

Partner Agency Application for Funding

FY2016

FACE SHEET

| | | | | | |
|---|--|-------------|--------------------|------|---|
| Agency Name: | Piedmont Dispute Resolution Center | | | | |
| <i>Has the City/ County Funded This Agency in Previous Years?</i> | | | | | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Physical Address: | Three South Fourth Street, 2 nd Floor | | | | |
| Mailing Address/PO Box: | P.O. Box 809 | | | | |
| City: | Warrenton | State: | VA | Zip: | 20188 |
| Telephone Number: | 540.347.6650 | Fax Number: | 540.347.4689 | | |
| Federal Tax ID #: | 54-1661815 | | | | |
| Web Address: | www.PiedmontDisputeResolution.org | | | | |
| General Email Address: | pdrc@verizon.net | | | | |
| Agency Main Contact: | Lawrie Parker | Title: | Executive Director | | |
| Telephone Number: | 540.347.6650 | | | | |
| E-Mail Address: | lawrie.pdrc@verizon.net | | | | |

Agency General Information

| | |
|--|--|
| Agency Mission: | The Piedmont Dispute Resolution Center is a nonprofit organization whose mission is to provide affordable mediation, restorative justice and other dispute resolution services, training, education and information in such areas as the Board of Directors may decide. Areas currently include the Counties of Fauquier, Culpeper, Madison, Orange, Prince William, Rappahannock, Spotsylvania and Stafford; Cities of Manassas and Manassas Park. Vision Statement: We desire to promote the peaceful and just resolution of conflicts and restoration of relationships to strengthen everyone in our community. |
| Number of years agency has been in operation: | 24 years |
| Localities Served: | Counties of Stafford, Spotsylvania, Prince William, Culpeper, Fauquier, Madison, Rappahannock, Cities of Manassas, Manassas Park, and surrounding areas. |

Agency Financial Information

| List Programs | Personnel Expenses | Benefits | Operating Expenses | Total Program Budget |
|--|--------------------|---------------|--------------------|----------------------|
| 1. Mediation/Restorative Justice Services for Piedmont United Way (PUW) Counties | 76,525 | 5,856 | 48,520 | 130,901 |
| 2. Prince William County Office Of Dispute Resolution | 120,000 | 9,180 | 41,820 | 171,000 |
| 3. Stafford Juvenile & General District Courts Mediation | 16,525 | 1,264 | 5,350 | 23,139 |
| 4. Spotsylvania General District Court Mediation | 2,500 | 191 | 800 | 3,491 |
| 5. Training and Private Mediation | 4,500 | 344 | 900 | 5,744 |
| Agency Administration: | 38,500 | 2,945 | 1,500 | 42,945 |
| Capital Outlay: | 0 | 0 | 0 | |
| Total Agency Budget: | 258,550 | 19,780 | 98,890 | 377,220 |

If your application includes funding increases for personnel (to include new positions or merit / COLA increases), please check here and explain in detail the need for this type of increase under each program budget.

| | | | | |
|--|--|---|---|---|
| Submission Checklist: <i>(include 1 copies of each)</i> | <input checked="" type="checkbox"/> IRS 501(c)(3) Letter | <input checked="" type="checkbox"/> Audit Report <i>(with Audit Management Letter)</i> | <input checked="" type="checkbox"/> Current Financial statement | <input checked="" type="checkbox"/> IRS 990 |
| <input checked="" type="checkbox"/> Accountant Contact Information | <input checked="" type="checkbox"/> Organizational Chart | <input checked="" type="checkbox"/> Current Board Roster <i>(with contact information)</i> | <input checked="" type="checkbox"/> Agency's Current Strategic Plan | |

Agency Administrative Expenses:

In the box below, provide an overview of the administrative costs detailed on the face sheet for the agency as a whole. **Please provide justification for and specific amounts of administrative costs that are defrayed by locality funds.** If your agency is requesting an increase or decrease in administrative funding, please describe, in detail, the reasons for these changes. (The description should not exceed 15 lines of text.)

Administrative costs comprise 50% of the Executive Director's salary, or \$27,358.00 and 19% of the Services Director's salary, or \$10,642.00. These costs are related to new program development, general management, interface with Board of Directors and financial management.

PDRC is not asking for administrative cost funding from either Stafford or Spotsylvania.

Capital Outlay:

In the box below, provide an overview of the capital expenses detailed on the face sheet 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 10 lines of text.)

None.

Personnel Expenses (General):

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.)**

None. PDRC expects salaries to be flat for FY 2016 and no new unfunded programs.

Partner Agency Funding Application FY 2016
BUDGET EXPLANATIONS

Budget Information

Please complete the following chart with the financial information for the agency as a whole. In each area include the budget specifically allocated to your agency from each locality/entity listed below.

| | FY2014 Actual | FY2015 Budgeted | FY2016 Projected |
|-------------------------------------|----------------------|------------------------|-------------------------|
| Caroline | 0 | 0 | 0 |
| Fredericksburg | 0 | 0 | 0 |
| King George | 0 | 0 | 0 |
| Spotsylvania | 0 | 0 | 1,500 |
| Stafford | 8,000 | 8,000 | 8,000 |
| United Way (Piedmont) | 5,000 | 63 | 1,000 |
| Grants | 8,500 | 1,700 | 1,700 |
| Client Fees (non-court) | 8,220 | 10,000 | 10,000 |
| Fundraising | 9,692 | 14,000 | 14,000 |
| Other (explain below) | 318,407 | 326,677 | 321,240 |
| Total Agency Budget for PD16 | \$357,819.00 | \$360,440.00 | \$357,440.00 |

Detail below what is included in the category 'Other':

FY 2014 Actual

Government Support: Fauquier County: \$49,050; Culpeper County: \$5,000; Town of Warrenton: \$1,000.
 Prince William County Office of Dispute Resolution Contract: \$171,000.00
 Commonwealth of Virginia (for mediation services): \$88,040.00
 Training: \$3,247.00
 Interest on Checking: \$1,070.00

FY2015 Budgeted

Government Support: Fauquier County: \$49,050; Culpeper County: \$7,500; Town of Warrenton: \$1,000;
 Prince William County Office of Dispute Resolution Contract: \$171,000.00
 Commonwealth of Virginia (for mediation services): \$92,847.00
 Training: \$4,200.00
 Interest on Checking & CD's: \$990.00

FY2016 Projected

Government Support: Fauquier County: \$49,050; Culpeper County: \$7,500; Town of Warrenton: \$1,000.
 Prince William County Office of Dispute Resolution Contract: \$171,000.00
 Commonwealth of Virginia (for mediation services): \$86,990.00
 Training: \$4,200.00
 Interest on Checking & CD's: \$1,500.00

Partner Agency Funding Application FY 2016
BUDGET EXPLANATIONS

Please detail below any legislative initiatives or issues that may impact the agency for the upcoming year and how you are planning for them. 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.

The federal Access and Visitation Grant which is passed down through the Virginia Dept. of Social Services which in turn passes a portion to the Supreme Court of Virginia to assist in funding local family mediation programs, including Stafford is expected to decrease by as much as 10% in FY 2016. PDRC will seek to absorb the estimated \$3,000.00 loss from its general operating budget and also see greater fundraising revenue.

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.

There is a need for administrative support to grow PDRC's Elder Mediation & Decision-Making program which is just getting off the ground.

There is a need for more mediators but the cost of Supreme Court of Virginia approved training (\$350) and mentoring (\$600) prohibits many people, especially retired persons, from volunteering.

There is a great need to get the word out about PDRC and its extraordinary efforts to make PD16 a peaceful community.

There is a need for representation from Stafford and/or Spotsylvania on PDRC's Board of Directors.

There is a need for a comprehensive fundraising plan and assistance in carrying out the plan.

Please use the area below to provide any locality specific notes or statements that may be relevant to your application.

City of Fredericksburg:

Caroline County:

King George County:

Spotsylvania County:

PDRC has been providing mediation services for general district court for four years and is asking for local financial support due to increased program costs and referrals. PDRC is a Neighborhood Assistance Program (NAP) agency, which gives donors state tax credits. In a proactive move to recruit and retain a solid corps of well-qualified mediators, PDRC successfully spearheaded legislation in the 2012 General Assembly that enables its volunteer mediators to receive state tax credits. The bill was endorsed by the Virginia Bar Association and acknowledged by the Office of the Executive Secretary, Supreme Court of Virginia.

Stafford County:

Stafford volunteer family mediator Jim George Smith, Jr. received the 2014 Governor's Award for Outstanding Senior Volunteer. Governor McAuliffe presented Mr. Smith with a plaque at the Governor's Mansion in April. In presenting the award, Mr. Smith, a retired attorney, was cited for "believing that families in crisis deserve a chance to come together to fashion their own resolution without costly and painful litigation. Many of the families cannot afford attorneys and some are simply afraid of the court process. Mr. Smith, a foster parent himself, volunteers about 40 hours weekly for the sole purpose of helping these families—especially the children caught in the middle—resolve painful disagreements in a respectful manner allowing families to maintain their dignity and provide incentive to adhere to their agreements."

In informal discussions with GDC Judge Strickland, PDRC anticipates an increase in referrals. PDRC is working with the Judge and Court Clerk Nicole McGuire to develop a mediation information sheet to be sent out with warrants.

Partner Agency Funding Application FY2016
PROGRAM INFORMATION

| | |
|--------------------------|---------------|
| Program Name: | Page 6 |
| Court-Referred Mediation | |

Each agency submitting a funding request must fill out the following pages for each program serving citizens within the region and for which funding is requested. Any incomplete applications or programs that do not have a full application will not be considered for funding. PLEASE do not include any unrequested information. Each locality reserves the right to request additional information once the application has been submitted.

| | | | |
|--------------------------|---------------------------------|-------------------------------|---|
| Program Name: | Court-Referred Mediation | Is this a new program? | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Program Contact: | Lawrie Parker | Title: | Executive Director |
| Telephone Number: | 540.347.6650 | | |
| E-Mail Address: | lawrie.pdrc@verizon.net | | |

1. Program Purpose/Description: *(the following description should not exceed 10 lines of text)*

1. Mediation is offered to litigants filing for child custody, visitation and/or support through the **Stafford Juvenile and Domestic Relations District Court (JDR)** over which The Honorable Judge Joseph A. Vance, IV presides. Parties who reach signed mediation agreements are not required to attend their court hearing. Judge Vance reviews the agreement and enters it as an Order.

Family Mediation allows parents to:

- Have a voice: they make those important decisions about their child(ren)'s future
- Take the long view
- Work together
- Learn about their child(ren)'s needs and how to co-parenting.

PDRC's mediation in **Stafford & Spotsylvania General District Courts** for civil cases including landlord-tenant and consumer-merchant. Mediators are available on specific days for In-Court Mediation, thus citizens have instant access to mediation and resolution. Cases are dismissed pursuant to the agreement.

2. Justification of Need: *(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 following should not exceed 10 lines of text, and should include the most recent data available.)*

The court-referred mediation program conserves judicial resources to the greater satisfaction of Stafford and Spotsylvania citizens; in family cases, the program strengthens family ties by reducing future conflict: When parents argue and fight, it's the children who are hurt.

Mediation JDR: The Supreme Court of Virginia's publishes annual *State of the Judiciary Report*. For the past five years the 15th Judicial District ranked #1 in Virginia for new case filings for custody/visitations petitions and child support petitions (Stafford County's population comprises one-fourth of the overall population of the 15th Judicial District). Retired JDR Judge Daltan previously reported that compared to cases decided by the court, there is a significant increase in compliance of mediated agreements.

Mediation in General District Court (GDC): The report also listed the area as 4th in the state for civil petitions.

More importantly, 75% of mediation clients fall within the federal low income guidelines. Resolving court cases reduces time away from work for a trial, as well as reducing the emotional stress of court and/or unresolved conflict.

3. Program Collaboration: *(The following should describe, in detail, examples of collaborative efforts and key partnerships between your program and other programs or agencies in the area, and should not exceed 10 lines of text.)*

Key partnerships for the mediation programs include the judges of Stafford and Spotsylvania General District Courts and the judges of Stafford Juvenile & Domestic Relations District Court as well as the Clerk's Offices for these three courts. Outreach and public education partnerships include the Central Rappahannock Regional Library where, at the central location, PDRC has conducted two mock mediation presentations in 2014. In addition, volunteer mediators have been developing relationships through the Rappahannock Area Agency on Aging to expand into the field of Elder Mediation & Decision-Making, to further serve the area.

Partner Agency Funding Application FY 2016
PROGRAM INFORMATION

4. Program Audience and Service Delivery: *(The following should 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. Please do not exceed 10 lines of text.)*

The program clients for family mediation services, as stated previously, are Stafford parents, children, and occasionally extended family, such as grandparents involved in child custody, visitation and/or support cases in JDR Court. In General District Court people served are primarily Stafford and Spotsylvania landlords/tenants and consumers/merchants. Services are performed in the local courthouses.

Seventy-five percent of the people we served n FY 2014 had incomes of \$25,000 or less.

5. Client Fees: *(Please describe the fees clients must pay for the services provided in this program, and how those fees are determined.)*

Mediation is anchored to state statutes and regulated by the Supreme Court of Virginia Division of Dispute Resolution Services (DRS). PDRC cannot assess fees to court-referred clients. Funding comes from local and state contributions and fundraising.

6. Budget Information: *(Please complete the following chart with the financial information for this program. In each area include the dollars specifically allocated/requested for this program.)*

| | FY2014 Actual | FY2015 Budgeted | FY2016 Projected |
|--------------------------------------|----------------------|------------------------|-------------------------|
| Caroline | 0 | 0 | 0 |
| Fredericksburg | 0 | 0 | 0 |
| King George | 0 | 0 | 0 |
| Spotsylvania | 0 | 0 | 1,500 |
| Stafford | 8,000 | 8,000 | 8,000 |
| United Way | 0 | 0 | 0 |
| Grants | | | |
| Client Fees | | | |
| Fundraising | | | |
| Other: VA Supreme Court | 15,139 | 15,139 | 13,639 |
| Total Program Budget for PD16 | \$23,139 | \$23,139 | \$23,139 |

Please indicate, in detail, reasons for increases or decreases in the amounts requested for FY2016. 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.

There are no financial increases anticipated to the Stafford programs. PDRC is respectfully asking Spotsylvania Government to fund \$1,500.00 of its General District Court mediation program to offset increases due to the mediation cases. This is a new request.

7. Goals, Objectives, & Evaluation: *(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. If your agency is funded by the United Way, please include a copy of your Logic Model for this program as a supplemental attachment. Individual descriptions should not exceed 5 lines of text.)*

Program Goal 1:

Efficient use of juvenile and general district court resources.

Objectives:

| | |
|-----|---|
| 1a. | Increase in petitions for child custody, visitation and/or support, landlord-tenant, consumer-merchant disputes be referred to mediation. |
| 1b. | Increase child custody, visitation and/or support and general district court disputes being resolved in mediation. |

Program Goal 2:

Involvement of non-custodial parent in the lives of their child(ren).

Objectives:

| | |
|-----|--|
| 2a. | Increase in mutually agreed upon parenting plans (mediation agreements). |
| 2b. | Increase in non-custodial visitation. |

Evaluation Method: *(Please describe the method used to measure the above goals/objectives. Please do not exceed 10 lines of text.)*

Goal #1: Efficient use of juvenile and general district court resources

Objective #1a.: Measurement: Data on court time for hearings. Data on number of referrals that reach full and partial agreements.

Objective #1b.: Measurement: Data on number of non-compliance of court generated settlement. Data on non-compliance of mediated agreements.

Goal #2: Involvement of non-custodial parent in the lives of their children.

Objective #2a.: Measurement: Number of custody / visitation petitions filed in juvenile court. Number of cases referred to mediation. Number of cases resulting in full or partial parenting plans (mediation agreements).

Objective #2b.: Measurement: Number of cases referred to mediation. Number of cases resulted in full or partial parenting plans (mediation agreements) that increased visitation time of non-custodial parent.

8. Outcome Data: *(Please give the most recent outcome data for the objectives above. Indicate below what time period the data covers.)*

Data Collection Period: July 1, 2013 – June 30, 2014

Objective 1a.

According to retired JDR Judge Dalton, a juvenile court hearing lasts a maximum of three hours. PDRC mediation statistics for FY 2014:

Juvenile Court Petitions Referred: 143. Cases Referred: 57 Mediations Conducted: 44. Judge Vance refers parties from the bench and a mediation is conducted at a later date before trial at the courthouse.

General District Court mediation case statistics: FY 2014: 66 cases referred and conducted on site at the courthouses the same day as the court hearing, 32 cases from Spotsylvania and 34 from Stafford.

Objective 1b.

This data will be developed in cooperation with the Stafford JDR Clerk's office. PDRC does not have the financial resources to administer it at this time. Based on its statistics from similar programs in other counties, it is anticipated that the data will show significant program benefit.

Objective 2a.

Of the 57 cases mediated, 22 resulted in parenting plans.

Objective 2b.

Of the cases mediated involving visitation, 50% of non-custodial fathers increased their visitation time with their child(ren) and 53% of non-custodial mothers increased their visitation time with their child(ren).

9. Program Goal Updates: *(Please provide a brief description of the current status of your program goal(s), given your outcome data. For example, if reported data was well below the stated outcome measure, please indicate why you feel that is the case. Also, include how your outcome data will influence or modify the program for the upcoming fiscal year. These descriptions should not exceed 20 lines of text.)*

Program Goal 1:

Efficient use of juvenile and general district court resources

These programs are on target and progressing well. Outcome data is consistent with court-referred programs administered by PDRC in other counties. Meetings with the judges and court clerks help keep the programs strong and responsive to court and citizen needs. Referrals are steadily increasing in the General District Courts. Refers dipped in Stafford Juvenile & Domestic Relations District Court due to changes of referral method instituted by the new judge. It is anticipated this number will increase in FY 2016, based on a November 5th meeting with Judge Vance,

Program Goal 2:

Involvement of non-custodial parent in the lives of their child(ren)

This is also on target and progressing well. Outcome data is consistent with court-referred programs administered by PDRC in other counties. This information is also reported by PDRC to the Supreme Court of Virginia's Division of Dispute Resolution, the agency which certifies court-referred mediators.

10. Community Impact: (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.)

A local homeowner and local contractor were able to settle their differences in mediation and avoided a return to court and a trial before the Judge. They were able to work out terms to complete the work, restore a damaged structure and reopen the lines of communication. In another case, a local landlord and tenant were able to negotiate back rent due and set up a payment plan and thus avoid a trial, judgment and the negative impact on the tenant's credit report.

A typical family case in Stafford involves parents who have poor communications. it is not uncommon to be meeting with them a few months after the breakup or a few months after an event that really upset one parent (for example the parent gets a new boyfriend/girlfriend or, in one case, the acceptable long time girlfriend and the father get married, dashing the hopes of the mother for a reconciliation).

The opportunity to talk without loud arguments frequently leads to the discovery that an agreement can be made. A full agreement removes a case from the docket when the Judge accepts the mediated agreement.

It helps that the mediation occurs in the courthouse where the parents can hear the "every 5 minute loud speaker calls" for case after case after case that goes before the Judge.

Mediation helps communications because the mediator removes roadblocks to conversation and it is a safe place to talk without arguing. Sometimes the parents reach a partial agreement which reduces part of the court's workload.

Even if the parents do not reach any agreement, each parent gets a preview of the other parent's arguments before the court, so there is less chance they will feel ambushed. This helps since parents who go to court will probably be back again for "round 2" in a few months when a parent files to amend.

11. Collaborative Impact: (Please describe how the community would be impacted if your agency were dissolved or merged with another partner agency. This description should not exceed 20 lines of text.)

If PDRC were dissolved, the courts would find their dockets fuller; parties would have to wait longer to have their cases heard. Courts might need to hire more staff and Judges. Citizen satisfaction with the judicial system would be negatively impacted. At present, there are no other mediation providers servicing the Stafford courts and the Spotsylvania General District Court. In fact, PDRC's involvement in Stafford Juvenile Court began at the request of the Judge in 2009 after the dissolution of the local Rappahannock Mediation Center. Expansion into the General District Courts followed two years later, in 2011.

Partner Agency Funding Application FY 2016
SERVICE DATA

Program Service Data: **Service Period:** July 1, 2013 to June 30, 2014

| Locality Served | Total Served | | Gender | | Race | | | | | |
|-----------------|--------------|------------|------------|------------|------------|------------------|----------|-----------|-----------------|-----------|
| | FY2014 | FY2016* | Male | Female | Caucasian | African American | Asian | Hispanic | American Indian | Other |
| Fredericksburg | | | | | | | | | | |
| Caroline | | | | | | | | | | |
| King George | | | | | | | | | | |
| Spotsylvania | 72 | 83 | 35 | 37 | 43 | 18 | 1 | 10 | -- | -- |
| Stafford | 277 | 318 | 133 | 144 | 166 | 68 | 4 | 39 | -- | -- |
| Other | | | | | | | | | | |
| Total | 349 | 401 | 168 | 181 | 209 | 86 | 5 | 49 | -- | -- |

**Please include the projected number to be served in each locality for the upcoming fiscal year.*

| Locality Served | Age Groups | | | | | | | | Income Levels | | | | |
|-----------------|------------|-----------|-----------|----------|------------|-----------|-----------|-----------|----------------|---------------------|---------------------|---------------------|---------------|
| | 0-4 | 5-10 | 11-13 | 14-18 | 19-25 | 26-40 | 41-60 | 60 + | Under \$10,000 | \$10,000 - \$19,000 | \$20,000 - \$39,000 | \$40,000 - \$59,000 | Over \$60,000 |
| Fredericksburg | | | | | | | | | | | | | |
| Caroline | | | | | | | | | | | | | |
| King George | | | | | | | | | | | | | |
| Spotsylvania | -- | -- | -- | -- | 7 | 22 | 36 | 7 | 18 | 14 | 22 | 11 | 7 |
| Stafford | 24 | 27 | 10 | 6 | 93 | 64 | 44 | 9 | 105 | 55 | 83 | 30 | 4 |
| Other | | | | | | | | | | | | | |
| Total | 24 | 27 | 10 | 6 | 100 | 86 | 80 | 16 | 123 | 69 | 105 | 41 | 11 |

Please describe below your data collection methodology and tracking measures. Indicate systems or processes that are used and responsible parties. Please also describe how your projections are determined for the upcoming year. If any of the above information is not available, please indicate why:

Mediators ask parties to provide income information at onset of mediation. Family petitions provide, gender, age and ethnicity of parties and their children. PDRS Services Director aggregates the information. General District Court warrants indicate gender; mediators note age and ethnicity at time of mediation. Projections for upcoming year are based on previous year and meetings with the judges and clerks of court.