningful ways that welcome the voices of victims, formerly incarcerated, LGBTQ, racial, ethnic minorities and others, as we promote safe, just, equitable and sustainable communities and institutions in the US and around the world.

The broad strokes for substantive focus areas or tracks will be Justice, Education and Community.

**d. Proposed Timeline for Implementation**

Activity	Estimated Start and Completion Dates
3 staff attend the National Association of Community and Restorative Justice Conference	June 13-16, 2019
Assess current organizational practices with new knowledge	July 2019
Implement new knowledge into programming	August 2019

2. Applicant Organization or Group: (2500 characters) Briefly describe the structure of your organization. Include information about your board and/or volunteers. Please describe any successes you have had that relate to the proposed project. (10 Pts)

The Dane County TimeBank has a 9 member board of directors, 4 full time staff, and 4 part time contractors working on projects including youth court, transportation, community events, technology development, and more.

The Dane County TimeBank has a long history of filling resource gaps in the community through connecting unmet need with untapped resources. The Dane County TimeBank (DCTB), established in 2005, is a network of nearly 3000 individuals and 200 organizations who exchange services and skills to build community, build capacity, and come together to help each other to build a better world. In timebanking, everyone's contribution is valued equally - one hour equals one hour no matter who you are or what you do. Services exchanged help to fill resource gaps in the community, matching unmet needs with unused resources. Anyone can join the TimeBank to offer skills or services - and receive services in exchange.

TimeBank members help each other and receive credits for their service. Anyone who helps another member earns one TimeBank Hour for each hour of help given, which they can then spend on an hour of service from anyone else in the network. For example; Mary helps John with a computer problem, John then gives Kris a guitar lesson, who teaches Spanish to Dan, who does some yard work for Jean, who tutors Ray for his math class, who gives Mary a ride to the doctor.

The Dane County TimeBank has become a valuable tool to build programs that help solve challenges identified by the community - collaborating with community partners Dane County Human Services, Madison School District, Madison Police Department and other supporters and participants to connect unmet needs with unused resources. Our projects provide meaningful ways for members to tap into to the network and offer needed skills and services.

The TimeBank youth court project was launched in 2006 and has grown from one location to 7 locations across the Madison and surrounding areas. The TimeBank was instrumental in bringing this project to scale throughout the high schools and within the Madison Community. We have been key in advocating for and achieving policy changes that result in more equitable opportunities for youth to avoid arrest. These efforts have begun to reduce both Dane County's overall arrest rates as well as disproportionality within the arrests.

3. Alignment: (2500 characters) Briefly describe how your proposed project aligns with City, neighborhood or community based planning processes, data, or reports. (10 Pts)

According to the Children's Defense Fund, poverty, racial disparities, and a culture of punishment rather than prevention and early intervention are key forces in driving the School-to-Prison Pipeline. According to Wisconsin Council on Children & Families, Madison has been "repeatedly ranked near the bottom in national studies on the extent of racial disparities in our health, education, justice and child welfare systems. A review of currently available data suggests that African Americans in Dane County are at least 60 times more likely to be incarcerated, more than 13 times as likely to be in foster care, more than 3 times as likely to die in infancy, and almost 1/2 as likely to graduate high school on time as their white counterparts."

Dane County is often at the top of lists of the best places in America to live and raise a family. That makes it all the more troubling that we're repeatedly ranked at the bottom in national studies on the extent of racial disparities in our educational and justice systems. These inequities continue to be felt by the growing communities of color in Madison. To address these racial disparities within school discipline and law enforcement contact, we are diverting youth from the pipeline through innovative, collaborative leadership, evidence-based, restorative practices. Our goal is to facilitate accountability and promote healing.

These disparities, perpetuated by adult, institutional, and systemic racism, are harming and impacting youth, particularly youth of color, and it is critical that we create spaces for difficult conversations in order to practice true restorative justice and promote healing for all. Through this funding we will continue to educate ourselves and expand our knowledge of restorative practices so we can continue to improve the impact these practices have on youth, families, and the community. This training will give us more skills to practice

trauma informed restorative justice and give us some tools to continue facilitating difficult, but necessary conversations. By building these skills, we will have a deeper impact.

4. Community Engagement: (2500 characters) Briefly describe how residents and the community who may benefit from this project have been involved in the development of this proposal. (10 Pts)

The Dane County Timebank Youth Court works to shift the dynamics -- in law enforcement and the community as a whole -- that contribute to these disparities by empowering youth and adults to create a system that fosters community accountability and resource development.

With a focus on restorative justice and resource building, this project uses active and genuine citizen engagement in a partnership around addressing the well-being of people, neighborhoods, and community.

This project connects organizations and people from all walks of life, to recognize and offer their assets in order to improve the quality of life for their neighbors and themselves. It gives people an opportunity to step forward to help solve problems racial and economic inequities by actively participating in neighborhood justice and problem-solving, recognizing their own needs and interdependence as intrinsic to a healthy community.

Through this training opportunity we will continue to provide youth and adult leadership development, engagement, and learning opportunities. We will boost our skills in creating deep opportunities to discuss race, class, and power and to learn from effective strategies being used in other places.

5. Collaboration: (2500 characters) Briefly describe any collaboration or coordination with other organizations or service providers in the development of this proposal. (5 Pts)

The TimeBank has worked collaboratively with Madison Police Department, Madison Municipal Court, Dane County Human Services, Madison Metropolitan School District, Verona School District, YWCA Madison, Briarpatch Youth Services, and many TimeBank organizational members and individual members to shape and run this project. All collaborating partners and stakeholders understand the value of staff/professional development and the importance of ongoing learning opportunities to increase our skills as practitioners and ensure best practices in the field.

Through our relationships TimeBank staff have had the opportunity to attend trainings hosted by partner organizations for low to no cost. Trainings such as the YWCA's Racial Justice Summit, the Madison School Districts' trainings around race and bias, and more. The TimeBank has the ability to offer professional development opportunities for our staff on a small scale locally, but this conference is an awesome opportunity for us. In this conference we will dive deep into restorative practices in different contexts, increasing our experiences and practice. While we have attended many trainings associated with race and youth, this training/national conference's specific focus on restorative justice is unique and extremely valuable.

This proposal for training was developed independently due to our need for additional funds to be able to attend this national conference. However, each of our partners offering restorative justice programming, YWCA and Briarpatch Youth Services, report plans to send their team to this conference. These funds will ensure the TimeBank can attend as well.

6. Funding: (5 points)

- a) Has your organization received funding from the City of Madison Community Development Division, City of Madison CDBG office, Community Resources, or the Emerging Opportunities Program in the last 5 years? (Please note: Amount and frequency of funding will be considered in scoring this criteria)

Yes                       No

b) What other funding do you anticipate pursuing if the project is expected to continue? (500 characters)

We will continue to search for funding to support the costs associated with attending the National Restorative Justice Conference in 2019. The specific funding sources we would apply for are to be determined.

7. Budget (5 points):

a. Summarize your project budget by estimated costs, revenue, and fund sources.

BUDGET EXPENDITURES	TOTAL PROJECT COSTS	AMOUNT OF CITY \$ REQUESTED	AMOUNT OF NON-CITY REVENUES	SOURCE OF NON-City FUNDED PORTION
<b>A. Personnel Costs (Complete Personnel chart below)</b>				
1. Salaries/Wages (show detail below)				
2. Fringe Benefits and Payroll Taxes				
<b>B. Program/Project Costs</b>				
1. Program/Project supplies and equipment				
2. Office Supplies				
3. Transportation				
4. Insurance				
5. Other (explain) - pre-conference workshops and conference registration - \$1140 for 3 attendees - Airfare - \$1200 - 3 flights - Travel from airport to hotel and back - \$100 - Hotel - \$1800 - 5 nights/3 rooms @ \$120/night per room - Food - \$960 - \$64/day for 5 days for 3 people	\$5200	\$5200		
<b>C. Space Costs</b>				
6. Rent/Utilities/Telephone				
7. Other (explain):				
<b>D. TOTAL (A + B + C)</b>	\$5200	\$5200		

Explanation of "Other" expenses: (500 characters)

- pre-conference workshops and conference registration - \$1140 for 3 attendees
- Airfare - \$1200 - 3 flights
- Travel from airport to hotel and back - \$100
- Hotel - \$1800 - 5 nights/3 rooms @ \$120/night per room
- Food - \$960 - \$64/day for 5 days for 3 people

b. Personnel Chart: List all paid staff that will be working on the proposed program/project.

Title of Staff Position	F.T.E.*	Proposed Hourly Wage*
Executive Director	1	\$32/hr
Youth Court Coordinators	2	\$18/hr
		\$
		\$
		\$
<b>TOTAL</b>		

\*FTE = Full Time Equivalent (1.00, .75, .50, etc.) 2080 hours = 1.00 FTE Please identify FTE that will be spent in this project.

**-SIGNATURE PAGE-**

City of Madison Contracts:

The following information is provided in order to outline city requirements that will apply if your proposal is funded. All allocated funds will be administered through contracts with the City of Madison, Community Development Division. If funded, the City of Madison reserves the right to negotiate the final terms of a contract with the selected organization. If funded, applicants will be required to attend a **mandatory meeting** on contracting requirements. City purchase of service contracts include requirements regarding non-discrimination, consideration of vulnerable populations along with specific requirements in the following three areas:

1. Affirmative Action:

If funded, applicant hereby agrees to comply with City of Madison Ordinance 39.02, an Affirmative Action Plan with the City Department of Civil Rights (DCR) or an exemption if allowed by City DCR. For more information on these requirements, please visit the Department of Civil Rights website: <http://www.cityofmadison.com/dcr/programsCCP.cfm>.

2. Insurance

If funded, applicant agrees to secure insurance coverage in the following areas to the extent required by the City Office of Risk Management:

- Commercial General Liability
- Automobile Liability
- Worker's Comp
- Professional Liability

The cost of this coverage can be considered in the request for funding. The Certificate of Insurance that will be required at the time of contracting is available on the City of [Madison Risk Management website](#).

A sample contract that includes standard provisions may be obtained by contacting the Community Development Division at (608) 266-6520.

3. Signature:

***(Any applications submitted without a signature will be considered incomplete and will not be considered for funding.)***

Applicant Signature:

Enter Name: Lorrie Hurckes Dwyer

Date: 10/15/18

By entering your initials in the box,

LHD
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You are electronically signing your name and agreeing to the terms above.