



**Commonwealth of Virginia
Virginia Department of Criminal Justice Services**

Grant Application

Grant Program:	Coronavirus Emergency Supplemental Funding Grant	Congressional District(s)	4 th
Applicant:	The Genieve Shelter	Faith Based Organization?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Applicant Federal ID Number:	54-1463053	Best Practice?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Jurisdiction(s) Served and Zip Codes:			
Program Title:	COVID-19 Response Program	Certified Crime Prevention Community?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Grant Period:	January 20, 2020 to September 30, 2021	DUNS NUMBER:	111584148
Type of Application:	<input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation of Grant Number _____ <input type="checkbox"/> Revision of Grant Number _____		<input checked="" type="checkbox"/> Rural <input type="checkbox"/> Urban <input type="checkbox"/> Suburban

	Project Director	Project Administrator	Finance Officer
Name:	Marleisa Montgomery	Nora Butler	Vicky Davis
Title:	Executive Director	Board President	Financial Controller
Address:	2480 Pruden Blvd. Suites A & B Suffolk, VA 23434	2480 Pruden Blvd. Suites A & B Suffolk, VA 23434	2480 Pruden Blvd. Suites A & B Suffolk, VA 23434
Phone:	757-925-4365	7577740476	7579428732
Fax:	757-925-2053	757925-2053	757 925-2053
E-Mail:	marleisam@thegenieveshelter.org	Genieve88@thegenieveshelter.org	vickyd@thegenieveshelter.org

Signature of Project Administrator: 

Brief Project Description:

The Genieve Shelter's COVID-19 Response Program will aim to provide services to victims of domestic violence, sexual assault, human trafficking and stalking who have been directly impacted by the pandemic. This project will include counseling services, staff support to assist with social distancing, coordination of food, cleaning supplies and PPE, the distribution of information regarding up-to-date safety guidelines and regulations and increased janitorial services.

Project Budget	DCJS Funds		Local Match	Total Requested
	Federal	State		
Personnel	\$34,706.00			\$34,706.00
Consultants				
Travel	\$1908.00			\$1908.00
Equipment				
Supplies/Other	\$13,386.00			\$13,386.00
Indirect Costs				
Total Requested	\$50,000			\$50,000

The Genieve Shelter

COVID-19 Response Program

Need Statement

Established in 1988, The Genieve Shelter (GS) is committed to serving victims of domestic and sexual violence, human trafficking and stalking in six localities within Virginia—Suffolk, Franklin, Surry, Southampton, Smithfield and the Isle of Wight. The organization strives to provide a safe and supportive environment for victims and to provide information, education and training services, which focus on ending the cycle of violence, to survivors and the community. As a 501(c)3 organization, The GS has been serving victims of violence and their children for over thirty years. The GS uses a voluntary service model and provides comprehensive wrap-around trauma-informed services to both individuals and families who have experienced violence. Direct service staff are trained and committed to empowering victims to become self-sufficient and aim to develop a supportive relationship with each survivor.

The GS provides an array of programs and services for victims. Core programs and services include a 24-hour crisis hotline, emergency shelter, court advocacy, case management, crisis intervention, children's advocacy and services, housing stabilization and individual and group therapy. Throughout the 6 rural communities, The GS also provides mobile advocacy to various places to meet our clients' physical, medical, financial, mental, housing and employment needs. As part of our intensive case management, we provide rental assistance and employment assistance, assist clients with connecting to mainstream resources to obtain welfare and other mainstream benefits, and provide basic needs such as food and clothing. Programs are implemented by a variety of direct service staff who all work together to serve each individual and family and ensure their needs are successfully met.

Like many other domestic violence service providers throughout the nation, The Genieve Shelter and the community it serves have been significantly impacted by the COVID-19 pandemic. As of June 24, 2020, the Virginia Department of Health reports that a total of 59,514 cases of coronavirus, nearly 6,000 hospitalizations and 1,661 deaths have occurred in the state. In our service areas, there have been a total of 719 cases and 64 deaths (Suffolk-385 cases/54 deaths, Southampton-155 cases/2 deaths, Isle of Wight-165 cases/8 deaths, Surry-14 cases/1 death).¹ In addition to the prevalence of the virus throughout our region, the pandemic has fueled closures of

business across the area. The Virginia Employment Commission reported that in the month of April, the unemployment rate in the state rose to 10.6% --the highest level ever recorded. While there was a slight decrease in the unemployment rate to 9.4% in the month of May, experts project that the rates will not reach pre-pandemic levels for quite some time. In addition, experts have predicted that victims of violence will be greatly impacted by the widespread stay-at-home and shelter-in-place orders and the financial challenges many families are facing during this time. Because violence may become more frequent, more severe and more dangerous during the pandemic, the United Nations has urged all governments to put women's safety first as they work to respond to the pandemic. Unfortunately, the prevalence of the virus, the fear associated with catching it, the unemployment rate and the recent stay-at-home orders which have been utilized by abusers as a means of power and control have all directly impacted our community and victims of violence in our region.

Since the start of the pandemic, we have experienced a 107% increase in crisis calls and shelter requests from victims who are fleeing violence in their homes. The overwhelming majority of clients we have served have been unemployed and have struggled to secure any type of employment as our region has had substantial job loss as a result of business closures. Additionally, the mental and emotional toll that the pandemic, coupled with the trauma from the violence they have endured, has taken on all of our clients is evident with the increased need we have experienced with counseling services. In fact, many of the clients who we have served have been so traumatized that they have struggled to follow and to adhere to the ever-changing recommendations made by the Centers for Disease Control and Prevention (CDC) and the Governor of Virginia. Lastly, because the recommendations have included increased cleaning and sanitization of office and communal spaces, The Genieve Shelter has had to adjust its protocols and services to ensure proper hygiene and to help prevent the spread of the virus.

Project Description

In response to the public health crisis, we have had to take the necessary steps to adapt our programs and services to continue meeting the needs of victims of violence in our community as we remain committed to providing uninterrupted services to our clients and their families during this unprecedented time. In order to comply with the Governor of Virginia's

orders, The Genieve Shelter has had to increase the number of clients we are placing into motels so that all clients can comply with social distancing and minimize potential exposure of the virus. Because we are taking every effort to comply with social distancing, our emergency shelter is at maximum capacity so each new client who is in imminent danger and fleeing violence must be placed in a motel. By offering motel placement, we are able to ensure that families in our program are complying with social distancing measures which have been proven to significantly reduce the risk of exposure and of community spread to COVID-19. In addition, we have had to increase the amount of food we are purchasing and offering to families since the children have been out of school. With the increased number of clients, we have placed in motels, we have needed to purchase microwavable and prepackaged foods and distribute them regularly to the families in the motel. We also provide personal protective equipment (PPE) such as face masks, gloves and hand sanitizer to those we serve. As a result of having clients spread across our emergency shelter units and various motel rooms and the increased distribution of food and supplies, our staff has been stretched incredibly thin. In order to assist with this increase demand, we propose hiring a part-time Residential Coordinator to assist with the daily shelter and motel checks and the routine distribution of food and PPE supplies. In addition, the Residential Coordinator will assist with ensuring social distancing measures are being adhered to within the shelter and motels and will coordinate the increased janitorial services of the units. Having a part-time staff member devoted to assisting with these increased responsibilities will permit the existing case managers and advocates to focus more of their time on their main responsibilities—helping clients to gain employment, secure childcare, connect to mainstream benefits, secure safe affordable housing, obtain protective orders and complete court filings.

We also propose hiring a part-time Residential Assistant and a part-time Community Educator to help address the abovementioned needs. however, with the additional trauma associated with COVID-19, the clients we have been serving are in great need of interventions and services as they are not only living in fear of their abusers, but also of catching this deadly disease. A part-time Community Educator is also vital to helping clients understand the intersections of domestic violence and COVID-19 as abusers are using the pandemic to exert further power and control over their victims. The Community Educator will meet with both shelter and community clients to provide them with information and knowledge regarding the most up-to-date CDC and World Health Organization guidelines and the current orders and state

phase policies announced by the Governor of Virginia. This position will perform outreach and provide education strategies that reduce COVID-19 transmission, and disseminate educational material and resources to prevent the spread of the virus or contain the virus.

Because the health and safety of our clients and staff is vital, we have strictly adhered to the recommendations on sanitation put forth by the CDC. We have had to increase our janitorial services to include routine deep cleaning with a special focus on high-touch surface areas at our administrative office, emergency shelter and community center. By adapting our service practices and meeting the basic needs of our clients and their children, we are hoping to contribute to the “flattening of the curve” and to prevent continued community spread and infection within our community, state and country. In addition to doing our part to “flatten the curve” and keep our clients and staff safe, we are determined to help families recover from this pandemic and its visible impacts on their lives.

Statement of Coordination

The Genieve Shelter has received funding to assist with its response to the COVID-19 pandemic from local foundations and the federal government. Table 1 below shows a list of all COVID-19 funds and resources that the agency has received, the amount of funding received and a description of how the resources are being used.

Name of Funder	Amount Awarded	Type of Service Provided with Funds
Obici Healthcare Foundation	\$ 9,200.00	motel, food, cleaning supplies, PPE
Hampton Roads Community Foundation/United Way	\$ 10,000.00	motel, food
Suffolk Foundation	\$ 5,500.00	motel, food
Hampton Roads Workforce Council	\$ 2,000.00	2 cell phones and 2 laptops for staff to work remotely

Housing and Urban Development	\$ 15,000.00	motel, food, PPE
-------------------------------	-----------------	------------------

Table 1: Current COVID-19 Funding Resources

The Coronavirus Emergency Supplemental Funding Grant will not duplicate or replace any of these resources, but rather, it will enhance the agency’s ability to respond to the pandemic and to prevent the further spread of the virus.

Budget Narrative

Explain the reason for each requested budget item and provide the basis for its cost. Each item or service to be purchased must be separately listed with its unit cost. The budget narrative must thoroughly explain the relevance and importance of each item to the project.

ⁱ <https://www.vdh.virginia.gov/coronavirus/> (Accessed 6/24/20).



CITY OF SUFFOLK

442 W. WASHINGTON STREET, P. O. BOX 1858, SUFFOLK, VIRGINIA 23439-1858
PHONE: (757) 514-4060 FAX: (757) 514-4199

DEPARTMENT OF
PLANNING & COMMUNITY DEVELOPMENT

Division of Planning

June 30, 2020

Marleisa Montgomery
Executive Director
Genieve Shelter
Suffolk, Virginia 23434

To whom it may concern:

I am pleased to offer this letter in support of the Genieve Shelter for its grant application being submitted to The Virginia Department of Criminal Justice Services (DCJS).

The Genieve Shelter is a vital part of our community and the help it provides to our citizens has increased through this pandemic and is greatly needed.

We offer our full support in the funding request being made by the Genieve Shelter.

We appreciate your effort and thank you for your continuing service to the City.

Sincerely,

David Hainley
Planning Director

THE GENIEVE SHELTER

BUDGET NARRATIVE CESF 2020-2021

Personnel

Salaries & Benefits \$34,706

We are requesting \$34,706,000 to hire a new, part-time Residential Assistant and Community Educator to provide a variety of supportive services, shelter options and supplies which will reduce the exposure and risk of COVID-19 to domestic violence survivors. The \$34,706 represents the current salaries and benefits for two positions.

Approximately 160 hours of will be devoted to providing these services to the survivors. We will pursue additional funding for the position to increase it to a full-time position.

Travel & Subsistence \$1908.00

Local mileage reimbursement is projected at an average of 250 miles per month at 54 cents per mile for during the grant cycle. This mileage is projected to accompany out of town travel for training purposes and outreach travels to disseminate materials to DV/SV survivors living in the rural underserve areas that we serve.

Subsistence reimbursement is projected for a total of 6 days at a projected daily cost of \$48 per day. This subsistence expense will occur as a result of local and out of town trainings for meal reimbursement for a total expense of \$288.

Supplies and Other Expenses \$1500

To disseminate educational materials and resources on the precautions to prevent COVID-19 will total projected expense is of \$1500. We will purchase educational videos which provides (COVID-19 tips and practice drills for families to practice social distancing and hand washing skills.

Supplies \$886.00

We will purchase COVID-19 PPE's supplies and cleaning supplies to promote sanitize clean environment at the emergency shelter, children's center and the resource center.

Trainings \$1500 for 2 CESF funded positions at an average cost of \$100 per event, for 6 COVID trainings. The projected total is \$1500 for both staff. The training will provide information and assistance for ensuring the continuity of safety plans to support efforts to make healthy decisions related to their ongoing safety and well-being during the COVID-19 pandemic.

Professional Janitorial Services \$9500 The health and safety of our clients and staff is vital, we have strictly adhered to the recommendations on sanitation put forth by the CDC. We have had to increase our janitorial services to include routine deep cleaning with a special focus on high-touch surface areas at our administrative office, emergency shelter and community center.

Total expenses \$13,386

ITEMIZED BUDGET

1. Personnel/Employees				DCJS FUNDS		APPLICANT MATCH		TOTAL
a. Name of Employees	Position Titles	Annual Salary Rate	Hours Devoted	FEDERAL	STATE	CASH	IN-KIND	
Vacant, to be hired	Residential Assistant	\$13,520.00	20	\$13,520				\$13,520
Vacant, to be hired	Community Outreach Case Manager II	\$18,720.00	20	\$18,720				\$18,720
								\$0
								\$0
								\$0
								\$0
TOTAL				\$32,240	\$0	\$0	\$0	\$32,240
b. Fringe Benefits								\$0
	7.65%		\$2,466.36	\$2,466				\$2,466
RETIREMENT =								\$0
OTHER (Itemize) =								\$0
TOTAL				\$2,466	\$0	\$0	\$0	\$2,466
TOTAL PERSONNEL (A+B)				\$34,706	\$0	\$0	\$0	\$34,706

2. Consultants (including Travel and Subsistence)			DCJS FUNDS		APPLICANT MATCH		TOTAL
			FEDERAL	STATE	CASH	IN-KIND	
a. Individual Consultants							
Type							\$0
Hours Devoted:							\$0
TOTAL			\$0	\$0	\$0	\$0	\$0
b. Organizations and Associations							
Type:							\$0
Fee:							\$0
Time Devoted:							\$0
TOTAL			\$0	\$0	\$0	\$0	\$0
c. Consultants' Subsistence and Travel							
Number of Days:							\$0
Rate/Day:							\$0
TOTAL			\$0	\$0	\$0	\$0	\$0
TOTAL CONSULTANTS (a+b+c)			\$0	\$0	\$0	\$0	\$0

3. Travel and Subsistence for Project Personnel				DCJS FUNDS		APPLICANT MATCH		TOTAL
				FEDERAL	STATE	CASH	IN-KIND	
a. Local Mileage = No. of Miles X Rate Per mile	250 per month	X	\$0.540	\$1,620				\$1,620
b. Non Local Mileage = No. of Miles X Rate Per mile		X						\$0
c. Subsistence = number of days X rate per day	6	X	\$48.00	\$288				\$288
d. Air or other fares								\$0
TOTAL TRAVEL:				\$1,908	\$0	\$0	\$0	\$1,908

ITEMIZED BUDGET Continued

4. Equipment				DCJS FUNDS		APPLICANT MATCH		TOTAL
Type	Quantity	Unit Price	Purchase or Rental	FEDERAL	STATE	CASH	IN-KIND	
								\$0
								\$0
								\$0
TOTAL EQUIPMENT:				\$0	\$0	\$0	\$0	\$0

5. Supplies and Other Expenses			DCJS FUNDS		APPLICANT MATCH		TOTAL
Type	Quantity	Price	FEDERAL	STATE	CASH	IN-KIND	
VID-19 Educational materials and Vic	7 months	\$214.29	\$1,500				\$1,500
Trainings for CESF funded staff	6 each	\$250.00	\$1,500				\$1,500
Professional Cleaning	7months	\$1,280.00	\$9,500				\$9,500
PPE's, cleaning supplies	7 months	\$126.57	\$886				\$886
							\$0
							\$0
							\$0
							\$0
							\$0
							\$0
							\$0
TOTAL SUPPLES AND OTHER:			\$13,386	\$0	\$0	\$0	\$13,386

6. Indirect Cost			DCJS FUNDS		APPLICANT MATCH		TOTAL
			FEDERAL	STATE	CASH	IN-KIND	
							\$0
TOTAL INDIRECT COST:			\$0	\$0	\$0	\$0	\$0

GRAND TOTAL:	\$50,000	\$0	\$0	\$0	\$50,000
7. Cash Funds					
Cash funds from sources other than grant program supporting this project- (itemize)					
Do not add to requested Project Budget Summary accounts.)					
TOTAL:					