



1 Centennial Square  
Victoria, BC V8W 1P6

E [grants@victoria.ca](mailto:grants@victoria.ca)

# 2015 Strategic Plan Grant Application Form

Attach the following *required* documentation to ensure eligibility and completion of the 2015 Grant Application Form.

- ✓ Society or Charity confirmation – Please see Certificate of Incorporation and Certificate of Name Change attached.
- ✓ Annual Report and Financial Statements – Please see 2013/14 Annual Report and 2013/14 Financial Statements attached. 2014/15 audited financial statements are currently being processed and can be submitted upon completion.

## SECTION 1. CONTACT INFORMATION

Organization Name: Victoria Sexual Assault Centre (VSAC)

Mailing Address: 201-3060 Cedar Hill Rd, Victoria, BC, V8T 3J5

Contact Person: Gagan Leekha, Resource Development Officer

Email: gaganL@vsac.ca

Telephone: 250-383-5545 ext. 125

Website: www.vsac.ca

## SECTION 2. ORGANIZATION INFORMATION

Are you registered under the *Society Act*? ☒ Yes ☐ No

Society Registration Number: #S-18942

Are you a registered Charity? ☒ Yes ☐ No

Charity Registration Number: #10822 0054 RR0001

Organization mission/mandate

The Victoria Sexual Assault Centre (VSAC) is a feminist organization committed to ending sexualized violence through healing, education, and prevention. We are dedicated to supporting women and all trans survivors of sexual assault and childhood sexual abuse, through advocacy, counselling, and empowerment.

Brief history and role in benefitting residents of Greater Victoria

Established in 1982, Victoria Sexual Assault Centre is uniquely positioned as the only community-based sexual assault centre in Greater Victoria serving teenage girls, women and trans survivors of all genders.

We are committed to social change and ensuring that survivors of trauma receive timely and appropriate support and counselling. We regularly conduct training for other service providers including police departments, medical personnel, university residence advisors and staff and volunteers of other community agencies. We have also developed training curriculum for sexual assault counsellors and victim service workers. Our long history of community partnerships has led to the development of many innovative programs including a community based Sexual Assault Response Team, a province wide umbrella association for agencies in this field, and most recently an innovative Community-based Response Network with 7 partner agencies in City of Victoria.

In 2014 we provided crisis support and counseling to over 2,800 people, criminal justice support to 1,321 clients and answered over 1,240 calls to our crisis and information line.

Client and community testimonials include:

*"VSAC is a place where I can walk, talk, stand, sit, rest and breathe. Thank you for this beautiful gift."*

*"Thank you for helping me help myself. Thanks to you I have discovered strengths I did now know I had."*

*"I was a volunteer with VSAC for many years and since have moved to Toronto. A few weeks ago an old friend outside of Victoria contacted me seeking information for a family member living in Victoria. I directed them to VSAC and they report the experience has been so tremendously helpful to the woman directly involved as well as for the friends and family around her that they could not have gone through this situation with your teams support. I am so happy and grateful to hear that VSAC is still as awesome as it was when I was a response volunteer and that you are still reaching out in the community. Thank-you, Thank-you again!"*

How many paid staff at organization? Full Time: 5

Part Time: 17

How many volunteer staff at organization? 150

Total volunteer hours: 8000/year



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## SECTION 3. ORGANIZATION FINANCIAL INFORMATION

What is the organization's annual budget? \$1,354,477

What other sources of funding do you receive and how is it used?

2015/16 Sources	Total Funding	Use
Provincial Contracts	\$544,664	Direct Client Services - Counselling, Victim Services, Sexual Assault Response Team <i>(contracts do not cover full programs expenses; agency relies on fundraised dollars to cover whole program)</i>
Provincial Grants	\$270,000	Crisis and Information Line, Youth Counsellor, Prevention Education, Cedar Hill Centre, Victim Services, Sexual Assault Response Team
Federal Grants	\$82,246	Community-based Response Network
Foundations and Community Grants	\$151,667	Prevention Education, Trans Inclusion, Special Projects
Individuals	\$235,000	Greatest Need (Counselling, Victim Services, Prevention Education, Cedar Hill Centre, Administration)
Events	\$82,000	Greatest Need (Counselling, Victim Services, Prevention Education, Cedar Hill Centre, Administration)
Other (interest, fee for service, etc)	\$17,900	Greatest Need (Counselling, Victim Services, Prevention Education, Cedar Hill Centre, Administration)

Has the organization filed for bankruptcy or currently seeking credit protection? ☐ Yes ☒ No

## SECTION 4. PROJECT OR PROGRAM INFORMATION

Project or program title: Cedar Hill Integrated Sexual Assault and Child Abuse Support Centre

Brief description of the project or program and why the grant is needed.

**Project Need:** Prior to 1992 Victoria did not have a sexual assault response protocol. At that time, clients had little emotional support during hospital visits and police interviews. Clients experienced even longer wait times as they waited for emergency room physicians (rather than specially trained forensic nurse examiners) who only had time at the end of their shifts, with no follow-up support with the Victoria Sexual Assault Centre. SART was developed to provide a collaborative, comprehensive and compassionate response for recent survivors of sexual assault where all parties involved worked to ensure all the needs of the survivor were met. Developing an integrated space would only further this vision and further eliminate barriers for survivors to access the support they deserve.

Much of our knowledge about the needs in our community comes from anecdotal data shared in meetings with project partners and stakeholders including SART workers, Forensic Nurse Examiners (FNE's), municipal police/RCMP, clients and service providers, preliminary meetings, and over 30 years of experience serving survivors of sexual assault in our community. Sexual assaults are underreported with only 6% of survivors accessing support. Currently when a survivor of sexual assault needs medical attention they are referred to the Emergency Department at Victoria General Hospital, where they wait to be triaged along with other patients in the emergency room waiting area. While waiting, patients can feel as they are "on display" in the chaos of the public waiting rooms and the emergency atmosphere, especially when accompanied by uniformed police officers. It can be difficult to ensure confidentiality in the triage and waiting room areas.

The majority of survivors don't require the full extent of medical intervention that the emergency department provides. Some survivors hesitate to access service through hospital Emergency as they feel they shouldn't 'take up space' when they have no overt injuries. Others fear being judged by hospital personnel or others waiting for service, or fear long wait-times. Physical injuries are generally minimal (cuts and bruises) and their medical needs can be met without the stress of the emergency room. Where injuries require hospital facilities, the Team can travel to the survivor to provide additional, specialized support and/or examination.

When a person has just experienced trauma and is potentially distraught, these environments can feel overwhelming and unsupportive. Some clients leave without getting the medical attention they need due to long waits or perceived long waits in emergency. Some survivors find it difficult to a police station for interviewing can be triggering and intimidating to be around uniforms and weapons. During



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their healing journey of going through the criminal justice system, the survivor may access hospital, municipal police/RCMP station, Crown counsel office, court and Victoria Sexual Assault Centre. The vision for this project is to streamline the process for survivors to access all the support they need: crisis counselling/supports, medical/forensic exams, police interviews, victim services and other support in a safe, welcoming environment - a place where the healing process can begin as soon as they walk through the door.

We have secured space and the majority of funding for the first two years of this pilot project. Our immediate priority is to procure, equipment, supplies and systems to set up an integrated support Centre. With strong established partnerships in place and a clear need and enthusiasm for better coordinated facility for survivors of sexual assault, we are well positioned to create this streamlined Centre.

**Project Overview:** This collaborative project between Victoria Sexual Assault Centre, Team Victoria (comprised of forensic nurse examiners, municipal police/RCMP, Crown, Victim Services, VSAC and VCAPCC), and Victoria Child Abuse Prevention & Counselling Centre (VCAPCC: Mary Manning Centre) will enhance the current coordinated response for sexual assault and child sexual and physical abuse in the Greater Victoria area. Working to create an integrated and holistic model of service delivery, we are shifting key services and supports for survivors from the hospital and police stations to one location, the Integrated Sexual Assault and Child Abuse Support Centre, to create a welcoming, accessible, user-friendly, supportive, client-centred and healing environment for survivors. Our goal is to have a stand alone, multi-disciplinary, comprehensive, compassionate, confidential space for survivors to receive access to all the support while navigating medical and justice systems - in one location.

**Issues the project will address:** This project will address the critical need for a non-institutional venue to serve adult survivors of sexual assault in order to improve trauma informed response, remove barriers to service, and increase service access to marginalized populations currently underutilizing available programs.

**Who the project will serve:** This project will be located in the Greater Victoria community and will serve survivors of sexual assault in the Capital Health Region. The target audience is all survivors of sexual assault, with a focus on those that are most affected by violence and least likely to receive support, including, but not limited to sex workers, urban indigenous populations, newcomers, queer and trans youth and adults.

**Project objectives and goals:**

- To enhance the coordinated response for survivors of sexual assault in Greater Victoria;
- To create a welcoming non-institutional space where people can feel safe and comfortable accessing all the services they will need under one roof;
- To document, evaluate and share learnings to ensure a collaborative and sustainable response

**Project activities will include:**

- 1) Partnership development
- 2) Procurement and set-up of office, counselling, and interview space (includes video and audio monitoring for police recorded statements required for investigations and court)**
- 3) Procurement of medical equipment and supplies and establishment of medical systems**
- 4) Promotion of Centre to partner agencies, community agencies, medical service providers, etc.
- 5) Ongoing collaboration and coordinated response with project partners
- 6) Project evaluation and sustainability planning

**Our immediate priority and the focus of this proposal is for activities 2 & 3.**

Does this project or program impact public space? ☐ Yes ☒ No

Please select the Strategic Plan Objective that the project or program aligns with or supports (for further explanation of objectives, please read the full text of the Strategic Plan found at <http://www.victoria.ca/EN/main/city/corporate-strategic-plan.html>). Check off as many as is appropriate.

✓ Facilitate Social Inclusion and Community Wellness

Explain in detail how this project or program will meet and support the City of Victoria's Strategic Plan Objectives.

This project will support the City of Victoria's objective to facilitate social inclusion and community wellness and contribute to the outcome of accessible health services for Victoria's most marginalized populations. This project will increase access to support for recent survivors of sexualized violence. Often, it's those communities that are most targeted for violence that do not have access to medical, forensic, crisis support and justice services, after a sexual assault because of institutional barriers they face at hospitals and police stations. These communities include girls, women and trans people for whom the experiences and impacts of sexual violence are deeply intertwined with other forms of systemic violence, such as racism, colonialism, inter-generational trauma, classism, and various other forms of stigma and discrimination. We have been working closely with community partners that represent racialized,



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immigrant, refugee, trans and indigenous girls and women, women involved with sex work, and/or those that are drug or alcohol dependent to determine how to better serve those that are most targeted for violence. We also hope to create partnerships with organizations that work with people with disabilities, homeless people and people living in poverty. To increase accessibility of services, we have secured a space for the clinic in our office building and for this phase of the project we are raising capital funds to purchase equipment and supplies so we can open our doors in Fall 2015.

**How many will benefit from the project or program?** 1,500 people will directly benefit from the program through support from the Sexual Assault Response Team and Victim Services. Sexualized violence impacts the whole community and indirectly and sometimes directly, the survivors' families, friends, co-workers and broader community will also benefit from the project.

**Percentage of Greater Victoria Residents?** 1.8 %

## Who is your target audience?

This project is focused on communities that currently do not have access to medical, forensic, crisis support and justice services, after a sexual assault because of institutional barriers they face at hospitals and police stations. These communities include racialized, immigrant, refugee, and indigenous girls and women, as well as women involved with sex work; and girls and women for whom the experiences and impacts of sexual violence are deeply intertwined with other forms of systemic violence, such as racism, colonialism, inter-generational trauma, classism, and various other forms of stigma and discrimination.

## SECTION 5. PROJECT OR PROGRAM FINANCIAL INFORMATION

### Victoria Sexual Assault Centre

### Cedar Hill Multidisciplinary Support Centre

### Budget

### Capital Only August - September 2015

				Program Budget
<b>REVENUES</b>				
	Civil Forfeiture Grant (confirmed)			40,000
	City of Victoria (pending)			25,000
	Partnership Contributions (confirmed)			40,000
	VSAC Contribution (confirmed)			9,080
			<b>Total Revenues</b>	<b>114,080</b>
<b>EXPENSES</b>				
<b>Nonsalary Start-up</b>				
	Medical Materials and Supplies			3,000
	Legal/Consulting			1,500
	Licensing and fees			1,000
	Technical adjustments/supplies			1,000
	Keys cut			200
			<b>Nonsalary Start up</b>	<b>6,700</b>
<b>Nonsalary Capital &amp; Lease Improvements</b>				
	Remodel costs (walls, soundproofing, bathroom)			38,000
	Medical and Program Equipment			25,000
	IT Set up and Technical Equipment			20,000
	Furniture and fixtures			5,000
	Office equipment including computers, phones, printers			4,500
			<b>Capital Start up</b>	<b>92,500</b>
	<b>Administration (15%)</b>			<b>14,880</b>
			<b>Total Operating, Start Up and Capital</b>	<b>114,080</b>

What is the project or program: Total Cost \$114,080 Amount Requested \$25,000

Administrative costs are capped at a maximum of 18% of total budget. Indicate the percentage of administrative costs: 15%

How much is the organization contributing to this project or program? \$9,080



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Please indicate the funding sources for this application:

✓ Government funding

Organization Name	Contact Person	Phone Number	Amount
Ministry of Justice	Ally Butler	604-660-4894	\$40,000

✓ Other (Partner Contribution)

Organization Name	Contact Person	Phone Number	Amount
Child Abuse Prevention and Counselling Centre (Mary Manning)	Sandy Bryce	250-385-6111	\$40,000

**Grand Total of Other Funding Sources** \$ 80,000 + \$9,080 (VSAC contribution) = 89,080

Partial funding may be available. Will the project occur without full funding by the grant? ☒ Yes ☐ No

If you do not receive full funding, what is the impact to the organization and project or program. Please provide an explanation below.

If we receive partial funding, we will open up the clinic in phases with the medical exam room and reception being priority. Our goal is to have the medical portion up and running by October. If necessary, we will secure funds through other sources for the police exam rooms and other office expenses.

## SECTION 6. PROJECT OR PROGRAM TIMELINE

Project dates From: August 1<sup>st</sup>, 2015 To: September 30<sup>th</sup>, 2015

Project location: Victoria Sexual Assault Centre, 3060 Cedar Hill Road

Project timeline and major milestones.

Date	Milestone
Complete	Partnership development
August 2015	Media launch and promotion of Centre to partner agencies, community agencies, medical service providers, etc.
August to September 2015	Renovation of space (bathroom, soundproofing, etc)
October 2015	Procurement and set-up of office, counselling, and interview space; Procurement of medical equipment and supplies and establishment of medical systems
October 2015	Soft Opening (VSAC AGM, Ribbon Cutting)
November 2015	Official Launch

## SECTION 7. PROJECT OR PROGRAM VOLUNTEERING

How many volunteers will work on this project or program? 20

Total volunteer hours required: 500

Can the project or program occur without volunteer support?

☒ Yes ☐ No

## SECTION 8. PUBLIC ACKNOWLEDGEMENT

All grant recipients are required to publicly acknowledge the grant. How does your organization plan on publicly acknowledging the City's funding support?

- ✓ Website
- ✓ Social Media
- ✓ Sponsor Plaque
- ✓ Other: e-news (circ. 3,000), announcements at

- launch, invitation to Launch, earned media
- ✓ Newspaper Advertisement
- ✓ Newsletter (circ. 10,000)
- ✓ Annual Report



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## SECTION 9. DECLARATION

I am an authorized signing officer of the organization and I certify that the information given in this application is correct. I agree to the following terms:

- The organization will be in compliance with all applicable municipal policies and bylaws
- The organization will publicly acknowledge the grant awarded by the City
- The organization is in good standing with either: (1) the Province of BC as a registered Society or (2) the Canada Revenue Agency as a registered Charity
- The organization is not in arrears with the City
- The organization is not in bankruptcy or seeking creditor protection
- The grant application meets all the eligibility requirements of the City's Grant Policy

Signature:

A handwritten signature in black ink that reads "Makenna Rielly".

Name: Makenna Rielly  
Position: Executive Director  
Date: June 25<sup>th</sup>, 2015