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#### Submission information

Form: [Outside Agency Funding Request Form](#) [1]  
Submitted by Visitor (not verified)  
Fri, 08/20/2021 - 4:34pm  
73.25.30.19

#### Agency Contact Information

**Agency Name**

FAMILY JUSTICE CENTER OF WASH COUNTY

**Address**

735 SW 158th Avenue

**City**

Beaverton

**State**

OR

**Zip Code**

97006

**Contact Name**

Judy Willey

**Contact Telephone Number**

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## Agency Request Information

### **Request**

\$5,500

### **What is the Request for?**

We have seen a significant increase in cases of domestic violence. Due to covid, loss of jobs and delays in the courtrooms, we have experienced longer wait times for service of restraining orders. This means victims are not able to return to their homes quickly. We have been providing longer stays in safe locations (hotels and extended stay locations). We have also depleted all of our family support grant money and gift cards for food, personal items and fuel for victims and family.

### **Describe the Agency's Mission**

The Family Justice Center of Washington(FJC) County Mission: To provide all of the services a victim of abuse and their family need "under one roof." Our purpose is to help them move forward and out of a world of abuse (sexual, domestic/family violence and elder). The FJC offers victims all the support needed to change their lives and move away from the fear and abuse towards safety, healing and hope. A safety plan and a safe place are key to this healing process. Counseling, legal services, child care, food and permanent housing are important and help victims focus on changing their future.

### **What Group of Citizens in Tualatin Does Your Organization Target?**

FJC serves any person or family who is experiencing domestic or family abuse without regard to race, creed or color. Our doors are OPEN to all people in Tualatin who need freedom from abuse! Your citizens will find the services they need in and through the FJC if they enter our doors. We have 11 partners inside the Center and 13 outside of the Center who work closely with us to ensure victims and families get just what they need to heal. We recognize it is a BIG step to leave an abusive situation when you have been living in a world of fear every day. A SAFE PLACE is the first step to getting out - FJC offers this to every victim!

### **What Types of Services will be Provided in the Funding Request Year?**

Tualatin funding will help us continue to provide overnight short term housing (7-10 days usually) until the restraining order is processed and served or other long term housing is secured. In addition, your funding will allow us to provide meals for victim/family, necessary personal items/clothing and transportation to key appointments during this time. Depending on length of stay, many times we need to support child care costs while victims are meeting with DHS representatives to secure long term services they need to survive. Your funding will be spent on the needs of victims who enter our door.

### **How Many Tualatin Residents will be Served?**

Although we do not have solid numbers served during the 2020-21 year due to Covid and the high unemployment numbers - we do know how many residents of Tualatin have called into the Center asking for assistance through our help line. Our count as of July 31 was 56 calls from Tualatin residents. They were seeking restraining orders, legal services, counseling, long term housing, employment assistance and child care so they could find work. We were able to assist in the Center and directly connect them to needed services outside of the Center. When possible - we made appointments for them. As stated before - we do our best to help and serve every person who enters the FJC.

**What Percentage of Your Program is Dedicated to Service in Tualatin?**

100% of our program is open and in a sense - dedicated - to Tualatin along with every other city in Washington County. We are open 8-5 five days a week and have an after hours HOTLINE. Inside the FJC we offer mental health services (individual counseling, family counseling, health care evaluations, safety plans, restraining orders, legal aid, employment and housing assistance and child care); outside of the Center we offer expanded DHS services, Medical exams and expanded mental health support. If we do not have what a victim needs, we reach out and do our best to fill that special need. Our desire is to help the victim get out of the abusive situation and never look back - only forward!

**If You are Requesting Funds from Tualatin and Other Governments in Oregon, Please List Them Here**

2021 - Government Funding includes: Washington County support; Washington County City support from Hillsboro, Beaverton, Cornelius, North Plains, Banks, Tigard, King City and Durham. The amount from each area varies and depends on the size of City and police reports around domestic violence and family abuse. We know it is true that every community experiences domestic/family violence and the FJC is here to serve every community. Our cash and in kind budget is still over \$1M and our need to raise is still at approximately \$500,000.

**Agency Organizational / Financial Information****Please Submit Your Budget Information**

[proposed\\_2021-22\\_budget\\_7-8-2021.pdf](#) [2]

**Please Submit Your Board Information**

[fjc\\_board\\_roster\\_1.20.21-3.doc](#) [3]

**Please Submit a Copy of Your 501(c)3 cert.**

[board\\_roster\\_2-10-20.doc](#) [4]

**Other Attachments**

[fjc\\_partners\\_summary.pdf](#) [5]

**Source URL:** <https://www.tualatinoregon.gov/node/13520/submission/65781>

**Links**

- [1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>
- [2] [https://www.tualatinoregon.gov/system/files/webform/proposed\\_2021-22\\_budget\\_7-8-2021.pdf](https://www.tualatinoregon.gov/system/files/webform/proposed_2021-22_budget_7-8-2021.pdf)
- [3] [https://www.tualatinoregon.gov/system/files/webform/fjc\\_board\\_roster\\_1.20.21-3.doc](https://www.tualatinoregon.gov/system/files/webform/fjc_board_roster_1.20.21-3.doc)
- [4] [https://www.tualatinoregon.gov/system/files/webform/board\\_roster\\_2-10-20\\_0.doc](https://www.tualatinoregon.gov/system/files/webform/board_roster_2-10-20_0.doc)
- [5] [https://www.tualatinoregon.gov/system/files/webform/fjc\\_partners\\_summary.pdf](https://www.tualatinoregon.gov/system/files/webform/fjc_partners_summary.pdf)

**2021-22 Proposed Budget**

Description	2020-21		\$ change		% change		2021-22			Comments
	Budget	Actual					Proposed Budget	\$ change	% change	
<b>REVENUES</b>										
<b>Direct Support</b>										
Washington County	\$ 330,000	349,639	19,639	6%	347,045	17,045	5%		Confirmed w/Washington County that the 2021-22 amount is \$347,045. See 5-year public safety levy worksheet for annual amounts.	
Washington County Community Corrections					55,000				Per Washington County Community Corrections, this is the amount to be received in 2021-22; see offsetting expense in Contract Labor - Internship	
Washington County Cities	75,000	70,170	(4,830)	6%	80,000	5,000	7%		Planning for same funding level from the cities. Revenue from WA County cities has decreased each year since 2017-18.	
<b>subtotal Direct Support</b>	<b>405,000</b>	<b>419,809</b>	<b>14,809</b>	<b>4%</b>	<b>482,045</b>	<b>22,045</b>	<b>5%</b>			
<b>Foundation Grants</b>										
Unrestricted	15,000	58,383	43,383	289%	50,000	35,000	233%			
Restricted	115,500	27,000	(88,500)	77%	65,000	(50,500)	44%		Plan to reapply for the Collins grant which pays for salaries	
<b>subtotal Foundation Grants</b>	<b>130,500</b>	<b>85,383</b>	<b>(45,117)</b>	<b>35%</b>	<b>115,000</b>	<b>(15,500)</b>	<b>12%</b>			
Corporate support	15,000	1,500	(13,500)	90%	15,000				No change from 2020-21 budget	
Individual Donations	20,000	16,279	(3,721)	19%	20,000				No change from 2020-21 budget	
<b>Fundraising Revenue</b>										
Denim and Diamonds	100,000	126,700	26,700	27%	110,000	10,000	10%		Slight increase	
Additional fundraising event(s)	15,000		(15,000)	100%					Placeholder for a possible second fund raiser	
Misc fundraising	5,000	250	(4,750)	95%		(5,000)	100%		This account/line item will be deleted	
<b>Total fundraising revenue</b>	<b>120,000</b>	<b>126,950</b>	<b>6,950</b>	<b>6%</b>	<b>110,000</b>	<b>5,000</b>	<b>4%</b>			
Miscellaneous revenue	550	6,016	5,466	994%	550				No change from 2020-21 budget	
Marketing revenue		2,000	2,000							
Community in-kind		715	715							
DVRC rent	23,400	23,364	(36)	0%	24,500	1,100	5%		Increase because of lease costs	
DVRC Custodial	7,200	4,800	(2,400)	33%	9,600	2,400	33%		DVRC will be paying for another day @ \$400/mo	
Tax abatement	29,400	29,412	12	0%	29,400				No change. Will remain the same through 6/30/2026.	
<b>Total Revenue</b>	<b>751,050</b>	<b>716,228</b>	<b>(34,822)</b>	<b>5%</b>	<b>806,095</b>	<b>15,045</b>	<b>2%</b>			

**2021-22 Proposed Budget**

Description	2020-21		2020-21		2021-22			Comments
	Budget	Actual	\$ change	% change	Proposed Budget	\$ change	% change	
<b>EXPENDITURES</b>								
<b>Personnel Costs</b>								
Employees	175,935	125,038	50,897	29%	181,000	5,065	3%	Will ask Board to approve 1.8% cost of living adjustment (ties to COLA proposal Washington County. The receptionist left and is now working for DVRC; the new family support worker is working 25 hours/week. Have new ED looks at compensation levels to ensure they are competitive. Also discuss having staff work 40hours/week Monday-Friday; 8am-5pm.
Payroll taxes	17,600	7,444	10,156	58%	18,100	500	3%	Estimated using 10% of employee costs
Paid Internship								County 2021-22 budget includes payment of \$55,000 to the FJC for a paid internship
Health Insurance	9,396	19,028	(9,632)	103%	13,200	3,804	40%	Increase due to budgeting to have two staff on insurance. \$100/month co-pay. Monthly premium is \$650/month. \$(650-100)=\$550*12=\$6,600*2=\$13,200.
Workers' Comp	3,483	(4,184)	7,667	220%	3,483	0	0%	No change from 2020-21 budget
Cafeteria/125	500		500	100%		(500)	100%	No plans to budget for this
<b>Total Employee</b>	<b>206,914</b>	<b>147,326</b>	<b>59,588</b>	<b>29%</b>	<b>215,783</b>	<b>8,869</b>	<b>4%</b>	
<b>Contract Labor</b>								
Grant Writer	5,040	3,380	1,660	33%	6,000	960	19%	
Contract Labor								
IT Support	10,095	8,296	1,799	18%	10,000	(95)	1%	IT down from budgeted amount, last year budgeted \$10,000, project cost will be closer to \$7,000 this year; increasing slightly to \$7,800. Hourly rate increases from \$33.50 to \$35.
Bookkeeper	9,900	8,351	1,549	16%	10,000	100	1%	Slight increase from prior year budget
Intern	41,600	390	41,210	99%	55,000	13,400	32%	Will receive \$55,000 from Washington County Community Corrections
<b>Total contract labor</b>	<b>66,635</b>	<b>20,417</b>	<b>46,218</b>	<b>69%</b>	<b>81,000</b>	<b>14,365</b>	<b>22%</b>	
Background Check	100	10	90	90%	1,500	1,400	1400%	National background check
<b>Direct Operating Costs</b>								
Bank Charge	3,000	45	2,955	99%	3,000			Bank Charges – keeping it at \$3,000 – mostly due to Greater Giving
Audit and Tax Return	6,700	6,950	(250)	4%	7,000	300	4%	No change from 2020-21 budget: \$6,700 audit and \$750 for tax return
Payroll Services	750	755	(5)	1%	750			Quickbooks expense \$750; \$31.25 per pay period (24 pay periods)
Dues and Memberships	1,520	2,256	(736)	48%	1,700	180	12%	For Rotary (\$75), Beaverton Chamber (\$720) and Amazon Prime (\$99) memberships
Food costs	600		600	100%	1,000	400	67%	Increase based on 2020-21 projected actual
Other	500		500	100%	500			
Denim and Diamonds	12,500	13,789	(1,289)	10%	15,000	2,500	20%	
Road Rally	1,000	835	165	17%		(1,000)	100%	

**2021-22 Proposed Budget**

Description	2020-21				2021-22			Comments
	Budget	Actual			Proposed Budget	\$ change	% change	
Liability and D&O (Directors & Officers) insurance	4,225	4,105	120	3%	3,000	(1,225)	29%	Increase based on 2020-21 projected actual
Custodial Services	18,000	12,342	5,658	31%	20,880	2,880	16%	\$1,740/month per a 5/26/2021 amendment to the maintenance agreement
Marketing & Promotion	4,000	2,928	1,072	27%	4,000			No change from 2020-21 budget
Postage	500	517	(17)	3%	400	(100)	20%	
Professional Development	1,500	127	1,373	92%	3,000	1,500	100%	Actual for 2020-21 lower due to COVID. In prior years this has been closer to \$5,000/\$6,000. Increase with the expectation that board member(s) may take advantage of the Alliance for Hope Annual Conference – \$600/person.
Rent and Occupancy	349,639	379,280	(29,641)	8%	360,127	10,488	3%	Per lease agreement
Office Supplies	5,500	7,660	(2,160)	39%	6,000	500	9%	2020-21 offices supplies higher due to purchase of COVID supplies
Telephone and Technology	6,000	5,316	684	11%	6,000			
Travel	500	340	160	32%	500			
Survivor Advisory Board	1,200	1,128	72	6%	2,000	800	67%	Increase in number of participants. FJC provides a \$25 gift card to participants at each meeting as well as a meal.
Social Media Expense		1,000	(1,000)					
Miscellaneous rounding		350	(350)		12,500	12,500		Placeholder for possible hiring costs for travel/relocation/misc
<b>subtotal Direct Operating</b>	<b>417,634</b>	<b>439,723</b>	<b>(22,089)</b>	<b>5%</b>	<b>447,357</b>	<b>29,723</b>	<b>7%</b>	
<b>Furniture/Equipment/Tenant Improvements</b>								
Furnishings/Equipment	3,000		3,000	100%	3,500	500	17%	Placeholder
Technology Equipment	1,000		1,000	100%	5,000	4,000	400%	
Tenant Improvements	1,000	225	775	78%	1,000			
<b>subtotal Furniture/Equipment</b>	<b>5,000</b>	<b>225</b>	<b>4,775</b>	<b>96%</b>	<b>9,500</b>	<b>4,500</b>	<b>90%</b>	
Family Assistance	6,000	5,731	269	4%	6,500	500	8%	
<b>Total Expenditures</b>	<b>702,283</b>	<b>613,432</b>	<b>88,851</b>	<b>13%</b>	<b>761,640</b>	<b>57,957</b>	<b>8%</b>	
<b>Revenues over expenditures</b>	<b>\$ 48,767</b>	<b>102,796</b>	<b>54,029</b>	<b>111%</b>	<b>44,455</b>	<b>(4,312)</b>	<b>9%</b>	

**Family Justice Center of Washington Co.  
Board of Directors Contact List  
January 17, 2021**

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INTERNAL REVENUE SERVICE  
P. O. BOX 2508  
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: JAN 14 2016

FAMILY JUSTICE CENTER OF WASHINGTON  
COUNTY  
250 SE 10TH AVE  
HILLSBORO, OR 97123-4238

Employer Identification Number:  
47-4687471  
DLN:  
17053294340045  
Contact Person: ANGELA M BENDER ID# 31162  
Contact Telephone Number:  
(877) 829-5500  
Accounting Period Ending:  
June 30  
Public Charity Status:  
170(b)(1)(A)(vi)  
Form 990/990-EZ/990-N Required:  
Yes  
Effective Date of Exemption:  
August 20, 2015  
Contribution Deductibility:  
Yes  
Addendum Applies:  
No

Dear Applicant:

We're pleased to tell you we determined you're exempt from federal income tax under Internal Revenue Code (IRC) Section 501(c)(3). Donors can deduct contributions they make to you under IRC Section 170. You're also qualified to receive tax deductible bequests, devises, transfers or gifts under Section 2055, 2106, or 2522. This letter could help resolve questions on your exempt status. Please keep it for your records.

Organizations exempt under IRC Section 501(c)(3) are further classified as either public charities or private foundations. We determined you're a public charity under the IRC Section listed at the top of this letter.

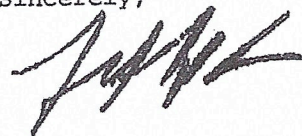
If we indicated at the top of this letter that you're required to file Form 990/990-EZ/990-N, our records show you're required to file an annual information return (Form 990 or Form 990-EZ) or electronic notice (Form 990-N, the e-Postcard). If you don't file a required return or notice for three consecutive years, your exempt status will be automatically revoked.

If we indicated at the top of this letter that an addendum applies, the enclosed addendum is an integral part of this letter.

For important information about your responsibilities as a tax-exempt organization, go to [www.irs.gov/charities](http://www.irs.gov/charities). Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

FAMILY JUSTICE CENTER OF WASHINGTON

Sincerely,



Jeffrey I. Cooper  
Director, Exempt Organizations

**THE FAMILY JUSTICE CENTER PARTNER SUMMARY**  
**As of December 2019**

**We have 10 onsite partners:**

Hillsboro and Beaverton Police Departments – provide crime reporting, investigations and client important information  
Washington County Sheriff – provide crime reporting, investigations and client important information  
Domestic Violence Resource Center – provides advocacy and counseling  
Community Action – provides financial assistance & assists with housing whenever possible  
DHS – provides family coaching and financial assistance  
Oregon Law Center – provide legal services in civil matters  
Victim Rights Law Center – provides legal services related to sexual assault  
Sexual Assault Resource Center – provides advocacy and counseling  
Voices Set Free – provides prevention/education on impact DV has on children  
Circuit Court – clients appear remotely in front of Judge for restraining orders and do not have to face abuser in court or around courthouse. They are in a safe place at the FJC>

**We have many off-site partners**

Abuse Recovery Ministry Services – offering a weekly group to victims  
Adelante Mujeres – provide group education  
Hillsboro School District – work with students & guidance counselors  
Beaverton School District – work with students & guidance counselors  
Boys and Girls Club  
Virginia Garcia  
Tuality Community Hospital  
Sonrise Church  
Church of Jesus Christ of Latter Day Saints  
El Programa Hispano Catolico  
Oregon Food Bank  
Oregon Crime Victims Law Center

**Non Profit Organizations**

Elks Lodge Foundation, Hillsboro  
Hillsboro Rotary Club Foundation  
Immigrant and Refugee Community Organization

**Law Enforcement partners**

Banks Police Department  
Beaverton Police Department  
Cornelius Police Department  
Forest Grove Police Department

King City Police Department  
North Plains Police Department  
Sherwood Police Department  
Tigard Police Department  
Tualatin Police Department  
Washington County District Attorney's Office  
Washington County Sheriff  
Washington County Corrections

**Summary of Services since we opened 6,251 (March 2018-December 2019)**

Counseling 2,325  
Food, Housing and Financial assistance 794  
Legal 413  
Restraining Orders 1,557  
Safety planning 824  
Child care for employment 213  
Crime reporting 125