

Global Grant Application

GRANT NUMBER
GG2093253

STATUS
Submitted

Basic Information

Grant title

Human Trafficking and Domestic Violence Drop-In Center in Topeka, KS, USA

Type of Project

Humanitarian Project

Address community needs and produce sustainable, measurable outcomes

Primary Contacts

Name	Club	District	Sponsor	Role
Patti Mellard	Topeka South	5710	District	Host
Subodh Bohra	Bombay Airport	3141	District	International

Committee Members

Host committee

Name	Club	District	Role
Faron Barr	Topeka South	5710	Secondary Contact
Lori Rowe	Topeka South	5710	Secondary Contact
Lon Lewis	Topeka	5710	Secondary Contact
Bette Morris	Topeka	5710	Secondary Contact
Blanche Parks	Topeka	5710	Secondary Contact
Carol Wheeler	Topeka	5710	Secondary Contact

International committee

Name	Club	District	Role
Chetan Desai	Borivli	3141	Secondary Contact International
Akkshay Mehta	Mumbai Queen's Necklace	3141	Secondary Contact International
Ganesh Viswanathan	Mumbai Salt City	3141	Secondary Contact International

Do any of these committee members have potential conflicts of interest?

No

Project Overview

Tell us a little about your project. What are the main objectives of the project, and who will benefit from it?

The project will create a drop-in center for victims of human trafficking and domestic violence in a central area of the city of Topeka, KS, USA, to support victims' psychosocial needs and assist with basic needs (e.g. food, rest, laundry, and shower facilities) in a safe environment. The center will be an entry point for longer-term community support services. Many times domestic violence overlaps with human trafficking, therefore the beneficiaries included will be victims of both human trafficking and domestic violence in Topeka, Kansas, USA, where more than 200 victims sought help in 2018.

Areas of Focus

Which area of focus will this project support?

Peace and conflict prevention/resolution

Measuring Success

Peace and conflict prevention/resolution

Which goals of this area of focus will your project support?

Enhancing the capacity of individuals and communities to transform conflict and build peace; Training community members in peace education, peace leadership, and conflict prevention and resolution; Providing services that help integrate vulnerable populations into society;

How will you measure your project's impact?

Measure	Collection Method	Frequency	Beneficiaries
Other Number of victims of domestic violence and trafficking in Topeka and the surrounding community served at the new drop-in facility. This will include client demographics.	Direct observation	Every month	50-99
Other Number of victims of domestic violence and trafficking trained on basic living/housekeeping skills so they can become independent and free from the bondage they are in.	Direct observation	Every month	50-99
Other Number and demographics of domestic violence and trafficking victims served at the drop in center who engage in educational programs, including adult literacy and basic health care utilizing community resources to reintegrate into the community.	Direct observation	Every month	1-19
Other Number of Rotarians trained on signs to look for in identifying a victim of human trafficking and how to report.	Direct observation	Every three months	100-499
Other Number of Rotarians engaged in assisting domestic violence and trafficking victims at the drop-in center in the Topeka community.	Direct observation	Every month	20-49

Do you know who will collect information for monitoring and evaluation?

Yes

Name of Individual or Organization

Patti Mellard

Phone

785-640-9999

Email

patti@keystaffing.com

Address

KANSAS PERSONNEL SERVICES 5840 SW HUNTOON ST

Briefly explain why this person or organization is qualified for this task.

The grant project measurement information will be collected and monitored by the host Rotary committee Chair, Patti Mellard and the YWCA Center for Safety and Empowerment (CSE) Program Director, Michelle McCormick, on a monthly and quarterly basis to evaluate progress in all aspects of the project. The YWCA Human Trafficking Coordinator, along with the YWCA CSE Program Director and YWCA CSE Grants Administrator, will review quarterly statistical and narrative reports for the project with the Rotary committee to ensure the accuracy of information being provided and to discuss trends and needs as the project develops. The YWCA CSE program director and grants administrator have more than 3 years' experience monitoring and evaluating local, state, and federal grant projects that have totaled more than \$3 million USD. Patti Mellard, host committee chair, is a 30 year Rotarian, has managed District grants, served in many club and district leadership positions, and is currently serving her fourth year as the District Peace Programs Chair.

Location and Dates

Humanitarian Project

Where will your project take place?

City or town

Topeka

Country

United States

Province or state

Kansas

When will your project take place?

2019-09-01 to 2020-12-31

Participants

Cooperating Organizations (Optional)

Name	Website	Location
YWCA of Northeast Kansas	www.ywcaneks.org	225 W 12th Street Topeka United States

Supporting Documents

- Cooperating_Organization_Memorandum_of_Understanding_Final.pdf

Do any committee members have a potential conflict of interest related to a cooperating organization?

No

Why did you choose to partner with this organization and what will its role be?

The YWCA of Northeast Kansas has operated the Center for Safety and Empowerment program for more than 40 years to provide services to victims of domestic and sexual violence in Topeka and the surrounding area. This program will expand existing services to better serve victims of human trafficking. The YWCA has a strong organizational structure, staff with expertise, and positive community relationships in order to be successful in this project.

Partners (Optional)

List any other partners that will participate in this project.

Topeka Rotary Foundation

Topeka South Rotary USA

Rotary Club of Topeka USA

Tyler and Allison Crow, community philanthropists

Rotarian Participants

Describe the role that host Rotarians will have in this project.

- 1) Host Rotarians will plan and develop the Global Grant application and the Memoranda of Understanding for this project.
- 2) Serve on the Advisory Board for this project with YWCA staff. Responsibilities to include planning renovations, retaining contractors and suppliers, approving purchases, and project management.
- 3) Manage the grant funds and pay suppliers, vendors, or contractors.
- 4) Recruit Rotarian volunteers to assist as possible in renovation, interior decorating, and landscaping around the center.
- 5) Seek community support and resources for the project.
- 6) Coordinate and help conduct education of Rotarians about human trafficking in Topeka, KS, USA, red flags to help identify trafficking victims, and how to report.
- 7) Encourage Rotary clubs in Topeka to continue a project started in 2018 which provided 135 “Fresh Start kits” to victims. The kits contained basic clothing and hygiene items to victims who came for assistance with nothing but the clothes on their backs. This kits could now be distributed through the Drop-In Center.
- 8) Serve as mentors for victims to help in their recovery and re-integration into the community.
- 9) Serve as volunteers to staff the Drop-In Center and to assist in basic education and adult literacy.
- 10) Prepare and evaluate measurements of effectiveness of the project.
- 11) Prepare Global Grant reports and the final report as required by the Rotary Foundation in cooperation with the International Sponsor.

Describe the role that international Rotarians will have in this project.

- 1) International Rotarians will assist with planning and developing the Global Grant application and the Memoranda of Understanding for this project.
- 2) Contact other International Rotary clubs to obtain funding sponsorships and support for the project.
- 3) Speak to Rotary Clubs and Districts about the project and provide information updates to project sponsors.
- 4) They will assist the Host Partner as needed in Rotary grant project administration and reporting and monitor project results.
- 5) Visit the project site during the grant implementation, offer advice and knowledge of best practices.

Budget

What local currency are you using in your project's budget?

The currency you select should be what you use for a majority of the project's expenses.

Local Currency	U.S. dollar (USD) exchange rate	Currency Set On
USD	1	08/08/2019

What is the budget for this grant?

List each item in your project's budget. Remember that the project's total budget must equal its total funding, which will be calculated in step 9. Every global grant includes a match of at least \$15,000 from The Rotary Foundation's World Fund. Project budgets, including the World Fund match, must be at least \$30,000.

#	Category	Description	Supplier	Cost in USD	Cost in USD
1	Operations	Rent for facility. 2390 sq. feet at \$6.00 per sq. ft.	Private landlord, Wilson Properties, LLC	14340.	14340
2	Operations	Monthly security monitoring fee	Protection One (private company Topeka KS)	1200.0	1200
3	Equipment	Security fence, cameras, monitoring system installation	Protection One security company	1400.	1400
4	Equipment	Washer/dryer, refrigerator, range, microwave, dishwasher, beds, phone, lounge and office furniture, kitchen supplies, computer, printer	Various local vendors	12760.	12760
5	Equipment	Facility renovations to patch and paint walls, remove and relocate wall, remove and replace old floor covering, add window for security, replace light fixtures, repair electrical and plumbing, miscellaneous renovations	Local Contractors and community volunteers	62000.	62000
6	Operations	Utility costs: water, gas, electric, cable internet	Respective utility companies	8000.	8000
7	Operations	Facility liability insurance, leaseholders insurance	Local insurance agency	800.	800
8	Personnel	Part time drop-in center staff person to oversee center, monitor access, security, and usage by victims, educate/train victims and Rotarian volunteers. Staff member will work 20 hours/week. The center will be open Monday, Wednesday, Friday. May expand hours if volunteers are trained to assume expanded duties.	To be hired	20000.	20000
Total budget:				120500	120500

Funding

Tell us about the funding you've secured for your project. We'll use the information you enter here to calculate your maximum possible funding match from the World Fund.

#	Source	Details	Amount (USD)	Support*	Total
1	Cash from Club	Topeka South	3,500.00	175.00	3,675.00
2	District Designated Fund (DDF)	5710	20,000.00	0.00	20,000.00
3	District Designated Fund (DDF)	3141	20,000.00	0.00	20,000.00
4	Cash from Club	Topeka	20,000.00	1,000.00	21,000.00
5	Non-Rotarian contributions to be matched by TRF	Tyler & Allison Crow	3,500.00	175.00	3,675.00

*Whenever cash is contributed to the Foundation to help fund a global grant project, an additional 5 percent is applied to help cover the cost of processing these funds. Clubs and districts can receive Paul Harris Fellow recognition points for the additional expense.

How much World Fund money would you like to use on this project?

You may request up to 53,500.00 USD from the World Fund.

53500

Funding Summary

DDF contributions:	40,000.00
Cash contributions:	23,500.00
Non-Rotarian contributions matched by the Foundation:	3,500.00
Financing subtotal (matched contributions + World Fund):	120,500.00
Total funding:	120,500.00
Total budget:	120,500.00

Sustainability

Humanitarian Projects

Project planning

Describe the community needs that your project will address.

The YWCA Center for Safety and Empowerment has provided support services to victims of domestic and sexual violence since 1977 in Topeka, KS, USA. In 2014, formal services were started for victims of trafficking. YWCA staff, with the help of community partners, have been collaborating to map out an ideal community response to meet the needs for victims and survivors of human trafficking in Topeka, Kansas. In Topeka, there is a strong crisis response system to victims of trafficking, but there is a need to develop services for stabilization and restoration that would empower survivors of trafficking to thrive in our community. The YWCA could fill a current service gap with a "drop-in center" to better meet basic needs for human trafficking victims and survivors, as way to engage them to access longer-term services.

We have found that many local human trafficking survivors are not ready to engage in ongoing services right away, including use of an emergency shelter. However, they do come to the current YWCA outreach office and explain a lack of access to a safe and secure space to rest, take a shower, do laundry, get proper nutrition

and access other basic needs. The YWCA's current inability to adequately address these basic needs, due to lack of private and confidential space, staff, furnishings, and supplies in the facility, poses a barrier towards the YWCA creating a foundation of trust in order to be able to later address larger systemic needs (i.e. behavioral health, medical care, substance use disorders, legal advocacy, employment, and housing).

How did your project team identify these needs?

Rotarians from the Host committee in Topeka, KS have been involved in volunteer service in the war against human trafficking for the last 18 months. Through this involvement with the YWCA, Kansas Attorney's General office, STARS (Stop Trafficking and Reject Slavery), Freedom Now, and Restore , we have learned of the need for a safe, secure facility to provide intermediary basic services to these victims who have gone through unspeakable horrors while being trafficked, many times by a "loved one," relative, or spouse. We have learned that the average age of a new victim is 12 - 14 years old. In Kansas, the majority of victims are domestic, meaning they are US citizens, and many times, Kansas citizens who are coerced through fraud and deception into this horrendous life.

The need for a drop-in center to serve victims of trafficking came to the attention of Rotary and the YWCA through the collaborative work with the Shawnee County Anti-Trafficking coalition that was formed to address human trafficking in 2016. The coordinator of the coalition, Dr. Sharon Sullivan of Washburn University proposed that this was a service gap which could improve the chances of victims accessing long term services. In 2018, the YWCA and members of the Rotarian host committee joined with a local homeless shelter service organization, Freedom Now, to map out a robust community response to trafficking, from crisis services through restoration. The drop-in center was identified as a gap in local services in this process as well. Additionally, YWCA staff observed that many of the people who were coming to the main office to access outreach services were specifically accessing basic needs services rather than accessing counseling and advocacy services. Staff observed that they were requesting a safe space to nap, wash, eat, obtain clean clothing and contact family, friends, and support services. YWCA staff interviewed victims and learned that these services were valuable because they met critical needs and allowed the victim to build trust with a staff member and the agency, which was key in their decision to consider engaging with ongoing intervention services. The YWCA shared this information with the Rotary Host committee members, who conducted a needs assessment of community based social service and government organizations. The assessment validated the need for a "drop-in" center as an intermediary intervention which is a step towards victims having the trust and courage to rebuild their lives and re-engage in their community.

The YWCA has visited with a facility based on this model and plans to utilize many of the same ideas in the proposed drop-in center.

How were members of the benefiting community involved in finding solutions?

Washburn University students, YWCA, and Freedom Now, a coalition of more than 100 members across all sectors of the community, were involved in meetings and discussion groups working to identify needs and develop a response to this critical problem that is causing conflict in the Topeka community.

How were community members involved in planning the project?

A steering committee from YWCA of Northeast Kansas, the Rotary Host Committee, and community members Tyler and Allison Crow, have met several times to plan the project and tour properties as potential sites for the Drop-In Center.

Project implementation

#	Activity	Duration
1	Secure the location for the drop-in center	2-3 months
2	Evaluate the property, hire contractors, and complete renovations; hire and train parttime employee	6 months
3	Purchase equipment and furnishings for the center	1 month
4	Recruit and train volunteers	1 - 2 months
5	Open drop in center 2 -3 days per week	12 months
6	Expand services as possible	Following year

Will you work in coordination with any related initiatives in the community?

Yes

Briefly describe the other initiatives and how they relate to this project.

We will collaborate with other initiatives that help victims of human trafficking and domestic violence in our community. These programs are Restore Hope, Freedom Now, STARS, Shawnee County Anti-trafficking Coalition, Topeka Rescue Mission, and Kansas Attorney General Office. Their programs all involve different aspects of victim assistance, including emergency rescue, homelessness, ending demand for trafficking victims, and a "safe" house for stabilization of victims. This program will fill a gap in the current services available in the community.

We believe that in creating a robust continuum of care we have the best chance to work with survivors and to restore the safe, healthy and fulfilled life they deserve. This project will continue to work in coordination with these community partners in coordinating services for victim/survivors.

Please describe the training, community outreach, or educational programs this project will include.

We have found that most community members, Rotarians included, do not have knowledge of the human trafficking and domestic violence problems. We will be providing outreach to the four Rotary clubs in Topeka to educate them about human trafficking, signs to look for, and how to report.

We will train Rotary volunteers how to work with victims at the Drop-in center and to serve as mentors to help them re-engage in the community. Since many of these victims have been trafficked since they were 12-14 years old, we will provide basic life skills education at the center. We anticipate this education to include household maintenance, laundry skills, nutrition, hygiene, responsibility, job application and interviewing skills.

How were these needs identified?

These needs have been identified through a Needs Assessment completed by Faron Barr and Patti Mellard, members of Topeka South Rotary, Freedom Now, Attorney General's office in the State of Kansas, STARS (Stop Trafficking and Reject Slavery), Restore Hope, and the Topeka YWCA through interaction with victims, grant reports, records of victims served, and an inventory of services currently provided in the community.

What incentives (for example, monetary compensation, awards, certification, or publicity), will you use, if any, to encourage community members to participate in the project?

At this time we have none planned.

List any community members or community groups that will oversee the continuation of the project after grant-funded activities conclude.

YWCA Northeast Kansas—Center for Safety and Empowerment
Tyler and Allison Crow, volunteers and philanthropists

Budget

Will you purchase budget items from local vendors?

Yes

Explain the process you used to select vendors.

To the extent possible, goods and services for renovations will be purchased from local vendors. The procurement policy of the YWCA requires that major equipment and expenses must be purchased after the agency has secured 3 different bids from vendors. The vendor with the best product and most reasonable price will be selected. The Rotarian Host committee will be involved in these decisions.

Did you use competitive bidding to select vendors?

Yes

Please provide an operations and maintenance plan for the equipment or materials you anticipate purchasing for this project. This plan should include who will operate and maintain the equipment and how they will be trained.

The equipment should be limited to smaller items such as computers, washing machines, and other household items which will be operated by staff and those victims served, and will be covered with warranties when purchased.

Describe how community members will maintain the equipment after grant-funded activities conclude. Will replacement parts be available?

The YWCA of Northeast Kansas will maintain the equipment after the completion of this grant project.

If the grant will be used to purchase any equipment, will the equipment be culturally appropriate and conform to the community's technology standards?

Yes

Please explain.

All equipment will be purchased locally or regionally and will conform to the community's technology standards.

After the project is completed, who will own the items purchased by grant funds? No items may be owned by a Rotary district, club, or member.

YWCA of Northeast Kansas will be the owner of items purchased by grant funds.

Funding

Have you found a local funding source to sustain project outcomes for the long term?

Yes

Please describe this funding source.

The YWCA is in the process of engaging both private and public funders that will sustain the project after this initial investment by the Rotary Global Grant. One private donor has already committed to insure the program will be sustained with a \$100,000 pledge. The YWCA will also be pursuing government grant funding that will complement this project and help sustain the project outcomes for the long-term.

Will any part of the project generate income for ongoing project funding? If yes, please explain.

Not at this time, however, we know of programs in which the victims were trained to produce items for sale to generate an income for the project and to help reintegrate them into the workforce. This concept may be implemented in the future.

Authorizations

Authorizations & Legal Agreements

Legal agreement

Global Grant Agreement

I confirm and agree to the following:

1. All information contained in this application is, to the best of our knowledge, true and accurate.
2. We have read the Terms and Conditions for Rotary Foundation District Grants and Global Grants ("Terms and Conditions") and will adhere to all policies therein.
3. The grant sponsors ("Sponsors") shall defend, indemnify, and hold harmless Rotary International (RI) and The Rotary Foundation (TRF), including their directors, trustees, officers, committees, employees, agents, associate foundations and representatives (collectively "RI/TRF"), from and against all claims, including but not limited to claims of subrogation, demands, actions, damages, losses, costs, liabilities, expenses (including reasonable attorney's fees and other legal expenses), awards, judgments, and fines asserted against or recovered from RI/TRF arising out of any act, conduct, omission, negligence, misconduct, or unlawful act (or act contrary to any applicable governmental order or regulation) resulting directly or indirectly from a Sponsor's and/or participant's involvement in grant-funded activities, including all travel related to the grant.
4. The failure of the parties to comply with the terms of this Agreement due to an act of God, strike, war, fire, riot, civil unrest, hurricane, earthquake, or other natural disasters, acts of public enemies, curtailment of transportation facilities, political upheavals, acts of terrorism, or any similar cause beyond the control of the parties shall not be deemed a breach of this Agreement. In such an event, the Agreement shall be deemed terminated and the Sponsors shall refund all unexpended global grant funds within 30 days of termination.
5. TRF's entire responsibility is expressly limited to payment of the total financing amount. TRF does not assume any further responsibility in connection with this grant.
6. TRF reserves the right to cancel the grant and/or this Agreement without notice upon the failure of either or both of the Sponsors to abide by the terms set forth in this Agreement and the Terms and Conditions. Upon cancellation, TRF shall be entitled to a refund of any global grant funds, including any interest earned, that have not been expended.
7. The laws of the State of Illinois, USA, without reference to its conflicts of laws principles, shall govern all matters arising out of or relating to this Agreement, including, without limitation, its interpretation, construction, performance, and enforcement.
8. Any legal action brought by either party against the other party arising out of or relating to this Agreement must be brought in either, the Circuit Court of Cook County, State of Illinois, USA or the Federal District Court for the Northern District of Illinois, USA. Each party consents to the exclusive jurisdiction of these

courts, and their respective appellate courts for the purpose of such actions. Nothing herein prohibits a party that obtains a judgment in either of the designated courts from enforcing the judgment in any other court. Notwithstanding the foregoing, TRF may also bring legal action against Sponsors and/or individuals traveling on grant funds in any court with jurisdiction over them.

9. This Agreement binds and benefits the parties and their respective administrators, legal representatives, and permitted successors and assigns.

10. If any provision of this Agreement is determined to be illegal, invalid or unenforceable, the remaining provisions of this Agreement shall remain in full force and effect.

11. Sponsors may not assign any of its rights under this Agreement except with the prior written consent of TRF. Sponsors may not delegate any performance under this Agreement without the prior written consent of TRF. Any purported assignment of a Sponsor's rights or delegation of performance without TRF's prior written consent is void.

12. TRF may assign some or all of its rights under this Agreement to an associate foundation of TRF. TRF may delegate any performance under this Agreement to an associate foundation. Any other purported assignment of TRF's rights or delegation of performance without the Sponsors' prior written consent is void.

13. Sponsors will comply with all economic and trade sanctions, including those implemented by the Office of Foreign Assets Control (OFAC) of the United States Department of Treasury, and will ensure that they do not support or promote violence, terrorist activity or related training, or money laundering.

14. This Agreement constitutes the final agreement between the parties. No amendment or waiver of any provision of this Agreement shall be effective unless it is in the form of a writing signed by the parties.

15. Rotary International (RI) and TRF may use information contained in this application and subsequent reports to promote the activities by various means such as The Rotarian, Rotary Leader, rotary.org, etc. Unless indicated otherwise in writing, by submission of the photos, the parties hereby grant to RI and TRF the worldwide right to publish and use the photos, including but not limited to, in RI and TRF publications, advertisements, and Web sites and on social media channels and to license use to others, including, but not limited to, media outlets and its partners and through RI's online image database, for the purposes of promoting Rotary. By submitting the photos, the parties represent and warrant that all persons appearing in the photos have given their unrestricted written consent to use their likenesses and to license use to third parties.

16. The Sponsors agree to share information on best practices when asked, and TRF may provide their contact information to other Rotarians who may wish advice on implementing similar activities.

17. The Sponsors will ensure that all individuals traveling on grant funds have been informed of the travel policies stated in the Terms and Conditions and have been made aware that they are responsible for obtaining travel insurance.

Primary contact authorizations

Application Authorization

By submitting this global grant application, we agree to the following:

1. All information contained in this application is, to the best of our knowledge, true and accurate, and we intend to implement the activities as presented in this application.
2. The club/district agrees to undertake these activities as a club/district.
3. We will ensure all cash contributions (as detailed in the grant financing) will be forwarded to The Rotary Foundation (TRF) or sent directly to the global grant bank account after Trustee approval of the grant.

4. Rotary International (RI) and TRF may use information contained in this application to promote the activities by various means such as The Rotarian, the RI international convention, RVM: The Rotarian Video Magazine, etc.

5. We agree to share information on best practices when asked, and TRF may provide our contact information to other Rotarians who may wish advice on implementing similar activities.

6. To the best of our knowledge and belief, except as disclosed herewith, neither we nor any person with whom we have or had a personal or business relationship are engaged, or intend to engage, in benefiting from TRF grant funds or have any interest that may represent a potential competing or conflicting interest. A conflict of interest is defined as a situation in which a Rotarian, in relationship to an outside organization, is in a position to influence the spending of TRF grant funds, or influence decisions in ways that could lead directly or indirectly to financial gain for the Rotarian, a business colleague, or his or her family, or give improper advantage to others to the detriment of TRF.

All Authorizations & Legal Agreements Summary

Primary contact authorizations

Name	Club	District	Status	
Patti Mellard	Topeka South	5710	Authorized	Authorized on 08/08/2019
Subodh Bohra	Bombay Airport	3141	Authorized	Authorized on 13/08/2019

District Rotary Foundation chair authorization

Name	Club	District	Status	
John Donovan	Leavenworth	5710	Authorized	Authorized on 12/08/2019
Lata Subraidu	Mumbai Green City	3141	Authorized	Authorized on 14/08/2019

DDF authorization

Name	Club	District	Status	
John Donovan	Leavenworth	5710	Authorized	Authorized on 12/08/2019
Jason Leib	Lenexa	5710	Authorized	Authorized on 09/08/2019
Lata Subraidu	Mumbai Green City	3141	Authorized	Authorized on 14/08/2019
Harjit Talwar	Bombay Mulund Valley	3141	Authorized	Authorized on 14/08/2019

Legal agreement

Name	Club	District	Status	
John Donovan	Leavenworth	5710	Accepted	Accepted on 12/08/2019
Lata Subraidu	Mumbai Green City	3141	Accepted	Accepted on 14/08/2019