SUPPORTING ORGANIZATIONAL SUSTAINABILITY TO ADDRESS VIOLENCE AGAINST WOMEN INSTITUTE

SOS INSTITUTE

April 15, 16 & 17, 2015 in San Francisco, CA

Application Deadline: February 18, 2015

PENDING OVW APPROVAL
We are accepting applications.
Space is limited. Please apply ASAP if you are interested.

Presented by:
U. S. Department of Justice, Office on Violence Against Women,
in partnership with Futures Without Violence.

The Futures Without Violence SOS Institute is an interactive 2.5 - day training and
six-month follow up support on action plans to enhance organizational
infrastructure and provide institutional sustainability support for community based
organizations working with underrepresented and underserved populations.

Learning Objectives:
As a result of this training, participants will be better able to:
1. Use your organization’s core values as the root of your organization’s
   sustainability and impact.
2. Strengthen competencies in diversification and financial literacy.
3. Initiate and engage in meaningful, reciprocal collaboration.
4. Motivate board members to be involved in development and sustainability.
5. Design planning processes that effectively engage members of your
   organization in planning.
6. Identify how healthy communication is integral to organizational sustainability.
7. Practice peer coaching as a means for support and problem-solving.
8. Identify and plan for transition in your organization.
9. Create an action plan with concrete next steps to integrate training results into
   your organization’s structure and functions.
SOS INSTITUTE

Who may attend?

- OVW grantees and their OVW grant partners can participate and use their OVW travel funds to send grant funded staff and partners to this training, with prior approval from their OVW Program Manager.
- Community-based organizations (CBOs) that work with specific underrepresented and underserved populations. The communities may include, but not limited to: tribal communities, LGBT communities, newly arrived communities, rural communities, and other underrepresented communities.
- Participants must attend in teams of 2-3 individuals. Team members may include, but are not limited to: executive director, board member, and program staff, to obtain the maximum benefit of the institute.

How to apply:

- Organizations interested in participating will need to apply for this training, with each individual submitting a separate application and noting other team members in the space provided. Please obtain approval to participate from your program specialist before applying. Due to space limitations, your application is not confirmed until you receive an acceptance letter. Please see attached application form. Link to application online: https://www.surveymonkey.com/s/822HM8C.

Costs:

The education program is provided free of charge. Please note that participants are responsible for their own meals, lodging, travel arrangements, and costs associated with attending the program. Accommodations are available at the program rate of $169 plus 16.35% tax per night. Hotel information will be provided with confirmation. Please do not make any travel arrangements until you receive a confirmation letter.

Training Format:

- The SOS Institute is led by national experts and trainers on organizational sustainability.
- The training includes interactive and innovative educational sessions.

Training schedule:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
</tr>
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<tbody>
<tr>
<td>April 15, 2015</td>
<td>8:30 a.m. – 5:00 p.m.</td>
</tr>
<tr>
<td>April 16, 2015</td>
<td>8:30 a.m. – 5:00 p.m.</td>
</tr>
<tr>
<td>April 17, 2015</td>
<td>8:30 a.m. – 12:30 p.m.</td>
</tr>
</tbody>
</table>

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Space is limited

Additional Information:

- Please distribute this information to organizations that can benefit from the SOS Institute.
- For additional information please contact Mónica Arenas at 415-678-5519, E-mail: marenas@futureswithoutviolence.org.

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SOS Institute Application Form

Please fill out an application form for each member of your team. Your application is not confirmed until you receive an acceptance letter.

For online application, please use this link: https://www.surveymonkey.com/s/822HM8C

(Late applicants may be accepted if space is available)

Name: ___________________________________________________________

Title: ___________________________________________________________

Organization: _____________________________________________________

Mailing Address: ___________________________________________________

City/Town __________________ State _____ Zip Code ___________

E-mail: _______________________________ Tel: _______________

Community Served: _____________________________________________

Number of years the organization has been providing services: ______

Number of Staff: ______

Please list your team members (including yourself). Each team member must complete a separate application form.

Name, position: ________________________________________________

Name, position: ________________________________________________

Name, position: ________________________________________________

A. Please provide a brief overview of your organization and services, current structure, including information on the population that you serve.

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_____________________________________________________________________________
B. How would your organization’s infrastructure benefit from this training? Please provide at least 2 concrete examples.

___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________

C. Please list 3 top infrastructure issues that are most challenging for your organization to become sustainable. (e.g. board, planning, communication, collaboration, transition...). Please provide a brief description, be specific and give examples.

1. __________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________

2. __________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________

3. __________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________

D. Other needs/comments:
___________________________________________________________________________
___________________________________________________________________________
___________________________________________________________________________

Training agreements:
☐ I agree to attend the entire 2.5-day training, if accepted to participate.
☐ My team also commits to participate in follow-up action plans and conference calls.
☐ If accepted to participate, I agree to report progress on the organizational action plans after the training.

Training schedule:
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April 16, 2015, 8:30 a.m. – 5:00 p.m.
April 17, 2015, 8:30 a.m. – 12:30 p.m.

*NOTE: Your application is not confirmed until you have received an acceptance letter. Please DO NOT make ANY travel arrangements until you receive a confirmation letter.
Accessibility Needs
Please provide accessibility requirements in this section. Every effort will be made to accommodate advance requests, on-site requests cannot be guaranteed. Reasonable accommodations will be provided during meeting sessions. Referrals for assistance outside of the meeting can be made available. Please contact Mónica Arenas at marenas@futureswithoutviolence.org with any questions or for more assistance.

1. I need accessibility accommodations.  □ Yes  □ No

2. Are you traveling with a Personal Care Attendant (PCA) or Personal Assistant (PA)?
   □ YES, if yes, for planning purposes, please provide your Personal Care Attendant’s or Personal Assistant’s contact information: ________________________________

3. You are responsible for making your own hotel reservation. However, by providing us with information on the type of room you need, we will be able to check with the hotel to make they meet your room request. Please indicate which room type you require from the following list:
   □ No lodging required
   □ Standard Room
   □ ADA Room with Roll-in Shower
   □ ADA Room with Tub & Chair
   □ Room Accessible for Deaf/Hard of Hearing
   □ Chemical Free Room, please specify: ________________________________
   □ Other. Please specify: ____________________________________________

4. Interpretation
   □ American Sign Language (ASL)
   □ Simultaneous Foreign Language Interpretation, specify: __________________
   □ Other: __________________________________________________________

Please inform us of any additional accommodations you require for the meeting sessions, including physical accommodations during the training. Please be as specific as possible.

____________________________________________________________________
____________________________________________________________________
____________________________________________________________________

Please send your completed registration form to: (mail, e-mail, or fax)
Futures Without Violence, Attention: Mónica Arenas
100 Montgomery Street, The Presidio, San Francisco, CA 94129
PH: 415-678-5519 | Fax: 415-529-2930 | E-mail: marenas@futureswithoutviolence.org
OVW Grant Programs
Please check all that apply to your organization.

☐ My organization is an OVW grantee or OVW partner (please list the OVW grantee if you are a grant partner):

__________________________________________

My project receives funding from the following Office on Violence Against Women (OVW) grant programs:

☐ Consolidated Grant Program to Address Children and Youth Experiencing Domestic and Sexual Assault and Engage Men and Boys as Allies

☐ Enhanced Training and Services to End Abuse in Later Life Program

☐ Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program

☐ Grants to Enhance Culturally Specific Services for Victims of Sexual Assault, Domestic Violence, Dating Violence, and Stalking Program

☐ Grants for Outreach and Services to Underserved Populations

☐ Grants to Reduce Sexual Assault, Domestic Violence, Dating Violence, and Stalking on Campus Program

☐ Grants to Support Families in the Justice System

☐ Legal Assistance for Victims Grant Program

☐ Rural Sexual Assault, Domestic Violence, Dating Violence and Stalking Assistance Program

☐ Sexual Assault Services Culturally Specific Program

☐ Training and Services to End Violence Against Women with Disabilities Grant Program

☐ Transitional Housing Assistance Grants for Victims of Domestic Violence, Dating Violence, Stalking, or Sexual Assault Program

☐ Tribal Governments Program*

☐ Tribal Sexual Assault Services Program

☐ STOP Violence Against Women Formula Grant Program

☐ Sexual Assault Services Formula Grant Program

☐ State and Territorial Sexual Assault and Domestic Violence Coalitions Program

☐ Grants to Tribal Domestic Violence and Sexual Assault Coalitions Program

☐ Other (specify): ___________________________________________________________