

Response to: OVW Fiscal Year 2023, Opportunity #: [REDACTED]  
Assistance Listing Number #: 16.016

### Summary Data Sheet

1. Name, title, address, telephone number, and email address for the grant point of contact. This person must be an employee of the applicant.

[REDACTED]

2. Statement as to whether the applicant (the organization whose unique entity identifier/ DUNS number is being used for the application) will serve as a fiscal agent. A fiscal agent is an entity that does not participate in implementation of the project and passes all funds through to subrecipients, conducting only administrative activities. If this is the case, the applicant must include a statement acknowledging that, should an award be made, the applicant will be responsible for all applicable statutory, fiscal, and programmatic requirements, including those of 2 CFR Part 200, as well as all project deliverables. The applicant must also list all of the entities with which it will enter into subaward agreements to implement the project. Note: The fiscal agent must be an eligible applicant for this program.

[REDACTED] will not serve as a fiscal agent.

3. Statement as to whether the applicant has expended \$750,000 or more in federal funds in the applicant's past fiscal year. If so, specify the end date of the applicant's fiscal year.

Yes, [REDACTED] has expended \$750,000 or more in federal funds in the past fiscal year. [REDACTED] fiscal year is July 1 – June 30.

4. Statement as to whether the applicant is a nonprofit organization that holds money in offshore accounts for the purpose of avoiding paying the tax described in section 511(a) of the Internal Revenue Code.

No, [REDACTED] does not hold money in offshore accounts for the purpose of avoiding paying the tax described in section 511(a) of the Internal Revenue Code.

5. Statement as to whether the applicant is a nonprofit organization that uses the Internal Revenue Service's three-step safe-harbor procedure to establish a rebuttable presumption that its executives' compensation is reasonable. For additional information about the safeharbor procedure, see Disclosure of Process Related to Executive Compensation in the Budget and Associated Documentation section of

[REDACTED]

[REDACTED]

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this solicitation. Note: Applicants that use the safe-harbor procedure must upload the required Disclosure of Process Related to Executive Compensation in the Budget/Financial Attachments Page 19 of 44 [REDACTED] section of JustGrants.

[REDACTED] does not use the Internal Revenue Service's three-step safe-harbor procedure to establish a rebuttable presumption that its executives' compensation is reasonable.

6. Statement as to whether the applicant is a faith-based organization.

[REDACTED] is not a faith-based organization.

7. Statement as to whether the applicant is a culturally specific organization (defined as a private nonprofit/tribal organization for which the primary purpose of the organization as a whole is to provide culturally specific services to American Indians (including Alaska Natives, Eskimos, and Aleuts), Asian Americans, Native Hawaiians and other Pacific Islanders, Blacks, or Hispanics).

Yes, [REDACTED] is a culturally specific organization.

8. Statement as to whether the applicant is a sexual assault victim service provider (defined as a victim service provider for which the primary purpose of the organization is to provide intervention and related assistance to victims of sexual assault without regard to their age).

No, [REDACTED] is not a sexual assault victim provider as defined in the Solicitation. However, as a legal services provider to low-wage and immigrant worker victims of workplace crimes, [REDACTED] provides significant legal services to Latina victims of sexual assault, domestic violence, and stalking/harassment. This includes legal immigration representation in applications for U and T visas and civil legal representation designed to hold abusive employers accountable.

9. Statement as to whether the application proposes to focus on a rural community or area (as defined by 34 U.S.C. 12291(a)(32)).

No, [REDACTED] does not propose to focus solely on a rural community. However, [REDACTED] is a statewide organization in [REDACTED] and provides services to residents of all parts of the state. [REDACTED] directs certain outreach and service provision activities to rural areas of the state. [REDACTED] has the organizational infrastructure necessary to identify and provide services to residents of all parts of the state. In fiscal year 2022, [REDACTED] provided services to clients in 57 of [REDACTED] 67 counties, a testament to [REDACTED] ability to provided services in rural as well as urban parts of the state.

10. Statement as to whether the applicant is a federally recognized tribe.

No, [REDACTED] is not a federally recognized tribe.

11. Statement as to whether the applicant is a tribal organization as defined by 34 U.S.C. 12291(a)(45).

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[REDACTED]

[REDACTED]



[REDACTED]

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No, [REDACTED] is not a tribal organization as defined by 34 U.S.C. 12291(a)(45).

12. Statement as to whether the applicant is a partner/subrecipient on a current grant or pending application for this grant program. If a partner/subrecipient on a current award, provide the year of the award and the role of the applicant on the award. If a partner/ subrecipient on another pending application, provide the name of the applicant organization.

Yes, [REDACTED] received award number [REDACTED] Grants to Enhance Culturally Specific Services, in 2021.

13. Statement as to whether any proposed project partner(s)/subrecipient(s) on this application is also a recipient, or partner/subrecipient, on a current grant or another pending application for this grant program. If so, the applicant is required to provide the following information on the relevant project partner(s)/subrecipient(s): • Partner/subrecipient name • Year of award or pending application • Role of partner/subrecipient

Yes, project partner/subrecipient [REDACTED] is a subrecipient on the award referenced above.

14. Statement as to whether the application proposes to address the following OVW Priority Area: Advance racial equity as an essential component of ending sexual assault, domestic violence, dating violence, and stalking.

No, [REDACTED] is not proposing to address this priority area.

15. Statement as to whether the application proposes to address the following OVW Priority Area: Strengthen efforts to prevent and end sexual assault, including victim services and civil and criminal justice responses.

Yes, [REDACTED] proposes to address the above OVW Priority Area.

16. Statement as to whether the application proposes to address the following OVW Priority Area: Improve outreach, services, civil and criminal justice responses, prevention, and support for survivors of sexual assault, domestic violence, dating violence, and stalking from underserved communities, particularly LGBTQ communities.

No, [REDACTED] is not proposing to address this priority area.

17. Identify the percentage of grant activities, should the application be funded, that will address each of the following issues (the total percentages should not exceed 100). • Domestic Violence • Dating Violence • Sexual Assault • Stalking

These are projected estimates based on the percentage of services [REDACTED] directed to address each issue identified in the most recent reporting period for our current OVW grant:

Domestic/Dating Violence: 35%

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[REDACTED]

[REDACTED]

Sexual Assault: 45%  
Stalking: 20%

18. List the purpose area(s) that the application will address. Identify all that apply. Note: Applicants must choose at least one purpose area. Proposals focusing only on purpose areas 6 and 8 will be removed from consideration.

Purpose area #4: Enhancing traditional services to victims of domestic violence, dating violence, sexual assault, and stalking through the leadership of culturally specific programs offering services to victims of domestic violence, dating violence, sexual assault, and stalking.

Purpose area #7: Providing culturally specific resources and services that address the safety, economic, housing, and workplace needs of victims of domestic violence, dating violence, sexual assault, or stalking, including emergency assistance.

19. State which culturally specific population(s) are currently the focus of the culturally specific services provided by the applicant. Please identify all that apply. American Indians (including Alaska Natives, Eskimos, and Aleuts) Asian Americans Native Hawaiians and other Pacific Islanders Blacks Hispanics

Hispanics. [REDACTED] also has the organizational and language access infrastructure in place to provide culturally specific services to non-Spanish-speaking citizens of Latin American countries that are members of indigenous American communities.

20. State which culturally specific population(s) are the focus of the proposed project. Identify all that apply. American Indians (including Alaska Natives, Eskimos, and Aleuts) Asian Americans Native Hawaiians and other Pacific Islanders Blacks Hispanics

Hispanics. [REDACTED] also has the organizational and language access infrastructure in place to provide culturally specific services to non-Spanish-speaking citizens of Latin American countries that are members of indigenous American communities.

21. The applicant's advisory board or steering committee and staffing must be reflective of the culturally specific community(ies) it serves. To determine whether the applicant meets this requirement, OVW will consider whether the advisory board or steering committee and staff include members with knowledge or experience relevant to the culturally specific community(ies) it serves, as well as language skills needed to work with a particular population. The applicant must state the percentage of the advisory board or steering committee and staff that is reflective of the culturally specific community(ies) it serves and the positions of the individuals included in this percentage. .

[REDACTED] has a Board of Directors, and the Board of Directors also has an Advisory Committee comprised of previous clients and their family members.

[REDACTED]  
[REDACTED]  
[REDACTED]



[illegible]

A. State how long the applicant has provided victim services.

█████ has been providing services to victims of workplace crimes since its founding over 40 years ago. Since then, █████ has developed an organizational expertise in providing services to low-wage and immigrant victims of workplace crimes, increasing the scope of workplace issues we address over the years. █████ received its first OVW grant to provide victim services specifically to survivors of domestic violence, dating violence, sexual assault and stalking in 2015.

Immigration and civil legal services [REDACTED] case management services [REDACTED], mental health services [REDACTED]

Category 2: The applicant is a culturally specific organization with three years demonstrated history of providing services to victims of domestic violence, dating violence, sexual assault, and stalking and will be partnering with another culturally specific organization that also has three years of demonstrated history of providing these services.

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## PURPOSE OF THE PROPOSAL

**Communities Served:** In the U.S., 5.6% of women (almost 7 million) reported some type of sexual violence by a workplace-related perpetrator. Almost 4% of women reported sexual violence by non-authority figures and 2.1% reported that they had experienced workplace sexual violence by an authority figure.<sup>1</sup> Both inside and outside the workplace, sexual violence is grossly under-reported in large part because the fear of negative consequences appears to be far greater than the possibility of relief. This is particularly true for low-wage Latina workers who often work under conditions that put them at greater risk for sexual violence due to their legal immigration status, having temporary work visas, or working in relatively isolated workplaces.<sup>2</sup> Power disparities can also make sexual violence and exploitation of low-wage Latina workers more viable for perpetrators.<sup>3</sup> Latina immigrant workers face alarming rates of workplace abuse, which significantly impacts the emotional, physical, and economic well-being of victims and their families.

Women who are assaulted and harassed at work experience significant job-related consequences that lead to economic instability and serious psychological problems.<sup>4</sup> They begin to avoid their harassers by being late or absent, avoiding certain tasks, or leaving the job entirely.<sup>5</sup> They are less likely to maintain prior levels of performance or get promoted. Their income becomes less secure, and they earn less overall, which can push them into deep poverty. The trauma of sexual assault often causes anxiety, depression, and PTSD.<sup>6</sup> Low-income, Limited

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<sup>1</sup> Basile, K.C., D’Inverno, A.S., Wang, J. (2019). [National Prevalence of Sexual Violence by Workplace-Related Perpetrator](#). American Journal of Preventative Medicine. 58(2). P216-223.

<sup>2</sup> Shaw, E., Hegewisch, A., Hess, C. (2018). [Sexual Harassment and Assault at Work: Understanding the Costs](#). Institute for Women’s Policy Research.

<sup>3</sup> PBS News Hour. (2017). [Low-Wage immigrant workers are especially vulnerable to sexual abuse. How can they say #MeToo?](#)

<sup>4</sup> Willness, C.R., Steel, P., and Lee, K. (2007). A Meta-Analysis of the Antecedents and Consequences of Workplace Sexual Harassment. Personnel Psychology, 60: 127-162.

<sup>5</sup> Fitzgerald, L.F., Drasgow, F., Hulin, C.L., Gelfand, M.J., and Magley, V.J. (1997). Antecedents and consequences of sexual harassment in organizations: A test of an integrated model. Journal of Applied Psychology, Vol. 82(4): 578-589.

<sup>6</sup> Willness, C.R., Steel, P., and Lee, K. (2007).



English Proficient, and/or Latina women are particularly vulnerable to such abuse and in need of culturally specific services and support.<sup>7</sup> At the same time, cultural, language, and immigration-related barriers often prevent these victims and their families from receiving the support they need to overcome and heal from such abuse.

Through the [REDACTED] and [REDACTED] [REDACTED] have partnered to weave a strong statewide safety net for Latina workers, empowering Latina victims of sexual violence in [REDACTED] to determine their individual paths to becoming survivors with strong support from Latinx communities and culturally specific service providers. The project builds on [REDACTED] previous OVW project, [REDACTED], to strengthen and expand culturally specific resources and services for low-income Latina victims of workplace sexual violence, and to reach an increased number of rural areas in [REDACTED] [REDACTED], while also increasing the capacity of Latina community leaders (*promotoras*) to extend community-based education, advocacy, and support in [REDACTED] Latinx communities. [REDACTED] will provide education about coercion, violence against women, victim-blaming, and existing protections under federal and state law; information on how to report abuses and support in doing so, if needed; immigration legal representation (e.g., U and T visas); civil legal representation against abusive workplaces (e.g., wage theft and discrimination); and access to culturally specific counseling and victim advocacy, client-centered case management, and assistance navigating medical and family support systems.

**Culturally Specific Population:** Seven percent of [REDACTED] residents are immigrants.<sup>8</sup>

According to a report from the [REDACTED] State Data Center, from 2010 to 2020, the Latinx

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<sup>7</sup> Preventing sexual violence in Latin@ communities: A national needs assessment (Rep.). (2013). National Sexual Violence Resource Center and [REDACTED] Coalition Against Rape.

<sup>8</sup> American Immigration Council. (2020). [Immigrants in \[REDACTED\]](#)

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population grew 45.8%.<sup>9</sup> [REDACTED] will serve low-income female workers of the growing Latinx communities throughout [REDACTED] serving workers in industries such as agriculture, restaurants, hospitality, and cleaning services. Many of [REDACTED] foreign-born Latina workers labor in low-wage jobs in the Agriculture and Food Industry, a sector that accounts overall for about one-in-15 jobs statewide. According to Northeast Sustainable Agriculture Research and Education, [REDACTED] has seen a 16% increase in Hispanic and Latinx farmers and farmworkers in recent years.<sup>10</sup> According to the [REDACTED] Department of Agriculture, most of [REDACTED] agricultural workforce identify as Latinx and have limited English proficiency.<sup>11</sup> Language barriers limit Latinx and other low-wage workers' opportunities for education and training, which in turn creates barriers to their advancement to better paying, higher-skilled jobs. Women from low-income Latinx communities are at greater risk of victimization by sexual violence in the workplace.

**Gaps in Victim Services:** [REDACTED] is designed to address four major gaps in services for Latina victims of sexual violence, identified by [REDACTED] from over 40 years of experiences serving low-wage and immigrant workers in [REDACTED]:

- a. *Victim services are not geared to Latina victims of workplace violence.* Existing service providers located outside of large cities in [REDACTED] generally lack culturally specific programming and are almost never geared to victims of workplace violence. General services for crime victims are also usually run by district attorneys' offices and are only accessible to victims who have already reported the crime to law enforcement, a significant barrier for many of the women [REDACTED] supports.

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<sup>9</sup> [REDACTED] State Data Center. (2020). [2020 Census Redistricting Data: Racial & Ethnic Diversity in \[REDACTED\]](#).

<sup>10</sup> Northeast Sustainable Agriculture Research and Education. (2020). [REDACTED] [Extension reaches out to Hispanic and Latinx farming communities.](#)

<sup>11</sup> [REDACTED] Department of Agriculture. (2018). [REDACTED] [Agriculture Education: 2017 Report of the \[REDACTED\] Agriculture Education Advisory Committee.](#) P6.

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- b. *Existing service providers lack the ability to holistically support Latina victims of workplace sexual violence.* Local providers in small towns and rural areas nearly universally lack the ability to provide mental health support services in languages other than English. [REDACTED] will provide [REDACTED] participants culturally specific, Spanish-language clinical support services to victims in Latinx communities, holistically addressing a full range of intersecting mental health and advocacy needs.
- c. *Demand for free legal aid and mental health services for low-wage Latina women outpaces supply.* Latina women report experiencing workplace abuses, including workplace sexual assault, at very high rates. [REDACTED] will enable more Latina women to access both services.
- d. *Outreach to Latina women about sexual violence does not typically address workers' rights.* Existing outreach to Latina women tends to focus on domestic violence and sexual assault. Workplace sexual assault is a complex, distinct form of violence against women, often perpetrated by non-intimate partners. [REDACTED] staff have the specific knowledge of workers' rights that will make outreach more effective. For example, most outreach strategies targeting female victims of sexual violence tend to do so in the context of domestic and intimate partner sexual violence – messaging that may not connect with victims of workplace, non-intimate partner sexual violence. [REDACTED] has developed specific outreach materials through our previous OVW grants to address this information gap..

**Barriers Experienced:** Latina immigrant workers experience several specific barriers to accessing needed services, including:

- a. *Language and literacy barriers.* Language is possibly the single biggest barrier for Latina victims of sexual violence. Latina women may be mistreated by bilingual supervisors or managers. These bilingual supervisors are frequently the only persons in a workplace that can speak to both Spanish-speaking supervisees and English-speaking management. As such, they not only abuse their position of power to assault female supervisees, but also abuse their ability to communicate in both Spanish and English to turn coworkers against victims while keeping management in the dark. As LEP, our clients are often unable to effectively report the abuse to non-Spanish speaking managers with more authority. In many parts of [REDACTED], Latina women are also often unable to communicate with local police or crisis centers due to limited bilingual staffing, and inadequate policies and resources for securing interpretation. Having been forced by necessity into the workforce at a young age, many clients also struggle with reading and writing, whether in English or Spanish, thereby making securing help even more of a challenge.
- b. *Geographic isolation.* [REDACTED] is a vast and largely rural state. Accordingly, it can be difficult to access culturally specific victim services in many counties throughout the state. Many low-wage Latina workers do not have reliable access to a vehicle, a necessary component of accessing social and legal services. This is especially true in rural [REDACTED], where several counties may share Magisterial District Courts or legal aid providers, and so the nearest legal resources may be an hour away by car.
- c. *Fear of law enforcement.* Many women face intimidation from bosses, supervisors, landlords, and abusive spouses, all of whom may threaten to contact law enforcement in retaliation for the victim seeking outside help or asserting their basic rights. Women with



families often fear losing custody of their children even if they are not at fault in the incident they are reporting.

- d. *Fear of losing employment.* Many low-wage Latina workers are the sole breadwinners for their families, and they live in poverty. The majority have no savings and no safety net and are terrified of losing a job, even at an abusive workplace, because losing their income would push them further into poverty.
- e. *Deep feelings of shame and fear of blame.* The shame associated with being a victim of a sexual assault keeps many women silent. For a Latina victim, this is compounded by culturally specific forces that turn the blame for a sexual assault on the female victim, regardless of the facts. Many of [REDACTED] clients are terrified that they will be blamed for the assault, and specialized legal advocate and licensed therapist services are necessary to overcome this barrier and help survivors rebuild their lives.
- f. *Lack of expertise in the organizations of first contact.* Most culturally specific organizations in [REDACTED] do not provide legal services, and most rape crisis centers and legal aid providers do not have culturally specific programs or the expertise to deal with workplace sexual violence.

## WHAT WILL BE DONE

**Project Goals, Objectives, and Activities:** [REDACTED] addresses the needs of Latina immigrants across [REDACTED] who have experienced exploitation, sexual harassment, and assault in the workplace. The project addresses OVW's Priority Area 2: "Strengthen efforts to prevent and end sexual assault, including victim services and civil and criminal justice responses." Many victim services providers that address sexual violence tend to do so in the context of domestic/dating violence (i.e. women's shelter). However, as a legal aid organization that supports low-wage and

immigrant workers, [REDACTED] provides direct services support to victims of sexual violence in the context of workplace sexual violence. In this context, perpetrators are very often *not* intimate partners. For example, for the June-December reporting period for our current OVW grant, only 10 of the 72 sexual violence victimizations reported by clients [REDACTED] served were perpetrated by current or former intimate partners. By comparison, in 30 of those victimizations the perpetrator was an acquaintance, such as a coworker. This demonstrates how the majority of [REDACTED] services for victims of domestic/dating violence, sexual assault, and harassment support clients whose perpetrators were not intimate partners, and that [REDACTED] services address Priority Area 2.

In addition, the project addresses the following purpose areas:

- Enhancing traditional services to victims of domestic violence, dating violence, sexual assault, and stalking through the leadership of culturally specific programs offering services to victims of domestic violence, dating violence, sexual assault, and stalking. (Purpose Area 4)
- Providing culturally specific resources and services that address the safety, economic, housing, and workplace needs of victims of domestic violence, dating violence, sexual assault, or stalking. (Purpose Area 7)

The [REDACTED] project will provide comprehensive support services to Latina women, tailored to their specific needs and responsive to their feedback, including the following:

- a. *Free, high-quality legal aid.* [REDACTED] service approach will combine immigration legal services to help stabilize survivors' lives, as well as civil legal services to hold abusers accountable and help survivors rebuild their lives. [REDACTED] Spanish-speaking staff will continue to identify Latina victims of sexual violence who qualify for immigration relief,

such as U and T visas, thoroughly evaluating each client's immigration history, and developing legal strategies accordingly. Our on-demand interpretation services will allow us to provides services for non-Spanish-speaking clients as well, notably non-Spanish-speaking women from indigenous communities of the Americas. Critically, staff will also evaluate whether clients have other civil legal needs, and will offer free civil legal representation in cases against abusive employers/workplaces that fall within [REDACTED] civil focus areas such as stolen wages; discrimination claims based on gender, race, national identity, or other protected classes; and remedying retaliation against these Latina workers for defending their workplace rights.

- b. *Rights and skills education and strengthening of statewide safety net.* Using the *promotora* model, a service framework that originated in Latin America and is now widespread across U.S. Latinx communities, [REDACTED] will develop and support community leaders (*promotoras*) to advance community wellness, engagement, education, and advocacy. [REDACTED] *promotoras* will continue to develop their leadership skills through the project's leadership training component. In turn, they will continue to lead community meetings and events, extending the project's benefits to more Latinas and Latinx communities. [REDACTED] current OVW project supports three *promotoras*. [REDACTED] intends to add a second cohort of up to 2 *promotoras* under this new project, if awarded.
- c. *Access to culturally appropriate clinical victim advocacy services and counseling.* Given the severe trauma experienced by sexual assault survivors, women who have been victimized need compassionate, personal, and expert care as they navigate support systems. This need is even more pronounced for immigrant victims who often come from communities where sexual assault is shameful, and who have limited literacy and English



proficiency. To meet this need, [REDACTED] will continue to provide counseling services and victim advocacy support (i.e., therapy and case management services), through culturally competent bilingual counselors and social workers.

The project's objectives and key activities are as follows:

OBJECTIVES	KEY ACTIVITIES & SPECIFIC TASKS
<p><i>1. Expand culturally-specific legal, mental health, and social work support for newly identified Latina victims of sexual violence who have not yet been able to obtain help</i></p> <p><b><u>Deliverables:</u></b></p> <ul style="list-style-type: none"> <li>• 90 women receive [REDACTED] legal services.</li> <li>• More than 30% of the women who receive legal services also receive [REDACTED] mental health services.</li> </ul>	<p><b>a. Victim Identification, Individual Advocacy, &amp; Support Services.</b></p> <p>Many women who have been victimized have particular legal and emotional needs. [REDACTED] will work with victims of workplace sexual violence and, depending on their wishes and goals, help them report crimes to law enforcement and navigate bureaucracies; secure immigration benefits, especially U visas, T visas, and deferred action based on workplace crimes; pursue civil claims against abusive employers/workplaces that fall within [REDACTED] civil focus areas; and facilitate access to other legal services outside of [REDACTED] priorities to help with family law, housing, or other urgent issues. These services will be provided in the client's preferred language.</p> <p>[REDACTED] will offer counseling in Spanish; client-directed treatment planning; education about medical options and accompaniment for medical services; safety planning; and other case management services, as requested.</p> <p>All program services will be free for clients and their families.</p> <p>Our client-centered service model means listening and responding to what the <i>clients</i> say are their most pressing needs. The project will provide legal services to 90 women across the state, and more than 30% of them will also receive mental health services. The client-centered flexibility of [REDACTED] counseling services enables [REDACTED] to address other emotional needs/trauma history in addition to workplace victimization. This flexibility is important because most Latina victims have experienced poly-victimization, and past victimizations increase vulnerability to re-victimization.</p>
<p><i>2. Increase geographic coverage and sustainability of [REDACTED] by further developing and expanding the promotoras model and community support to help more Latina victims and engage more Latinx community members in</i></p>	<p><b>b. Promotora-led Community Outreach &amp; Education.</b></p> <p>Community outreach and education are essential tools for creating a safety net for working Latina women [REDACTED] will: 1) continue training three existing <i>promotoras</i>, providing them with structured opportunities for community engagement, and 2) train 1-2 new <i>promotoras</i> in underserved counties, using the educational and training model developed for our first cohort of <i>promotoras</i>. The new cohort will be trained by existing <i>promotoras</i> with guidance from [REDACTED] and [REDACTED] staff. We will use existing training and evaluation processes to adjust the curriculum, based on the feedback we receive from the first cohort of <i>promotoras</i>. The <i>promotoras</i> will continue to meet regularly with the other [REDACTED] program staff to discuss community needs, develop outreach plans, and discuss the coalition meetings they are attending. In addition, there will be <i>promotora</i> office</p>



<p><i>understanding and combatting sexual violence in the workplace.</i></p> <p><b><u>Deliverables:</u></b></p> <ul style="list-style-type: none"> <li>• 125 community education events</li> <li>• 2,000 community members reached</li> <li>• Continuation and enhancement of Promotora Leadership Development Curriculum</li> <li>• Updates to community outreach and engagement materials, e.g., Know Your Rights</li> </ul>	<p>hours, where the <i>promotoras</i> can bring questions they have been getting from the community to [REDACTED] attorneys to better understand the issues and how to respond.</p> <p>[REDACTED] will continue to build the <i>promotoras</i>' capacity to conduct community outreach and education through the training process developed in our 2018 OVW grant. This includes making space for the <i>promotoras</i> to unpack and address their own adverse experiences and trauma – both for their well-being and to set an example for their upcoming role as educators of women who have experienced trauma.</p> <p>Each <i>promotora</i> will conduct or participate in at least one outreach or education event every other month. They will a) participate in [REDACTED] outreach activities for new <i>promotoras</i> or partner with seasoned <i>promotoras</i> on outreach events, and b) sharing their expertise through presentations at health fairs, churches, private homes, and other events. Last year the <i>promotoras</i> adjusted their outreach methods to include virtual platforms (i.e., Facebook Live and WhatsApp). <i>Promotoras</i> will continue to adjust outreach methods to deliver information and resources in a safe and effective manner. They also will incorporate some of these virtual technologies to reach a larger, more statewide, audience. [REDACTED] goal will be to conduct 125 outreach events reaching 2,000 community members over the grant period.</p> <p>[REDACTED] will provide guidance and feedback to the existing <i>promotoras</i> as they train the [REDACTED] <i>promotoras</i>. All <i>promotora</i> training activities will be conducted in Spanish, the primary language of the <i>promotoras</i>, and all training documents will be appropriately translated. <i>Promotoras</i> will be paid \$20 per hour. [REDACTED] will continue to train new <i>promotoras</i>.</p>
<p><i>3. Increased community support and advocacy to stop sexual violence and capacity to support Latina victims by training relevant community organizations, agencies and individual stakeholders to build cultural competencies and provide culturally specific services.</i></p> <p><b><u>Deliverables:</u></b></p> <ul style="list-style-type: none"> <li>• 30 community trainings provided across [REDACTED] to improve services to</li> </ul>	<p><b>c. Systems-change Education &amp; Training.</b></p> <p>[REDACTED] is the only legal aid agency in [REDACTED] that has a culturally specific program of this kind and is the only one with significant expertise in helping Latinas deal with workplace sexual assault and stalking. [REDACTED] is dedicated to providing clinical mental health services to Latinx communities and culturally specific training to first responders to better assist Latina individuals and families in crisis. Through [REDACTED] we will help service providers better understand barriers to services including language access, a primary barrier to interfacing with systems and agencies in [REDACTED].</p> <p>[REDACTED] will continue to develop referral networks and the cultural competencies of agency staff so that victims of workplace sexual violence have better local support systems. [REDACTED] Racial Justice Fellow will review and revise all [REDACTED] training materials with an explicit racial justice lens.</p> <p>[REDACTED] will provide 30 trainings to community organizations across the state, including training for: 1) victim assistance organizations and law enforcement agencies on the needs of Latina victims of workplace sexual</p>



Latina victims of workplace sexual violence. <ul style="list-style-type: none"><li>• Updates to [REDACTED] materials for community groups and clients.</li></ul>	violence so that such entities can engage with Latina victims more effectively; 2) legal aid organizations in [REDACTED] that are not accustomed to working with Latina and/or LEP clients to help these organizations develop cultural competencies; 3) culturally specific and other community groups to help them anticipate pertinent issues and identify resources that can assist victims facing such issues; and 4) organizations and individuals with Latinx cultural and linguistic competencies to become mental health first-responders and medical advocates for victims of workplace sexual violence.
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Data on [REDACTED] services will be tracked in LegalServer, [REDACTED] case management system. The system will enable [REDACTED] to collect customized data for [REDACTED] including the number of clients served, demographic information, victimization type, relationship to offender, and services provided. Other data will include training and outreach outcomes, including the number and types of individuals and agencies trained; education events held and number of attendees (including *promotora* events); and coordinated community response activities. Referrals *from promotoras* to [REDACTED] will also be tracked.

[REDACTED] will also collect any necessary data from [REDACTED] through a quarterly reporting and monthly invoicing system. As part of previous OVW grants, the [REDACTED] [REDACTED] has set up an online system that allows [REDACTED] to submit client service information by using the client's case ID and no identifying information, which will support data collection efforts. [REDACTED] is also contracted to provide data collection and program evaluation services. These will be incorporated into this [REDACTED] grant. For example, there were significant discrepancies in our original goals for mental health services utilization rates and those that we observed in practice. [REDACTED] helped us develop a survey to begin to uncover why. We are currently distributing this survey to clients, and will incorporate findings into updated best practices to increase mental health service utilization should this grant be approved.

[REDACTED] will continue to evaluate and adjust the methods and materials used during the course of the project, based on *promotoras'* advice, participant feedback, and identified

community needs. [REDACTED] has developed assessments that will collect *promotoras*' feedback on the strength of the training model and any barriers they experience as community leaders. [REDACTED] has also developed a survey for clients to shine more light on the barriers Latina workers face to enrolling in mental health services. Information collection is ongoing. This data will provide valuable insights for continuous improvement in the delivery of project activities, with the goal of increasing utilization rates of mental health services by [REDACTED] clients. [REDACTED] will apply the assessment data may to inform needed or helpful adjustments to the leader development model to better support the work of [REDACTED] *promotoras*. In addition, project design, progress, and service delivery will be discussed at regular project meetings to incorporate the expertise and feedback of the entire [REDACTED] staff. [REDACTED] will report all outcomes and progress to OVW in performance reports.

The *promotora* model is designed to be a mechanism for replication and sustainability. Training and empowering *promotoras* to conduct outreach and education in their own Latinx communities will multiply the impact of [REDACTED] and increase its presence in remote communities. Additionally, [REDACTED] trainings for organizations, agencies, and stakeholders engender sustainable changes in attitudes, practices, and policies and grow needed resources and access for the project clients.

#### **Timeline for Implementation:**

No	[REDACTED] Activity	Month: Year	1	2	3	4	5	6	7	8	9	10	11	12
1. a (i)	Work w/victims to help them identify their goals.	Y1	X	X	X	X	X	X	X	X	X	X	X	X
		Y2	X	X	X	X	X	X	X	X	X	X	X	X
		Y3	X	X	X	X	X	X	X	X	X	X	X	X
1. a (ii)	Provide support w/reporting sexual assault/stalking/violence and referrals.	Y1	X	X	X	X	X	X	X	X	X	X	X	X
		Y2	X	X	X	X	X	X	X	X	X	X	X	X
		Y3	X	X	X	X	X	X	X	X	X	X	X	X
		Y1	X	X	X	X	X	X	X	X	X	X	X	X



1. a (iii)	Provide immigration and civil legal services for victims, as appropriate.	Y2	X	X	X	X	X	X	X	X	X	X	X	X
		Y3	X	X	X	X	X	X	X	X	X	X	X	X
1. a (iv)	Provide mental health and victim advocacy services and support groups.	Y1	X	X	X	X	X	X	X	X	X	X	X	X
		Y2	X	X	X	X	X	X	X	X	X	X	X	X
		Y3	X	X	X	X	X	X	X	X	X	X	X	X
2. b (i)	Advertise, interview, select, hire, and train 1-2 new promotoras.	Y1												
		Y2	X	X	X	X	X	X	X	X	X	X	X	X
		Y3												
2. b (ii)	Work with current promotoras to update leadership training series.	Y1												
		Y2							X	X	X	X	X	X
		Y3	X	X	X	X	X	X	X	X	X	X	X	X
2. b (iii)	Review materials with racial justice lens and revise, as needed.	Y1												
		Y2	X	X	X	X	X	X	X	X	X	X	X	X
		Y3	X	X	X	X	X	X	X	X	X	X	X	X
2. b (iv)	Track community outreach event participation at promotora events.	Y1	X	X	X	X	X	X	X	X	X	X	X	X
		Y2	X	X	X	X	X	X	X	X	X	X	X	X
		Y3	X	X	X	X	X	X	X	X	X	X	X	X
2. b (v)	Hold monthly outreach and education meetings for program staff.	Y1	X	X	X	X	X	X	X	X	X	X	X	X
		Y2	X	X	X	X	X	X	X	X	X	X	X	X
		Y3	X	X	X	X	X	X	X	X	X	X	X	X
2. b (vi)	Revise outreach strategy and curriculum with promotoras.	Y1							X	X	X	X	X	X
		Y2	X	X	X	X	X	X	X	X	X	X	X	X
		Y3	X	X	X	X	X	X	X	X	X	X	X	X
2. b (vii)	Accompany promotoras as they conduct outreach and education events.	Y1	X	X	X	X	X	X	X	X	X	X	X	X
		Y2	X	X	X	X	X	X	X	X	X	X	X	X
		Y3	X	X	X	X	X	X	X	X	X	X	X	X
2. b (viii)	Revise and update materials for Latina victims based on feedback.	Y1												
		Y2	X	X	X	X	X	X	X	X	X	X	X	X
		Y3	X	X	X	X	X	X	X	X	X	X	X	X
2. b (ix)	Assess promotora training and prepare semi-annual reports.	Y1							X					
		Y2	X						X					
		Y3	X						X					
3. b (i)	Review, revise, and expand training materials for community organizations.	Y1							X	X	X	X	X	X
		Y2	X	X	X	X	X	X	X	X	X	X	X	X
		Y3	X	X	X	X	X	X	X	X	X	X	X	X
3. b (ii)	Identify training opportunities and conduct trainings with community organizations.	Y1	X	X	X	X	X	X	X	X	X	X	X	X
		Y2	X	X	X	X	X	X	X	X	X	X	X	X
		Y3	X	X	X	X	X	X	X	X	X	X	X	X
		Y1							X	X	X	X	X	X

3. b (iii)	Update referral lists of aligned services/organizations, based on cultural competency trainings.	Y2	X	X	X	X	X	X	X	X	X	X	X	X
		Y3	X	X	X	X	X	X	X	X	X	X	X	X

**How Activities are Tailored to Population:** will combine culturally specific outreach strategies with specialized educational and support services, including legal representation. Project staff will meet women where they are, create a space for listening and learning in a non-threatening environment, while respecting their language, culture, and agency. Staff will honor each victim’s autonomy by staying true to client-centered model of representation, where clients remain in charge of their own cases and direct our advocacy on their behalf, based on their needs, values, and cultures.

To maximize resources, develop strong relationships, and provide accurate, culturally appropriate information, all program staff speak Spanish. In addition, all materials for both the *promotoras* and community members are translated to ensure that participants receive information in their primary language. already has systems in place to locate language interpretation services for Latina clients who speak indigenous languages.

As a program within the Latinx community, accounts for cultural differences by conducting comprehensive victim histories that account for pre-migration experiences and transnational dynamics; cultivating volunteers from constituent communities who can learn clinical skills; hiring bilingual staff with the proper linguistic competencies to treat clients directly; and guiding clients through complex options for care and redress, with attention to common barriers such as illiteracy. This client-centered, culturally specific approach to counseling and case management enables to more fully understand and support individuals and families in healing and recovery, while honoring their strength, resilience, and tenacity.

**How Activities Build Upon Current Activities:** This project is built on previously supported CSSP projects that provided legal and social support services to Latina victims of workplace sexual violence, stalking, and harassment. These past iterations provide a strong foundation for the [REDACTED] project, due to the work of *promotoras*, partners, and substantive, far-reaching interaction with Latinas and relevant agencies across the state that were not previously connected with similarly targeted resources or education. [REDACTED] will continue to build on this foundation, allowing [REDACTED] to identify and assist human trafficking victims who might otherwise not be reached because sexual assault and stalking incidents are sometimes one piece of a larger scheme to control individuals for the purpose of labor [REDACTED]. [REDACTED] crimes will also increase the safety net of the [REDACTED] project. Support from OVW will allow [REDACTED] to continue to develop local Latinx leaders who are experts in workplace abuse to engage their communities in combatting sexual violence.

**How Victim Safety is Currently Addressed:** [REDACTED] prioritizes the safety of clients and their right to make decisions about the scope and direction of their cases. Recognizing that these decisions are highly personal and can involve complex and serious implications, all clients are fully informed about their options but are never required to take legal action or participate in particular programs. Moreover, [REDACTED] maintains extremely strict confidentiality around all client information and protects attorney-client privilege. We carefully avoid practices that may jeopardize victim safety, deter or prevent healing for victims, or allow offenders to escape responsibility. We serve all victims of sexual violence, regardless of age, immigration status, race, religion, sexual orientation, gender identity, mental or physical health condition, criminal record, work in the sex industry, or age or gender of their children. We do not impose

requirements on victims in order to receive services and do not deny services based on the victim's relationship to the perpetrator.

**How Victim Safety Will Be Address in Project:** [REDACTED] staff will follow all [REDACTED] policies and practices related to victim safety and autonomy, including the use of specifically designed communication protocols; prevention plans designed to mitigate or stop workplace abuse; and preparation of victims who pursue legal action for the re-traumatizing effects of the legal process.

**How Project will Reach Target Population:** Outreach and education are central to the success of the project. We engage low-wage workers at community and other events and disseminate information that empowers these workers to improve their individual employment circumstances and to safeguard the economic stability of their families. By providing immigration legal services to workers, we help alleviate the fear of immigration-related retaliation that discourages many workers from standing up to workplace abuse and unlawful conduct. [REDACTED] also maintains the organizational infrastructure to conduct outreach statewide. [REDACTED] advocates frequently travel to rural parts of the state to connect with workers who may otherwise have no means of accessing our services, and who live in counties without culturally specific service providers that offer services to survivors of sexual violence.

In addition, [REDACTED] uses *promotoras* to provide basic information on workplace rights, workplace violence, self-care and emotional wellness, language access, law enforcement reporting, and other topics to their communities. Thus, information is widely shared, from *promotoras*, to their communities, and beyond. *Promotoras* are Latina workers who have themselves experienced workplace violence, received support services, and have emerged as leaders who are able to provide advocacy, education, and mentorship.



**How Project will be Fully Accessible:** [REDACTED] staff regularly meet with clients in their homes or other easily accessible, safe locations to ensure that physical distance to [REDACTED] offices is not a barrier to services. Most of [REDACTED] clients have limited English proficiency. [REDACTED] has an extensive Language Access policy and pays for outside interpretation services when staff are unable to provide services directly in the victim's preferred language. [REDACTED] phone system is set up to allow clients to hear prompts in English or Spanish, and our offices are accessible to individuals using mobility assistance devices. Clients in need of auxiliary aids or services are given relevant aids. In addition to in-person meetings, staff use a variety of means to communicate with clients, including text messaging, WhatsApp, and video conferencing for sign language. [REDACTED] has enhanced its virtual communication platforms to ensure remote accessibility, including the use of DocuSign, Zoom, and other platforms to work virtually with clients who live in very rural parts of the state or who have limited transportation options. The use of a wider range of digital communication tools also provides options for limited literate clients, such as communicating via voice memos.

**How Participant Voice is Consulted:** In addition to client surveys and regular, informal feedback to *promotoras* and other [REDACTED] or [REDACTED] service providers, [REDACTED] has an Advisory Council comprised of volunteers who are former clients or their family members. The Advisory Council reports to the Board of Directors. They advise [REDACTED] on current and proposed work, including the [REDACTED] project, sharing updates on the ever-evolving needs of clients and the community. The Council's feedback helps to shape programmatic and strategic goal, the types of cases [REDACTED] pursues, and the information [REDACTED] provides in community outreach.

#### **WHO WILL IMPLEMENT THE PROPOSAL**

**Key Organizations and Individuals:** [REDACTED] in partnership with [REDACTED]

[REDACTED], will implement the [REDACTED] Founded in 1975 as the [REDACTED], [REDACTED] is a legal services organization that provides free legal representation to low-wage workers on a variety of employment-related issues. Serving at the nexus of labor and immigration law, the organization supports the legal needs of immigrant and low-wage workers who face a series of overlapping vulnerabilities that leave them at a disadvantage when accessing legal services and who may not speak enough English to effectively self-advocate in the workplace. [REDACTED] focuses its work in six priority areas: 1) wage theft; 2) protecting workers from unsafe and unhealthy work conditions; 3) remedying retaliation against workers for exercising their legal rights; 4) remedying discrimination in employment and housing based on race, national origin, sex, disability, or familial status; 5) assisting victims of workplace exploitation and forced labor; and 6) protecting victims of immigration fraud and scams. These issues are pervasive in low-wage work across industries, and they prevent individuals and families from achieving economic stability.

[REDACTED] began its work in partnership with a network of family therapy programs based in Latin America over 20 years ago. In 2010, [REDACTED] was established in the [REDACTED] region in response to the growing need for mental health services as well as training of bilingual clinicians who have specific interest in working with immigrant youth and families facing multiple barriers to mental health support. [REDACTED] offers bilingual, culturally- and trauma-informed, pro bono counseling support that is flexible and accessible, standardizing the care offered to constituents while being responsive to the complicated needs and issues facing this diverse community. The organization collaborates closely with psychologists, educators, and community service providers; and educates and trains mental health providers and others who work with immigrants

in understanding the broad range of migration, acculturative, and family stressors that can affect the mental and behavioral health of immigrant families.

[REDACTED], Deputy Director at [REDACTED], and [REDACTED], Executive Director at [REDACTED] will support the project to increase the reach of comprehensive victim services while strengthening the statewide safety net for low-wage Latina workers.

**Capacity to Address Needs:** Since 2015, [REDACTED] and [REDACTED] have partnered to support Latina victims of sexual violence throughout the state of [REDACTED]. Together, [REDACTED] and [REDACTED] have worked to strengthen and expand culturally specific resources and services for low-income Latina victims of workplace sexual violence while increasing the capacity of Latina community leaders to extend community-based education, advocacy, and support in [REDACTED]-based Latinx communities. [REDACTED] has served the [REDACTED] Latinx and immigrant communities since 1981, providing culturally specific legal services, community education, training, materials, and resources across the state. In fiscal year 2022, [REDACTED] served clients from 57 of [REDACTED] 67 counties, a testament to our efforts to reach workers wherever they need assistance. Since its founding, [REDACTED] has been committed to improving access to quality mental health care for the Latinx immigrant and refugee communities and is recognized as an effective organizational model. [REDACTED] serves those who are unable to access mental health services elsewhere due to lack of legal status and linguistic, cultural, and economic barriers.

**Advisory Board Composition:** [REDACTED] Advisory Council is composed of volunteers who are former clients or their family members. The Advisory Council reports to the Board of Directors and meets up to three times each year. Most Council members identify as Latinx community members.

**Experience Providing Direct Intervention Services:** [REDACTED] has special expertise in providing direct intervention services to victims of domestic violence, dating violence, sexual assault, and/or stalking, including representing them in immigration cases and civil lawsuits over many years. [REDACTED] staff have extensive experience obtaining immigration relief and other civil legal remedies for Latina victims (e.g., T and U visas for victims of workplace sexual assault, domestic violence, and harassment/stalking). [REDACTED] staff also have extensive experience in direct intervention and victim advocacy, providing victims of abuse with counseling, medical advocacy, family services advocacy, and case management. [REDACTED] service model operates from a diversity-informed practice where direct services, teaching, and training recognize the richness and plurality that exists in the immigrant Latin American community.

**Experience of Key Personnel:**

[REDACTED], Deputy Director, has been with [REDACTED] for a combined four years. [REDACTED] is an immigration attorney by training with 9 years of experience working with immigrant communities, and has worked extensively with immigrant survivors of trauma in humanitarian applications for immigration relief, including T and U visas. She has prior experience working on similar projects, having worked on [REDACTED] original CLSSP grant. [REDACTED] worked in a high volume immigration law firm for four years before returning to [REDACTED] to serve as the Lead Immigration Attorney and now Deputy Director. As the Deputy Director, [REDACTED] supervises all program staff, including [REDACTED] staff. [REDACTED] is also a first-generation Mexican-American and comes from a family of farmworkers, so she has experienced firsthand the negative impact workplace mistreatment can have on the stability of an immigrant family.

[REDACTED] is an attorney experienced in providing immigration and employment civil legal services to Latinx survivors of workplace abuse. [REDACTED] also has extensive experience



[REDACTED] educating law enforcement on matters affecting Latinx workers. As a member of the [REDACTED] staff for three years, [REDACTED] has led a number of community outreach events and presentations to other service providers.

[REDACTED] has over five years of experience working on immigration and other civil cases at [REDACTED]. As a Department of Justice Accredited Representative, [REDACTED] represents clients before the Department of Homeland Security in immigration cases. [REDACTED] also has extensive experience conducting community outreach and provider training across the state.

[REDACTED] is the Community Education and Engagement Lead and has been at [REDACTED] for two years. [REDACTED] supervises the three current *promotoras* and heads the organization's statewide outreach and education efforts.

[REDACTED] current cohort of *promotoras* is composed of three individuals who have all worked for [REDACTED] for four years and are currently employed part-time. They also work in low-wage industries, are mothers, immigrants, native Spanish speakers, and survivors of interpersonal violence. [REDACTED] works in the [REDACTED] restaurant industry and is active in local efforts to support and empower the local Latinx community. [REDACTED] works for a cleaning service and works to build community among her fellow Mexican American neighbors. [REDACTED] is active in her church and with the local Mexican American community.

**Office on Violence Against Women  
Funding Opportunity OVW FY2023 CSSP**

<b><u>Budget Category</u></b>	<b><u>Amount</u></b>
Personnel	\$ 232,095
Fringe Benefits	\$ 80,711
Travel	\$ 25,775
Equipment	\$ -
Supplies	\$ 19,142
Consultants and Contracts	\$ 125,000
Other Costs	\$ 50,858
<b>Total Direct Costs</b>	<b><u>\$ 533,581</u></b>
Indirect Costs	\$ 41,419
<b>Total Project Costs</b>	<b><u>\$ 575,000</u></b>
Federal Share Requested	\$ 575,000
Non-Federal (match) Amount	-

**Office on Violence Against Women  
Funding Opportunity OVW-2023 CSSP**

**A. Personnel**

		Salary	%	Yrs	Extended	
Project Overseer		\$ 112,000	4%	3	13,440	\$ -
Project Attorney 1		\$ 76,798	10%	3	23,039	
Project Attorney 2		\$ 61,200	10%	3	18,360	
Project Attorney 3		\$ 81,370	10%	3	24,411	
Supervising Attorney		\$ 84,136	10%	3	25,241	
Leader of Community Engagement and		\$ 50,000	20%	3	30,000	
Paralegal		\$ 53,110	10%	3	15,933	
Paralegal - Intake	TBD	\$ 23,625	20%	3	14,175	
DOJ Accredited Rep 1		\$ 54,756	11%	3	18,069	
DOJ Accredited Rep 2		\$ 56,018	11%	3	18,486	
Director of Grants and Compliance		\$ 83,173	3.0%	3	7,486	
Administrative Assistant		\$ 45,201	3.0%	3	4,068	
Promotoras	3 individuals, 21.54/hr, 2 hrs/wk, 50 wk/yr	\$ 6,462	100%	3	19,386	
<b>Total Personnel</b>					<b>232,095</b>	One year salaries 77,365.09 Percent of [redacted] salary 5.534%

This allocation will account for 55% towards the sexual assault set aside. Deputy Director [redacted] is the attorney who is responsible for the oversight of the [redacted] program, and for supervising the legal work under the grant. She will also supervise [redacted], Leader of Community Engagement and Outreach. The Project Attorneys supervise the Paralegal on this project and the Leader of Community Engagement and Outreach supervises the promotoras. The Director of Grants and Compliance and Administrative Assistant provide administrative support.

The Project Attorney will be responsible for legal representation under the grant, along with the preparation of training materials covering legal issues. The Paralegal will be responsible for managing the legal work described in the proposal, with the support and supervision of the Attorneys. She will also coordinate social work support and mental health services to clients served by grant partners. The Leader of Community Engagement and Outreach will maintain and nurture community relationships and organize and facilitating all trainings, including provided by the promotoras, with the support of the attorney as needed. The promotoras will be responsible for engaging in all of the training offered through the program, and then sharing the knowledge gained with each respective community, as well as serving as a connector between each local community and out staff. We expect to pay the three promotoras \$21.54 per hour for an average of two hours per week.

**B. Benefits**

	Base	Rate	Amount	
Project Overseer	\$ 13,440	37.22%	\$ 5,002	FY 23 audit
Project Attorney 1	\$ 23,039	37.22%	\$ 8,574	[redacted] Salaries 1398033
Project Attorney 2	\$ 18,360	37.22%	\$ 6,833	[redacted] Benefits 520281
Project Attorney 3	\$ 24,411	37.22%	\$ 9,085	
Supervising Attorney	\$ 25,241	37.22%	\$ 9,393	
Leader of Community Engagement and	\$ 30,000	37.22%	\$ 11,166	% Benefits 0.372152159
Paralegal	\$ 15,933	37.22%	\$ 5,930	
Paralegal - Intake	\$ 14,175	37.22%	\$ 5,275	
DOJ Accredited Rep 1	\$ 18,069	37.22%	\$ 6,725	
DOJ Accredited Rep 2	\$ 18,486	37.22%	\$ 6,880	
Director of Grants and Compliance	\$ 7,486	37.22%	\$ 2,786	[redacted] Budget Unemp 5600
Administrative Assistant	\$ 4,068	37.22%	\$ 1,514	% Unemp 0.004005628
Promotoras	\$ 19,386	7.9900%	\$ 1,549	
<b>Total Fringe Benefits</b>			<b>\$ 80,711</b>	

Fringe represents the employer portion of taxes including FICA and state unemployment insurance. This category also includes health insurance, a dental plan, life insurance and disability insurance, workers compensation, and loan repayment reimbursement. This category includes benefits for all staff to be hired or assigned to work on this project except for the promotoras who receive no benefits. The rate for Promotoras represents the sum of FICA and Unemployment employer-paid taxes. The rate for all others is based on the audited total spent on salaries and benefits for the FY22-23 for our agency. According to the Financial Statements, benefits were 32.88% of salaries. We took the total salary for each budgeted position and applied the benefits rate to arrive at the above. The breakdown of fringe benefits is shown below, based on actuals from FY23

Social Security	6.20
Medicare	1.45
Unemployment	0.80
Pension	1.80
Hospitalization	23.02
Dental	1.32
Life Insurance	0.22
Disability Insurance	0.84
Worker's Compensation	0.23
Loan Repayment Assistance	1.34
<b>TOTAL</b>	<b>37.22</b>

**C. Travel**

	Miles	\$/Mile	Trips	Extended
Travel				
OVW TTA (Travel)				
Travel for [redacted] Staff				
OVW Mandated Training and Technical Assistance				15,000.00
	Miles	cost/mile	trips	
[redacted] training, interviews, meetings	126	0.625	27	2,126.25
[redacted] training, interviews, meetings	122	0.625	23	1,753.75
[redacted] training, interviews, meetings	88	0.625	19	1,045.00
meetings	800	0.625	10	5,000.00
	Amount	# People	Days/Nights	Extended
Hotel costs - [redacted], 3 nights, \$150/night	\$ 150	1	3	\$ 450.00
[redacted] trainings, 4 days, \$50 per day, 2 people (includes meals)	\$ 50	2	4	\$ 400.00
<b>Total Travel</b>				<b>25,775.00</b>

Travel includes three components including travel to various locations throughout [REDACTED] for *promotora* trainings, client interviews and community education. The locations included here are for the purpose of estimation only - we may travel to different locations. We are estimating 70 trips to various locations around the state – as outlined in the program narrative.

This section includes the OVW cost of travel for required trainings. The total OVW training travel is estimated at \$15,000. In addition, \$5000 is allocated for subgrantee travel to TTA, and is included in section G.

We are including limited costs for lodging for most trips within [REDACTED] because we make day trips for the vast majority of our work.

D. Equipment	Amount	%		Extended	
<b>Total Equipment</b>				-	
E. Supplies	Budget	% of Budget	Years	Amount	
Office and Computer Supplies (paper, folders, pens staples, phone cases, headphones, chargers, printer ink, notebooks, posterboard, post-its, laptop stand, bubble wrap, envelopes, etc.)	25,000	0.0553	3	\$ 4,150	
Small Equipment (non-capitalized) (cell phones, shelving units, computer keyboard and other accessories, air purifier, etc.)	25,000	0.0553	3	\$ 4,150	
Postage	5,000	0.0553	3	\$ 841	
Training (direct)	500	4	3	\$ 6,000	\$500 x 4 people x 3 years
Printing (direct)	estimated cost (see narrative for details)			\$ 2,000	
Outreach materials (direct)	estimated cost (see narrative for details)			\$ 2,000	
<b>Total Supplies</b>				<b>\$ 19,142</b>	

Supplies consists of several categories of consumable items. The line items for Office Supplies, Small Equipment and Postage are calculated based on the total [REDACTED] budget amount for each line item, multiplied by the percentage the contract represents of our total budget. The amount for Training represents the actual cost of registration for conferences or trainings directly related to the project. The amount budgeted is for \$500 per conference, for 4 participants per year. The amounts for Printing and Outreach materials are the estimated costs of printed outreach materials and other outreach materials to be used for outreach in this specific project, and are also project deliverables.

Printed materials for outreach include a variety of items. The per-item prices stated here per item are from our most recent invoice for such materials: client and service provider brochures \$.385, tear sheets \$1.12, postcards \$.21. The overall cost is an estimate based on historical purchases of these materials. Per-item costs for outreach materials, also from previous purchases are as follows: business card magnets \$.22, banker bags \$1.82, pens \$.39. The overall cost is an estimate based on historical purchases of these materials.

#### F. Construction

<b>Total Construction</b>	-
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#### G. Subawards

[REDACTED] (Project Partner)	Annual Amount	Years	Extended
Counseling & Other Victims Support Services for eligible individuals	\$ 40,000	3	\$ 120,000
OVW Mandated Training and Technical Assistance travel cost for subgrantee			\$ 5,000
<b>Total Subawards</b>			<b>125,000</b>

[REDACTED] will collaborate with [REDACTED] to undertake this project. [REDACTED] will continue to provide mental health and other services for victims, such as safety planning and advocacy and accompaniment for healthcare. [REDACTED] will continue to provide referrals to additional services, as needed. [REDACTED] will work with [REDACTED] to select 2-3 new promotoras for the project and expand the training program for all the promotoras. [REDACTED] will also continue to help with trainings for “first responders” from across the state who are interested in improving their ability to respond to Latina victims of workplace sexual assault. In this context, first responders could refer to police, paramedics, churches, community groups and migrant education program staff, among others. [REDACTED] will provide a detailed budget and will invoice [REDACTED] based on costs. We estimate that at least 60 victims will receive these services, although that number could be significantly higher. This category includes a line item for \$5000 of the OVW mandated Training and Technical Assistance travel costs for the subgrantee.

The attached [REDACTED] detailed budget shows a breakdown of estimated costs, which include a portion of salaries paid to the Lead Advocate, Executive Director and Administrative Assistant, along with benefits. It also includes payments to contractors for mental health services, as well as a portion of rent, and the 10% de minimis rate for indirect costs (overhead). The budget is also included in Excel form on a separate tab of this document

#### H. Other Costs

Data Collection and Resource Development	Hourly Cost	Hours	Amount	
[REDACTED] Data Collection and Resource Development	\$ 70	135	\$ 9,450	
Translation & Interpretation	Budget	% of Budget	Years	monthly cost
Translation & Interpretation for individual cases as needed.	\$ 81.25	45	\$ 3,656	
office rent for offices in [REDACTED] and [REDACTED]	116,800	0.0553	3	\$ 19,391 9,730
Storage Costs storage of historical records	5,000	0.0553	3	\$ 830 420
Utilities electricity and heat	7,600	0.0553	3	\$ 1,262 630
advanced security services, online access to legal resources, database for legal records and timekeeping	32,000	0.0553	3	\$ 5,312 2,670
Insurance property, liability, malpractice, fidelity bond, workers compensation	21,000	0.0553	3	\$ 3,486 1,750



	atty registration fees and professional					
Professional Dues	organization dues	17,000	0.0553	3	\$ 2,822	1,420
Telephone	telephone service	16,000	0.0553	3	\$ 2,656	1,330
Connectivity	internet service	12,000	0.0553	3	\$ 1,992	1,000
					-	
<b>Total Other Costs</b>					<b>50,858</b>	

Interpreters will be used for sign language and any individuals who speak neither English nor Spanish, both for community meetings and for individual cases. We may also require other services based on the needs of the particular clients or communities seeking our services. We are estimating contracting a total of 45 hours of interpretation services, although that number could be lower or higher based on the actual need. We will adjust the budget accordingly as needed during the project to reflect the actual usage. These 45 hours could serve between 1 and 40 victims depending on need.

In the event that translation costs are higher than the stated rate of \$81.25 per hour, the contractor will be paid their agreed-upon rate, but only \$81.25 per hour will be charged to the grant, unless we have obtained written permission in advance to charge the full amount of the invoice to the grant.

██████████ will contract with the ██████████ for data collection related to the delivery of services and resource development for the promotoras for ██████████. ██████████ has developed online systems for ██████████ over the last several years to ensure that subrecipients have a way to report de-identified service data and submit quarterly progress reports. In addition, ██████████ has created resources to collect data from the promotoras on outreach activities and timekeeping. A small portion of this funding will be used for ██████████ to maintain these systems, compile the reported data, and relay any trends they are seeing in the data. These funds will not be used for research, and this activity does not qualify as human subjects research. The cost for ██████████ services was determined based on our work with ██████████ on prior OVW grants and after ██████████ review of our program needs for the proposed grant. The hourly rate paid for this work is consistent with the hourly rate charged by ██████████ under other federal grant contracts.

Other Costs also includes a pro-rated portion of several categories of ██████████ operational costs which are not directly attributable to any particular case or funding source, but are necessary elements of our legal practice operation. The allocation method used is the cost allocation system of the ██████████, which is approved by the ██████████ board for legal service providers. Under this system, each line item is calculated based on the total ██████████ budget amount for that line item, multiplied by the percentage that the contract represents of our total budget. This budget represents 5.53% of our overall organization budget, and this percentage is applied to the various line items in this section.

#### H. Indirect Costs

De Minimus MTDC (10%)

MTDC Base:			
Salaries	\$ 232,095		
Benefits	\$ 80,711		
Travel	\$ 25,775		
Supplies	\$ 19,142		
Sub-awards	\$ 125,000		
less ██████████ amount over \$25,000	\$ (100,000)		
Other Costs	\$ 50,858		
less Rent	\$ (19,390.62)		
Total MTDC Base	\$ 414,190	10%	\$ 41,419

#### Total Indirect Costs

**\$ 41,419**

MTDC may include all direct salaries and wages, applicable fringe benefits, materials and supplies, services, travel, consultants, other costs, and subawards up to the first \$25,000 of each subaward (regardless of the period of performance of the subawards under the award), less Rent expense. Indirect Costs will be used to pay salaries and benefits for administrative and financial staff.

#### Total

**\$ 575,000**

**Subgrantee Budget**  
**subgrantee under**  
**OVW Grant 2023-2026**

**Personnel Costs**

Employees

	Salary	percent	annual amt	years	Total
Lead Advocate (1/3 of total time)					
Salary	43000	33.30%	14319	3	42,957
Payroll Taxes		7.72%	1105	3	3,315
Healthcare reimbursement	3600	33.30%	1199	3	3,597
Training	1500	33.30%	500	3	1,500
Executive Director (1/10 of total time)					
Salary	73000	10.00%	7300	3	21,900
Payroll Taxes		7.72%	564	3	1,692
Administrative Asst (1/6 of total time)					
Salary	36000	17%	6120	3	18,360
Payroll Taxes		7.72%	472	3	1,416

Total Employee Expense 94,737

Contractor Payments	per session	sessions	annual amt		
Contractor	30	120	3600	3	10,800

Total Contractor payments 10,800

**Total Personnel costs 105,537**

**Other costs**

Rent	annual rent	percent	grant amt	years	total
	13030	10%	1303	3	<b>3,909</b>

**Total Direct Costs 105,537**

**Indirect - Overhead**

10% DeMinimis rate 10,554

**Total Budget 120,000**

[REDACTED]

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**MEMORANDUM OF UNDERSTANDING BETWEEN**

**AND**

OVW Fiscal Year 2023 Grants to Enhance Culturally Specific Services for Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Program - Solicitation

WHEREAS, [REDACTED], doing business as [REDACTED] and [REDACTED] have come together to collaborate in making an application to the OVW Fiscal Year 2023 Grants to Enhance Culturally Specific Services for Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Program; and

WHEREAS, [REDACTED] and [REDACTED] have agreed to enter into a collaborative agreement in which [REDACTED] will be the lead agency and named applicant, and [REDACTED] will be partner in this application; and

WHEREAS, [REDACTED] and [REDACTED] wish to enter into a memorandum of understanding setting forth the services and parameters of this collaboration; and

WHEREAS, the application to the OVW Fiscal Year 2023 Grants to Enhance Culturally Specific Services for Victims of Domestic Violence, Dating Violence, Sexual Assault, and Stalking Program, reviewed and approved by both parties, will be submitted on or before April 18, 2023;

NOW, THEREFORE, [REDACTED] and [REDACTED] hereby agree to the following:

**1. PARTNERS AND HISTORY OF COLLABORATIVE RELATIONSHIP**

[REDACTED] and [REDACTED], collectively, are hereinafter referred to as the "Partners" for purposes of this MOU. Though [REDACTED] by itself qualifies as a Category I applicant for purposes of the OVW grant, the two organizations want to work together on this grant project. The partnership between [REDACTED] and [REDACTED] as reflected in this Category II MOU will strengthen the impact and effectiveness of the project results.

In February 2015, the Partners collaborated on a successful proposal to integrate access to legal, mental health, and case management services for our female clients and submitted the project to OVW for the 2015 CSSP solicitation. The objective of that project was to eliminate common barriers to care for our clients such as language access, geographic isolation, fear of law enforcement, unfamiliarity with navigating systems of care, hesitancy to make direct contact with referral agencies, lack of time to follow up on referrals, and unawareness of available services. The proposal was awarded with two years of funding, and the partnership officially launched in January 2016. The Partners subsequently submitted an application for the 2018 CSSP solicitation to expand the project to include a *promotora* model. The Partners were again awarded the CSSP award in 2021 to continue to deliver joint legal, mental health, and case management services to Latina survivors of sexual violence and expand the *promotoras*. This project runs through September 2023.

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[REDACTED]

[REDACTED]



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The Partners are also working together on two projects funded by the Department of Justice Office for Victims of Crime. The first of those projects integrates the provision of mental health services and free legal aid for victims of human trafficking across [REDACTED], in the direct aftermath of victimization. [REDACTED] provides legal services, community outreach, and training under that project. [REDACTED] coordinates social services for our clients and provides direct mental health supports. The second project provides legal assistance, mental health services, and financial empowerment services to trafficking victims after they have received their T visas, to promote long-term stability. That project aims to facilitate healing in victims who have achieved initial stability but still require specialized services to recover from the emotional and other traumatic impacts of the trafficking experience. The clear need on the part of the Partners' clients to have simultaneous access to quality legal and mental health services, along with the organizations' mutual target populations, complementary expertise, and trust in the communities served, continues to make this collaboration between the Partners a simple and exciting choice – always prioritizing client-centered, trauma-informed, linguistically and culturally accessible services.

## 2. ROLES & RESPONSIBILITIES

The Partners agree as follows:

### **[REDACTED] will be Responsible for the Following:**

[REDACTED] will represent workplace sexual assault, domestic violence, and stalking victims and, depending on their wishes, help them: report crimes to law enforcement and navigate legal bureaucracies; secure immigration benefits, especially U and T visas based on workplace crimes; hold abusive employers accountable through civil legal representation; and facilitate access to other legal services agencies to help with any family law, housing or other urgent legal issues.

[REDACTED] will facilitate the continuation and expansion of the *promotora* project through ongoing development of curriculum, training of *promotoras*, hiring of (an) additional *promotora(s)*, and periodic evaluation of the project. [REDACTED] staff will be responsible for facilitating regular *promotora* meetings, capacity building, and collecting data from the *promotoras*.

[REDACTED] will perform all outreach and educational activities as described in the project narrative. [REDACTED] will coordinate with and participate in training providers on working effectively with diverse communities, including advocating for Limited English Proficient (LEP) Latinx individuals as they interface with law enforcement and other relevant systems. [REDACTED] will also work with other agencies and individuals to develop cultural competencies and strengthen referral networks across the state to better serve Latina women who have experienced workplace sexual assault, domestic violence, and/or stalking/harassment.

### **[REDACTED] will be Responsible for the Following:**

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[REDACTED]

[REDACTED]



[REDACTED]

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[REDACTED] will provide a bilingual social worker to this continued [REDACTED] who has specific experience in working with Latina clients who have experienced workplace abuse as mutually defined by the Partners on this grant. The social worker will provide case management and other victim support services over the course of the grant. [REDACTED] will also provide licensed bilingual practitioners to provide counseling services.

[REDACTED] will continue to implement a multi-disciplinary approach in the design and implementation of strategies that effectively respond to the mental health needs of (primarily immigrant) Latina victims of workplace abuse. These strategies are designed based on evidence-based, trauma-informed practices and intend to promote a process of healing and empowerment with women who have suffered the effects of workplace abuse. [REDACTED] will offer counseling services in Spanish; client-directed treatment planning; education about medical options and emergency/non-emergency accompaniment for medical services; safety planning; education and access advocacy for family services; as well as other case management services requested by survivors.

[REDACTED] will assist in supporting the *promotora* model for the proposed [REDACTED] Project. [REDACTED] will help to identify additional community leaders to participate in the *promotora* component, will help improve the curriculum for training and supporting *promotoras*, and will assist in training the *promotoras*. [REDACTED] will also provide support for the *promotoras* during the course of the project and be involved in the regular *promotora* group meetings.

### 3. BUDGET REVIEW

Each of the project Partners has reviewed the budget and is aware of the total amount being requested, including the funding being requested for each respective organization. Both organizations will be fully compensated for their work under this grant, in accordance with the grant parameters.

### 4. EXPERTISE AND 5. TYPES OF DIRECT SERVICES FOR VICTIMS OF DOMESTIC VIOLENCE, DATING VIOLENCE, SEXUAL ASSAULT, AND/OR STALKING

#### About [REDACTED]

[REDACTED] has been providing culturally specific services to the Latinx community and others from LEP communities throughout [REDACTED] for over 40 years. [REDACTED] provides free legal aid to low-wage workers for a wide variety of issues arising out of their employment. [REDACTED] current program priority areas for direct legal aid are: 1) wage theft; 2) protecting workers from unsafe and unhealthy work conditions; 3) remedying retaliation against workers for exercising their legal rights; 4) remedying discrimination in employment on the basis of race, national origin, sex, disability, or familial status; 5) and assisting victims of workplace exploitation, forced labor, and other crimes. These issues are pervasive in low-wage work across industries, and they prevent individuals and families from achieving economic stability.

[REDACTED] also provides community education throughout [REDACTED] speaking to groups of workers at private homes, churches, farm labor camps and community centers. By learning about their rights

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[REDACTED]

[REDACTED]



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through [REDACTED] education and outreach programs, workers are able to make informed decisions about their employment. Without this knowledge, they often assume they have no rights and are forced to accept whatever unfair or unlawful conditions their employers impose on them. Knowing their rights enables them to make informed decisions about protecting themselves from exploitation, enhancing their employment prospects and improving the economic stability of their families. Finally, by providing immigration legal services to workers (especially VAWA petitions, and employment-based U and T visas), [REDACTED] helps remove the fear of retaliation that discourages many workers from standing up to their employers' unlawful conduct.

[REDACTED] has provided culturally specific services to workplace victims of sexual assault and harassment for over fifteen years. The organization has successfully represented many Latina women who have been sexually assaulted, harassed or stalked at work, protecting their safety, improving their personal and employment situations, and recovering hundreds of thousands of dollars on their behalf. For example, in FY22, [REDACTED] recovered over \$350,000 on behalf of all of the organization's low-wage and immigrant clients. [REDACTED] has served hundreds of women throughout [REDACTED] since the organization began offering culturally specific services to female survivors of workplace sexual violence. As such, [REDACTED] has implemented significant organizational infrastructure (in areas such as language access and trauma-informed best practices) and has developed and maintained organizational expertise in addressing the particular needs of Latina survivors of workplace sexual violence.

#### About [REDACTED]

[REDACTED] is a community-based grassroots organization founded in 2005 with the mission to improve access to the highest standard of mental health care for the most vulnerable communities of Latino individuals and families through training, collaboration, and service. In addition to numerous other direct and indirect clinical services and training, the work of [REDACTED] has reached across international borders as a coalition partner with organizations that address and seek to eliminate human trafficking and workplace abuses for Latina women and girls.

[REDACTED] integrates advocacy and system accountability into its model of clinical care, which effectively contributes to its holistic approach to healing and sustained wellness. To this end, [REDACTED] is in close collaboration with state and local agencies that advocate for workplace safety. Additionally, [REDACTED] is in partnership with local domestic violence programs such as [REDACTED] and a similar program at [REDACTED], providing the ongoing mental health support for women who have completed the safety-focused psycho-educational programs of the respective partner agency.

A common presenting feature of [REDACTED] client population has been the experience of oppressive and often abusive practices by employers that are typically unreported due to fears of deportation as well as gender, language and cultural barriers. [REDACTED] highly collaborative and partnership-building model offers effective outcomes in the healing, stabilization and empowerment of women in its care, while advocating for system-wide shifts in treatment protocols that more effectively address the

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[REDACTED]

[REDACTED]



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circumstances and needs of its (female) clients. In its role as subrecipient, [REDACTED] is committed to upholding and promoting the highest standard of therapeutic care to this population of women, regardless of ability to pay, while incorporating additional education and training to [REDACTED] team members (staff, volunteers, and interns) and providing community collaborators on topics directly related to workplace abuse. Additionally, [REDACTED] is represented in local and state-wide coalition-building efforts that specifically address the needs and challenges of vulnerable women in the workplace and community, and will continue to leverage these resources for clients served under this MOU.

#### 5. LENGTH OF TIME PROVIDING DIRECT SERVICES FOR VICTIMS

[REDACTED] has been providing legal aid services for victims of sexual assault, domestic violence, and stalking since 2007 (16 years). [REDACTED] has been providing services to victims of workplace exploitation, including labor trafficking, for over 40 years.

[REDACTED] has been providing mental health services for victims of sexual assault, domestic violence, and stalking since 2010 (13 years). Prior to this, [REDACTED] work focused on internationally based collaboration and service across “the Americas”.

#### 6. RESOURCES AND FINANCIALS

Each of the Partners hereby approves the budget in its entirety and understands that the roles and responsibilities described above are contingent upon [REDACTED] receiving the funds requested for the project described in the referenced grant application. Responsibilities and activities under this grant would coincide with the grant period, which are understood to be 10/1/2023 through 9/30/2026.

[REDACTED] is the agency charged with implementing all aspects of education and outreach for the project, as well as providing legal services to clients, facilitating the *promotoras*’ work, and offering legal trainings to community and law enforcement agencies. [REDACTED] will provide resources in the form of staffing, operational overhead, and organizational capacity supported by both the OVW grant and other sources of funding. [REDACTED] will cover the cost of travel for [REDACTED], with [REDACTED] reimbursing [REDACTED] for travel utilizing the grant funding. [REDACTED] will receive \$324,996 over the course of the 36-month grant period.

[REDACTED], is the agency charged with providing mental health services, medical advocacy services, case management, and training. [REDACTED] will provide resources in the form of staffing, operational overhead, and organizational capacity. [REDACTED] will receive \$125,000 over the course of the 36-month grant period. [REDACTED] also will receive funds to attend OVW Grantee Conferences.

IN WITNESS WHEREOF, the Partners have executed this MOU on the dates indicated below.

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By: [REDACTED] Executive Director

Date: April 18, 2023

By:

[REDACTED], Interim Executive Director

Date: April 19, 2023

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[REDACTED]

[REDACTED]