

**URBAN COUNTY  
PROGRAM**  
Hidalgo County Commissioners' Court  
Agenda Request Form

No. 4421

Date: June 26, 2007 Meeting Date Request: July 3, 2007

Deadline for Action: July 3, 2007 Contact Person: Diana R. Serna

Department: Urban County Program Phone: (956) 787-8127 Fax: (956) 787-5291

Diana R. Serna, UCP Director : 

**Caption:**

The Urban County Program requests approval of Sub recipient Agreement with Mujeres Unidas-Women Together (Battered & Abused Spouses) in the amount of \$38,500.00 for Urban County Program Year 20 (2007).

**Background:**


All funding will be utilized for the payment of salaries for caseworker and shelter advocates who provide crisis intervention and support services for victims of domestic violence.

**Sub recipient:**

**Mujeres Unidas-Women Together**

Individual Agreement amounts:	Hidalgo County Precinct #1	10,000.00
	Hidalgo County Precinct #2	13,500.00
	Hidalgo County Precinct #3	15,000.00

**Total Funding Amount:** **\$38,500.00**

Deputy Director \_\_\_\_\_ Manager:  Finance: \_\_\_\_\_

**Please initial for approval:**

Legal Counsel \_\_\_\_\_ Budget \_\_\_\_\_ Human Resources \_\_\_\_\_  
 Dept./Fund No. \_\_\_\_\_ Amt. Expended: \$ \_\_\_\_\_ Funds/Staffing Budgeted: Yes: \_\_\_\_\_ No: \_\_\_\_\_  
 Account Code: \_\_\_\_\_ Impact on Future Budget: Yes \_\_\_\_\_ No \_\_\_\_\_

**Comments:**

**Action taken by Commissioner's Court:**

Approved \_\_\_\_\_ Tabled \_\_\_\_\_ Denied \_\_\_\_\_ Motion made by \_\_\_\_\_ Seconded \_\_\_\_\_ Vote \_\_\_\_\_

MUJERES UNIDAS/WOMEN TOGETHER

**EXHIBIT A**  
**STATEMENT OF WORK**  
**Precinct #1 Year 20**

Describe the type and amounts of services provided by your agency that will result from the use of grant funds. (Please explain in detail. If additional space is needed, use additional paper).

The funding of \$10,000 will be utilized to expand our services in the Weslaco area. We will be offering services in Weslaco at 111 W 5<sup>th</sup> Street. If our funding request is approved we intend to utilize the monies as follows:

One Part-time Case Worker to conduct crisis intervention counseling / community referrals, shelter referrals (20 hrs wk) and one Shelter Advocate at 12.5% of salary.

The following services will be performed in this manner:

Staff and volunteers of Women Together / Mujeres Unidas will provide crisis intervention counseling, outreach and referrals for other supportive services as follows:

Emergency Shelter	Individual & Group Counseling	Legal Advocacy
24 Hour Crisis Hotline	Batterer Intervention / Prevention	Transitional Housing
Rape Crisis Center	Community Education	Volunteer Program
Prevention Education	Families in Transition – AVANCE	Anger Management
Supportive Counseling	UNA Promotora Project	

The following services will be expanded / added as a result of CDBG funds:

The project has three main activities to expand and enhance services such as:

1. Expand current efforts in providing individual counseling, legal advocacy and crisis intervention services to the Mid-Valley Area
2. Develop educational programs and outreach for families residing in the Mid-Valley area
3. Expand shelter services for victims of domestic violence and sexual assault

The following type of beneficiaries will be served:

Initials \_\_\_\_\_

This project will serve the target population: Victims of domestic violence, sexual assault, and stalking. The majority being Hispanic, low-income battered women, monolingual Spanish speaking victims between the ages of 18-55 years.

Last year we provided direct assistance for 5,576 individuals through our outreach offices and sheltered 1,089 women and children. We anticipate a 10% increase in the numbers of people we will serve next year.

The above stated numbers do not include the 4,483 students reached in the schools or the 7,102 calls answered on the hotline and the 6,078 individuals reached through outreach and community education efforts.

We anticipate serving 200 individuals and families from Precinct 1 with direct services and an additional 300 individuals reached through community education and outreach efforts.

The services will be provided at the following location(s)\*:

Women Together/ Mujeres Unidas Family Justice Outreach Center	McAllen Outreach Satellite Center	Transitional Supportive Housing
511 North Cynthia McAllen, Texas 78501 (956) 630-4878 (956) 687-4715 fax	420 North 21 <sup>st</sup> Street McAllen, Texas 78501 (956) 664-2826 (956) 687-4715 fax	501 North Cynthia McAllen, Texas 78501 (956) 630-5053 (956) 630-6056 fax

\* New Location

Weslaco Outreach Satellite Center

111 W 5<sup>th</sup> Street

Weslaco, Texas 78596

(956) 969-0729 Office

(956) 969-0746 Fax

Toll Free Number 1-866-799-0729

The Women Together / Mujeres Unidas emergency shelter facility location is confidential for the safety of clients and staff.

Initials \_\_\_\_\_

**EXHIBIT B-1**  
**GRANT BUDGET PCT. #1 Year 20**

Type of Expenditures	Budgeted Amount
One (1) part-time Case Worker to conduct crisis intervention counseling / community referrals, shelter referrals. 20 hrs per week x \$7 = \$140 per week x 52 weeks = \$7,280 FICA \$7,280 x 7.65 = \$557 Unemployment / Workers Comp \$7,280 x .05 = \$364 / \$7,280 x .05 = \$364	\$8,565.00
Shelter Advocate – a portion (12.5%) of salary \$11,648 x approximately 12.5%	\$1,435.00
<b>Total Grant Budget:</b>	<b>\$10,000.00</b>

Initials \_\_\_\_\_

**EXHIBIT B-2****PAYMENT SCHEDULE**

<b>2007 - 2008 For the Months of...</b>	<b>Estimated Amount of Expenditures</b>	<b>Type of Budgeted Expenditures</b>
<b>July 2007</b>	<b>\$909.09</b>	<b>PART-TIME CASEWORKER / SHELTER ADVOCATE</b>
<b>August 2007</b>	<b>\$909.09</b>	<b>PART-TIME CASEWORKER / SHELTER ADVOCATE</b>
<b>September 2007</b>	<b>\$909.09</b>	<b>PART-TIME CASEWORKER / SHELTER ADVOCATE</b>
<b>October 2007</b>	<b>\$909.09</b>	<b>PART-TIME CASEWORKER / SHELTER ADVOCATE</b>
<b>November 2007</b>	<b>\$909.09</b>	<b>PART-TIME CASEWORKER / SHELTER ADVOCATE</b>
<b>December 2007</b>	<b>\$909.09</b>	<b>PART-TIME CASEWORKER / SHELTER ADVOCATE</b>
<b>January 2008</b>	<b>\$909.09</b>	<b>PART-TIME CASEWORKER / SHELTER ADVOCATE</b>
<b>February 2008</b>	<b>\$909.09</b>	<b>PART-TIME CASEWORKER / SHELTER ADVOCATE</b>
<b>March 2008</b>	<b>\$909.09</b>	<b>PART-TIME CASEWORKER / SHELTER ADVOCATE</b>
<b>April 2008</b>	<b>\$909.09</b>	<b>PART-TIME CASEWORKER / SHELTER ADVOCATE</b>
<b>May 2008</b>	<b>\$909.10</b>	<b>PART-TIME CASEWORKER / SHELTER ADVOCATE</b>
<b>TOTALS:</b>	<b>\$10,000.00</b>	

Initials \_\_\_\_\_

**Exhibit C  
Schedule of Activity**

Subrecipient hereby agrees to perform services as outlined in Exhibit A.

A proposed monthly schedule of activity should be provided in this space.  
Schedule should not exceed Subrecipient contract time frame of eleven months from contract date.

<b>2007 - 2008 For the months of...</b>	<b>Number of Beneficiaries</b>	<b>Services</b>
<b>July 2007</b>	42	EMERGENCY SHELTER, CRISIS INTERVENTION, ADVOCACY, OUTREACH AND COMMUNITY EDUCATION
<b>August 2007</b>	42	EMERGENCY SHELTER, CRISIS INTERVENTION, ADVOCACY, OUTREACH AND COMMUNITY EDUCATION
<b>September 2007</b>	42	EMERGENCY SHELTER, CRISIS INTERVENTION, ADVOCACY, OUTREACH AND COMMUNITY EDUCATION
<b>October 2007</b>	42	EMERGENCY SHELTER, CRISIS INTERVENTION, ADVOCACY, OUTREACH AND COMMUNITY EDUCATION
<b>November 2007</b>	42	EMERGENCY SHELTER, CRISIS INTERVENTION, ADVOCACY, OUTREACH AND COMMUNITY EDUCATION
<b>December 2007</b>	42	EMERGENCY SHELTER, CRISIS INTERVENTION, ADVOCACY, OUTREACH AND COMMUNITY EDUCATION
<b>January 2008</b>	42	EMERGENCY SHELTER, CRISIS INTERVENTION, ADVOCACY, OUTREACH AND COMMUNITY EDUCATION
<b>February 2008</b>	42	EMERGENCY SHELTER, CRISIS INTERVENTION, ADVOCACY, OUTREACH AND COMMUNITY EDUCATION
<b>March 2008</b>	42	EMERGENCY SHELTER, CRISIS INTERVENTION, ADVOCACY, OUTREACH AND COMMUNITY EDUCATION
<b>April 2008</b>	42	EMERGENCY SHELTER, CRISIS INTERVENTION, ADVOCACY, OUTREACH AND COMMUNITY EDUCATION
<b>May 2008</b>	42	EMERGENCY SHELTER, CRISIS INTERVENTION, ADVOCACY, OUTREACH AND COMMUNITY EDUCATION
<b>Total Unduplicated Year:</b>	42	

Initials \_\_\_\_\_

# MUJERES UNIDAS/WOMEN TOGETHER

## EXHIBIT A STATEMENT OF WORK Precinct #2

Describe the type and amounts of services provided by your agency that will result from the use of grant funds. (Please explain in detail. If additional space is needed, use additional paper).

Women Together / Mujeres Unidas, a non-profit agency has been in operation for over 28 years. Our mission is to provide shelter, transitional housing and crisis intervention services for victims of domestic violence and sexual abuse.

Women Together / Mujeres Unidas is requesting funding to continue to provide services in Precinct #2. The funding of \$14,467 will be utilized to pay a portion of wages and fringes for one part-time shelter advocate to assist families residing in the emergency shelter facility with crisis intervention, counseling, emergency transportation and referrals to medical and social services in the community. Part-time shelter advocates work 20-30 hours per week as needed at \$6.50 per hour. The grave yard shift is paid at \$9.00 per hour. Shelter Advocates may be scheduled to work on any of the three shifts since the shelter is a 24 hour facility. In addition some of the funding is for a portion of the salary and fringe benefits for the Community Education/Professional Trainer to provide community education and crisis counseling at the Family Justice Center. We are also requesting a portion of the wages and fringe benefits for the Promotora/Outreach Advocate to target families in the Las Milpas area.

The following services will be performed in this manner:

Staff and volunteers of Women Together / Mujeres Unidas will provide shelter, Transitional Housing and crisis intervention counseling and other supportive services as follows:

**Emergency Shelter** is provided 24/7 (365) days a year at our (45) bed shelter facility

**24 Hour Crisis Hotline** – the crisis telephone hotline is available 24/7 (365) days a year

**Rape Crisis Center** staff provide crisis intervention counseling and accompaniment to hospital, court and law enforcement to victims of sexual assault

**Prevention Education** is provided in the school for students, to local civic organization and social services agencies

**Supportive Counseling** along with case management services are provided

**Individual & Group Counseling** is provided at all the locations

**Batterer Intervention Prevention Program (BIPP)** is provided for individuals referred from the courts and Adult Probation; the program works with abusive individuals to change behavior. Anger management sessions are also provided

**Community Education Training** – the staff works to increase awareness on issues of domestic violence, sexual assault and stalking. Training is provided for professionals dealing with victims of these crimes

**Families in Transition** – Parenting is provided to the residents in the Transitional Housing and to the 78501 zip code residents

**Una Promotora Project** – Promotoras and outreach staff conduct outreach in the colonias and rural areas to inform and increase awareness of our services

INITIALS: \_\_\_\_\_

**Legal Advocacy** – Advocates accompany women to court to obtain Protective Orders; also provide referrals to attorneys and legal information

**Transitional Housing** staff work with families residing in the Transitional Housing complex by providing case management and supportive services

**Volunteer Program** – the volunteer coordinator recruits, trains agency volunteers to work in all facets of the organization

The following services will be expanded / added as a result of CDBG funds:

The project has three main activities to expand and enhance services such as:

1. Increase by 10% families and individuals receiving shelter and Transitional Housing
2. Expand current efforts in providing individual counseling, legal advocacy and crisis intervention services
3. Enhance educational programs such as life skills, GED and ESL programs for families residing at Transitional Housing Complex and shelter

The following type of beneficiaries will be served:

This project will serve the target population: Victims of domestic violence, sexual assault, and stalking. The majority being Hispanic, immigrants / undocumented battered women, monolingual Spanish speaking, and victims of the international sex-slave trade industry.

Last year we provided direct assistance for 5,576 individuals through our outreach offices and sheltered 1,089 women and children. We anticipate a 10% increase in the numbers of people we will serve next year in our shelter and Transitional Housing Program.

The above stated numbers do not include the 4,483 students reached in the schools or the 7,102 calls answered on the hotline and the 6,078 individuals reached through our educational and community outreach efforts.

We anticipate serving 672 individuals and families from Precinct #2 in 2007-2008. The services will be provided at the following location(s)\*:

Women Together/ Mujeres Unidas Family Justice Outreach Center	McAllen Outreach Satellite Center	Transitional Supportive Housing
511 North Cynthia McAllen, Texas 78501 (956) 630-4878 (956) 687-4715 fax	420 North 21 <sup>st</sup> Street McAllen, Texas 78501 (956) 630-4878 (956) 687-4715 fax	501 North Cynthia McAllen, Texas 78501 (956) 630-5053 (956) 630-6056 fax

\*The Women Together / Mujeres Unidas emergency shelter facility location is confidential for the safety of clients and staff.

INITIALS: \_\_\_\_\_

**EXHIBIT B-1  
GRANT BUDGET PCT. #2**

Type of Expenditures	Budgeted Amount
A portion of wages and fringe benefits for the following staff:	
One (1) Community Education / Professional Trainer to provide community education and crisis counseling	\$ 4,080
One (1) part-time Shelter Advocate to assist families residing in the emergency shelter facility to assist essential services	\$4,160
One (1) part-time Promotora / Outreach Advocate to conduct outreach in the colonia and rural areas	\$6,227
	\$
	\$
	\$
	\$
<b>Total Grant Budget:</b>	<b>\$14,467</b>

**INITIALS:** \_\_\_\_\_

**Exhibit B-2  
Payment Schedule Pct. #2**

<b>2007 - 2008</b>	<b>Estimated Amount of Expenditures</b>	<b>Type of Budgeted Expenditures</b>
October 2007	\$1,206	1 Part-time Shelter Advocate 1 Community Educator/Crisis Counseling 1 Part-time Promotora/Outreach Advocate
November 2007	\$1,206	1 Part-time Shelter Advocate 1 Community Educator/Crisis Counseling 1 Part-time Promotora/Outreach Advocate
December 2007	\$1,206	1 Part-time Shelter Advocate 1 Community Educator/Crisis Counseling 1 Part-time Promotora/Outreach Advocate
January 2008	\$1,206	1 Part-time Shelter Advocate 1 Community Educator/Crisis Counseling 1 Part-time Promotora/Outreach Advocate
February 2008	\$1,206	1 Part-time Shelter Advocate 1 Community Educator/Crisis Counseling 1 Part-time Promotora/Outreach Advocate
March 2008	\$1,206	1 Part-time Shelter Advocate 1 Community Educator/Crisis Counseling 1 Part-time Promotora/Outreach Advocate
April 2008	\$1,206	1 Part-time Shelter Advocate 1 Community Educator/Crisis Counseling 1 Part-time Promotora/Outreach Advocate
May 2008	\$1,206	1 Part-time Shelter Advocate 1 Community Educator/Crisis Counseling 1 Part-time Promotora/Outreach Advocate
June 2008	\$1,206	1 Part-time Shelter Advocate 1 Community Educator/Crisis Counseling 1 Part-time Promotora/Outreach Advocate
July 2008	\$1,206	1 Part-time Shelter Advocate 1 Community Educator/Crisis Counseling 1 Part-time Promotora/Outreach Advocate
August 2008	\$1,206	1 Part-time Shelter Advocate 1 Community Educator/Crisis Counseling 1 Part-time Promotora/Outreach Advocate
September 2008	\$1,201	1 Part-time Shelter Advocate 1 Community Educator/Crisis Counseling 1 Part-time Promotora/Outreach Advocate
<b>Total Grant Budget</b>	<b>\$14,467</b>	

**INITIALS:** \_\_\_\_\_

## EXHIBIT C

### SCHEDULE OF ACTIVITY PCT #2

SUBRECIPIENT hereby agrees to perform services as outlined in Exhibit A.

A proposed monthly schedule of activity should be provided in this space. Schedule should not exceed SUBRECIPIENT contract time frame of twelve months from contract date.

2007-2008	Number of Beneficiaries	Services
October 2007	56	Emergency Shelter, Crisis Intervention
November 2007	56	Counseling, Advocacy and Programs
December 2007	56	For victims of domestic violence, sexual
January 2008	56	Assault and stalking
February 2008	56	
March 2008	56	
April 2008	56	
May 2008	56	
June 2008	56	
July 2008	56	
August 2008	56	
September 2008	56	
<b>Total</b>	<b>672</b>	

**INITIALS:** \_\_\_\_\_

Mujeres Unidas (Women Together)  
Pct. 3

## Exhibit A

### Statement of Work

Describe the type and amounts of services provided by our agency that will result from the use of grant Funds.

The funding of \$14,313 will:

1. Fund One part-time advocate who will assist families residing in the emergency shelter facility with crisis intervention counseling, emergency transportation and referrals to medical and social services the the community.
2. allow the part time shelter advocate to work 20-30 hours per week as needed at \$7.00 per hour. Grave yard is \$9.00 per hour. Shelter Advocates may be scheduled to work on any of the three shifts since the shelter is a 24 hour facility. In addition some of the funding is for the salary for the Community Education/Professional Trainer to provide community education and crisis counseling at the Family Justice Center

The following services will be performed in the following manner:

1. Crisis intervention, counseling, community education, outreach and other supportive services as follows:
  2. Emergency Shelter
  3. 24 hour Crisis Hotline
  4. Rape Crisis Center
  5. Prevention Education
  6. Supportive Counseling
  7. Individual & Group Counseling
  8. Batterer Intervention/Prevention
  9. Community Education
  10. Families in Transition-AVANCE
  11. UNA Promotora Project
  12. Legal Advocacy
  13. Transitional Housing
  14. Volunteer Program
  15. Anger Management

The following services will be expanded/added as a result of C.D.B.G. fund expenditures:

1. Increase by 10% the number of low-income families seeking shelter
2. Expand current efforts in providing individual counseling, legal advocacy and crisis intervention services to families from Precinct #3
3. Expand community education and outreach efforts in Precinct 3

The following type of beneficiaries will be served:

1. This project will serve the target population: victims of domestic violence, sexual assault, and stalking. The majority being Hispanic, immigrants/undocumented battered women, monolingual Spanish speaking victims. 500 individuals are anticipated to be served in Pct. 3 area.
2. Last year we provided direct assistance for 5,576 individuals through our outreach offices and sheltered 1,089 women and children. We anticipate a 10% increase in the numbers of people we will serve next year.

The services will be provided at the following address/location(s):

1. Family Justice Outreach Center 511 North Cynthia McAllen, Texas 78501
2. McAllen Outreach Satellite Center 420 North 21<sup>st</sup> Street McAllen, Texas 78501
3. Transitional Supportive Housing 501 North Cynthia McAllen, Texas 78501
4. Weslaco Outreach Satellite Center 111 W 5<sup>th</sup> Street Weslaco, Texas 78596
- 5.

Initials \_\_\_\_\_

**Exhibit B-1**

**Grant Budget**

<b>TYPE OF EXPENDITURES</b>	<b>BUDGETED AMOUNT</b>
A portion of salary and fringe benefits for the following positions: 25% of Salary and Fringe Benefits for one (1) Shelter Advocate @25% of wages=\$3,819;Fringe benefits; FICA @ 7.65-\$292; Health Insurance is not available for part-time employees	\$4,111
25% of Salary and Fringe Benefits for one Community Education Pressional Trainer for the Precinct area @255 of wages=\$8,803; Fringe Benefits; FICA @ 7.65=\$673; and Health Insurance @ 25%-\$726	\$10,202
	\$
	\$
	\$
<b>TOTAL GRANT BUDGET:</b>	<b>\$ 14,313.00</b>

**EXHIBIT B-2**

**PAYMENT SCHEDULE**

<b>2007 - 2008 For the Months of...</b>	<b>Estimated Amount of Expenditures</b>	<b>Type of Budgeted Expenditures</b>
<b>July 2008</b>	<b>\$1,192</b>	<b>1 Part-Time Shelter Advocate 1 Community Educator/Crisis Counseling</b>
<b>August 2008</b>	<b>\$2,393</b>	<b>1 Part-Time Shelter Advocate 1 Community Educator/Crisis Counseling</b>
<b>October 2007</b>	<b>\$1,192</b>	<b>1 Part-Time Shelter Advocate 1 Community Educator/Crisis Counseling</b>
<b>November 2007</b>	<b>\$1,192</b>	<b>1 Part-Time Shelter Advocate 1 Community Educator/Crisis Counseling</b>
<b>December 2007</b>	<b>\$1,192</b>	<b>1 Part-Time Shelter Advocate 1 Community Educator/Crisis Counseling</b>
<b>January 2008</b>	<b>\$1,192</b>	<b>1 Part-Time Shelter Advocate 1 Community Educator/Crisis Counseling</b>
<b>February 2008</b>	<b>\$1,192</b>	<b>1 Part-Time Shelter Advocate 1 Community Educator/Crisis Counseling</b>
<b>March 2008</b>	<b>\$1,192</b>	<b>1 Part-Time Shelter Advocate 1 Community Educator/Crisis Counseling</b>
<b>April 2008</b>	<b>\$1,192</b>	<b>1 Part-Time Shelter Advocate 1 Community Educator/Crisis Counseling</b>
<b>May 2008</b>	<b>\$1,192</b>	<b>1 Part-Time Shelter Advocate 1 Community Educator/Crisis Counseling</b>
<b>June 2008</b>	<b>\$1,192</b>	<b>1 Part-Time Shelter Advocate 1 Community Educator/Crisis Counseling</b>
<b>TOTALS:</b>	<b>14,313</b>	

**Exhibit C**  
**Schedule of Activity**

Subrecipient hereby agrees to perform services as outlined in Exhibit A.

A proposed monthly schedule of activity should be provided in this space. Schedule should not exceed Subrecipient contract time frame of eleven months from contract date.

<b>2007 - 2008</b> <b>For the months of....</b>	<b>Number of</b> <b>Beneficiaries</b>	<b>Services</b>
<b>July 2007</b>	42	
<b>August 2007</b>	84	
<b>September 2007</b>		
<b>October 2007</b>	42	Emergency Shelter, Crisis Intervention.
<b>November 2007</b>	42	Counseling, Advocacy and Programs
<b>December 2007</b>	42	For victims of domestic violence, sexual
<b>January 2008</b>	42	Assault and stalking, community
<b>February 2008</b>	42	Education and Outreach.
<b>March 2008</b>	42	
<b>April 2008</b>	42	
<b>May 2008</b>	42	
<b>Total Unduplicated</b> <b>Year:</b>	504	