

Agency Name:	RAPPAHANNOCK LEGAL SERVICES, INC.				
Physical Address:	500 Lafayette Blvd., Suite 100				
Mailing Address:					
City:	Fredericksburg	State:	VA	Zip:	22401
Telephone Number:	540-371-1105	Fax:	540-371-1114		
Federal Tax ID #:	23-7362601				
Web Address:	www.rappplegal.com				
General Email Address:	rlsfred@rappplegal.com				
Agency Main Contact:	Ann H. Kloeckner, Esq.	Title:	Executive Director		
Telephone Number:	540-371-1105, Ext. 118				
E-Mail Address:	akloeckner@rappplegal.com				

Agency Mission:

Mission Statement: Rappahannock Legal Services, Inc. (RLS) exists to champion fairness by advocating for those with the least access to the civil court system.

Number of years agency has been in operation: 42

Localities Served:

Planning District 16 (City of Fredericksburg, Spotsylvania Co., Stafford Co., Caroline Co., and King George Co.), Planning Districts 9 and 17, and portions of Planning District 18.

Total Projected Agency Expenses for FY2017

List Program Title/Name		Salary	Benefits	Operating Expenses	Capital Expenses	Total
Program 1	RLS, Inc. - PD16	\$ 238,246.67	\$ 27,885.46	\$ 49,959.20	\$ -	\$ 316,091.33
Program 2	RLS, Inc. - Other	\$ 216,025.94	\$ 49,771.74	\$ 47,329.77	\$ -	\$ 313,127.45
Program 3		\$ -	\$ -	\$ -	\$ -	\$ -
Program 4		\$ -	\$ -	\$ -	\$ -	\$ -
Program 5		\$ -	\$ -	\$ -	\$ -	\$ -
Total Program Budgets		\$ 454,272.61	\$ 77,657.20	\$ 97,288.97	\$ -	\$ 629,218.78
Agency Administrative Expenses		\$ 166,125.34	\$ 59,456.95	\$ 34,182.60		\$ 259,764.89
Total Agency Expenses		\$ 620,397.95	\$ 137,114.15	\$ 131,471.57	\$ -	\$ 888,983.67

Total Agency Revenues

	FY 2015 Actual	FY 2016 Budgeted	FY 2017 Projected
Caroline	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Fredericksburg	\$ 29,380.00	\$ 29,380.00	\$ 29,380.00
King George	\$ 4,402.75	\$ 4,403.00	\$ 4,403.00
Spotsylvania	\$ 28,684.00	\$ 28,684.00	\$ 28,684.00
Stafford	\$ 32,445.00	\$ 32,445.00	\$ 32,445.00
United Way	\$ 32,000.00	\$ 48,000.00	\$ 48,000.00
Grants	\$ 690,454.64	\$ 676,409.60	\$ 676,409.60
Client Fees	\$ -	\$ -	\$ -
Fundraising	\$ 93,300.18	\$ 45,300.00	\$ 45,300.00
Other*	\$ 47,991.70	\$ 32,146.94	\$ 32,146.94
Total Agency Revenues	\$ 960,158.27	\$ 898,268.54	\$ 898,268.54

**Detail below what revenues are included under "Other", in the table above:*

* Guardian Ad Litem, Attorney Fees and Interest

Agency Name:	RAPPAHANNOCK LEGAL SERVICES, INC.
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Agency Administrative Expenses Overview

In the box below, provide an overview of the administrative costs detailed on the Agency Overview Tab, in the Total Projected Agency Expenses table for the agency as a whole. If your agency is requesting an increase or decrease in administrative funding, please describe, in detail, the reasons for these changes. Please provide justification for and specific amounts of administrative costs that are defrayed by locality funds (as detailed in the chart below). (Do not exceed 15 lines of text.)

Administrative costs for the agency as a whole include that portion of salaries, benefits and overhead (rent, utilities, supplies, postage, professional development, dues and fees, equipment maintenance and repair and program insurance) allocable to the administrative functions of the organization. Administrative costs associated with the Fredericksburg office, which serves Planning District 16, are estimated at \$109,233.97, approximately 42% of the total administrative costs for the organization. The total funding requested from the local jurisdictions within Planning District 16 is \$96,412. We are not requesting funds for administrative costs. The PD16 funding we receive will go towards Program 1.

Administrative Revenue

	FY 2015 Actual	FY 2016 Budgeted	FY 2017 Projected
Caroline			
Fredericksburg			
King George			
Spotsylvania			
Stafford			
United Way			
Grants	\$ 259,764.89	\$ 288,353.06	\$ 288,353.06
Client Fees	\$ -	\$ -	\$ -
Fundraising			
Other*			
Total Agency Revenues	\$ 259,764.89	\$ 288,353.06	\$ 288,353.06

**Detail below what revenues are included under "Other", in the table above:*

Agency Capital Expenses Overview

In the box below, provide an overview of the capital costs detailed on the Agency Overview Tab, in the Total Projected Agency Expenses table, for the agency as a whole. Please provide justification for and specific amounts of capital costs that are defrayed by locality funds. (The description should not exceed 15 lines of text.)

N/A

Agency Name:	RAPPAHANNOCK LEGAL SERVICES, INC.
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Salary & Benefit Expenses Overview

In the box below, provide an overview of any increases or decreases in general personnel expenses for the agency. This would include any planned or projected merit or COLA increases, or new positions being requested. Also include a description of any changes to agency benefits structure or cost.
(The description should not exceed 10 lines of text.)

RLS recently had an opening for the position of Development Director and due to the lack of response to the salary being offered we increased the salary by 10K. Each year we have seen a steady increase in the cost of our health benefits. In an effort to deal with the ever-increasing costs, RLS routinely reviews the employee contribution to those costs.

Budget Issues

Please detail below any legislative initiatives or issues that may impact the agency for the upcoming year. This could include new legislation that may increase or decrease projected funding at any level (Federal/State/Local), or could affect grants or designated funds as they are currently received. If you are aware of "outside" funding sources that will expire or be reduced on a set cycle or date, please note those below and how you are planning for them.

RLS continues to look for new funding as our existing funding is never guaranteed from year to year. We saw a 50+% cut in our United Way funding FY 15 (from \$67,000 to \$32,000). In FY 2016, United Way did return some of that 50% cut (now at \$48,000), but we anticipate that this and other funding sources are going to fluctuate in the coming year. We plan to aggressively seek other funding sources.

Please detail below any identified agency needs or areas of concern that are currently not being addressed in your funding request. This could include training or technical assistance for specific areas, administrative support for a program or service, evaluation of current programs, or consultation for strategic planning, board support, or fundraising.

The continuing need in our office is for more staff attorneys. Since we turn away approximately two out of every three applicants due to our lack of staffing, we are able to meet only a small fraction of the most critical civil legal needs of indigent clients in this area. There is no right to a free attorney in civil legal matters, so that means that when we reject an applicant, there is no alternative which could provide free legal help in civil matters. Our funding request in this application asks for level funding in order to safeguard our current level of staffing, but the overwhelming need in our organization is for more advocates to take on more cases. We serve the PD 16 region (containing fifteen courts) with just 2.8 FTE attorneys.

Agency Name:	RAPPAHANNOCK LEGAL SERVICES, INC.
Locality Notes	
<i>Please use the spaces below to provide any locality specific notes or statements that may be relevant to your application.</i>	
City of Fredericksburg	
<p>Total Fredericksburg Cases in FY15 – 87 191 People helped – 82 adults, 109 children \$ 9,774 lump sum awards, \$ 4,526 monthly awards, \$ 64,086 annualized (All support orders) \$ 59,454.81 lump sum avoided These statistics show the effectiveness of our targeted advocacy to get real results for our clients. In the past year, our legal advocacy allowed our clients to receive \$64,086 and avoid \$59,454.81.</p>	
Caroline County	
<p>Total Caroline County Cases in FY15 – 41 115 People helped – 63 adults, 52 children \$ 476 lump sum awards, \$ 1298 monthly awards, \$16,052 annualized awarded \$ 148,755 lump sum avoided In the past year, our legal advocacy allowed our clients to receive \$16,052 and avoid \$148,755.</p>	
King George County	
<p>Total King George County Cases in FY15 – 34 187 People helped – 47 adults, 40 children \$ 2,197 lump sum awards, \$ 4,103.69 monthly awards, \$51,411.28 annualized (All support orders) \$ 68 monthly avoided, \$816 annualized avoided In the past year, our legal advocacy allowed our clients to receive \$51,411.28 and avoid \$816.</p>	
Spotsylvania County	
<p>Total Spotsylvania County Cases in FY15 – 194 542 People helped – 265 adults, 277 children \$ 121,025.97 lump sum awards, \$ 14,070.01 monthly awards, \$ 289,866.09 annualized awards \$ 154,532.44 lump sum avoided, \$ 14,328 monthly avoided, \$ 168,860.44 annualized avoided In the past year, our legal advocacy allowed our clients to receive \$289,866.09 and avoid \$168,860.44.</p>	
Stafford County	
<p>Total Stafford County Cases in FY15 – 150 437 People helped – 190 adults, 247 children \$ 39,841.22 lump sum awards, \$ 12,629.25 monthly awards, \$ 191,392.22 annualized awards \$ 53,985 lump sum avoided, \$ 600 monthly avoided, \$ 61,185 annualized avoided In the past year, our legal advocacy allowed our clients to receive \$191,392.22 and avoid \$61,185.</p>	

Agency Name:	RAPPAHANNOCK LEGAL SERVICES, INC.		
Program Name:	RLS, Inc. - PD16	Is This a New Program?	No
Program Contact:	Ann H. Kloeckner, Esq.	Title:	Executive Director
Telephone Number:	540-371-1105 Ext 116		
E-Mail Address:	akloeckner@rapplegal.com		

Projected Program Expenses for FY2017

Program Name	Salary	Benefits	Operating Expenses	Capital Expenses	Total
RLS, Inc. - PD16	\$ 238,246.67	\$ 27,885.46	\$ 49,959.20		\$ 316,091.33

Program Revenues

	FY 2015 Actual	FY 2016 Budgeted	FY 2017 Projected
Caroline	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Fredericksburg	\$ 29,380.00	\$ 29,380.00	\$ 29,380.00
King George	\$ 4,402.75	\$ 4,403.00	\$ 4,403.00
Spotsylvania	\$ 28,684.00	\$ 28,684.00	\$ 28,684.00
Stafford	\$ 32,445.00	\$ 32,445.00	\$ 32,445.00
United Way	\$ 32,000.00	\$ 48,000.00	\$ 48,000.00
Grants	\$ 274,969.18	\$ 260,486.59	\$ 260,486.59
Client Fees	\$ -	\$ -	\$ -
Fundraising	\$ 16,412.69	\$ 25,500.00	\$ 25,500.00
Other*	\$ 3,650.00	\$ 5,500.00	\$ 5,500.00
Total Agency Revenues	\$ 423,443.62	\$ 435,898.59	\$ 435,898.59

***Detail below what revenues are included under "Other", in the table above:**

* Guardian Ad Litem, Client Donations, Attorney Fees

In the box below, please indicate, in detail, reasons for increases or decreases in the amounts requested for FY 2017. Include whether these changes come from increases in personnel, benefits, or operating expenses. If an increase is being requested, please describe the impact not receiving an increase would have on the program. In particular, please describe in detail if any increase is sought for new positions or personnel.

We are seeking no increases in the amounts requested for FY 2017. We respectfully request level funding.

Client Fees

In the box below, please describe the fees clients must pay for the services provided by this program. Please also include how those fees are determined and if any scales are used, or if determinations are made on an ability to pay basis. This description should not exceed 10 lines of text.

Our services are free of charge to our clients. All our clients are at 125% or less of the Federal poverty guidelines. From time to time, grateful clients might donate to RLS, but no fees are charged for our services.

Agency Name:	RAPPAHANNOCK LEGAL SERVICES, INC.
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Program Purpose / Description

In the box below, provide an overview of the program. The description should not exceed 10 lines of text.

Rappahannock Legal Services, Inc. (RLS) represents poor people who cannot afford a lawyer in civil legal matters. We offer free, high-quality legal assistance in civil legal matters, like domestic violence protective orders, custody, visitation, child and spousal support. Also, we represent poor people who have been wrongfully denied their right to benefits, such as unemployment. We produce a housing rights guide every year to advise the community about their rights as tenants or homeowners facing eviction or foreclosure.

Justification of Need

In the box below, please state clearly why this service should be provided to the citizens of the region and why the localities should consider this funding request. If this is a new program, be sure to include the benefit to the region for funding a new request. The description should not exceed 10 lines of text.

We are the only agency that offers these services. When we get a protective order, an enforceable support order or get unemployment benefits for a poor client, we help stabilize the community in which our clients live. With their rights protected, our clients become self-supporting citizens and the PD 16 social services system has fewer clients in crisis who use county resources. We assist the court system by representing people who could not otherwise afford a lawyer. In a difficult economic climate, our efforts have brought in much needed support orders or benefits for your residents. In FY15, we handled 506 cases, helped 1463 Planning District 16 residents (9 nonresidents), assisting 81 clients in domestic violence cases, and securing the following benefits: \$390,186 in child and spousal support awards; \$341,919 avoided in bankruptcy, consumer and housing matters; \$31,056 awarded in unemployment payments; \$2,248 avoided in medical bills that should have been covered by Medicare; \$4,220 avoided in filing fees and \$116,760 in increased Food stamps/SSDI/SSI awards.

Target Audience and Service Delivery

In the box below, describe the program's intended audience or client base and how those clients are served. This should include the location of the service and what geographic areas are served or targeted for service. If your program has specific entry or application criteria, please describe it below. In the second box, list the actual numbers served, along with the projected numbers to be served during the upcoming fiscal year. The description should not exceed 10 lines of text.

RLS represents people who are under 125% of the Federal poverty guidelines with civil legal matters. According to the 2010 Census, Planning District 16 has 25,829 citizens whose income level makes them eligible for our services. For an average family with one parent and two children, the monthly income limit would be approximately \$1,930. RLS serves all of Planning District 16 (Spotsylvania County, City of Fredericksburg, Caroline County, King George County and Stafford County) from our office in Fredericksburg. In addition, RLS serves all of Planning Districts 9 (Culpeper, Fauquier, Madison, Orange, Rappahannock Counties) from an office in Culpeper and Planning District 17 (The Counties of Lancaster, Northumberland, Richmond, and Westmoreland) and parts of Planning District 18 (Essex, King & Queen and King William Counties) from our Tappahannock office.

Number of Individuals Served			<i>Please use the columns to the left to provide the actual numbers of individuals served in this program during FY2015, and the projected numbers of individuals to be served in FY2017.</i>
<i>Locality</i>	<i>FY2015 (Actual)</i>	<i>FY2017 (Projected)</i>	
<i>Fredericksburg City</i>	<i>191</i>	<i>191</i>	
<i>Caroline County</i>	<i>114</i>	<i>114</i>	
<i>King George County</i>	<i>187</i>	<i>187</i>	
<i>Spotsylvania County</i>	<i>535</i>	<i>535</i>	
<i>Stafford County</i>	<i>436</i>	<i>436</i>	
<i>Other Localities</i>	<i>9</i>	<i>9</i>	
Total Served	1,472	1,472	

Agency Name:	RAPPAHANNOCK LEGAL SERVICES, INC.
Program Collaboration	
In the box below, describe, in detail, examples of collaborative efforts and key partnerships between your program and other programs or agencies in the area. The description should not exceed 10 lines of text.	
<p>RLS collaborates directly with one organization in PD 16 and has active key partnerships with many others. We are the subgrantee for social service agency Quin Rivers' Supportive Services for Veterans' Families federal grant, helping veterans avoid homelessness by counseling them on their housing rights. Our key partnerships include working with EmpowerHouse (representing some of their clients in need of protective orders and training their shelter staff on legal rights); RCASA (advising their rape crisis clients on family law and immigration matters); Thurman Brisben Center (monthly talks to their residents on tenants' legal rights); Micah Ministries (advising their staff on tenants' legal rights, accepting many referrals from their programs); active participant in Council of Executives, a group of nonprofit leaders which shares best practices in nonprofit governance; active participant in Rappahannock Area Domestic Violence Task Force (area law enforcement, Commonwealth's Attorney and nonprofit groups that work with victims of domestic violence).</p>	
Collaborative Impact	
In the box below, describe, in detail, how the community would be impacted if your agency were dissolved or merged with another partner agency. The description should not exceed 10 lines of text.	
<p>RLS is the sole agency in PD 16 providing legal help to indigents in the civil justice system. Confused litigants representing themselves would slow the court system as they struggle with the requirements to present their cases, thus slowing the systems for everyone. There is no right to a free lawyer in civil matters, so without RLS, these vulnerable clients would be left to figure out a complex system on their own. Without a legal aid agency assisting the most vulnerable in our community, it would be impossible to achieve the standard of equal access to justice for all. If RLS merged with another partner agency, no other agency could deliver the critical legal help a law firm like RLS could achieve. Other agencies would have to hire attorneys, provide malpractice insurance, state bar membership dues and other costs of running a law office, and would have to consider difficult ethics issues such as the requirement of setting up screenings for conflicts of interest. RLS has developed a reservoir of goodwill in the civil justice system over the course of 42 years that would take another agency many years to replicate.</p>	
Community Impact	
In the box below, please provide at least two examples of how your services have impacted members of our community. This description should not exceed 20 lines of text.	
<p>Case #1: We represented a woman whose husband had resigned from a local Sheriff Dept and moved out of town, leaving our client and their children in a house in foreclosure, paying no support. After a contested hearing, Judge granted joint legal custody, primary physical custody to our client, and child and spousal support was awarded at imputed sheriff's income level. Child support of \$1150/mo + Spousal Support of \$654/mo = \$1804 total support, arrearages of \$12,279 exist. The husband appealed but did not pursue the appeal. Case #2: Our client's ex-husband repeatedly filed motions to request that his obligation to pay spousal support should be reduced. Over the course of several years, RLS staff attorneys were able to defend against several motions filed by him in which he tried to convince the court that he should no longer support his ex-wife and mother of his children. He finally filed to terminate spousal support altogether, claiming falsely that our client had "agreed" to that. An RLS Fredericksburg attorney filed a counter-motion to amend the child support calculation in the event that he would be successful in his motion to end spousal support. At the final hearing on both motions, the judge did finally agree with the husband that the time had come for spousal support to terminate because our client had started new employment and the marriage had been relatively short. However, because our attorney had had the forethought to file that counter-motion to recalculate child support, the judge could consider the impact of losing spousal support in recalculating the amount of child support that the ex-husband would have to pay. With the ex-husband starting a new, higher-paying job recently, the recalculated amount of child support jumped significantly...so much so that the court actually ended up ordering him to pay more in just child support than he had previously been paying for child and spousal support combined. This turned into a net gain for our client, even with the loss of spousal support. While the ex-husband definitely got what he wished for, the end of paying spousal support to our client, the RLS attorney was able to deploy an effective counter-motion to make sure that our client and her children were properly protected.</p>	

Agency Name:		RAPPAHANNOCK LEGAL SERVICES, INC.	
Goals & Objectives			
Please provide the following information regarding the goals and objectives for your program. Space has been provided for two goals, with two objectives per goal, along with a space for the most recently collected data for that program objective. If your agency is funded by the United Way, please include a copy of your Logic Model for this program as a supplemental attachment. Please note the data collection period for each objective's outcome data.			
Program Goal 1			
Provide legal services for victims of domestic violence. We continue to see a lot of DV cases in PD16. We prioritize these cases and help stabilize and keep the family safe by obtaining protective orders, we also seek child and spousal support to enable the client to regain her financial footing. In the coming year, we anticipate the numbers will continue at a high level, due to the stressors tough economic situations create. In addition, if the family needs to sort out issues of child custody and visitation, we are able to provide full assistance to the victim so the family is protected while allowing visitation in the best interest of the children. Also, we assist the DV victim with other legal matters, such as housing and immigration representation, when needed.			
Objective 1a:		Most Recent Outcome Data for Objective 1a:	
Provide advice and representation for victims of domestic violence to obtain protective orders against their abusers.		Assisted 81 clients in domestic violence cases.	
		<i>Data Collection Period for 1a:</i>	07/01/2014-06/30/2015
Objective 1b:		Most Recent Outcome Data for Objective 1b:	
Provide advice and representation for victims of domestic violence to obtain enforceable orders of child and spousal support against their abusive partner.		Obtained 35 Protective Orders for victims of domestic violence. Received \$390,186 in child and spousal support awards.	
		<i>Data Collection Period for 1b:</i>	07/01/2014-06/30/2015
Program Goal 2			
Provide legal services for indigent clients who were wrongly denied unemployment benefits. In the recent difficult economic situation, unemployment benefits cases are vitally important to struggling individuals. We are hoping to take a similar number of cases in this area in the following fiscal year, in order to assist at-risk residents of Planning District 16 who have lost their jobs.			
Objective 2a:		Most Recent Outcome Data for Objective 2a:	
Provide advice and representation for those who were wrongly denied unemployment benefits.		Assisted with 20 unemployment benefits cases and helped 47 people.	
		<i>Data Collection Period for 2a:</i>	07/01/2014-06/30/2015
Objective 2b:		Most Recent Outcome Data for Objective 2b:	
Provide advice and representation for indigent clients to obtain back awards and monthly continuing awards of unemployment benefits that were wrongfully denied to them.		Obtained \$31,056 annualized awards in unemployment benefits.	
		<i>Data Collection Period for 2b:</i>	07/01/2014-06/30/2015

Agency Name:	RAPPAHANNOCK LEGAL SERVICES, INC.	
Outcomes Explanation & Goal Updates for FY2017		
<p><i>Please note below if you feel you have met your goals and objectives for the data reported above. If your outcomes are significantly less than your stated objectives, please note any reasons why this might be the case. Also, please note any changes you plan to make to the program, or the stated goals and objectives, given the data you have reported above. If you are restating the goals or objectives for FY2017, please include those below.</i></p>		
Explanation & Overview		
Goal 1		Goal 2
Objective 1a		Objective 2a
Represented 81 victims of domestic violence.		Advised 20 clients in unemployment cases.
Objective 1b		Objective 2b
Obtained 35 enforceable orders for child support and/or spousal support in the amount of \$66,498 in back child and spousal support and \$26,973/month, annualized to \$323,687 in ongoing support.		Obtained 18 enforceable orders for back benefits as well as monthly awards, totaling \$31,056 including \$2,588 in monthly payments.
Updates for FY2017		
Goal 1		Goal 2
Provide legal services to 81 victims of domestic violence.		Provide legal services for 20 indigent clients who are wrongly denied unemployment benefits.
Objective 1a		Objective 2a
To obtain 35 protective orders for victims of domestic violence.		To advise 20 clients in unemployment cases.
Objective 1b		Objective 2b
To obtain enforceable orders for child support and/or spousal support in the amount of \$66,000 in back child and spousal support and \$26,000/month, annualized to \$31,200 in ongoing support.		To obtain enforceable orders for back benefits as well as monthly awards, totaling \$31,000 including \$2,500 in monthly payments.

Agency Name:	RAPPAHANNOCK LEGAL SERVICES, INC.		
Program Name:	RLS, Inc. - Other	Is This a New Program?	No
Program Contact:	Ann H. Kloeckner, Esq.	Title:	Executive Director
Telephone Number:	540-371-1105 Ext 116		
E-Mail Address:	akloeckner@rapplegal.com		

Projected Program Expenses for FY2017

Program Name	Salary	Benefits	Operating Expenses	Capital Expenses	Total
RLS, Inc. - Other	\$ 216,025.94	\$ 49,771.74	\$ 47,329.77		\$ 313,127.45

Program Revenues

	FY 2015 Actual	FY 2016 Budgeted	FY 2017 Projected
Caroline	\$ -	\$ -	\$ -
Fredericksburg	\$ -	\$ -	\$ -
King George	\$ -	\$ -	\$ -
Spotsylvania	\$ -	\$ -	\$ -
Stafford	\$ -	\$ -	\$ -
United Way	\$ -	\$ -	\$ -
Grants	\$ 155,720.57	\$ 127,569.95	\$ 127,569.95
Client Fees	\$ -		
Fundraising	\$ 76,887.49	\$ 19,800.00	\$ 19,800.00
Other*	\$ 44,341.70	\$ 26,646.94	\$ 26,646.94
Total Agency Revenues	\$ 276,949.76	\$ 174,016.89	\$ 174,016.89

***Detail below what revenues are included under "Other", in the table above:**

*Other - Guardian Ad Litem Fees, Attorney fees, Affordable Care Act Tax Credit

In the box below, please indicate, in detail, reasons for increases or decreases in the amounts requested for FY 2017. Include whether these changes come from increases in personnel, benefits, or operating expenses. If an increase is being requested, please describe the impact not receiving an increase would have on the program. In particular, please describe in detail if any increase is sought for new positions or personnel.

No requesting funding for program 2

Client Fees

In the box below, please describe the fees clients must pay for the services provided by this program. Please also include how those fees are determined and if any scales are used, or if determinations are made on an ability to pay basis. This description should not exceed 10 lines of text.

N/A