



# AGENCY/PROGRAM APPLICATION FOR FUNDING

## Fiscal Year 2022-2023

<b>Cover Page</b>			
NAME OF AGENCY  Zacharias Sexual Abuse Center			
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CITY  Gurnee		STATE  IL	60031
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NO. OF YEARS IN EXISTENCE  39		TOTAL AGENCY FUNDING REQUEST FOR PROPOSED YEAR  \$ 5,000	
PROGRAMS REQUESTING FUNDING			
	AMOUNT RECEIVED LAST YEAR	\$ AMOUNT FOR PROPOSED YEAR	FUNDED BY TOWNSHIP SINCE? (Estimate of Year OK)
Counseling, Advocacy, and Prevention			
1. Education and Outreach (CAPE)	\$5,000	\$ 5,000	2019
2.	\$	\$	
3.	\$	\$	
4.	\$	\$	



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### Eligibility Criteria For Funding

New Trier Township General Statement of Policy:

- **Each agency/program requesting funding from the Township will be referred to either the Agency Oversight Committee, the Mental Health Committee, or the Money Follows the Person Committee of the Township. Those committees will make funding and agency/program recommendations to the New Trier Township Board of Trustees. You will be notified of their final decisions sometime in the spring.**
- Agencies considered for funding should have been in existence for one year after receiving their not-for profit status from the State of Illinois and have been providing services to the community during that time.
- No agency with the ability to tax or conduct referendums will receive Township funding.

In order to be eligible for funding an agency must meet the following minimum requirements:

- **Area Served** - While an agency may serve areas other than New Trier Township, its programs must serve residents of New Trier Township.
- **Proportion of Township Residents Served**- For agencies serving more than New Trier Township, the amount of funding requested shall take into consideration the proportion of the agency's service rendered to residents of New Trier Township.
- **Non-Profit** - Funded agencies must be 501 (c) (3) not-for-profits.
- **Needs**- The need for the service must be demonstrated.
- **Standards** - An agency requesting funding must have at least one full-time paid staff person, or its equivalent; the credentials of the applicant's staff shall meet professional standards, commensurate with the responsibilities involved.
- **Employment Practices** - The agency must be an equal opportunity employer.
- **Articles of Incorporation** - Submit a copy, as amended, if changed in the last 12 months.
- **Bylaws** - Submit a copy, as amended, if changed in the last 12 months.
- **Use of Funds** - Funds must be used as specified in the grant application and as approved by the Township. Changes must be cleared with the Township.
- **Accessibility** - *All services must be available to clients with disabilities and the agency must be able to deliver services from a site that is ADA accessible. If not, please explain.*
- **Accountability** - The agency shall maintain communication with the assigned advisory



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committee liaison, who must be allowed to attend board meetings upon request. The agency may dismiss the person from a board meeting if they convene into Executive Session. The agency shall provide meeting minutes to the liaison upon request

- **Financial** - All agencies with budgets of greater than \$300,000 must have an annual audit performed by an independent CPA. Those agencies with a budget of \$300,000 or less must submit to the Township a copy of form AG990 that is sent to the Attorney General's Office. The Township reserves the right to request an audit be performed for agencies with budgets of \$300,000 or less.
- **Absence of Conflicts of Interest** – The agency certifies, to the best of its knowledge, information, and belief, that it has no current relationship or involvement with any New Trier Township Trustee, Employee, or Committee Member which the Agency reasonably believes could either favorably or unfavorably influence the Township's possible grant of the Agency's funding request.

YES

NO  - If no, please explain.

***The Mission of New Trier Township is to provide leadership, advocacy and resources to benefit the physical, mental, and social well-being of Township residents.***

### Guiding Principles of New Trier Township

The following principles guide the Board and Staff's action as we work together to fulfill our mission:

- . The Township's primary role is to identify and address the needs of our community.
- . Our efforts are to create new energetic ideas and programs while maintaining existing programs which are relevant and effective.
- . Our intent is to primarily support, given due diligence and fiscal accountability, programs providing services to our neighbors; including youth programs; senior citizen supports; aid to persons with disabilities, food, shelter and financial and emotional emergency relief for people in need.
- . We seek opportunities to meet community needs by providing assistance directly to individuals as well as indirectly, through third-party sources/providers.
- . The Township will pursue coalition-building with other community entities and advocate on behalf of Township residents.
- . We believe that people have the freedom to choose where they receive services and assistance, including those the Township provides and supports.



## **AGENCY/PROGRAM APPLICATION FOR FUNDING**

### **Fiscal Year 2022-2023**

#### **Financial Support Issues**

1. The Township prefers to support organizations that have a demonstrated need for financial support and funding. While we do not intend to penalize those organizations that are highly successful fundraisers, we do have to recognize need as a legitimate funding criteria. Therefore organizations that have a reserve level in excess of one year's budget will be a reduced priority for funding (excluding a true endowment). This will be ascertained by a review of the agency audit. Reserve levels are usually calculated by subtracting current liabilities from current assets and comparing it to the total agency budget. However, the Township may examine other financial criteria, including long-term debt, endowment, and other funds.
2. The Township does not fund capital or infrastructure projects such as land or building acquisition and development, or the creation or support of capital or reserve or endowment funds.
3. The Township does not support programs that are primarily arts/education, recreation or environmental related services, though they may be a component of a broader service designed to meet more basic human and social service needs consistent with our priorities listed above.
4. A Township funded program must serve all of New Trier Township, or be part of a group of similar agencies designed to serve the entire Township.
5. The Township prefers to support community-based agencies; meaning those that are located in our community or nearby and exist primarily to serve people in those communities. National and international organizations, even those located in New Trier Township, are not necessarily disqualified, but must demonstrate a substantial impact on our communities.
6. Agencies requesting funding from New Trier Township should serve a significant number of Township residents, or generate substantial costs in serving our residents.
7. Township funding is program specific, but there are no restrictions in how those funds are used within the program. They are meant to support and provide access to services for New Trier Township clients



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### Other Certification Issues

Please mark yes, no, or other as appropriate next to each statement. If no, or other, please explain. Supporting documents may be requested at a future date and must be supplied upon request.

YES NO OTHER (PLEASE EXPLAIN)

**X**   Agency maintains a personnel policy manual

**X**   Agency has a non-discrimination policy

**X**   Agency has a sexual harassment policy

**X**   Agency has a grievance procedure

**X**   Agency has a Strategic Plan  
Covers years 3

**X**   Agency produces an Annual Report  
Most recent report covers period 2021

**X**   Agency has an effective fiscal management system in place

**X**   Audit or AG990 completed and copy provided for most recent fiscal year

**X**   Agency maintains liability insurance coverage  
Amount of coverage \$2,000,000  
Name of insurer Illinois Select Risk, LLC  
Effective dates of coverage 7/1/2022 thru 7/1/2023

**X**   Agency pays all state and federal payroll taxes

YES NO OTHER (PLEASE EXPLAIN)

**X**   Agency has by-laws in place  
Date last amended/accepted 5/13/2013

**X**   Agency is accredited by recognized accreditation organization (where appropriate)  
Date of most recent accreditation 2022  
Accreditation Organization Illinois Coalition Against Sexual Assault



**AGENCY/PROGRAM APPLICATION FOR FUNDING**  
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- Agency's board serves without compensation  
 Number of board members 16  
 Number of Board vacancies 0  
 List board sub-committees Facility Management, Finance, Fund Development, Marketing, Nominating, Personnel, and Strategic Partnerships  
 Schedule of board meetings Monthly
- Agency has Auxiliary or other Advisory/Governing Board. If so, please explain:  
 \_\_\_\_\_
- Agency provides staff with opportunities for training and personal development
- Agency has filed its annual report with the Illinois Attorney General  
 # 01013676
- Agency has filed its annual report with the Illinois Secretary of State  
 # N 5306-689-5  
 Federal Tax ID # 36-3314976

*We certify that we meet all the eligibility criteria for funding and that the information contained in this application is true and correct to the best of our knowledge and agree to comply with all requirements of the program and funder if we are awarded and accept funding. Furthermore, our Board has been advised of the Eligibility Criteria and approved our signing of this document.*

Agency Director Name Wendy Ivy, Interim Executive Director

Signature Wendy Ivy Date: 8/24/2022

Board President Name Mike Farrell

Signature Michael J Farrell Date: August 24, 2022

**Organizational Profile**

(A) The Organizational Profile is part of the New Trier Township Application For Funding; and (B) It is the Agency's responsibility to keep the Organizational Profile information current each year and provide New Trier Township with further information on an ongoing basis if there are any significant changes, such as to the mission, organization, board requirements, and/or other changes.



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- (1) Briefly summarize the agency's mission, history, services, and organizational structure. Have these changed significantly over the lifespan of the organization? (Please attach a current organizational chart, if available.)

Zacharias Sexual Abuse Center's (ZCenter) mission is to mobilize the community towards ending systemic sexual violence while amplifying the voice of survivors through trauma-informed care, advocacy, and prevention education. Opening in 1983, ZCenter is a rape crisis center focused on helping those who have experienced sexual violence. They have been Lake County's only rape crisis center for nearly 40 years. In 2016, they opened a location in Skokie to better serve clients in Northern Cook County. Both facilities are designed to be accessible to meet all of their clients' needs.

ZCenter's Counseling, Advocacy, and Prevention Education (CAPE) Programs provide specialized counseling and advocacy for adults and children who have faced the trauma of sexual assault and abuse. Trained counselors and advocates provide emotional support, problem-solving skills, and coping strategies to survivors and their non-offending loved ones. Through outreach and prevention education workshops, ZCenter seeks to enhance the community's understanding of the impact of sexual violence. All programs consider the special needs of children, the elderly, the disabled, and those experiencing poverty. Services are free and available to all survivors regardless of race, gender, language, ability, sexual orientation, or religion. By providing survivors with emotional support and empowering them during a time when they feel most vulnerable, ZCenter has continued an almost 40-year endeavor to end sexual violence.

After Torrie Flink, ZCenter's long serving Executive Director, retired Wendy Ivy stepped into the role Interim Executive Director. Wendy Ivy, has worked with the agency for over two decades. She has extensive knowledge about the treatment of victims of abuse. Sandy T. Williams will become ZCenter's new Executive Director effective September 14, 2022. When the former Director of Services left to complete her PhD in June of 2022, her position was split into two Directorships. Saira Khan was promoted to the Director of Clinical Services to oversee the Counseling Program. Tammy Burns joined ZCenter as the Director of Community Services to supervise all Advocacy, Prevention Education, Volunteer, and Outreach services.

- (2) Briefly summarize the role of the board and the requirements for serving on it. What role does the board play in the administration and operation of your organization and what is the desired size of a full and active board?

ZCenter is very proud to have an active and involved Board of Directors that represents the entire geographic region that they serve. Their Board consists of men and women who are police officers, educators, and professionals from financial and corporate fields. This diverse board includes people of color and is over 50% female. To serve on the Board of Directors, members must attend all board meetings, participate as an active member on at least one committee, and assist in fundraising activities to the best of their ability. A full and active board would consist of 20 members.

ZCenter follows an organizational strategic plan to measure the effectiveness of its activities. The strategy team annually conducts a SWOT (strengths, weaknesses, opportunities, threats) analysis and



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produces an updated strategic focus document. The Board actively uses the SWOT at every board meeting, leadership team meeting, 1 to 1 meeting, and individual staff performance appraisal. ZCenter staff member's goals stem directly from the current strategic focus. Board and staff members evaluate "Organizational Goals" every three years. Individual staff members evaluate goals annually following the strategic plan. FY2022 goals include: Diversifying Agency's Revenue; Streamline Identified Outreach; Incorporate Diversity, Equity, and Inclusion into social justice Framework; and Strengthening the agencies infrastructures.

In addition to ensuring quality, departmental directors are responsible for developing and managing budgets in conjunction with the agency's finance office. The Board strives for agency-wide sustainability by working with ZCenter staff to monitor the use of funds and the impact of its programs. They regularly carefully review ZCenter's financial statements and ensure that annual audits are also conducted to ensure compliance with both the letter and spirit of the law.

### Agency/Program Funding Request Information

#### PROGRAM DESCRIPTION

- (1) Describe the services provided by this program, eligibility requirements, and the target population.

Through Counseling, Advocacy, and Prevention Education (CAPE) Programs, ZCenter counselors and staff work to alleviate the trauma of sexual assault and abuse on survivors and to prevent re-traumatization as they heal. They help adult and child survivors work through trauma and find healthy strategies to address the after-effects of abuse. Non-offending parents, caregivers, and significant others of survivors learn ways to deal with their personal feelings about the assault and the impact on the survivor and their relationship. ZCenter works to be an active presence in the community and to speak up in support of and in partnership with all survivors of sexual violence. Prevention Education and Outreach services enhance the understanding of the impact of sexual violence in the community at large, other professionals, and service providers. Their clients are a culturally diverse group of individuals of all ages, backgrounds, and economic means. These services are provided at no cost.

ZCenter's services include crisis intervention and case management for clients in 1-3 sessions; crisis counseling for up to 8 sessions; supportive counseling services for six-nine months to victims and significant others; and gender-inclusive, bilingual group counseling.

- ❖ **Counseling:** Counselors help survivors engage with their emotions and response to the sexual violence while offering ways to cope with the effects of sexual violence. ZCenter has in-person and virtual services for children, parents, adults, and significant others. Recognizing that counseling is not a one-size-fits-all situation, ZCenter utilizes a variety of modalities to serve clients. When in-person, counselors use play, sand tray, art, movement, mindfulness, and other modalities in therapy.
- ❖ **Advocacy:** Highly-trained advocates provide support and inform survivors of their rights throughout the medical and legal process following an assault. In Lake County, their





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advocates will attend local judicial proceedings via Zoom with or on behalf of survivors. ZCenter advocates provide victim awareness information about the legal process, referrals for legal support, assistance with questions about hospital billing, and follow-up information about medical care for survivors to non-clients who call into their 24/7 support line or office with concerns. They work tirelessly to ensure that every survivor has a voice, even in their darkest, most difficult moments.

- ❖ **Prevention Education:** Prevention Education Specialists provide research-based, Erin’s Law-approved, age-appropriate workshops that aid youth from Pre-K–College to understand their rights to their bodies and ways to seek help if they experience sexual abuse. These services include virtual professional development sessions for youth workers and school staff, as well as multi-age digital e-learning resources for the school districts. Outreach Specialists offer professional training about the reality of sexual violence and advocacy to police officers, first responders, medical staff, and others working with survivors of sexual abuse and assault. They also work with community partners to enhance the understanding of the impact of sexual violence in the community at large.

(2) How does this program fit in with one or more of the priorities identified by New Trier Township in its strategic plan? Please explain.

CAPE aligns with New Trier Township’s mission to provide for the mental and physical well-being of its residents. They provide intensive counseling services at no cost for individuals and families in crisis as a result of sexual violence. They also facilitate outreach and prevention education programs meant to positively impact the communities they serve, including those in New Trier Township. CAPE programs address issues related to sexual violence. These are some of the same priorities identified by the New Trier Strategic Plan.

Please check each priority you feel the program addresses. (Most programs will address only one or two priorities.)

See our website at [www.newtriertownship.com](http://www.newtriertownship.com) for more information.

- Aging in Place
- Youth Services
- Other Mental Health Services
- Low Income Families
- Persons with Disabilities

### NEED

(3) Describe the need and demand for this program in the community and justify that it deserves investment of Township funding. You may include both data and examples of individual clients.

Every 68 seconds someone in the United States is sexually assaulted and every 9 minutes that victim is a child according to statistics from RAINN (Rape, Abuse, & Incest National Network). The National Sexual Violence Resource Center states that 1 in 4 girls and 1 in 3 boys will experience sexual violence at the hands of an adult before the age of 18. This is an increase of victims from last



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year's numbers. The effects of COVID-19 led to the deterioration of already vulnerable mental health in the community and increased the demand for ZCenter services. Call volume into their 24-hour hotline more than doubled with a significant increase in requests for counseling and caused the need for a waitlist.

ZCenter works with survivors because the effects of sexual assault are almost impossible to conquer alone. Their staff and counselors work to alleviate survivors' trauma from sexual assault and abuse and to prevent them from being re-traumatized as they heal. Victims of sexual assault face higher risks of depression, substance abuse, eating and sleep disorders, and are more likely to suffer from the following:

- ❖ Approximately 70% of rape or sexual assault victims experience moderate to severe distress, a larger percentage than for any other violent crime.
- ❖ 13 times more likely to attempt suicide
- ❖ 4 times more likely to develop symptoms of drug abuse
- ❖ 4 times more likely to experience PTSD
- ❖ 3 times more likely to experience a major depressive episode

ZCenter is a rape crisis center focused on helping those who have experienced sexual violence. Their work is crucial for their clients because these effects are almost impossible for survivors to conquer alone. Survivors come from all backgrounds and ages throughout Lake and Cook Counties. ZCenter designs all programs with their special needs in mind. Services are free and available to all survivors regardless of race, gender, language, ability, sexual orientation, or religion.

Last fiscal year, ZCenter provided counseling and advocacy services to 443 clients and served 556 people via their 24-hour support line. Through Prevention Education programs, their Preventionist saw over 10,000 students in underserved communities in Lake County. Their Outreach Team met with over 6,800 people through community outreach, institutional advocacy, professional training, prevention education, and group services.

- (4) Are you able to meet the full demand for this service or is there a waiting list? What new or unmet needs do you see in the community or for the clients served in this program?

Unfortunately, as with many agencies that serve survivors of sexual violence, there is a large demand for ZCenter services. As a result, there is currently a 3 month waitlist for counseling services. However, as of June 2022, ZCenter had the shortest waitlist of any similar agency in the area.

### **CAPACITY**

- (5) Demonstrate that the program has the vision, personnel, and skills to successfully carry out the program and achieve its goals, objectives and performance measures.

Wendy Ivy, Zacharias Center's Associate Executive Directors, has dedicated her life to the service and treatment of victims of abuse, including spending over 20 years with the organization. Saira Khan, the Director of Counseling Services, is a Licensed Clinical Professional Counselor (LCPC), Certified Alcohol and Drug Counselor, and National Certified Counselor (NCC). She is multilingual fluent in English, Urdu, Hindi, and Punjabi. She earned her master's in clinical counseling from



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Rosalind Franklin University, CADC from College of Lake County, and CTTS from Rutgers University in New Jersey. She has developed multifaceted practical therapeutic skills set to help her clients with the PTSD, sexual trauma, major depression, and anxiety. Tammy Burns, the Director of Community Services, spend 15 years working at the College of Lake County working in community outreach and prevention education.

All ZCenter staff, volunteers, and interns attend a 40-hour Sexual Assault Crisis Intervention Training and become certified in crisis intervention techniques and trauma-informed care. Clinical staff meets weekly to discuss client cases and learn from one another. Additionally, clinical staff must complete 12 hours of continuing education on crisis intervention for their work with survivors. Interns from a variety of graduate programs complete their clinical practicum with ZCenter by providing sexual assault victims with crisis intervention, support line assistance, and advocacy immediately following an assault. Retired licensed clinicians volunteer their time and talent. All clinicians and volunteer counselors must undergo a DCFS background check and have the proper licenses to see and treat clients. Graduate-level interns work with clients in a highly controlled and supervised environment. All ZCenter counselors have extensive experience providing mental health services to survivors of sexual abuse.

ZCenter evaluates and updates their services regularly based on input from their survivor clients. Counseling programs have refined assessments to measure clinical outcomes relevant to trauma symptoms for child clients, inclusive of caregivers and significant others. Every client completes a self-assessment to gather baseline data during their initial session. They complete this same assessment at the end of their counseling. This input allows staff to assess which services were beneficial for the clients and which ones need improvement, furthering counselors' ability to meet survivors' needs. Additionally, counselors provide clients with ongoing access to Feedback Cards throughout their services and a "Client Satisfaction Evaluation" at the close of services.

### SERVICE STATISTICS/DEMOGRAPHICS

- (6) Who is being served by this program? Please provide a statistical breakdown of the number of clients served, the total units of service delivered, and costs per unit of service by filling in the chart below. Please state and define your unit of service for this program. To calculate cost per unit of service, divide the total number of units of service into the total budget for the program. (Suggestions for the appropriate unit of service are included in the proposal in the directions. For some programs you may wish to calculate cost per unit of service in more than one manner.)

Unit of service definition –

SERVICE STATISTICS – Please indicate fiscal year dates for each column

PLEASE INDICATE FISCAL YEAR/DATES IN EACH COLUMN	Prior Year FY22	Present Year FY23	Proposed Year FY24
Number of persons served (unduplicated count)	27,740	24,299	27,944



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Number of units of service	6,992	5,803	6,673
Cost per unit of service	\$206.48	\$261.26	\$213.28

(7) What are the demographics of New Trier clients served in the prior year? (breakdown by community).

Glencoe:	0
Glenview:	3
Northfield:	2
Wilmette:	1
Winnetka:	1
New Trier Township:	8

(8) Total from New Trier Township (unduplicated).

8

(9) New Trier Township clients are what % of total?

0.03%

(10) Units of Service to New Trier clients.

New Trier Residents received 65.5 hours of service.

(11) Units of Service to NTT clients are what % of total

New Trier Residents made up 1.13% of ZCenter Services.

(12) New Trier clients age breakdown

Through CAPE, ZCenter worked with residents from 12 to 46 years of age. Three clients were under the age of 18 and 5 clients were over the age of 18.

### OUTCOMES/EVALUATION

(13) What outcomes did you achieve for your clients in the prior year? Results should be client-outcome based, specify a target level of achievement, the measurement tool that was used, the rationale for setting the target at a certain level, and a timeframe for accomplishment. Detail any changes made in the program as a result of these outcome results.

ZCenter measures their success on the well-being of their clients after receiving services. At the beginning of counseling sessions, every adult client completes the PCL-5 (PTSD Checklist for DSM-5) and all child clients or their non-offending parent or caregiver complete the Screen for Child



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Anxiety Related Disorders (SCARED) to assess for post-traumatic stress related to the sexual abuse. Each client completes the same assessment at the end of their work with their counselors to measure which services were beneficial and what areas can be improved upon. 95% of these survivors who complete services and the final assessment report a decrease in post-traumatic stress related to the sexual abuse. 90% of parents and caregivers of a child receiving counseling services from ZCenter and completed services and the final assessment report a reduced response level in their child based on Screen for Child Anxiety Related Disorders (SCARED). 95% of survivors' non-offending significant others who complete services and the final assessment will have a better understanding of how to provide support and resources for survivors of sexual abuse and assault and the unique challenges faced by the survivor (i.e. rape culture, victim blaming).

Participants in Prevention Education programs and professional training sessions complete a survey at the end of the program to assess the efficacy of the program format. 85% of the students receiving prevention education report a better understanding of consent and sexual harassment. 85% of school personnel can better identify the warning signs of sexual abuse.

- (14) What results are you committed to achieving in the present year? (If outcomes are the same as above, simply state that we hope to improve upon the past year's results)

In an ideal world, ZCenter's services would not be needed. Unfortunately, sexual violence is an unrelenting problem. ZCenter works to maintain their current levels of services to survivors of sexual violence and possibly expand those services. Until there is an end to sexual violence, ZCenter will continue their efforts to serve their clients and educate the communities in which they work. ZCenter always seeks to improve upon their year-to-year results and expand their outreach to survivors and the surrounding communities. In FY23, they will focus on increasing their Prevention and Outreach.

- (15) Are there any other program effectiveness/evaluation measures you think are important, such as customer/client satisfaction surveys, quality of service measures, or other indicators? Please describe.

Client-reported outcomes are the basis for Zacharias Center's success. Using the PCL assessment as a guide, most survivors report a decrease in post-traumatic stress related to the sexual abuse after receiving services. A large majority of parents and caregivers of a child receiving counseling services from ZCenter report managing their stress in a better way. After attending a prevention education workshop, students have a better understanding of consent and sexual harassment. Schools personnel are better able to identify the warning signs of sexual abuse.

### CHANGES/CHALLENGES

- (16) What changes or challenges (legal, socio-economic, demographic, financial, political or other) did the agency, program, and clients face in the prior year? How did you respond? What challenges or changes do you anticipate in the present year? (If changes/challenges were the same for all programs, do not repeat).

There is a significant shortage of volunteers nation wide. As an organization that depends on volunteers to help provide support-line and medical advocacy for survivors, this has caused a significant strain on our Advocacy and Outreach staff who have to take over the hours normally filled



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by volunteers. This is causing burnout among our staff. We are currently hiring additional back up advocates and working on ways to recruit more volunteers. This increase in expenses is even more difficult after an extended period of not hosting our large, in-person fundraisers. However, the recruiting efforts are already proving to be successful.

#### RECOMMENDATION RESPONSES

- (17) How did you respond to the recommendations made by New Trier Township, if any? Please describe in detail. (These are contained in the funding letter you received last April).

ZCenter works hard to ensure that each client receives beneficial services and focuses on their feedback to guide not only the client's services but the services offered by the agency as a whole. To secure additional feedback from clients, those receiving services complete an assessment at the beginning of their services to measure the impact of the sexual violence. At the conclusion of their services, the counselors complete a reassessment during the second to last session. This not only ensures that the client completes the assessment, but also services as tool to plan any post service treatment that they may need outside of ZCenter. This practice was included in individual and group sessions. For advocacy, ZCenter's In-take Manager implemented procedures to confirm that clients received the resource information as well as information on additional services that ZCenter provides. Participants in Prevention Education programs completed a questionnaire prior to the arrival of the Preventionist to make sure that they provide the appropriate curriculum and materials. After these Prevention Education sessions, the students, teachers, and administration all complete surveys to provide feedback on the efficacy of these programs. Client feedback is just as important to ZCenter as it is to New Trier and they implemented tools to better gather this data over this previous year.

#### RESOURCES/BUDGET

- (18) What non-financial resources are required to deliver this service? Specify staffing/volunteer requirements, budgetary needs and other resources or inputs that are needed for this program. If the Township is unable to fund this program at the desired level, what will the impact be on services? Describe how your program will or will not continue without investment by the Township. Complete the attached budget forms. Were any cost reduction measures implemented in the prior year? If there is a sliding fee scale for this program, please attach it and indicate how many clients paid each fee level.

ZCenter is fortunate to work with generous community partners who contribute resources for the benefit of our clients. As an example, in April of 2022, the New Trier Education Foundation chose Zacharias Center as the beneficiary of the "New Trier Day of Service" to support and uplift survivors and their families with family care packages to bring joy, laughter, and support to them during their healing process. ZCenter gave these donations directly to their clients. This type of community support allows the organization to meet their clients' needs on many different levels.

Interns from a variety of graduate programs complete their clinical practicum with ZCenter by providing sexual assault victims with crisis intervention, support line assistance, and advocacy



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immediately following a sexual assault. They also facilitate prevention education support throughout their time at ZCenter. ZCenter requires that all of their clinicians and volunteer counselors are properly licensed. Graduate-level interns work with clients in a highly controlled and supervised environment. All ZCenter counselors have extensive experience providing mental health services to survivors of sexual abuse.

ZCenter has 74 volunteers who are an integral part of their organization. Retired licensed clinicians are among these volunteers who donate their time and talent. They help provide medical and legal advocacy and support a 24-hour crisis hotline. Without volunteers, ZCenter staff would not have the ability for 24-hour coverage.

ZCenter connects with agencies in many sectors like the YWCA, public libraries, schools, faith communities, and higher education. They also work with addiction services, mental health services, and outreach agencies among others. They present outreach programs in neighborhood libraries, community businesses, and schools. ZCenter works closely with local agencies in several coalitions to end sexual violence. Through leadership with these coalitions, memberships, and participation, they contribute to improved service coordination and delivery to reach people in need. Their memberships include North Suburban Community Network (practitioners serving the LGBTQ+ community), Northwest Suburban Alliance on Domestic Alliance, Oakton Community College, Children's Advocacy Center of Northwest Suburbs Trauma Consultation Group, JCFS Chicago, Illinois Imagines, LAN 41, and others.

ZCenter works closely with their community partners and has a long history of establishing Memorandums of Understanding (MOUs) with these groups. Through MOUs, they exchange staff training sessions, offer co-sponsored public events, and work collaboratively to end sexual violence. If a client from outside of ZCenter's general service areas seeks assistance, counselors or hot-line volunteers first confirm the client's safety, address any of their immediate needs, then help determine if another service organization closer to the client's location would best serve the client long-term.

As an agency, ZCenter is committed to fiscal responsibility and is always working to engage new partners in their work while diversifying funding sources. They continue to seek funding from new foundations, corporations, government, and United Way sources. New funding opportunities and initiatives help them bring light to CAPE and reinforce the qualities that promote positive communication, community awareness, and safe behaviors. ZCenter relies on long-standing partnerships with community allies to support their ongoing mission.

- (19) If your program or agency budget request represents an increase from last year, please explain the reason for the change and what the increase will be used for.

ZCenter is not requesting an increase in funding from New Trier Township this year.



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**AGENCY/PROGRAM APPLICATION FOR FUNDING**  
**Fiscal Year 2022-2023**



**NEW TRIER TOWNSHIP  
ANNUAL FUNDING REQUEST FORM**

2022-2023 Agency Budget Form

**AGENCY NAME: Zacharias Sexual Abuse Center**

Indicate year in each column	FY22 Actuals	FY23 Budget	FY24 Forecast
	PRIOR	PRESENT	PROPOSED
	YEAR	YEAR	YEAR
<b>AGENCY REVENUES</b>			
New Trier Township	5,000	5,000	5,000
Federal Government	535,111	569,978	570,000
State Government	12,500	30,000	30,000
Local Government/Townships	50,500	104,176	35,000
Client Fees	0	0	0
Grants: Foundations, Corporate, Religious	654,792	669,500	670,000
Individual Contributions	564,339	358,000	365,100
Special Events	37,162	183,000	190,100
United Way	63,266	62,620	62,620
Sales	1,758	3,000	5,000
Other Revenues	(29,747)	14,726	17,380
<b>TOTAL REVENUES</b>	<b>1,894,680</b>	<b>2,000,000</b>	<b>1,950,200</b>
<b>AGENCY EXPENDITURES</b>			
Program Staff Salaries, Benefits, Taxes	937,600	1,077,090	1,173,000
Administrative Staff Salaries, Benefits, Taxes	298,945	343,420	374,000
Fundraising Staff Salaries, Benefits, Taxes	122,296	140,490	153,000
Professional Fees/Contractual Services	240,634	137,779	135,000
General Operating Expenses	17,357	5,200	5,200
Occupancy and Utilities	106,958	112,143	110,000
Specific Assistance to Individuals	0	0	0
Major and Minor Equipment	16,355	56,678	0
Major Capital Expenses	0	0	0
Other Fundraising Expenses	0	0	0
Other/Miscellaneous	110,644	127,200	0
<b>TOTAL EXPENDITURES</b>	<b>1,850,788</b>	<b>2,000,000</b>	<b>1,950,200</b>
<b>SURPLUS (DEFICIT)</b>	<b>43,892</b>	<b>0</b>	<b>0</b>
<b>NET GAIN/LOSS FROM OTHER FUNDS</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>SURPLUS (DEFICIT)</b>	<b>154,536</b>	<b>0</b>	<b>0</b>
<b>TOTAL FUNDRAISING/ADMIN COSTS</b>	<b>421,241</b>	<b>483,910</b>	<b>527,000</b>