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#### Submission information

Form: [Outside Agency Funding Request Form](#) [1]  
Submitted by Visitor (not verified)  
Mon, 08/24/2020 - 2:39pm  
216.150.193.36

#### Agency Contact Information

**Agency Name**

Sexual Assault Resource Center (SARC)

**Address**

4900 SW Griffith Suite 100

**City**

Beaverton

**State**

OR

**Zip Code**

97005

**Contact Name**

Amy S Beard

**Contact Telephone Number**

5036269100

**Contact Email Address**

[amyb@sarcoregon.org](mailto:amyb@sarcoregon.org)

#### Agency Request Information

**Request**

SARC respectfully requests \$3,500.00 from the City of Tualatin to fund general operations associated with providing services to people who have experienced sexual violence and community education and outreach, including evidence-based sexual assault prevention education.

**What is the Request for?**

Due to the COVID-19 outbreak and subsequent quarantine, we have been providing all our services remotely, which has greatly impacted our operating costs. For example, we have had to purchase cell phones and laptops for staff who used to provide in-person crisis intervention services, so that they can provide those services via phone and video call, and we have also had a significant demand in clients needing emergency support services such as food bags and assistance with rent, as many of our clients have seen reductions or total loss of income due to

the quarantine. Funding from the City of Tualatin will be used to support SARC's general operating costs associated with providing services to survivors of sexual assault and community education and outreach efforts. Even during quarantine, we continue to offer the following services in Washington County: 24/7 crisis intervention through our support line; 24/7 crisis response via phone and video call to individuals at local area hospitals (including Tualatin's Legacy Meridian Park Medical Center) and police departments; follow-up services provided via phone, text, email, and video call; emergency food, transportation, and housing assistance; individual mental health counseling and support groups provided via video call by licensed mental health care providers specializing in the treatment of trauma; and community education and outreach through our social media services and video calls with community partners. All our services to sexual assault survivors are free, confidential, and available in English and Spanish.

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

SARC's mission is to promote social justice by eliminating sexual violence in our community through education, support, and advocacy.

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

Our services would be targeted at Tualatin citizens who have experienced sexual assault (which, assuming Tualatin residents experience sexual assault at rates comparable to national averages of 19% of women and 2% of men, would be approximately 5,550 Tualatin residents), and our community outreach efforts would be targeted primarily at Tualatin law enforcement, health care providers, and high school youth.

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

With the generous support of the City of Tualatin, SARC will provide 24/7 crisis intervention, follow-up services, counseling and support groups, and community outreach and education during the upcoming year. Services will be provided remotely via phone, text, video call, and email during the quarantine and we will return to in-person services as soon as our Board of Directors deems it safe to do so. We are grateful for the City's past support of our program; funding we received from the City last year was used to pay for expenses associated with our crisis intervention program.

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

While we do not track clients by city of residence, based on the population of Tualatin and Washington County and our average number of clients served each year, we estimate that approximately 5% of our clients, or 100 people, reside in Tualatin. Additionally, just last week, we submitted a grant to a private foundation that, if granted, would permit us to expand our nine-week sexual assault prevention education program to Tualatin-area high schools in early 2021; if those efforts are successful, we will be serving approximately 1900 Tualatin youth, who will make up about 13% of the participants in our prevention education program. The program will be offered remotely if the quarantine continues into 2021, or in-person if quarantine ends by that time.

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

Approximately 5% of our sexual assault services are dedicated to service in Tualatin. We also provide annual training to Tualatin Police Department, which constitutes 14% of the law enforcement agencies to which we provide annual training. If we are successful in our efforts to expand our prevention education program to Tualatin high schools, Tualatin youth will make up 13% of the participants in our prevention education program.

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

We receive or are requesting \$178,000 from the State of Oregon, \$85,000 from Washington County, and \$5,005 from the City of Tigard.

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

[sarc - fy2020\\_budget\\_mid\\_year\\_revision\\_for\\_city\\_of\\_tualatin\\_grant.xlsx](#) [2]

**Please Submit Your Board Information**

[sarc\\_board\\_roster.docx](#) [3]

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

[2009\\_irs\\_nonprofit\\_determination\\_letter.pdf](#) [4]

**Other Attachments**

**Source URL:** <https://www.tualatinoregon.gov/node/13520/submission/50991>

**Links**

[1] <https://www.tualatinoregon.gov/administration/webforms/outside-agency-funding-request-form>

[2] [https://www.tualatinoregon.gov/system/files/webform/sarc\\_-\\_fy2020\\_budget\\_mid\\_year\\_revision\\_for\\_city\\_of\\_tualatin\\_grant.xlsx](https://www.tualatinoregon.gov/system/files/webform/sarc_-_fy2020_budget_mid_year_revision_for_city_of_tualatin_grant.xlsx)

[3] [https://www.tualatinoregon.gov/system/files/webform/sarc\\_board\\_roster.docx](https://www.tualatinoregon.gov/system/files/webform/sarc_board_roster.docx)

[4] [https://www.tualatinoregon.gov/system/files/webform/2009\\_irs\\_nonprofit\\_determination\\_letter.pdf](https://www.tualatinoregon.gov/system/files/webform/2009_irs_nonprofit_determination_letter.pdf)

TOTAL - Budget Worksheet										
Sub-Division	SARC									
Sub-Div #	Total all									
Date	8/25/2020	Actuals 10-1-2019 thru 7-31-2020	Estimates 8-1- 2020 thru 9-30-2020	Actuals + Estimates FY2020	Board-Approved FY2020 Budget	Budget FY2021	FY2021 Q1 Budget 10.1.20 -12.31.20	FY2021 Q2 Budget 1.1.21 - 3.31.21	FY2021 Q3 Budget 4.1.21 - 6.30.21	FY2021 Q4 Budget 7.1.21 - 9.30.21
<b>REVENUES</b>										
4011	VOCA-SST-2018-00052	11,814.54	0.00	11,814.54	10,459.40	0.00	0.00	0.00	0.00	0.00
4003	Joint-2017-00046 VOCA	7,840.74	0.00	7,840.74	0.00	0.00	0.00	0.00	0.00	0.00
4004	Joint-2019-00047 VAWA	24,879.85	4,118.17	28,998.02	24,630.15	18,531.75	6,177.25	6,177.25	6,177.25	0.00
	Not yet assigned Joint 2021 grant, VAWA portion	0.00	0.00	0.00	24,630.15	6,177.25	0.00	0.00	0.00	6,177.25
4005	Joint-2019-00047 VOCA	125,081.98	26,000.00	151,081.98	212,532.00	273,982.00	68,495.50	68,495.50	68,495.50	68,495.50
4020	VAWA-C-2018-00011	88,087.40	0.00	88,087.40	88,205.65	0.00	0.00	0.00	0.00	0.00
4021	VOCA-C-2016-00016	10,808.04	0.00	10,808.04	0.00	0.00	0.00	0.00	0.00	0.00
4021	VOCA-C-2019-00002	90,980.89	25,000.00	115,980.89	143,672.40	163,334.00	40,833.50	40,833.50	40,833.50	40,833.50
4023	SHF-2019-SARC-00007	23,603.67	0.00	23,603.67	27,538.00	14,127.33	14,127.33	0.00	0.00	0.00
4101	ODSVS (2019-2020)	145,000.00	36,250.00	181,250.00	145,000.00	108,750.00	36,250.00	36,250.00	36,250.00	0.00
4024	ODSVS - COVID Emergency Fund	49,011.00	0.00	49,011.00	0.00	0.00	0.00	0.00	0.00	0.00
	Not yet assigned ODSVS (2021-2022)	0.00	0.00	0.00	0.00	145,000.00	36,250.00	36,250.00	36,250.00	36,250.00
4025	COVID-CARES state grant	0.00	93,225.00	93,225.00	0.00	0.00	0.00	0.00	0.00	0.00
4110	SAF	35,020.00	7,004.00	42,024.00	42,028.00	42,028.00	10,506.50	10,506.50	10,506.50	10,506.50
4263	Washington County Justice Reinvestment Grant	13,213.26	6,000.00	19,213.26	32,292.87	64,371.74	16,092.94	16,092.94	16,092.94	16,092.94
4300	City	7,005.00	0.00	7,005.00	5,000.00	5,000.00	0.00	0.00	2,500.00	2,500.00
4401	Foundation Restricted - Ronald M Naito MD Foundation	17,300.00	0.00	17,300.00	16,850.00	0.00	0.00	0.00	0.00	0.00
4401	Foundation Restricted - PGE Drive Change Foundation	40,000.00	0.00	40,000.00	46,565.00	6,000.00	0.00	0.00	6,000.00	0.00
4401	Foundation Restricted - Women's Foundation	10,000.00	0.00	10,000.00	46,565.00	0.00	0.00	0.00	0.00	0.00
4501	Foundation Unrestricted	48,000.00	0.00	48,000.00	38,000.00	30,000.00	28,000.00	0.00	2,000.00	0.00
4502	Corporate Donations	6,543.13	0.00	6,543.13	6,000.00	5,000.00	5,000.00	0.00	0.00	0.00
4503	Individual Donations	30,700.82	225.00	30,925.82	24,000.00	18,000.00	15,000.00	1,000.00	1,000.00	1,000.00
4903	Program Revenue	4,041.48	0.00	4,041.48	10,000.00	4,000.00	0.00	0.00	2,000.00	2,000.00
	Not yet assigned SBA PPP loan, converted to revenue post-forgiveness	0.00	104,600.00	104,600.00	0.00	0.00	0.00	0.00	0.00	0.00
0490	Other Income	392.25	0.00	392.25	888.00	0.00	0.00	0.00	0.00	0.00
	<b>Revenue Subtotal</b>	<b>789,324.05</b>	<b>302,422.17</b>	<b>1,091,746.22</b>	<b>944,854.62</b>	<b>904,300.07</b>	<b>276,733.02</b>	<b>215,605.69</b>	<b>228,105.69</b>	<b>183,855.69</b>
<b>EXPENSES</b>										
6001	Gross Wages	384,709.07	89,550.77	474,259.84	472,185.00	469,267.39	139,062.77	121,065.10	113,981.77	95,157.77
	(Admin) Executive Director (Amy, through Sept. 2020)	68,653.83	16,346.15	84,999.98	85,000.00	0.00	0.00	0.00	0.00	0.00
	(Admin) Interim Director (Michele, Aug. 2020 - Feb. 2021)	0.00	6,538.46	6,538.46	0.00	17,708.33	10,625.00	7,083.33	0.00	0.00
	(Admin) Executive Director (TBD, Mar. 2021 - Sept. 2021)	0.00	0.00	0.00	0.00	75,000.00	18,750.00	18,750.00	18,750.00	18,750.00
	(Alder) Senior Mental Health Clinician (Rachel)	36,256.07	6,960.00	43,216.07	45,240.00	47,502.00	11,875.50	11,875.50	11,875.50	11,875.50
	(Alder) Latinx Mental Health Clinician (Perla)	21,840.00	4,160.00	26,000.00	27,040.00	28,392.00	7,098.00	7,098.00	7,098.00	7,098.00
	(Alder) Mental Health Clinician (Megan)	13,179.83	3,840.00	17,019.83	19,730.00	13,728.00	6,240.00	3,744.00	3,744.00	0.00

(Alder) Support Group Coordinator (Loerit)	43,189.77	8,320.00	51,509.77	52,080.00	56,704.00	14,176.00	14,176.00	14,176.00	14,176.00
(Alder) Support Group Facilitator (Shay)	13,944.60	3,840.00	17,784.60	17,160.00	15,600.00	6,240.00	4,680.00	4,680.00	0.00
(Alder) Temporary Support Group Facilitator (Julia)	0.00	3,520.00	3,520.00	0.00	0.00	22*20*13	0.00	0.00	0.00
(Case Mgmt) Senior Case Manager (Bri, Sept. 2019 - Feb. 2020)	21,601.54	0.00	21,601.54	20,665.00	0.00	0.00	0.00	0.00	0.00
(Case Mgmt) Case Manager (Eleanor, Sept. 2019 - Feb. 2020)	14,371.50	0.00	14,371.50	16,400.00	0.00	0.00	0.00	0.00	0.00
(Case Mgmt) Latinx Manager (Virna, Sept. 2019 - Feb. 2020)	15,625.12	0.00	15,625.12	17,264.00	0.00	0.00	0.00	0.00	0.00
(Case Mgmt) On-Call Latinx Case Manager (Valeska, Sept. 2019 - Feb. 2020)	315.00	0.00	315.00	350.00	0.00	0.00	0.00	0.00	0.00
(Case Mgmt) Housing Specialist (Eleanor)	17,950.00	6,400.00	24,350.00	24,336.00	31,200.00	10,400.00	10,400.00	10,400.00	0.00
(Crisis Intervention) Crisis Intervention Program Manager (Cecilia Sept. 2019 - Feb. 2020, then Bri)	43,561.62	7,846.15	51,407.77	50,500.00	55,000.00	13,750.00	13,750.00	13,750.00	13,750.00
(Crisis Intervention) Temporary Latinx Advocate (TBD)	0.00	6,400.00	6,400.00	3,500.00	10,400.00	10,400.00	0.00	0.00	0.00
(Crisis Intervention) On-Call Support Staff (Jenny, Sept. 2019 - June 2020; then Lyndi)	1,059.99	300.00	1,359.99	3,500.00	5,640.01	1,410.00	1,410.00	1,410.00	1,410.00
(Crisis Intervention) On-Call Support Staff (Corrie)	1,536.66	300.00	1,836.66	3,500.00	7,663.34	1,915.84	1,915.84	1,915.84	1,915.84
(Crisis Intervention) On-Call Support Staff (Stephanie)	1,647.00	300.00	1,947.00	3,500.00	7,553.00	1,888.25	1,888.25	1,888.25	1,888.25
(Crisis Intervention) On-Call Support Staff (Whitney)	2,264.50	1,000.00	3,264.50	3,500.00	6,235.50	1,558.88	1,558.88	1,558.88	1,558.88
(Crisis Intervention) On-Call Support Staff (Aise)	5,170.79	1,000.00	6,170.79	4,000.00	4,829.21	1,207.30	1,207.30	1,207.30	1,207.30
(Comm. Ed.) Community Education Program Manager (Morgan)	40,301.25	7,680.00	47,981.25	49,920.00	54,912.00	13,728.00	13,728.00	13,728.00	13,728.00
(Comm. Ed.) Volunteer Coordinator (Lindsay)	22,240.00	4,800.00	27,040.00	25,000.00	31,200.00	7,800.00	7,800.00	7,800.00	7,800.00
<b>6002</b> Benefits	46,655.61	8,059.57	54,715.18	35,755.74	42,234.07	12,515.65	10,895.86	10,258.36	8,564.20
<b>6003</b> Payroll tax expenses	39,205.68	8,059.57	47,265.25	39,838.29	42,234.07	12,515.65	10,895.86	10,258.36	8,564.20
<b>6004</b> Dispatch phone stipend	17,625.00	2,900.00	20,525.00	19,950.00	19,950.00	4,987.50	4,987.50	4,987.50	4,987.50
<b>6010</b> Hospital response stipend	3,205.00	0.00	3,205.00	6,360.00	4,000.00	0.00	0.00	2,000.00	2,000.00
<b>6020</b> Payroll Fees	3,434.00	686.80	4,120.80	4,560.00	4,800.00	1,200.00	1,200.00	1,200.00	1,200.00
<b>6101</b> Rent	51,721.00	10,334.00	62,055.00	61,824.00	69,501.00	15,501.00	18,000.00	18,000.00	18,000.00
<b>6102</b> Insurance	13,005.95	0.00	13,005.95	4,880.00	14,500.00	14,500.00	0.00	0.00	0.00
<b>6103</b> Security	528.00	66.00	594.00	654.00	549.00	99.00	150.00	150.00	150.00
<b>6104</b> Office Phone	7,656.41	1,531.28	9,187.69	4,450.00	6,000.00	1,500.00	1,500.00	1,500.00	1,500.00
<b>6105</b> Office Internet	2,026.18	405.24	2,431.42	4,550.00	3,000.00	750.00	750.00	750.00	750.00
<b>6106</b> Cell phones	8,802.24	1,760.45	10,562.69	7,860.00	10,800.00	2,700.00	2,700.00	2,700.00	2,700.00
<b>6110</b> License & Fees	350.00	0.00	350.00	0.00	350.00	0.00	0.00	350.00	0.00
<b>6111</b> Membership	1,182.99	0.00	1,182.99	1,860.00	1,200.00	300.00	300.00	300.00	300.00
<b>6120</b> Printing/Publications	2,138.56	1,000.00	3,138.56	13,200.00	4,500.00	1,125.00	1,125.00	1,125.00	1,125.00
<b>6121</b> Copier	4,862.02	972.40	5,834.42	6,600.00	6,000.00	1,500.00	1,500.00	1,500.00	1,500.00
<b>6122</b> Supplies	3,542.97	300.00	3,842.97	5,000.00	10,000.00	2,500.00	2,500.00	2,500.00	2,500.00
<b>6123</b> Postage	590.20	200.00	790.20	500.00	750.00	187.50	187.50	187.50	187.50
<b>6130</b> Marketing	0.00	0.00	0.00	6,500.00	0.00	0.00	0.00	0.00	0.00
<b>6131</b> Fundraising Expense	91.77	0.00	91.77	0.00	0.00	0.00	0.00	0.00	0.00
<b>6140</b> Meeting Expense	192.58	0.00	192.58	1,600.00	600.00	0.00	200.00	200.00	200.00
<b>6141</b> Training	4,349.93	0.00	4,349.93	4,500.00	4,000.00	1,000.00	1,000.00	1,000.00	1,000.00
<b>6142</b> Recognition	396.50	400.00	796.50	800.00	2,000.00	1,000.00	0.00	0.00	1,000.00
<b>6143</b> Recruitment	504.80	150.00	654.80	950.00	1,050.00	150.00	300.00	300.00	300.00
<b>6150</b> Mileage & Parking	2,835.62	0.00	2,835.62	4,500.00	3,200.00	200.00	1,000.00	1,000.00	1,000.00
<b>6151</b> Non-local travel	0.00	0.00	0.00	0.00	2,500.00	0.00	0.00	0.00	2,500.00
<b>6160</b> Interest charged	1,856.44	0.00	1,856.44	0.00	2,000.00	500.00	500.00	500.00	500.00
<b>6161</b> Bank Fees	1,207.59	0.00	1,207.59	1,260.00	1,400.00	350.00	350.00	350.00	350.00
<b>6175</b> Furniture Purchase	109.99	0.00	109.99	0.00	0.00	0.00	0.00	0.00	0.00
<b>6176</b> Equipment purchase	0.00	0.00	0.00	40,000.00	0.00	0.00	0.00	0.00	0.00

6180 Technology Purchase	9,593.08	5,000.00	14,593.08	13,000.00	3,000.00	3,000.00	0.00	0.00	0.00
6201 Professional Services - Accounting	12,729.75	0.00	12,729.75	42,800.00	12,000.00	9,000.00	0.00	3,000.00	0.00
6202 Professional Services - Bookkeeping	3,695.83	800.00	4,495.83	0.00	8,000.00	2,000.00	2,000.00	2,000.00	2,000.00
6203 Professional Services - Technology Services	20,943.25	0.00	20,943.25	37,177.52	40,000.00	10,000.00	10,000.00	10,000.00	10,000.00
6204 Professional Services - Crisis Line	20,394.00	0.00	20,394.00	20,400.00	20,500.00	5,125.00	5,125.00	5,125.00	5,125.00
6205 Professional Services - Legal	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6206 Professional Services - Consulting Services	200.00	0.00	200.00	0.00	0.00	0.00	0.00	0.00	0.00
6301 Client Support - Rent/Housing Assistance	26,214.08	10,000.00	36,214.08	20,555.00	40,020.90	17,011.33	9,011.33	9,011.33	4,986.90
6302 Client Support - Emergency Transportation	707.50	0.00	707.50	1,080.00	1,400.00	350.00	350.00	350.00	350.00
6303 Client Support - Food	1,389.30	0.00	1,389.30	1,170.00	3,250.00	1,750.00	500.00	500.00	500.00
6304 Client Support - Clothing	81.54	0.00	81.54	0.00	600.00	150.00	150.00	150.00	150.00
6305 Client Support - Housewares	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
6306 Client Support - Personal Care Products	13.46	0.00	13.46	549.00	1,850.00	1,400.00	150.00	150.00	150.00
6307 Client Support - Other	317.14	0.00	317.14	565.00	600.00	150.00	150.00	150.00	150.00
<b>Expense Subtotal</b>	<b>699,065.03</b>	<b>142,176.08</b>	<b>841,241.11</b>	<b>887,433.55</b>	<b>857,606.42</b>	<b>264,080.40</b>	<b>208,543.15</b>	<b>205,534.82</b>	<b>179,448.06</b>
<b>Net Income/(Loss)</b>	<b>90,259.02</b>	<b>160,246.09</b>	<b>250,505.11</b>	<b>57,421.07</b>	<b>46,693.65</b>	<b>12,652.62</b>	<b>7,062.54</b>	<b>22,570.87</b>	<b>4,407.62</b>

## SARC Board Roster

	First Name	Last Name	Board Position	Profession	Company Name
1.	Kelly	Lusk	Chair, sits on Fund Development Committee	Attorney	Dunn Carney LLP
2.	Hiram	Moy	Treasurer, sits on Finance & Audit, Governance, and Fund Development Committees	Entrepreneur	Self-Employed
3.	Allison	Clark	Secretary, sits on Fund Development Committee	Senior HR Partner	Adpearance
4.	Sherrill	Corbett	Member, sits on Governance Committee	Attorney	Tonkon Torp LLP
5.	Katie	Brokaw	Member, sits on Fund Development Committee	Benefit Coordinator	Moda Health
6.	Janis	Lai	Member, sits on Fund Development Committee	Process Engineer	Intel Corp
7.	Michele	White	Member, sits on Governance and Fund Development Committees	Chief Operations Officer	Empower BodyCare
<p><i>Please note: SARC's bylaws permit us to have individuals sit on Board Committees who are not also members of the Board; this allows us to have the benefit of those individuals' expertise and time without obligating them to the additional time commitments required to serve on the Board. We currently have one such person sitting on a Board Committee but not on the Board; she is listed below. Because she is not a Board member, her information is not included in the demographic questions later in this form.</i></p>					
8.	Megan	Whalen	Sits on the Finance & Audit Committee	CPA; Audit Senior Manager	Perkins & Co.
9.					



IRS Department of the Treasury  
Internal Revenue Service

P.O. Box 2508  
Cincinnati OH 45201

In reply refer to: 0248221235  
Mar. 24, 2009 LTR 4168C E0  
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BODC: TE

SEXUAL ASSAULT RESOURCE CENTER  
4900 SW GRIFFITH DR STE 100  
BEAVERTON OR 97005-4649

Employer Identification Number: 93-0800739  
Person to Contact: April Howard  
Toll Free Telephone Number: 1-877-829-5500

Dear Taxpayer:

This is in response to your request of Mar. 13, 2009, regarding your tax-exempt status.

Our records indicate that a determination letter was issued in May 1991, that recognized you as exempt from Federal income tax, and discloses that you are currently exempt under section 501(c)(3) of the Internal Revenue Code.

Our records also indicate you are not a private foundation within the meaning of section 509(a) of the Code because you are described in section(s) 509(a)(1) and 170(b)(1)(A)(vi).

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely yours,

Michele M. Sullivan, Oper. Mgr.  
Accounts Management Operations I

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