

## Eligibility

Completed by iriggenbach@peoriagov.org on 5/12/2023 2:42 PM

Case Id: 35458

Name: Peoria Community Against Violence - 2023

Address: 614 Spring St

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### Eligibility

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Please provide the following information.



## City of Peoria Violence Prevention

City of Peoria  
419 Fulton Street  
Peoria, IL 61602  
309-494-8600

Applications are available to not-for-profits, 501(c)3 organizations, and government agencies to provide violence prevention programs for City of Peoria residents.

Programs must meet the criteria of one of five priority areas: Thriving Neighborhoods, Empowered Youth & Young Adult, Restorative & Resilience, Intervention, or Violence Reduction. For these categories the minimum funding request is \$50,000 and the maximum funding request is \$400,000. All programs must be evidence-based and have measurable results. A total of \$1,200,000 is available for violence prevention with \$700,000 in federal funding from the American Rescue Plan and \$500,000 in state funding from the Illinois Department of Commerce and Economic Opportunity (DCEO).

There is also funding available specifically for Workforce Training. In addition to measuring the number of people served, these programs must also measure how many clients are connected to permanent employment. The minimum request for Workforce Training is \$150,000 and the maximum is \$300,000. A total of \$300,000 is available for Workforce Training in state funding from the Illinois Department of Commerce and Economic Opportunity (DCEO).

Eligible applications will be reviewed by the Community Development Block Grant (CDBG) Public Services Advisory Commission and agencies will be notified of funding decisions following City Council approval.

Questions? Contact [grants@peoriagov.org](mailto:grants@peoriagov.org)

#### 1. Does your program serve low-income residents of the City of Peoria?

Yes

#### 2 Is your organization (or the lead agency) a not-for-profit, 501(c)3, or government agency?

**NOTE: If your organization does not meet this requirement, you may partner with a qualifying "lead agency" that will serve as your fiscal agent.**

Yes

3 Does your organization (or the lead agency) have a completed audit for its most recent fiscal year? (This must be a full audit. 990 forms do not meet this requirement.)

*NOTE: If your organization does not meet this requirement, you may partner with a qualifying "lead agency" that will serve as your fiscal agent.*

Yes



**IF YOU ANSWERED 'NO' TO ANY OF THE ABOVE QUESTIONS, YOUR ORGANIZATION DOES NOT QUALIFY FOR VIOLENCE PREVENTION FUNDING.**

## A. Applicant Agency Information

Completed by beckyr@peoriacommunityagainstvience.org on  
5/14/2023 4:43 PM

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Name: Peoria Community Against Violence - 2023

Address: 614 Spring St

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### A. Applicant Agency Information

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Please provide the following information.

#### A.1 Violence Prevention Program Title

Peoria Community Against Violence

#### A.2 Organization Name

Peoria Community Against Violence

#### A.5 Address

614 Spring St. Peoria, IL 61603

#### A.3 Contact Person

Becky Rossman

#### A.4 Title

CEO

#### A.6. Contact Phone Number

(309) 368-1133

#### A.7. Contact Email Address

beckyr@peoriacommunityagainstvience.org

#### A.8 Program operating location if different than listed above.

614 Spring St Peoria, IL 61603

#### A.9. If partnering with a lead agency, lead agency name:

**NOTE: If your organization is not a not-for-profit, 501(c)3, or government agency, AND/OR does not have a completed audit for its most recent fiscal year, you may partner with a qualifying "lead agency" that will serve as your fiscal agent. If partnering with a lead agency please complete this Lead Agency Agreement below.**

Peoria Community Against Violence

#### Please complete and upload the Fiscal Sponsor Agreement



[Fiscal Sponsor Agreement](#)

**\*\*No files uploaded**

#### A.10 Lead Agency contact name, email and phone number

Becky Rossman,

beckyr@peoriacommunityagainstvience.org

#### A.11 Date of Incorporation

09/18/2014

#### A.10 Federal Employer Identification Number

47-1702880

#### A.11 City of Peoria EEO #

**An EEO number shows that an organization has registered with the City of Peoria as an Equal Employment Opportunity organization. Please follow the instructions on [this form](#) to register. For more information on completing the form, please see this [instruction guide](#).**  
03745-231231

#### A.12. Agency Unique Entity Identifier (UEI):

**All agencies receiving federal money must register for a UEI. In April 2022, The federal government phased out**

*the use of the DUNS replacing it with the UEI. For more information please [click here](#)*

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**A.13. SAM Cage Code # and Expiration**

*All agencies receiving federal money must register for a SAM Cage Code. Please visit [www.sam.gov](http://www.sam.gov) to register for free. Please also provide the expiration date of the SAM Cage Code. Agencies must have a DUNS number to register for a SAM Cage Code*

8V0V3

**A.14 Agency Annual Operating Budget**

\$340,000.00

**A.15 Number of Paid Staff**

3

**A.16 Number of Volunteers**

20

## B. Funding Requested

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5/14/2023 5:10 PM

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### B. Funding Requested

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Please provide the following information.

#### B.1 Requested Amount: Min \$50,000 and Max \$400,000

**NOTE: The Minimum request for Workforce Training is \$150,000 and the Maximum is \$300,000.**

\$400,000.00

#### B.2. Total Project Budget

\$425,000.00

#### B.2 Number of Unique Clients to be served

430,199,480

#### B.4 Priority Area

Intervention

#### B.5 Please provide a Detailed Project Budget for administrative costs

Item	Amount	Short Description
Personal and Fringe	\$40,000.00	Office Manager (new position)- responsible for coordinating and communicating with vendors, data entry for finance software and donor information, Board Communication
Other	\$0.00	
	\$40,000.00	

#### B.6 Please provide a Detailed Project Budget for direct program costs

Item	Amount	Short Description
Personnel and fringe Direct expenses	\$280,320.00	100% of Director of Case Management, Director of Community Outreach salaries plus fringe 70% of CEO's salary, that is spent on direct and indirect case work and crisis call outs
Travel	\$5,000.00	Mileage to travel within the city of Peoria
Equipment	\$0.00	N/A
Materials and Supplies	\$80,000.00	Financial Assistance to bridge the gap for stable housing, emergency relocation, transportation (employment, medical & mental health appts, court)- \$77,000 Office Supplies, laptop for new position,

		office furniture for new position- \$3,000
Contractual	\$3,500.00	Payroll fees- \$ 1,500 annually Graphic Designer- \$2000
Program Expenses	\$6,180.00	Media, Trainings/speakers to improve skills Classes to get driver's licenses
Other	\$25,000.00	Occupancy costs- rent, communications, postage, printing, insurance, memberships
Other	\$0.00	
	\$400,000.00	

## C. Program Information

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### C. Program Information

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Please provide the following information.

**C.1. Provide a brief description of your proposed program and goals. Describe the work to be performed, including the activities to be undertaken or the services to be provided, frequency and duration of services to be received by the average client or participant, and who will be carrying out the activities.**

PCAV's mission is to "Strengthen Our Community By Providing Support, Safety, and Services to Our Community Members Affected By Gun Violence." Our vision statement is "A Safe Community Without Violence." We provide crisis response services and extensive case management to victims, families, communities, and perpetrators of gun violence.

Our referrals come from Peoria Police Department, community based organizations, and current client referrals. We conduct an intake assessment to determine the needs of the family (which are client led). On average, each family member needs seven services. While our services focus on social determinants of violence, we also break down barriers to services through extensive case management and advocacy.

Our entire team carries a large case load, due to the prevalence of violence in our community and capacity of the organization.

**C.2. Explain specifically how this program addresses the Priority Area selected on the previous page. How does the program address the goal of violence prevention in the City of Peoria?**

PCAV addresses the priority area of Intervention, as internal and external supportive services are wrapped around the client and their families to reduce violence. Economic mobility, housing stability, and access to education and mental health services have been proven to significantly reduce gun violence. Our team is certified in conducting crisis interventions, which occur frequently

**C.7. Describe the number of people to be served and the outcomes that will be measured. (Please see program guidelines for example measurable results. Multiple outcome measures must be included.) What is the basis for selecting the outcomes and how do they demonstrate achievement of the overall goals of the project? Describe the evaluation tools that will be used to track/monitor the progress of the activity, how progress will be measured, why these measures were chosen, and how these methods are evaluated. If you are expanding a current program or reinstating a previous program, please discuss the impact the program has had in our community, specifically highlighting quantitative and qualitative outcomes.**

At least 400 individuals directly impacted or perpetrating gun violence will be served by this program. We will continue to track the outcomes that have created safety and stability for our families. The outcomes include employment assistance, education, housing, mental health, individual crisis interventions, advocacy, and support services.

From June 2022 through March 2023, PCAV staff provided 165 clients with employment assistance, 82 clients with education assistance, 303 with housing advocacy (prevent evictions, section 8 applications, PHA applications), 138 clients were relocated for safety or received funding to maintain current residence after an incident of gun violence, 184 clients received crisis interventions and referrals for mental health, 313 clients received advocacy services, and 436 clients were referred for support services with external providers.

Our qualitative outcomes are intervening in multiple planned shootings. Many individuals within the target population do not want the violence to continue. Their

following direct gun violence. PCAV has the trust of target population, which allows us to help obtain and maintain employment and secure housing. Holistic services are wrapped around our clients as they often need assistance with skill building, navigating issues with transportation, child care assistance, and conflict-resolution skills with employers. We advocate on behalf of our clients with landlords, employers, law enforcement agencies, public benefits, schools, and medical care, as the majority of our clients aren't aware of their rights as victims, tenants, or other institutional systems.

**C.3. How long has this program been in operation or is it a new program?**

This program has had a nationally certified crisis response team since May 2021 and clients started receiving extensive case management services since July 2021.

**C.4. What specific geographic area does the program serve? (List Census Tracts or City-Wide.)**

The program serves the entire city of Peoria. However, the majority of services take place in 61605 and 61603 due to the prevalence of gun violence in those areas.

**C.5. Specifically, what is the need for the program, what does the program do, and what is the target population for the program? Describe how the activity addresses community needs to reduce violence in the community. Be precise in the project design and how it is linked to goals. Use data and facts for the need and provide sources for the data.**

Our program is needed because PCAV is the only organization that focuses solely on the victims and perpetrators of gun violence and other violent crimes in Peoria. We have spent two years building credibility with this target population, which is how we have been so successful.

Homicide is the leading cause of death for African American males aged 15-34. In 2019, Peoria was listed as the 15th deadliest city according to CBSNEWS. In 2021, the homicide rate increased by 40% from 2019. Peoria has consistently been listed in the Top Ten worst cities for African Americans due to inequality of education, employment, and home ownership.

**C.6. Provide information on how the program is evidenced-based. Provide clear, detailed information to**

information has allowed each staff member to intervene with individuals on their case load, de-escalate the situation.

One of our success stories is K. Her significant other of ten years and father of her five children, was killed in October 2021. He was working while she went to school for nursing. She needed to relocate for safety but didn't have the funds, since she was unemployed at the time. PCAV provided first month's rent and deposit so she could move to a safer place with her children. PCAV helped her obtain a job, worked through some work place conflicts with he, provided multiple crisis interventions as she struggled to manage her own grief while helping her children with theirs, assisted her in obtaining social security benefits for the children, so she could afford to go back to school part time. PCAV referred K.W. for trauma based counseling and arranged for her kids to receive trauma counseling within their respective schools. Several other support services were utilized to bridge the gap from trauma to stability.

**C.8. For Workforce Training programs only, how many clients will you connect to permanent employment?**

N/A

**C.9. How will your organization track and record client demographics for the proposed program? How will you track outcome measures listed above?**

PCAV currently utilizes case files for qualitative reporting and a database for quantitative reporting. The Director of Case Management utilizes the case files to enter all data into the database to ensure consistency.

**C.10. How will outreach about program availability be conducted? What experience does your organization have with the target population of your program? What is your organization's capacity to carry out the program and provide direct services and/or case management for participants?**

We have not had the need for marketing our program to the target population. We have two years of providing services, building trust, and receiving consistent referrals from the target population.

All three staff have carried a case load of over 100 consistently. Recently, volunteers have started being recruited to continue working with our clients towards



**support that project design. Please refer to research, third-party program evaluations or other objective data that indicates program design and note all sources of data. NOTE: Programs must be evidenced-based to be eligible for funding.**

According to John Hopkins Bloomberg Public School of Health, "Gun violence disproportionately impacts communities of color that have suffered from long-standing race-based redlining and disinvestment.<sup>1</sup> Community gun violence is highly concentrated among a small number of people living in underserved communities. These individuals are often caught in cycles of victimization, trauma, and retaliatory violence. Community violence interventions (CVI) are programs that focus on those who are most at risk of being a victim of or committing an act of gun violence. CVI provides a public health approach to gun violence prevention, addressing the unique needs of the community where systemic racism, disinvestments, and trauma occur." PCAV's programs focus on those most at risk of being a victim or perpetrator of gun violence.

Several types of community violence intervention program models have been used to reduce gun violence through outreach by credible messengers to individuals at highest risk, mediation of disputes that could potentially lead to shootings, promotion of nonviolent responses to conflicts, assistance with social services, and life coaching. PCAV's credibility within the target population and wrap around social services and mentoring, has allowed us to mediate potentially deadly situations within our clients.

stability, after the initial crisis and/or threats have diminished.

Due to high volume of cases and low capacity, we are seeking funding through this program for an office manager. While clients always come first, the CEO often has to balance her caseload with deadlines for grants, finances, vendors, benefits, etc. An experienced administrative person would be able to provide some of the time consuming, entry level tasks to allow the CEO to focus on more clients and/or sustainability of the organization.

**C.11. How does the program collaborate with other agencies? Describe your agency's working relationship with other organizations and describe services and programs by other agencies that will provide additional or similar services to your clients. Please detail the formal agreements and history of partnerships within the community. Do these agreements lead to cost savings for your agency?**

PCAV could not provide the services we do without the 100+ organizations, businesses, and individuals we collaborate with. While we have some MOUs in place, most of our partnerships provide reciprocal referrals and are built upon strong relationships. These relationships allow for a quick turn around on services, as our clients are often in life or death situations or in need of immediate crisis services. We partner with two hotels who will get our clients in immediately and protect their identities during their stay. The wait list for child therapy is two to four months. When we have children witness homicides or have been victims in active shootings, Children's Home will move them to the front of the line due to the intensity of the situation. While we have dozens of community partners, we work the closest with OSF Strive, Children's Home, Goodwill, Moonlight Coalition, and housing organizations. We also have a large job bank of employers willing to hire our clients with multiple barriers such as: violent criminal histories, lack of education, lack of experience, and no driver's license. We provide holistic services to each individual affected by gun violence in the family unit, with each individual needing an average of 7 services. We have MOUs with some organizations, but maintain relationships with individuals within each organization to ensure our clients' needs are met swiftly.

**C.12. How does your agency practice and promote diversity, equity and inclusion?**

In our Personnel Policy, we have a Diversity and Inclusion section, as well as a detailed section under Equal Opportunity Employer.

We also utilize recruitment tools to seek our diverse candidates when positions become available, whether as an employee or with our volunteers.

**C.13. Please provide a breakdown of your current staff demographics by race/ethnicity and gender identity.**

Our CEO and Director of Case Management are two Caucasian women with a combined 47 years of experience working in non-profits and the public sector. Our Community Outreach Director is an African American man who has spent eighteen years working with youth who are directly affected and perpetrating violence.

The women use she/her/hers pronouns and the man uses he/him/his.

**C.14. Please provide a breakdown of your Board of Directors or governing body by race/ethnicity and gender identity**

Our Board of Directors is comprised of six African American men, one African American woman, three Caucasian women, three Caucasian men, and currently onboarding a Latino woman.

## C. Program Information Cont'd

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5/14/2023 6:36 PM

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### C. Program Information Cont'd

Please provide the following information.

**C.15. Staff Qualifications:** Please identify key program staff, titles and include background and qualifications (education, experience, training, etc.). Include ALL staff to be funded with Violence Prevention funds and staff that will compile reports. If the position has not been hired, please include requirements in job description in the background section.

Staff Member	Name	Title	FTE on This Program	Grants Funds Used
	Cara Wilson	Director of Case Management	1	Yes
	Kenneth Godbolt	Director of Community Outreach	1	Yes
	Becky Rossman	CEO	.7	Yes
	To be hired	Office Manager	1	Yes

**C.16. Are there or will there be any program membership or fees charged to the participant in the proposed program?**

No

**C.17. What is your organization's experience in managing publicly funded projects? Describe any specific experience your organization has in the administration of federal, state, and local government funds. If you are using a fiscal agency, you may list the information for that agency.**

PCAV has managed funds through ICJIA, Ameren, corporate, individual, and community donations. The CEO managed a multitude of funding sources through her previous job, from compliance, disbursement, reporting, and acting as a fiscal agent for other organizations.

**C.18. List funders for the last two years (including the City of Peoria, if applicable) and describe type and frequency of monitoring. Also describe any findings, the resolution of those findings, and any monetary penalties incurred.**

Since PCAV had not received funding prior to March 2021, OSF Strive operates as the fiscal agent for the ICJIA funds. PCAV wrote the grant as sub-awardee, provides monthly financial reports, and quarterly narrative and outcome reports to OSF Strive. Initially, there were frequent, consistent meetings but those have lessened over time. After nearly three years, OSF Strive will be no longer be utilized as a fiscal agent as PCAV has demonstrated integrity, compliance, and third party audits.

PCAV received an Ameren Cares grant which was utilized in accordance with the parameters of the grant, with prompt spend down and reporting.

PCAV received some smaller foundation grants that had one annual report of how the funds were utilized.

**C.19. Describe your organization's financial reporting system/accounting procedures and time keeping system regarding the proposed activity. How will your organization separate Violence Prevention funds from other funds for identification, tracking, and reporting? Describe your organization's internal controls that minimize opportunities for fraud, waste, and mismanagement.**

PCAV's accounting system is Quickbooks. We have three professional, salaried positions. Aside from the CEO, the other two staff spend 100% of their time under one grant focusing on violence intervention services and outreach. Due to the exempt positions, time sheets are not necessary. These positions turn in time off requests to the CEO. The CEO's salary is covered by one grant, but the unallowable costs of the grant, such as fundraising and audit prep, are covered by undesignated funds. The CEO allocates the percentage of time spent on unallowable activities in monthly expense reports as they occur, which is infrequent.

**C.20. As a part of the application process, your agency or sponsored fiscal agency must have conducted and must submit a copy of its most recent audit.**

**In the most recent audit, were any findings issued?**

No

**C.21. Is your agency required to complete a Single Audit?**

No

**C.22. Explain in narrative form how Violence Prevention funds will be used as shown in the proposed budget (e.g. describe specific direct service and administrative positions for the program). Describe the specific need for all items outlined in the budget and how you will ensure that all costs are reasonable per 2 CFR Part 200. Describe your program funding source diversity if applicable. Provide details on program expenses and explain how the cost per unit of service and the cost per unduplicated client are reasonable for this program.**

Direct staff time will be used to support, guide, and provide essential services and referrals to clients. The administrative staff would allow an increase in capacity.

Financial assistance has been the bridge to stability for many of our clients, whether it is the ability to move to a safer location, maintain their home, transportation to interviews, work or appointments, or fund a hotel while we work out a safety plan when someone is actively being targeted.

A laptop, office furniture and supplies for the new position, which three prices are compared.

A payroll company produces our payroll, quarterly tax, and annual tax information, which is helpful with segregation of duties to the size of our business.

Mileage is paid based on the IRS rate.

Rent is \$650 per month, but utilities and wifi are included.

Our graphic designer charges \$100 per hour, but gives us a 30% discount. Her work includes printed materials, brochures, business cards, magazines, media, etc.

Trainings for staff include conferences, hotels, travel and per diem. Trainings for clients cover the cost of the speakers. Communications would include getting a landline for the office manager. Currently, two staff have work cell phones for \$1,400 per year, but the CEO uses her personal one as a match for a current grant.

Memberships would be for networking to build relationships with more community partners, solicit volunteers and donors

**C.23. Is there any additional information you want to mention? Use bullet style for each item in the space provided.**

Nationally, the multi-victimization grant that supports PCAV, will not be continued as the focus is changing for VOCA funds. PCAV is focusing on sustainability through becoming a United Way partner agency, diversifying funding, hosting a first time fundraiser, and applying for violence prevention grants.

PCAV has had extraordinary success in earning trust, changing and saving lives, in just the first two years of providing these services. Our outcomes speak for themselves, but our clients have written letters of support of how significant our impact has been on their lives.

## D. Conflict of Interest

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### D. Conflict of Interest

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Please provide the following information.

**As an applicant requesting funding, will any of your employees, agents, consultants, officers, or elected officials experience the following conflicts of interest:**

**D.1. Participate in the decision-making process for the approval of this application? (i.e., a City of Peoria City Council Member or a Member of the [CDBG Public Services Advisory Commission](#))?**

No

**D.2. Have a personal financial interest or reap a financial benefit from this program/activity?**

No

**D.3. Have an interest in any contract, subcontract, or agreement with respect to this application either for themselves or those with whom they have family or business ties during the program year and for one year thereafter?**

No

**If you selected yes to any of the above, clearly describe the conflict below.**

## E. Required Documents

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### E. Required Documents

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Please provide the following information.

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#### Documentation

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#### Financial Audit **\*Required**

Client Copy Return for PCAV (1) (2) (1) (1).pdf  
PCAV Financial Audit\_0001.pdf



#### IRS Tax Exempt Letter **\*Required**

Scan\_0135.pdf



#### Audit Findings

**\*\*No files uploaded**



#### Please upload a copy of the Single Audit

**\*\*No files uploaded**



#### Program Fees Supporting Documents

**\*\*No files uploaded**

## Submit

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5/14/2023 6:50 PM

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## Submit

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Please provide the following information.

☒ I certify that the information contained in this application is true and correct; that it contains no misrepresentations, falsifications, intentional omissions, or concealment of material facts; and that the information given is true and complete to the best of my knowledge and belief. I agree to comply with all federal and City of Peoria requirements if funded.

**Agency CEO Name**

Becky Rossman

**Agency CEO Signature**

Becky Rossman

*Electronically signed by bekyr@peoriacommunityagainstvience.org on 5/14/2023 6:50 PM*