

**CONTRACT FOR SERVICE**

**DOCUMENT NO. 12-90-054**



**PROFESSIONAL SERVICES FOR DOMESTIC VIOLENCE  
FOR  
COOK COUNTY STATE'S ATTORNEY OFFICE OF ADMINISTRATIVE SERVICES**

**WITH: LIFE CENTER FOR LEGAL SERVICES AND ADVOCACY (LIFESPAN)**

**BOARD OF COMMISSIONERS  
COUNTY OF COOK  
TONI PRECKWINKLE, PRESIDENT**

**ISSUED BY THE  
OFFICE OF THE CHIEF PROCUREMENT OFFICER**

**REQ# 101043**

**SUBGRANT AGREEMENT  
BETWEEN  
THE COUNTY OF COOK  
AND  
LIFE SPAN CENTER FOR LEGAL SERVICES AND ADVOCACY**

This **SUBGRANT AGREEMENT** (“Subgrant”) is entered into between the County of Cook (“County”), a body politic and corporate of Illinois, on behalf of the Cook County State’s Attorney’s Office (“SAO”) and the Life Center for Legal Services and Advocacy (“LifeSpan”) a not-for profit civil legal provider with its principal address at: 20 E. Jackson, Chicago, IL 60604, pursuant to the Board Authorization Letter attached hereto as Attachment A.

**RECITALS**

**WHEREAS**, the County has received a grant from the United States Department of Justice, Office on Violence Against Women for the purpose of operating a special Domestic Violence Target Abuser Call Program (the “TAC Program”); and

**WHEREAS**, the County’s agreement with the Department of Justice (Award Number 2011-WE-AX-0063) is attached hereto as Attachment B, Grant Agreement; and

**WHEREAS**, the SAO is committed to utilizing the funding provided to it under the Grant Agreement to further the TAC Program; and

**WHEREAS**, the SAO has partnered with Life Span, who serves as an active participant in the ongoing planning and implementation of the TAC Program, to facilitate access to civil legal services to victims of domestic violence; and

**WHEREAS**, the SAO wishes to use a portion of the grant funds to reimburse LifeSpan for certain expenses that LifeSpan is expected to incur in assisting TAC clients with civil legal issues.

**NOW, THEREFORE**, in consideration of the premises and mutual undertakings herein set forth, and for other good and valuable consideration, the receipt, sufficiency and adequacy of which are hereby acknowledged, the parties agree as follows:

**I. INCORPORATION OF RECITALS**

The above recitals are incorporated into this Subgrant as if fully set forth herein.

**II. INCORPORATED DOCUMENTS**

This Subgrant incorporates the following documents, which are attached hereto:

- (1) Attachment A – Board Authorization Letter

- (2) Attachment B – Grant Agreement
- (3) Attachment C – Work Program – Civil Attorney Services
- (4) Attachment D – Memorandum of Understanding

### **III. TERM OF SUBGRANT; TERMINATION**

1. This Subgrant shall become effective when approved by the Board of Commissioners of Cook County and its term shall be from October 1, 2011 through September 30, 2013.
2. The SAO may also terminate all or any portion of this Subgrant immediately in the event funding made available to the SAO under the Grant Agreement is terminated, or in the event that LifeSpan fails to perform its obligations hereunder after reasonable attempts by the SAO to obtain such performance. In the event that this Subgrant is terminated the SAO shall have the right to exercise its available legal or equitable remedies.

### **IV. OBLIGATIONS OF LIFESPAN**

Subject to the prior approval of the SAO, the LifeSpan shall provide Services in accordance with Attachment C, Work Program, including:

1. Assign one (1) TAC Civil Staff Attorney to provide legal services to victims of domestic violence, and whose cases are assigned to the TAC Program (the “Participants”). Legal services would include providing advice, information and referrals to the Participants. LifeSpan shall also dedicate, as needed, the services of its Director of the Domestic Violence Project to perform supervisory and other functions.
2. Interview victims and investigate civil legal matters related to domestic violence cases assigned to the TAC Program.
3. Provide information and referral on family law issues related to child custody, child support and civil orders of protection to participants within the TAC Program who request it. Refer Participants to other domestic violence services programs where appropriate.
4. Refer cases to other LifeSpan attorneys for representation of Participants assigned to the TAC Program who request it.
5. Collaborate with other TAC Program team participants, such as the Assistant State’s Attorneys, victim specialists and private advocates.
6. Attend weekly TAC team meetings.
7. Provide Services on a full-time equivalent basis (which for purposes of this Subgrant shall equal 40 hours a week) to the TAC Program.

## V. REIMBURSEMENT FOR APPROVED EXPENDITURES

1. Total grant funds which shall be made available to LifeSpan for approved expenditures under this Subgrant shall not exceed Two Hundred Four Thousand Three Hundred Seventy-Five dollars (\$204,375). Approved expenditures consist of those expenditures necessary to provide the Program Services described in Attachment C, Work Program; the funds paid are more fully described in the Budget Detail Worksheet and Narrative included in Attachment B, Grant Agreement (the "Reimbursable Items"). If a change to the Reimbursable Items is agreed upon, the parties shall agree in writing to amend Attachment B and shall affix such signed amendment to this Subgrant.
2. Notwithstanding the amounts provided by the SAO for LifeSpan program, LifeSpan understands and agrees that it will not be reimbursed for any funds spent in excess of an amount to be determined and approved by the SAO during the term of this Subgrant.
3. LifeSpan shall submit a reimbursement request to the individual set forth in Section VII. (R.), Liaisons; Notices, below, which shall specifically describe the Reimbursable Items for which reimbursement is sought and shall additionally contain supporting documentation in the form of applicable LifeSpan invoices. LifeSpan shall be entitled to submit reimbursement requests to the County only when LifeSpan has become legally obligated to make the payment which is the subject of the reimbursement request. The submission of a reimbursement request constitutes a representation by LifeSpan that it has actually procured or provided the Reimbursable Items and/or, if the reimbursement request is being made in part or in full pursuant to LifeSpan invoice(s), LifeSpan has reviewed and approved the LifeSpan invoice(s) that are the subject of the reimbursement request.
4. Lifespan agrees that the County may withhold payments from Lifespan if: (a) Lifespan fails to carry out program objectives or to comply with the terms of this Subgrant; (b) LifeSpan is indebted to the County; (c) Lifespan expends funds in a manner which is not consistent with Program expenditures as described in Budget Detail and Work Narrative included in Attachment B, Grant Agreement; (d) LifeSpan has failed to include the required reports with its invoice. In any of the foregoing instances, the County may require LifeSpan to correct the failure or pay the indebtedness before further payments are made hereunder. In addition, the County may withhold payment hereunder from LifeSpan in order to recover amounts expended by Lifespan in violation of statutory or regulatory requirements or in violation of the terms of this Subgrant.
5. In the event LifeSpan receives payment under the Contract, reimbursement for which is later disallowed by the County, LifeSpan shall promptly refund the disallowed amount to the County on request, or at the County's option, the County may credit the amount disallowed from the next payment due or to become due to LifeSpan under any contract with the County.

6. County shall promptly review each reimbursement request and immediately advise LifeSpan if it must disapprove the invoice for a reason consistent with this Subgrant and the guidelines set forth in the Grant Agreement. Otherwise, County shall approve such reimbursement request and shall make payment to LifeSpan, subject to any further approval process required by the Grant Agreement. All reimbursement requests authorized under this Subgrant shall be submitted by LifeSpan to the County on a quarterly basis unless otherwise indicated in writing by Cook County.
7. The funds provided to the LifeSpan must be expended on or before the end of the Subgrant term.
8. The grant funds provided to LifeSpan during any period covered by this Subgrant shall not be considered a commitment for any future funding.

## **VI. REPORTS**

1. Reporting Dates: LifeSpan shall submit financial expenditure and progress reports (“Reports”) on a monthly basis to the SAO in accordance with the following schedule: on or before the 15<sup>th</sup> of each month throughout the term of the Subgrant: October 1, 2011 through September 30, 2013. Additionally, LifeSpan shall submit bi-annual reports on or before January 14, 2012 and on or before July 15, 2012.
2. Content of Reports: LifeSpan shall (1) report the total accrued amount of Funds used through the period covered by the applicable Report, and (2) where applicable, LifeSpan shall gather, maintain, and report all data in support of following objectives:
  - The number of victims served
  - Total number of victims partially served
  - Total number of clients not serves
  - Total number of Court Contacts
  - Total Phone Contacts
  - Total Open Cases
  - Total Closed Cases
  - Total number of referred cases.
  - Total New victim contacts
  - Number of people with disabilities
  - Number of people with limited English Proficiency
  - Number of immigrants
  - Number of people who live in rural areas
  - Number of Transportation services
3. The SAO reserves the right to require that LifeSpan include additional and/or different information in its Reports, or require that the Reports be submitted in both a paper and electronic format. The frequency and dates for such Reports may be changed by SAO upon notice to LifeSpan.

4. LifeSpan understands that the filing of the above Reports is a condition under which the grant funds are being provided to LifeSpan by the SAO pursuant to this Subgrant, regardless of whether the grant funds have been expended. LifeSpan further understands that its failure to file all of the above Reports on or before the schedule set forth in paragraph (1) above, will be considered a material breach of this Subgrant that shall entitle the SAO to recover all grant funds provided to LifeSpan under this Subgrant.

## **VII. GENERAL REQUIREMENTS**

### **A. Covenant not to Sue**

As a consideration for receiving grant funds, excluding any action to enforce the terms of this Subgrant, LifeSpan hereby covenants and agrees that it shall not sue, institute, cause to be instituted or permit to be instituted on its behalf, or by or on behalf of its past, present or future officials, officers, employees, attorneys, agents or assigns, any proceeding or other action with or before any local, state and/or federal agency, court or other tribunal, against the County, its elected officials, commissioners, employees, attorneys, agents or assigns, arising out of, or from, or otherwise relating, directly or indirectly, to this Subgrant.

### **B. Assignment**

This Subgrant, or any portion thereof, shall not be assigned or subcontracted by LifeSpan.

### **C. Entire Subgrant**

This Subgrant constitutes the entire agreement between the Parties, merges all discussion between them and supersedes and replaces any and every other prior or contemporaneous agreement, negotiation, understanding, commitments and writing with respect to such subject matter hereof.

### **D. Use of Funds**

LifeSpan shall use the funds solely to procure the Reimbursable Items set forth in Attachment B, Budget Detail and Work Narrative. Except as expressly set forth in Attachment B, the County shall not be liable for the payment of incidental expenses relating to the Reimbursable Items.

### **E. Procurement**

LifeSpan shall be responsible for procuring the Reimbursable Items in accordance with its own procurement procedures, provided that such procurement procedures are consistent with the guidelines set forth in the Grant Agreement governing the use of the funds.

### **F. Audits**

1. LifeSpan agrees to submit to an audit by the County or the Department of Justice with respect to use of the grant funds. Books and records of all expenditures of funds shall be kept in accordance with generally accepted accounting principles and sufficient to permit an audit in conformance with OMB Circulars A-128 or A-133 or as provided in the Grant Agreement.
2. LifeSpan agrees that the Cook County Auditor or any of its duly authorized representatives shall, until expiration of three (3) years after the final payment under the Subgrant, have access and the right to examine any books, documents, papers, canceled checks, bank statements, purveyor's and other invoices, and records of LifeSpan related to the Subgrant, or to LifeSpan's compliance with any term, condition or provision thereof. LifeSpan shall be responsible for establishing and maintaining records sufficient to document the costs associated with performance under the terms of this Subgrant.

#### **G. Personnel**

The quality, experience and availability of personnel employed by LifeSpan is of the essence. LifeSpan shall hire a Civil Staff Attorney that meets all the qualifications set forth in Attachment C, Work Program. LifeSpan shall provide the County with a list of all key personnel to be used on the project and their designated assignment. The list shall include the qualifications of each person named. The County may at any time request, in writing, LifeSpan to remove any of LifeSpan's assigned personnel for cause and forthwith furnish to the County other acceptable personnel with thirty (30) days of notification. Notwithstanding the County's approval of LifeSpan's personnel, LifeSpan shall be fully responsible to County for all work performed pursuant to this Subgrant and LifeSpan's employees, subcontractors or others who may be retained by LifeSpan with the approval of the County.

LifeSpan agrees to inform the County on a timely basis of all of the LifeSpan's interests, if any, which are or which the LifeSpan reasonably believes may be incompatible with any interest of the County. LifeSpan shall take notice of and comply with the Cook County Lobbyist Registration Ordinance (No. 93-0-22, 6-22-93). Neither LifeSpan nor any of its employees, agents or subcontractors shall use for business or personal gain, or make other improper use of, confidential information which is acquired in connection with the Subgrant. To the extent LifeSpan will have access to the County's protected health information in performing its responsibilities under this Subgrant, LifeSpan shall contact the Chief Privacy Officer for the Using Department(s) and shall execute the County's business associate agreement prior to performing any responsibilities which involve access to protected health information.

#### **H. No Relationship Created; No Third Party Beneficiaries**

LifeSpan and its employees, agents and subcontractors are, for all purposes arising out of the Subgrant, independent LifeSpans and not employees of the County. It is expressly understood and agreed that neither LifeSpan nor LifeSpan's employees, agents or contractor shall be entitled to any benefit to which County employees may be entitled including, but not limited to, overtime or unemployment compensation, insurance or retirement benefits, workers' compensation or occupational disease benefits or other compensation or leave arrangements.

Nothing contained herein shall be deemed or construed by the parties hereto, or by any third party, as creating the relationship of principal and agent or of partnership or of joint venturer or any relationship between the parties hereto other than that of independent LifeSpans. Nothing herein shall be construed to create any rights or confer upon any third parties the status of third party beneficiary.

#### **I. Indemnification**

LifeSpan covenants and agrees to indemnify and save harmless the County and its commissioners, officials, employees, agents and representatives, and their respective heirs, successors and assigns, from and against any and all costs, expenses, attorney's fees, losses, damages and liabilities incurred or suffered directly or indirectly from or attributable to any claims arising out of or incident to the performance or nonperformance of the Subgrant by LifeSpan, or the acts or omissions of the officers, agents, employees, contractors, subcontractors, licensees or invitees of LifeSpan. The LifeSpan expressly understands and agrees that any Performance Bond or insurance protection required of LifeSpan, or otherwise provided by LifeSpan, shall in no way limit the responsibility to indemnify the County as hereinabove provided.

#### **J. Payment**

All invoices submitted by LifeSpan shall be in accordance with the provisions contained in the Subgrant. All invoices shall reflect the amounts invoiced by and the amounts paid to LifeSpan as of the date of the invoice, and shall be submitted together with a properly completed County Voucher form (29A). Invoices for new charges shall not include "past due" amounts, if any, which amounts must be set forth on a separate invoice. No payments shall be made with respect to invoices which do not include the County Voucher form or which otherwise fail to comply with the requirements of this paragraph. LifeSpan shall not be entitled to invoice the County for any late fees or other penalties.

#### **K. Disputes**

Any dispute arising under the Subgrant shall be decided by the Cook County Chief Procurement Officer. The complaining party shall submit a written statement detailing the dispute and specifying the specific relevant provision(s) to the Chief Procurement Officer. Upon request of the Chief Procurement Officer, the party complained against shall respond to the complaint in writing within five days of such request. The Chief Procurement Officer will reduce his decision to writing and mail or otherwise furnish a copy thereof to LifeSpan and the SAO. Dispute resolution as provided herein shall be a condition precedent to any other action at law or in equity. However, unless a notice is issued by the Chief Procurement Officer indicating that additional time is required to review a dispute, the parties may exercise their contractual remedies, if any, if no decision is made within sixty (60) days following notification to the Chief Procurement Officer of a dispute. No inference shall be drawn from the absence of a decision by the Chief Procurement Officer. Notwithstanding a dispute, LifeSpan shall continue to discharge all its obligations, duties and responsibilities set forth in the Subgrant during any dispute resolution proceeding unless otherwise agreed to by the County in writing.

**L. Waiver**

No term or provision of this Subgrant shall be deemed waived and no breach consented to unless such waiver or consent shall be in writing and signed by the party claimed to have waived or consented. The waiver of any such provision shall be strictly limited to the identified provision.

**M. Compliance with Laws, Grant Agreement**

LifeSpan shall comply with all applicable laws, ordinances, rules and regulations and executive orders of the federal, state, and local government now existing or later in effect, that may in any manner affect the performance of this Subgrant. LifeSpan agrees to adhere to all provisions imposed upon the County under the Grant Agreement.

**N. Cooperation with Inspector General**

Persons or businesses seeking County contracts are required to abide by all of the applicable provisions of the Office of the Independent Inspector General Ordinance (Section 2-281 et. seq. of the Cook County Code of Ordinances). Failure to cooperate as required may result in monetary and/or other penalties.

LifeSpans, subcontractor, licensees, grantees or persons or businesses who have a County contract, grant, license, or certification of eligibility for County contracts shall abide by all of the applicable provisions of the Office of the Independent Inspector General Ordinance. Failure to cooperate as required may result in monetary and/or other penalties.

**O. Force Majeure or Unavoidable Delays**

Neither LifeSpan nor County shall be liable for failing to fulfill any obligation under this Subgrant if such failure is caused by an event beyond such party's reasonable control which is not caused by such party's fault or negligence. Such events shall be limited to acts of God, acts of war, fires, lightning, floods, epidemics, or riots.

**P. Confidentiality**

LifeSpan acknowledges and agrees that information regarding this Subgrant is confidential and shall not be disclosed, directly, indirectly or by implication, or be used by LifeSpan in any way, whether during the term of this Subgrant or at any time thereafter, except solely as required in the course of LifeSpan's performance hereunder. LifeSpan shall comply with the applicable privacy laws and regulations affecting County and will not disclose any of County's records, materials, or other data to any third party. LifeSpan shall not have the right to compile and distribute statistical analyses and reports utilizing data derived from information or data obtained from County without the prior written approval of County. In the event such approval is given, any such reports published and distributed by Hull House shall be furnished to County without charge.

**Q. Governing Law**

This Subgrant shall be governed by and construed under the laws of the State of Illinois. LifeSpan irrevocably agrees that, subject to the County's sole and absolute election to the contrary, any action or proceeding in any way, manner or respect arising out of the Subgrant, or arising from any dispute or controversy arising in connection with or related to the Subgrant, shall be litigated only in courts within the Circuit Court of Cook County in the City of Chicago, County of Cook, State of Illinois, and LifeSpan consents and submits to the jurisdiction thereof. In accordance with these provisions, LifeSpan waives any right it may have to transfer or change the venue of any litigation brought against it by the County pursuant to this Subgrant.

**R. Liaisons; Notices**

The individuals identified in this section shall be authorized to act as the liaisons of the County and Salvation Army, respectively, with respect to this Subgrant. All notices required to be given under this Subgrant shall be given by certified mail, return receipt requested, to these representatives as listed below:

**SAO:**

Nicole Kramer  
Director of Programs and Development  
Cook County State's Attorney's Office  
69 West Washington Street, Suite 3200  
Chicago, Illinois 60602  
(312) 603-1879

**Life Span Center for Legal Services and Advocacy:**

Denice Wolf Markham  
Executive Director  
Life Span Center for Legal Services and Advocacy  
20 E. Jackson, Suite 1550  
Chicago, Illinois 60604

**S. Modifications and Amendments**

The parties may during the term of the Subgrant make modifications and amendments to the Subgrant but only as provided in this section. Such modifications and amendments shall only be made by mutual agreement in writing.

In the case of Contracts not approved by the Board, the Chief Procurement Officer may amend a contract provided that any such amendment does not extend the Contract by more than one (1) year, and further provided that the total cost of all such amendments does not increase the total amount of

the Contract beyond \$150,000. Such action may only be made with the advance written approval of the Chief Procurement Officer. If the amendment extends the Contract beyond one (1) year or increases the total award amount beyond \$150,000, then Board approval will be required.

In the case of Contracts approved by the Board, the total cost of all such amendments shall not increase the Contract by more than 10% of the original contract award and the term may only be extended for up to one (1) year. Such action may only be made with the advance written approval of the Chief Procurement Officer.

In the case of Contracts approved by the Board, modifications and amendments which individually or cumulatively result in additional costs of greater than 10% of the original awarded amount or which extend the term of the Contract by more than one (1) year shall be deemed as authorized with the advance approval of the Cook County Board of Commissioners.

No County department or employee thereof has authority to make any modifications or amendments to this Contract. Any modifications or amendments to this Contract made without the express written approval of the Chief Procurement Officer is void and unenforceable.

#### **T. Accident Reports**

LifeSpan shall provide the Chief Procurement Officer and the Director of the Using Department with prompt written notification (no later than twenty-four (24) hours) of any occurrence, on County premises or otherwise, which pertains in any way to this Subgrant and which results in either bodily injury to employees or third parties or property damage. The report shall include the name of person(s) injured, if any; name of the injured person's employer, if any; the date, time and location of the occurrence; description of the extent of injury and/or damage; the name(s) of witnesses; the names of any providers known to have provided treatment for injuries sustained; and such other information as may be required by the County. LifeSpan shall notify the local police regarding any occurrence requiring an official police record. The report submitted to the County should indicate whether the police were notified and, if so, the number of the police report.

#### **U. Use of County Premises**

LifeSpan shall confer with the Director of the Using Department to ascertain full knowledge of all rules and regulations of the County facilities relative to this Subgrant and shall cause all of its employees, agents and subcontractors to comply therewith. LifeSpan shall confine the operations of its employees, agents and subcontractors on County premises to the performance of the Subgrant consistent with limits indicated by laws, ordinances, permits and/or direction of the Director of the Using Department and shall not encumber the premises with materials or debris. In performing the Subgrant, LifeSpan shall not cause or permit a condition that endangers the safety of others and shall not load or permit any part of a structure to be loaded with a weight that will endanger the safety of the structure or any persons.

**V. Insurance Requirements.**

Throughout the term of this Subgrant, LifeSpan shall maintain comprehensive professional liability insurance on the Attorney assigned to the TAC Program to adequately insure the County and the SAO against any malpractice claims that could arise pursuant to this Subgrant. LifeSpan shall provide the SAO with a certificate of insurance evidencing said coverage upon execution of this Contract.

**[Remainder of page deliberately left blank]**

**IN WITNESS WHEREOF**, this Subgrant is hereby executed on behalf of the parties through their authorized representatives as set forth below.

**COOK COUNTY:** The undersigned, on behalf of the County of Cook, Illinois, a body politic and corporate of the State of Illinois, hereby accepts the foregoing Subgrant Agreement:

\_\_\_\_\_  
Toni Preckwinkle  
President, Cook County Board of Commissioners

Dated: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
David Orr  
Cook County Clerk

Dated: \_\_\_\_\_

**SUBGRANTEE**  
**Life Span Center for Legal Services and Advocacy**

By:

\_\_\_\_\_  
Denice Wolf Markham  
Executive Director, Life Span Center for Legal Services and Advocacy

Dated: \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Name:

\_\_\_\_\_  
Title:

ACKNOWLEDGED:

**COOK COUNTY STATE'S ATTORNEY'S OFFICE**

By:

\_\_\_\_\_  
Anita Alvarez  
Cook County State's Attorney

Approved as to form:

\_\_\_\_\_  
Assistant State's Attorney

**ATTACHMENT A**  
**BOARD AUTHORIZATION LETTER**

J.R.U.



OFFICE OF THE STATE'S ATTORNEY  
COOK COUNTY, ILLINOIS

ANITA ALVAREZ  
STATE'S ATTORNEY

MICHELE V. LATZ  
CHIEF OF ADMINISTRATIVE SERVICES

69 W. WASHINGTON, SUITE 3200  
CHICAGO, ILLINOIS 60602

*Item #38*

To: Honorable President and Members  
Cook County Board of Commissioners

Transmitting a Communication, dated October 17, 2011, from

MICHELE V. LATZ, Chief of the Administrative Services Bureau, State's Attorney's Office

Requesting authorization to accept a grant renewal, in the amount of \$1,000,000 from the U.S. Department of Justice, Office on Violence Against Women for the Cook County State's Attorney's Target Abuser Call (TAC) Program. The TAC Program, which began in 1997, is a prosecution-based program built on a foundation of victim safety and offender accountability. The TAC Program is a partnership between the State's Attorney's Office, the Social Service Department of the Office of the Chief Judge for the Circuit Court of Cook County, Life Span Center for Legal Services and Advocacy ("Life Span") and the Domestic Violence Court Advocacy Program of Hull House Association ("Hull House"). This grant provides funding for eight TAC Team members including one TAC assistant state's attorney, one State's Attorney TAC investigator, one TAC victim specialist from our Victim Witness Assistance Program, three court advocate from Hull House and one paralegal and one staff attorney from Life Span. Hull House and Life Span, our not-for-profit domestic violence partners on the TAC Program, are critical to the success of the TAC Program and complete TAC's approach of providing wraparound services to high-risk victims of domestic violence. The wraparound services provided through the TAC Program provide a better opportunity for victims to break the cycle of violence while ensuring victim cooperation, victim safety and offender accountability. This grant does not require a match contribution.

The authorization to accept the original award was given on October 18, 2005 by the Cook County Board of Commissioners in the amount of \$301,230. Authorization to accept supplemental award #1 was given on October 16, 2007 in the amount of \$324,094. Authorization to accept supplemental #2 was given on November 4, 2009 in the amount of \$1,000,000. Authorization to accept a no-cost extension was given on September 7, 2011.

Requesting authorization to enter into a subcontract with the following vendors associated with this grant award:

APPROVED BY BOARD OF  
COOK COUNTY COMMISSIONERS

NOV 01 2011

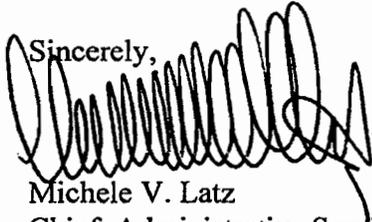
COM \_\_\_\_\_

Subcontract with Hull House Association: Estimated Fiscal Impact: None. Funds provided through the Office on Violence Against Women: \$285,991. Subcontract Period: October 1, 2011 through September 30, 2013.

Subcontract with Life Span Center for Legal Services and Advocacy: Estimated Fiscal Impact: None. Funds provided through the Office on Violence Against Women: \$204,375. Subcontract Period: October 1, 2011 through September 30, 2013.

Fiscal Impact: None. Grant Award: \$1,000,000. Funding Period: October 1, 2011 through September 30, 2013.

Sincerely,



Michele V. Latz  
Chief, Administrative Services Bureau

Cc: Raymond Balcarcel  
Nicole Kramer

APPROVED BY BOARD OF  
COOK COUNTY COMMISSIONERS

NOV 01 2011

COM \_\_\_\_\_

**ATTACHMENT B**  
**GRANT AGREEMENT**

**The Grant Agreement includes the following documents:**

1. Grant Agreement – 8 pages
2. I. Summary Data Sheet
3. II. Project Narrative – 20 pages
4. III. Budget Detail Worksheet and Narrative
5. V. Proposal Abstract
6. VI. Summary of Current OVW Projects



Department of Justice  
Office on Violence Against Women

Grant

PAGE 1 OF 7

1. RECIPIENT NAME AND ADDRESS (Including Zip Code) County of Cook 69 W. Washington St. Chicago, IL 60602-3174		4. AWARD NUMBER: 2011-WE-AX-0063	
		5. PROJECT PERIOD: FROM 10/01/2011 TO 09/30/2013 BUDGET PERIOD: FROM 10/01/2011 TO 09/30/2013	
1A. GRANTEE IRS/VENDOR NO. 366006540		6. AWARD DATE 09/26/2011	7. ACTION Initial
		8. SUPPLEMENT NUMBER 00	
		9. PREVIOUS AWARD AMOUNT	\$ 0
3. PROJECT TITLE Target Abuser Call (TAC) Program		10. AMOUNT OF THIS AWARD	\$ 1,000,000
		11. TOTAL AWARD	\$ 1,000,000
12. SPECIAL CONDITIONS THE ABOVE GRANT PROJECT IS APPROVED SUBJECT TO SUCH CONDITIONS OR LIMITATIONS AS ARE SET FORTH ON THE ATTACHED PAGE(S).			
13. STATUTORY AUTHORITY FOR GRANT This project is supported under 42 U.S.C. 3796hh - 3796hh-4 (OVW - Arrest)			
15. METHOD OF PAYMENT GPRS			
AGENCY APPROVAL		GRANTEE ACCEPTANCE	
16. TYPED NAME AND TITLE OF APPROVING OFFICIAL Susan B. Carbon Director		18. TYPED NAME AND TITLE OF AUTHORIZED GRANTEE OFFICIAL Toni Preckwinkle President, Cook County Board of Commissioners	
17. SIGNATURE OF APPROVING OFFICIAL 		19. SIGNATURE OF AUTHORIZED RECIPIENT OFFICIAL 	19A. DATE 11/18/11
AGENCY USE ONLY			
20. ACCOUNTING CLASSIFICATION CODES FISCAL YEAR CODE    FUND CODE    BUD. ACT.    DIV. OFC.    REG. SUB.    POMS    AMOUNT X    A    W4    29    00    00    1000000		21. W411D00019	

OJP FORM 4000/2 (REV. 5-87) PREVIOUS EDITIONS ARE OBSOLETE.

OJP FORM 4000/2 (REV. 4-88)

APPROVED BY BOARD OF  
COOK COUNTY COMMISSIONERS

NOV 01 2011

COM JRP



Department of Justice  
Office on Violence Against Women

**AWARD CONTINUATION  
SHEET  
Grant**

PAGE 2 OF 7

PROJECT NUMBER 2011-WE-AX-0063

AWARD DATE 09/26/2011

*SPECIAL CONDITIONS*

1. The recipient agrees to comply with the financial and administrative requirements set forth in the current edition of the Office on Violence Against Women (OVW) Financial Grants Management Guide.
2. The recipient acknowledges that failure to submit an acceptable Equal Employment Opportunity Plan (if recipient is required to submit one pursuant to 28 C.F.R. Section 42.302), that is approved by the Office for Civil Rights, is a violation of its Certified Assurances and may result in suspension or termination of funding, until such time as the recipient is in compliance.
3. The recipient agrees to comply with the organizational audit requirements of OMB Circular A-133, Audit of States, Local Governments, and Non-Profit Organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from OMB Circular A-133 audits (and any other audits of DOJ grant funds) are not satisfactory and promptly addressed as further described in the current edition of the OVW Financial Grants Management Guide.
4. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government without the express prior written approval of OVW, in order to avoid violation of 18 USC § 1913. The recipient may, however, use federal funds to collaborate with and provide information to Federal, State, local, tribal and territorial public officials and agencies to develop and implement policies to reduce or eliminate domestic violence, dating violence, sexual assault, and stalking (as those terms are defined in 42 USC 13925(a)) when such collaboration and provision of information is consistent with the activities otherwise authorized under this grant program.
5. The recipient must promptly refer to the DOJ OIG any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. This condition also applies to any subrecipients. Potential fraud, waste, abuse, or misconduct should be reported to the OIG by -

mail:

Office of the Inspector General  
U.S. Department of Justice  
Investigations Division  
950 Pennsylvania Avenue, N.W.  
Room 4706  
Washington, DC 20530

e-mail: [oig.hotline@usdoj.gov](mailto:oig.hotline@usdoj.gov)

hotline: (contact information in English and Spanish): (800) 869-4499

or hotline fax: (202) 616-9881

Additional information is available from the DOJ OIG website at [www.usdoj.gov/oig](http://www.usdoj.gov/oig).

6. Recipient understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without the express prior written approval of OVW.

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7. The recipient agrees to comply with any additional requirements that may be imposed during the grant performance period if the agency determines that the recipient is a high-risk grantee. Cf. 28 C.F.R. parts 66, 70.
8. The recipient agrees to comply with applicable requirements regarding Central Contractor Registration (CCR) and applicable restrictions on subawards to first-tier subrecipients that do not acquire and provide a Data Universal Numbering System (DUNS) number. The details of recipient obligations are posted on the Office on Violence Against Women web site at <http://www.ovw.usdoj.gov/docs/ccr-award-term.pdf> (Award condition: Central Contractor Registration and Universal Identifier Requirements), and are incorporated by reference here. This special condition does not apply to an award to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own or operate in his or her name).
9. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the Department encourages recipients and sub recipients to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
10. The grantee agrees to comply with all relevant statutory and regulatory requirements which may include, among other relevant authorities, the Violence Against Women Act of 1994, P.L. 103-322, the Violence Against Women Act of 2000, P.L. 106-386, the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C 3711 et seq., the Violence Against Women and Department of Justice Reauthorization Act of 2005, P.L. 109-162, and OVW's implementing regulations at 28 CFR Part 90.
11. The Director of OVW, upon a finding that there has been substantial failure by the grantee to comply with applicable laws, regulations, and/or the terms and conditions of the grant or cooperative agreement, will terminate or suspend until the Director is satisfied that there is no longer such failure, all or part of the grant or cooperative agreement, in accordance with the provisions of 28 CFR Part 18, as applicable mutatis mutandis.
12. The grantee agrees to submit semiannual progress reports that describe project activities during the reporting period. Progress reports must be submitted within 30 days after the end of the reporting periods, which are January 1-June 30 and July 1 - December 31 for the duration of the award. Future awards may be withheld if progress reports are delinquent. Grantees are required to submit this information online, through the Grants Management System (GMS), on the semi-annual progress report for the relevant OVW grant programs.
13. Under the Government Performance and Results Act (GPRA) and VAWA 2000, grantees are required to collect and maintain data that measure the effectiveness of their grant-funded activities. Accordingly, the grantee agrees to submit semi-annual electronic progress reports on program activities and program effectiveness measures. Information that grantees must collect under GPRA and VAWA 2000 includes, but is not limited to: 1) number of persons served; 2) number of persons seeking services who could not be served; 3) number and percentage of arrests relative to the number of police responses to domestic violence incidents; 4) number of protection orders issued; and 5) number of victim advocates supported by grant funding.
14. A final report, which provides a summary of progress toward achieving the goals and objectives of the award, significant results, and any products developed under the award, is due 90 days after the end of the award. The Final Progress Report should be submitted to the Office on Violence Against Women through the Grants Management System with the Report Type indicated as "Final".

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15. The recipient agrees that it will submit quarterly financial status reports to OVW on-line (at <https://grants.ojp.usdoj.gov>) using the SF 425 Federal Financial Report form (available for viewing at [www.whitehouse.gov/omb/grants/standard\\_forms/ff\\_report.pdf](http://www.whitehouse.gov/omb/grants/standard_forms/ff_report.pdf)), not later than 30 days after the end of each calendar quarter. The final report shall be submitted not later than 90 days following the end of the award period.
16. The grantee agrees to allocate project funds as designated by the Office on Violence Against Women for allowable costs to participate in OVW-sponsored technical assistance. Funds designated for OVW-sponsored technical assistance may not be used for any other purpose without prior approval of OVW and the issuance of a Grant Adjustment Notice (GAN) permitting such use. Technical assistance includes, but is not limited to, peer-to-peer consultations, focus groups, mentoring site visits, conferences and workshops conducted by OVW-designated technical assistance providers or OVW-designated consultants and contractors.
17. The grantee will provide the Office on Violence Against Women (OVW) with the agenda for any training seminars, workshops, or conferences not sponsored by OVW that project staff propose to attend using grant funds. The grantee must receive prior approval from OVW before using OVW grant funds to attend any training, workshops, or conferences not sponsored by OVW. To request approval, grantees must submit a Grant Adjustment Notice (GAN) request through the grants management system to OVW with a copy of the event's brochure, curriculum and/or agenda, a description of the hosts or trainers, and an estimated breakdown of costs. The GAN request should be submitted to OVW at least 20 days before registration for the event is due. Approval to attend non-OVW sponsored programs will be given on a case-by-case basis.
18. Approval of this award does not indicate approval of any consultant rate in excess of \$650 per day. A detailed justification must be submitted to and approved by the Office on Violence Against Women prior to obligation or expenditure of such funds.
19. The recipient agrees to submit one copy of all required reports and any other written materials or products that are funded under the project to OVW not less than twenty (20) days prior to public release. If the written material is found to be outside the scope of the program, or in some way to compromise victim safety, it will need to be revised to address these concerns or the grantee will not be allowed to use project funds to support the further development or distribution of the materials.
20. All materials and publications (written, visual, or sound) resulting from award activities shall contain the following statements: "This project was supported by Grant No. \_\_\_\_\_ awarded by the Office on Violence Against Women, U.S. Department of Justice. The opinions, findings, conclusions, and recommendations expressed in this publication/program/exhibition are those of the author(s) and do not necessarily reflect the views of the Department of Justice, Office on Violence Against Women.
21. The grantee agrees to comply with the applicable requirements of 28 C.F.R. Part 38, the Department of Justice regulation governing "Equal Treatment for Faith Based Organizations" (the "Equal Treatment Regulation"). The Equal Treatment Regulation provides in part that Department of Justice grant awards of direct funding may not be used to fund any inherently religious activities, such as worship, religious instruction, or proselytization. Recipients of direct grants may still engage in inherently religious activities, but such activities must be separate in time or place from the Department of Justice funded program, and participation in such activities by individuals receiving services from the grantee or a sub-grantee must be voluntary. The Equal Treatment Regulation also makes clear that organizations participating in programs directly funded by the Department of Justice are not permitted to discriminate in the provision of services on the basis of a beneficiary's religion.

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22. The grantee agrees that grant funds will not support activities that may compromise victim safety, such as: pre-trial diversion programs not approved by OVW or the placement of offenders in such programs; mediation, couples counseling, family counseling or any other manner of joint victim-offender counseling; mandatory counseling for victims, penalizing victims who refuse to testify, or promoting procedures that would require victims to seek legal sanctions against their abusers (e.g., seek a protection order, file formal complaint); or the placement of perpetrators in anger management programs.
23. The grantee agrees to submit for OVW review and approval any anticipated addition of, removal of, or change in collaborating partner agencies or individuals who are signatories of the Memorandum of Understanding, and if applicable, the Internal Memorandum of Agreement.
24. Pursuant to 28 CFR §66.34, the Office on Violence Against Women reserves a royalty-free, nonexclusive, and irrevocable license to reproduce, publish or otherwise use, and to authorize others to use, in whole or in part (including in the creation of derivative works), for Federal Government purposes:

(a) any work that is subject to copyright and was developed under this award, subaward, contract or subcontract pursuant to this award; and

(b) any work that is subject to copyright for which ownership was purchased by a recipient, subrecipient or a contractor with support under this award.

In addition, the recipient (or subrecipient, contractor or subcontractor) must obtain advance written approval from the Office on Violence Against Women program manager assigned to this award, and must comply with all conditions specified by the program manager in connection with that approval before: 1) using award funds to purchase ownership of, or a license to use, a copyrighted work; or 2) incorporating any copyrighted work, or portion thereof, into a new work developed under this award.

It is the responsibility of the recipient (and of each subrecipient, contractor or subcontractor as applicable) to ensure that this condition is included in any subaward, contract or subcontract under this award.

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25. Pursuant to 42 USC 3796hh(d), the grantee understands that 5% of this award is being withheld and that it may not obligate, expend or drawdown that 5% unless, by the period ending on the date on which the next session of the State legislature ends, the State or unit of local government, --

(1) certifies that it has a law or regulation that requires -

(A) the State or unit of local government at the request of a victim to administer to a defendant, against whom an information or indictment is presented for a crime in which by force or threat of force the perpetrator compels the victim to engage in sexual activity, testing for the immunodeficiency virus (HIV) not later than 48 hours after the date on which the information or indictment is presented;

(B) as soon as practicable notification to the victim, or parent and guardian of the victim, and defendant of the testing results; and

(C) follow-up tests for HIV as may be medically appropriate, and that as soon as practicable after each such test the results be made available in accordance with subparagraph (B).

The "next session of the State legislature" means the next session after the date on which the application for this award was submitted.

If the grantee submits a certification, a Grant Adjustment Notice (GAN) will be issued, and the funds will become available for drawdown. If, by the date on which the next session of the State legislature ends, the grantee is not in compliance with this provision, the withheld funds will be deobligated from the amount of funds awarded for this award period.

If the grantee is an Indian Tribe, it should contact OVW to determine whether it falls within the definition of -unit of local government- as defined by 42 USC § 3791. If it does not, a GAN will be issued and the condition will be removed.

26. The grantee agrees to use grant funds to strengthen legal advocacy service programs for victims of domestic violence, dating violence, sexual assault and stalking, including strengthening assistance to such victims in immigration matters. Grant funds may not be used to provide long-term or short-term legal representation.
27. The grantee agrees that funds will not be used for prevention activities (e.g., outreach to elementary and secondary schools, implementation of educational programs regarding domestic and dating violence intervention, and public awareness campaigns). The grantee may use funds to provide outreach regarding the specific services offered under the grant.
28. As a first time grant recipient under this grant program, the grantee agrees to send its project coordinator to an OVW technical assistance new grantee orientation seminar. Additionally, if there is a change in the project coordinator during the grant period, the grantee agrees to send the new project coordinator, regardless of prior experience with this or any other federal grant, to an OVW technical assistance new grantee orientation seminar.
29. All contracts under this award should be competitively awarded unless circumstances preclude competition. When a contract amount exceeds \$100,000 and there has been no competition for the award, the recipient must comply with rules governing sole source procurement found in the current edition of the OVW Financial Guide.

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30. The recipient agrees to comply with applicable requirements to report first-tier subawards of \$25,000 or more and, in certain circumstances, to report the names and total compensation of the five most highly compensated executives of the recipient and first-tier subrecipients of award funds. Such data will be submitted to the FFATA Subaward Reporting System (FSRS). The details of recipient obligations, which derive from the Federal Funding Accountability and Transparency Act of 2006 (FFATA), are posted on the Office on Violence Against Women web site at: <http://www.ovw.usdoj.gov/docs/ffata-award-term.pdf> (Award condition: Reporting Subawards and Executive Compensation), and are incorporated by reference here. This condition, and its reporting requirement does not apply to grant awards made to an individual who received the award as a natural person (i.e., unrelated to any business or non-profit organization that he or she may own operate in his or her name).
  
31. The recipient's budget is pending review and approval. The recipient may obligate, expend and draw down funds for travel related expenses to attend OVW-sponsored technical assistance events up to \$10,000. Remaining funds will not be available for draw down until the Office on Violence Against Women, Grants Financial Management Division has approved the budget and budget narrative, and a Grant Adjustment Notice has been issued removing this special condition. Any obligations or expenditures incurred by the recipient prior to the budget being approved are made at the recipient's own risk.

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## **I. Summary Data Sheet**

**Authorized Official Information: Name:** Toni Preckwinkle **Title:** President, Cook County Board of Commissioners **Address:** 118 N. Clark St., Chicago, Illinois 60602 **Phone:** (312)603-6400 **Email:** kelly.cassidy@cookcountyil.gov

**Point of Contact: Name:** Kelly Cassidy **Title:** Director of Programs and Development, Cook County State's Attorney's Office **Address:** 69 West Washington, Suite 3200, Chicago, Illinois 60602 **Phone:** (312) 603-1841 **Fax:**(312) 603-9689 **Email:** kelly.cassidy@cookcountyil.gov

County of Cook on behalf of the Cook County State's Attorney's Office expended over \$500,000 in federal funds in the past fiscal year. Cook County's fiscal year is from December 1<sup>st</sup> through November 30<sup>th</sup>.

**Current Federal Grant Programs:** BJA: Reducing Mortgage Fraud and Crime Related to Vacant Properties; Enhanced Collaborative Model to Combat Human Trafficking. OJJDP: Internet Crimes Against Children - Cook County ICAC Task Force; Internet Crimes Against Children - Cook County ICAC Task Force (ARRA); Internet Crimes Against Children Commercial Sexual Exploitation of Children. OVW: Grants to Encourage Arrest Policies and Enforcement of Protection Orders – Target Abuser Call (TAC) Program

**Applied For Funding (February 2011):** BJA's Intellectual Property Crime Enforcement Program FY2011 Competitive Grant

**Agency Applying for Funding:** Cook County on behalf of the State's Attorney's Office

**Type of Agency Applying for Funding:** Local Government

**Nonprofit, nongovernmental victim services program collaborating on the project:** Hull House Domestic Violence Court Advocacy Program and Life Span Center for Legal Services and Advocacy

**New or continuation application: Continuation Is the project a local, tribal, multi-jurisdiction, statewide, regional, tribal consortium or court project?** Local

**Regional area where this project will be implemented:** Chicago, Illinois and 6<sup>th</sup> District of the Circuit Court of Cook County, Illinois

**Arrest Program Statutory Purpose Area:** Plan, develop and establish comprehensive victim service and support centers, such as family justice centers, designed to bring together victim advocates from non-profit, non-governmental victim services organizations, law enforcement officers, prosecutors, probation officers, governmental victim assistants, forensic medical professionals, civil legal attorneys, chaplains, legal advocates, representatives from community-based organizations and other relevant public or private agencies or organizations into one centralized location, in order to improve safety, access to services, and confidentiality for victims and families.

**Program Priority Area:** Demonstrate a commitment to strong enforcement of laws, and prosecution of cases, involving domestic violence, dating violence, sexual assault, or stalking including the enforcement of protection orders from other States and jurisdictions (including Tribal jurisdictions).

**OVW Special Interest Areas: (1)** Individuals from other diverse racial and cultural communities including immigrants; Additionally, the State's Attorney's Office specifically has resources to address the needs of victims belonging to other diverse and traditionally underserved populations such as gay, lesbian, bisexual transgender and questioning individuals, individuals with disabilities, and individuals experiencing abuse in later life. **(2)** Develop and implement risk/danger assessments to address issues of victims who are considered to be in high risk of lethality in relationships.

## **II. Project Narrative**

### **A. Purpose of Application**

The Cook County State's Attorney's Office (SAO) has experienced that victims, particularly victims of domestic violence, do not come to court for a variety of reasons including misconceptions about the criminal justice system, particularly that the offender will automatically go to jail or that no one will believe the victim's version of the facts. Victims of domestic violence may be unable to leave their abusive situations and often do not report their abuse to the criminal justice system for a myriad of reasons. Often, they feel trapped in relationships with an abuser. Fear, economic dependence and a lack of support from friends and family are among the many reasons that victims stay in abusive relationships.

In 1997, through a grant from the Office on Violence Against Women, the SAO was able to take these experiences into consideration and create the Targeted Abuser Call (TAC) Program specifically to increase domestic violence victim safety and offender accountability. The program targets high-risk abusers, and seeks to hold them criminally responsible for their violent acts in an effort to prevent escalating violence. The TAC Program consists of a multi-agency coordinated response team—the TAC Team—that offers victims of domestic violence a variety of services, protections and alternatives for the future. Currently, the SAO maintains three TAC Teams. Each Team consists of one prosecutor, two investigators and one victim specialist from the SAO as well as one domestic violence court advocate from Hull House. A civil staff attorney and paralegal from Life Span provide assistance to victims with civil legal issues and referrals. Assuring victim safety and providing direct services and appropriate referrals is each TAC Team's highest priority.

Since the TAC Program targets high-risk perpetrators, team members most often work with victims who have been abused over long periods of time. Each Team provides individual

and specialized services to victims in order to enhance their safety. Victims have varying needs during criminal justice processes, including orders of protection, shelter for short-term relocation, economic resources, emotional support and information and referrals regarding civil matters such as child custody and support, visitation, immigration and civil orders of protection. The multi-agency nature of the TAC Program allows for each of these needs to be addressed directly or through referrals. All TAC cases are round-tabled so partners are informed and invested in the particular needs of each case. This process ensures collaboration between all TAC partners.

Each TAC Team employs a vertical approach to prosecution, advocacy, and victim assistance. This approach allows for each Team member to be well versed in all the facts and subtleties of each victim's case and life issues and provides continuity and the creation of a more trusting relationship. In turn, this facilitates victim participation in the process. The vertical prosecution approach guarantees the judge will be informed of all relevant prior criminal behavior of the defendant and any relevant pending civil issues.

The TAC Program focus on domestic violence cases originating in the city of Chicago and in the 6<sup>th</sup> District of the Circuit Court of Cook County. It targets the cases that pose the highest risk of escalating violence. Two TAC teams focus on domestic violence cases originating in the city of Chicago. With a population of more than 2.8 million persons, Chicago is a diverse city where 42% of the residents identify themselves as white, 36.8% as black or African-American, 26% as Hispanic or Latino and 4.3% Asian in origin. Victims of high-risk domestic violence cases, regardless of race, color, religion, sexual orientation, age, national origin, economic status or disability, benefit from TAC's multi-agency approach that engages the

victim early in the legal process and offers wraparound services to provide a better opportunity to break the cycle of violence, while ensuring victim safety and offender accountability.

Although the TAC Program handles high-risk domestic violence cases regardless of the race and ethnicity of the victims, the majority of victims served by the TAC Program are from minority populations. During the period of January 2009 through December 2010, of the victims served by the TAC Program during that time, 76% identified themselves as black or African-American, 14% as Hispanic or Latino, and 9% as white. Of those served, the majority of victims (82%) were between the ages of 25 and 59, 14% fell into the 18-24 age category, 2% were over the age of 60 and the remaining 2% fell into the 13-17 age range. Also, 59% of the victims were current or former spouses or intimate partners to the abuser and 38% were in current or former dating relationships with the abuser.

The third TAC Team is located in the Markham Courthouse (which serves the 6<sup>th</sup> District of the Circuit Court of Cook County). The SAO has seen a steady increase in caseloads in this courthouse, with court calls running up to 500% higher than comparable suburban courtrooms. In 2010, domestic violence assistant state's attorneys (ASA) prosecuted 18,985 cases in the Markham Courthouse. While it is difficult to calculate with certainty how many of these cases would qualify for the TAC approach using the same screening mechanisms currently used in city cases, our experience indicates that approximately 20% of the misdemeanor domestic violence cases would meet the requirements of the TAC Program. In January 2011, the SAO, with agreement from both community partner agencies, moved the 3<sup>rd</sup> TAC Team to the 6<sup>th</sup> District of the Circuit Court of Cook County to respond to this demand. In the first month, the TAC team in Markham picked up 45 domestic violence cases.

In January 2010, the Chief Judge Evans created a Domestic Violence Division within the Cook County court system. In doing so, domestic violence was centralized countywide, a Presiding Judge was named, and a more comprehensive approach to domestic violence was undertaken. As a result, domestic-related felony cases are now being heard in the domestic violence courtrooms. These include preliminary hearings on felony charges as well as Class 4 felony domestic battery and violation of order of protection charges. The Class 4 felony charges are specifically charged when the case includes the exact same elements as a misdemeanor charge, but with the addition of a prior conviction by that same offender. Offenders charged in these cases are usually the worst of the worst offenders at this level and are best handled by the TAC program philosophy. The victims have often appeared in the domestic violence courtrooms seeking charges against the same offenders. These cases fit seamlessly into the TAC model. In an effort to follow the philosophy of vertical prosecution, the TAC Program began handling these cases as well.

The preliminary hearings involved victims with very severe injuries or offenders with prior criminal convictions. Once this preliminary hearing occurs, it can be several months before there is any contact required with the victim from the criminal justice system. Victims on these cases could truly benefit from the wraparound services of TAC to assist in keeping them engaged in the court process. Furthermore, because the felony court process can be lengthy, they often have questions about the process. The high level of service afforded to TAC victims can help alleviate their uncertainty about proceeding and can help keep them invested. The involvement of the TAC Program at the early stage of these cases will allow victims of felony domestic violence to have access to services and support during the period between their preliminary hearing and the start of their felony trial at the Criminal Courts building. Once the cases have

been assigned to one of the felony domestic violence courtrooms and the victims have access to the felony domestic violence victim witness specialists, the TAC team will pass the case along.

Here in Chicago, an average of 548 domestic-related calls for service were received by the Chicago Police Department on a daily basis in 2009, including reports of domestic disturbance, domestic battery and violation of an order of protection.<sup>1</sup> For the same year, there was a 9.0% decrease in the number of domestic-related arrests (10,383 in 2008 and 9,449 in 2009) with the majority for domestic battery (8,599) and violations of protection orders (a total of 759).<sup>2</sup> The number of domestic violence murders committed in Chicago has fluctuated over recent years. In 2005, 37 domestic-related homicides were committed. The following year, the number decreased to 21 and then more than doubled in 2007. A total of 48 domestic-related murders were committed in Chicago that year.<sup>3</sup> The number of domestic-related murders committed in Chicago decreased to 37 in 2008 and remained constant at 37 for 2009. This number still represents a significant decrease compared to the 70 that were committed in Chicago in 1996, the year prior to the implementation of the TAC Program. Through the TAC Program's efforts to target repeat cases where there is a demonstrated risk of escalating violence, the Program works to prevent potentially lethal violence by increasing victim safety and offender accountability.

In a January 2, 2009 editorial, the Chicago Tribune newspaper responded to the fact that overall domestic violence conviction rates in Chicago and Cook County have decreased as well as the fact that "more than 1 in 10 defendants countywide faced domestic violence charges several times over a three-year period." The Tribune highlighted the SAO TAC Program as a

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<sup>1</sup> Chicago Police Department. 2009 Annual Report: A Year In Review. Pages 50-51.

<sup>2</sup> Ibid.

<sup>3</sup> Ibid.

“better way to handle many of these cases,” calling to light TAC’s boosted conviction rate in the most serious cases, with convictions in 8 out of 10 cases. The same editorial suggested that the expansion of the TAC Program “would be a good way to boost convictions.” We recognize that conviction rates are not the determining factor of a successful prosecution program, however, it is important to note that the conviction rates for the TAC Program are higher due to a greater willingness on the part of TAC victims to appear in court because of the enhanced services and comfort level provided by the TAC Teams. Additionally, it is the TAC Program’s mission to actively engage the victim and allow her voice to be heard in plea offers and sentencing, which will best address her safety while holding the offender accountable.

As stated earlier, the SAO maintains three TAC Teams, with two teams dedicated to the domestic violence courtrooms located at the City of Chicago’s First Municipal Courthouse located at 555 West Harrison and one team dedicated to the 6<sup>th</sup> District of the Circuit Court of Cook County in Markham, Illinois. While numerous cases may qualify for the TAC Program at a given time, a limit must be placed on how many cases are actually accepted into the TAC Program to ensure the highest standards in job performance from all members of the TAC Team. On average, the maximum number of cases accepted into the TAC Program per month is approximately 120 (40 per prosecutor).

The Illinois Criminal Justice Information Authority (ICJIA) is the agency charged with administering Violence Against Women Act (VAWA) awards in Illinois and for developing the STOP Violence Against Women Implementation Plan for Illinois. Among the objectives for Illinois’ plan are: 1) Expanding services to women who are victims of sexual assault or domestic violence; 2) Improving training for law enforcement officers and the establishment of protocols for handling sexual assault and domestic violence reports; 3) Improving training for prosecutors

and the establishment of protocols for handling sexual assault and domestic violence cases; and  
4) Promoting multidisciplinary training programs for criminal justice agencies and health care systems.

The TAC Program supports the State's efforts to expand services to women who are victims of domestic violence. The ICJIA has shown a commitment to supporting the program's efforts by funding a portion of the TAC victim specialist component since 2003.

**B. What Will Be Done**

The TAC Program is an approach built on sound strategies developed to increase safety for domestic violence victims and encourage their cooperation in the court process as well as to hold offenders criminally accountable for their actions. The TAC Program will continue to work to achieve these goals through the ongoing implementation of the following objectives: 1) A unified strategy of advocacy, referrals and follow-up will be implemented to increase victim safety; 2) Intense supervision and monitoring of court orders will be used to increase abuser accountability; 3) The TAC Program will focus on high-risk cases in an effort to stem escalating domestic violence; 4) TAC cases will be prosecuted utilizing a system of vertical prosecution, victim assistance and advocacy services; 5) Specially trained SAO investigators will work to engage the victim in the criminal justice system by "demystifying" the system, offering victims support and information regarding the criminal justice process, and empowering victims to actively engage in their case while protecting their autonomy; and 6) Open communication between all participating agencies will continue to be encouraged in order to maintain quality and consistency in the handling of cases referred to the TAC Program.

In October 2005, Cook County opened its new Domestic Violence Courthouse located at 555 West Harrison Street in downtown Chicago that provides improved services and safety for

domestic violence victims and a secure environment for the hearing of domestic violence cases. Each of the TAC partner agencies has representatives housed within this new, centralized domestic violence courthouse. When the Chief Judge of Cook County created a new Domestic Violence Division in January 2010, he appointed a Presiding Judge. The Domestic Violence Courthouse serves as the hub of this division, and the Presiding Judge oversees all domestic violence courtrooms in the six districts of Cook County. ASAs assigned to these courtrooms also report to one supervisor. This unified approach has allowed for the TAC program to expand, to better meet the needs of victims.

Cases may enter the TAC Program in one of three ways: 1) Victim-initiated charging, 2) Bond court, or 3) Attorney recommendations. The SAO supports a victim-based charging policy. The credible testimony of a single victim is sufficient to warrant a complaint being filed. Every day, ASAs in the Domestic Violence Division are assigned to interview domestic violence victims who come to the courthouse with a police report. This process is called screening. The ASAs review cases to determine if there is sufficient evidence to proceed with a criminal charge. The ASAs in screening are aware of the risk factors that may qualify a case for TAC. If they believe the case is appropriate for the TAC Program, they will immediately contact one of the three TAC prosecutors. The TAC prosecutor will then interview the victim and decide if the case fits the TAC criteria.

The second way a case may enter the TAC Program is through bond court. In accordance with Illinois Supreme Court Rule 528, all offenders arrested for domestic battery and violations of orders of protection must appear before a judge for purposes of setting bond. In order to focus on high-risk cases, the three TAC prosecutors will review the cases from the bond courtrooms at their respective assignments (555 West Harrison and the Markham Courthouse)

and will be responsible for identifying high-risk misdemeanor domestic violence offenders and victims by using a protocol that utilizes the offender's criminal history, police reports and a lethality assessment. In this setting, the victim is rarely present. The TAC prosecutor evaluates each case with consideration given to both the victim and the defendant. Potential TAC cases are also evaluated according to a set of factors that include: 1) Prior history of domestic violence evidenced by convictions, dismissals, arrests and unreported history; 2) Substantial bodily harm; 3) Use of weapons or threats of use; and 4) Domestic battery accompanied by threats to kill, inflict bodily harm, take the children, or harm the victim's family as well as other dangerous behaviors including strangulation and stalking.

Finally, a case may be referred to the TAC Program through an attorney recommendation. On the first date that a domestic violence case is up in court, the ASA assigned to that courtroom evaluates their cases and notifies TAC prosecutors if they believe any of the cases are appropriate for the TAC Program. The TAC prosecutors will then review the case and make a final determination. This method of intake is meant to ensure that no victims whose cases meet the criteria for the TAC Program are overlooked.

Once a TAC prosecutor designates a case as a TAC case, it is investigated, prepared and maintained through disposition by the same prosecutor who selected the case for the TAC Program. This vertical prosecution is part of TAC's "wraparound" service philosophy as it makes victims feel more secure with the legal process knowing that they will have the same prosecutor throughout the criminal justice process with whom they are familiar and who is familiar with the facts of their case. This system of vertical prosecution not only provides a greater sense of consistency and reliability for the victim, but allows the TAC prosecutors to

concentrate all their efforts on a limited number of cases ensures that the best possible case will be presented at trial.

Following the selection of a case into the TAC Program, SAO investigators with specialized domestic violence training who are plain-clothed sworn police officers make contact with the victim. A total of two TAC investigators are assigned to each TAC prosecutor. Investigator contact typically takes place within two to three days of the defendant's arrest. The investigators use the subpoena serving process as a means to connect with victims at the earliest possible point in the legal process. The subpoena serving process allows the investigators to assess the victim's current situation and determine if she is still in danger, as well as explain the importance of coming to court, while assuring her that if she chooses not to participate she will not be arrested, as well as providing information on other services available. For cases not accepted into the TAC Program, the first contact between the victim and the SAO often does not occur until the first court date. By this time, victims frequently lose the will to pursue the case or have been intimidated by the abuser into dropping the charges. Many victims have expressed relief at having been subpoenaed, since they then cannot be pressured or threatened by their abusers who may try to convince them not to go to court. The investigators also provide information on the court date, victim services and contact phone numbers for TAC staff. Investigators answer any questions the victims may have and encourage the victims to reach out to TAC Team members prior to their first court date should other questions or concerns arise. Each victim receives an informational packet that addresses general victim information, the importance of cooperating with the legal process, information on repeat domestic abuse and high-risk cases as well as victim safety. By helping to "demystify" the criminal justice system and ease victim's apprehension about appearing in court, the TAC investigators work to increase

victim safety and autonomy while encouraging victim participation in the prosecution of their abusers. Due in large part to the work of the TAC investigators and their time spent with victims prior to the first court date, TAC victims regularly appear in court at a rate of nearly 80%, which is significantly higher than the 30% of victims who appear in court for cases heard on the regular domestic violence court call.

TAC victims meet with the rest of the TAC Team on the first court date. Each TAC Team is assigned a specially trained SAO's victim specialist who works directly with TAC victims to answer questions, explain the legal process, and provide court-based information and support. The victim specialist is an important liaison between the victim and the TAC prosecutor. The specialists have significant understanding of the dynamics of domestic violence and must be able to demonstrate excellent communication skills as they are often the key point person for victims. Included among the duties of the TAC victim specialists is completing all paperwork pertaining to emergency orders of protection including preparing the petition for the order of protection, as well as the actual order of protection to be signed by the judge. They must maintain excellent records to ensure all needs of the victims are being met. For those victims who do not appear in court, the TAC victim specialists work to contact the victim to assess their safety, determine why they were not present, and to encourage their appearance in court and their participation in the criminal justice process. They require a specific set of knowledge in counseling victims of domestic violence in order to be able to address victim's fears and apprehensions about involvement in the criminal justice system.

The Hull House Domestic Violence Court Advocacy Program provides the private advocacy component for the TAC Program. In addition to the TAC victim specialist, each Team will also be assigned one Hull House domestic violence court advocate. The role of the Hull

House advocates is to ensure that the best interest of the victim is being served through the court process. This involves seeing that the victim's needs are brought to the attention of the court system and ensuring that the court system responds appropriately to the victim. Some of the services and referrals that Hull House provides to TAC clients include substance abuse or mental health counseling, alternative housing, childcare, job training and education opportunities. Additionally, the Hull House advocate is bound by confidentiality and can therefore be a source of safety for the victim if there is information she would rather not share with the other Team members. These victim advocates often attend court with victims and maintain follow-up contact once a case is disposed. During follow-up, which typically lasts four to six weeks after case disposition, advocates contact victims to continue to provide support and identify additional service needs as well as determine if the victim is safe or if she is experiencing further abuse by the offender.

Life Span Center for Legal Services and Advocacy, a not-for-profit civil legal provider for women affected by domestic violence, provides one private civil staff attorney experienced in family law who assists TAC clients with the civil legal issues that may have stopped her from pursuing her case in the criminal justice system as well as one paralegal to assist the attorney in responding to the increase in TAC cases resulting from the creation of the third TAC Team. The civil staff attorney and paralegal work to address issues the victim may have, which may include paternity, child support, visitation, and immigration. Both the attorney and the paralegal work to provide TAC clients with information and support regarding such civil legal matters, and if civil legal representation is needed, provide victims with referrals for such representation. The Life Span civil staff attorney also provides litigation services in civil orders of protection, which can address issues of safety, some issues of family law, as well as financial support. The Life Span

attorney is available to represent TAC clients in orders of protection, which deal with remedies not readily available in the criminal setting. These remedies can address victims' fears and provide them with the protection and assurances that will allow them to continue to be an active participant in the prosecution.

Following the sentencing of a TAC defendant, TAC prosecutors send copies of the sentencing orders involving reporting supervision or reporting conditional discharge to the Deputy Director of Clinical Services from the Cook County Circuit Court's Social Service Department. The Deputy Director assigns TAC cases to social service case managers to provide intense supervision and monitoring of court orders to increase abuser accountability. The case managers are responsible for monitoring the conditions of the sentence, meeting on a regular basis with the offender, and preparing all the court paperwork for the status dates, violation petitions and termination dates and informing victims of sentencing updates so they can take appropriate steps to stay safe. In the case of a sentencing violation, the case managers contact their designated social service court liaison regarding the violation. Once a week, the Deputy Director of Clinical Services from the Social Service Department forwards a list of TAC cases on upcoming court calls for sentencing violations to the TAC prosecutors. The Social Service Department court liaison then appears in court with the TAC prosecutors on violations.

In order to encourage open communication between all participating agencies and to maintain quality and consistency in the handling of cases referred to the TAC Program, representatives of each of the TAC partner agencies, known as TAC managers, will not only meet regularly with their particular staff but also with each other on a bi-monthly basis. These meetings serve as a forum to discuss any general problems that TAC Team members have encountered or ideas to improve the services each partner provides.

Upon disposition of a TAC case, if a victim served by the TAC Team is again a victim in a future domestic violence case, she will be invited back into the program, regardless of whether or not she cooperated in the prosecution of the previous case. Likewise, defendants who were previously prosecuted as TAC defendants would be re-targeted upon re-entering the criminal justice system, regardless of whether their offense involved the same victim. This holds true for all post-conviction matters as well (such as violations of court-imposed sentences and violations of orders of protection), as well as preliminary felony hearings, and Class 4 felony domestic battery and violation of order of protection cases.

In Spring 2000, the National Institute of Justice awarded a research grant to study and analyze all aspects of the TAC Program. On-site researchers, under the supervision and guidance of Assistant Professor Carolyn Hartley from the University of Iowa and Associate Professor Lisa Frohmann from the University of Illinois at Chicago, studied a sample of over 300 domestic violence cases including cases handled by the TAC Program, cases that were vertically-prosecuted but not accepted into the TAC Program, and cases that were on the regular domestic violence court call.

In Winter 2003, this independent study was completed and the results were formally presented to the TAC Team members and supervisors. The research concluded that TAC was clearly meeting its goals of involving victims in the legal process in an effort to provide them with the supports and services they need to stay safe, while holding the offenders accountable for their crimes. The success appeared to be due in large part to the fact that TAC victims had more contact with court personnel and received more service referrals and resources than non-TAC victims. Eighty-four percent of TAC victims received various service referrals while in court versus almost 35% of non-TAC victims. The study also showed that TAC victims were more

satisfied with their experience with the court process. Eighty percent of TAC victims felt they got sufficient information and services versus 60% of non-TAC victims. Women in TAC reported positive experiences with all TAC Team members, particularly the Hull House advocates. Lastly, the study reported that TAC cases had a significantly higher conviction rate than those on the regular domestic violence call (71.4% versus 50%), and TAC defendants were much more likely to get jail time. Thirty-one percent of TAC defendants were sentenced to jail versus only 7% of defendants on the regular domestic violence call.

**C. Who Will Implement the Project**

A team of TAC managers representing all of the partner agencies will be responsible for implementing the TAC Program. Because TAC is a prosecution-based program, the SAO, as the chief prosecuting office for Cook County, will serve as the lead agency in the implementation of the TAC Program. The SAO is the second largest prosecutorial office in the country and the largest in Illinois. The SAO is responsible for prosecuting all felony and misdemeanor cases that occur throughout Cook County, including the city of Chicago. In 2009, the SAO responded to some 31,106 new felony cases and 216,079 new misdemeanor cases that entered the court system.<sup>4</sup>

From the SAO, four TAC managers (including the supervisor of the Domestic Violence Division, the deputy supervisor of the Domestic Violence Division, the supervisor of the Domestic Violence Victim Witness Assistance Unit and the supervisor of the investigators assigned to the Domestic Violence Division) will coordinate the efforts of the SAO in the continued development and implementation of the TAC Program. The Domestic Violence Division's supervisor and deputy supervisor will work to implement aggressive prosecutorial

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<sup>4</sup> 2009 Annual Report of the Administrative Office of Illinois Courts.  
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strategies that utilize the efforts of the TAC Team and include weekly meetings to discuss trial techniques, ongoing in-house training regarding Illinois law and evidence and support for victims with special needs. The supervisor of the Domestic Violence Victim Witness Assistance Unit will maintain regular communication with the TAC victim specialists to address any problems, gather service data and ensure effective working relationships with the Hull House TAC advocates. The supervisor of the investigators will conduct monthly meetings with the investigators to ensure that empathy is exhibited to victims and to provide in-house training on subjects from evidence collection to cultural sensitivity.

In addition, the TAC Program benefits from the new position created under the administration of the Cook County State's Attorney, Anita Alvarez. Jennifer Greene, Director of Violence Against Women Policy, will work to create more effective working relationships with the many diverse advocacy organizations serving domestic violence victims in Cook County as well as provide specialized training for prosecutors, victim specialists and investigators in the Domestic Violence Division. Through the work of the Director of Violence Against Women Policy, all personnel in the Division will be able to complete the 40-hour domestic violence advocacy training, something that would be cost prohibitive if the Office had to pay an outside trainer. Ms. Greene also reviews all domestic violence policies and procedures from an advocacy perspective and suggests ways the SAO can improve our services for domestic violence victims as well as our domestic violence policies to ensure that victims are matched with all needed and available services both within the SAO and through outside agencies. Jennifer Greene is an active participant in regular TAC managers meetings.

Established in 1984, the Domestic Violence Court Advocacy Program of Jane Addams Hull House Association is a private organization that provides a team of advocates, located in the

City of Chicago's centralized misdemeanor domestic violence courthouse, to assist victims of domestic violence as they proceed through the criminal justice system. In addition to the Domestic Violence Court Advocacy Program, Jane Addams Hull House Association also provides domestic violence and sexual assault services through three other projects. Hull House's Women's Counseling Center on the north side of Chicago provides individual and group support services to adult women who are survivors of domestic violence as well as for their children. The Counseling Center provides consultation, professional training, and public education to community organizations and service providers who need information on the subject of domestic violence as well as works with the local police district and high schools in the area of safety for women. Hull House also provides a Women's Support Group on the southwest side of Chicago for young women ages 13 and older and adult women who have experienced domestic violence or are at risk for becoming victims of domestic violence. This is a community education program providing information and referrals to community residents about issues of domestic violence, advocacy and crisis intervention. It also offers women of the community who are in need of domestic violence services a weekly support group and support in dealing with violence situations in their lives. Finally, Hull House's Domestic Violence Program, located on the south side of Chicago, serves women 18 years and older including elderly women and women in same-sex relationships who have experienced violence and abuse (emotional, physical or sexual) in their intimate relationships. The Domestic Violence Program also includes a community education program that provides information to community residents about issues of domestic violence, case management services, referrals, advocacy and crisis intervention. The staff also provides outreach services and workshops related to domestic violence and safety to the residents of the community.

Considering all four domestic violence initiatives, Hull House has been addressing domestic violence since 1978. For over 30 years, the guiding principles of Hull House's domestic violence services have been victim safety and offender accountability. Hull House's approach to developing responsive programs is based on: 1) Respecting a person's right to make choices; 2) Believing that a person who is informed of their rights can be their own best advocate; and 3) Commitment to naming the source of the violence as the perpetrator rather than the victim who endures the abuse.

The Program Director of the Hull House Domestic Violence Court Advocacy Program, as another TAC manager, will supervise the efforts of the Hull House TAC advocates. This will include bi-weekly meetings with the advocates to discuss crisis management and any difficult cases or problems that have arisen. She will also be responsible for keeping the advocates informed of new programs or services that become available to TAC clients. The program director from Hull House will use her Master's degree in social work and her extensive experience working with victims of domestic violence to ensure the success of the private advocacy component of this collaboration.

Founded in 1978, Life Span Center for Legal Services and Advocacy is a not-for-profit comprehensive domestic violence agency that combines counseling, advocacy and legal services to address the complex needs of battered women and their children. Life Span attorneys have an expertise in civil litigation and domestic violence and provide civil legal assistance to battered women in a full range of family law matters. Life Span is an organization committed to the cessation of domestic violence and to the immediate relief of those who suffer from its consequences. This is accomplished through providing direct services that address the evolving needs of Life Span's client population and through systemic and policy advocacy aimed at

changing the tolerance of domestic violence. Life Span's services are based on the idea of client empowerment. Clients are provided with information on the services, resources and institutional responses available to them, what their choices are and what possible outcomes will flow from those choices. Clients are encouraged and supported in deciding on a plan to address the domestic violence in their lives. Once clients choose a plan and decide what services or actions they will take, the Life Span service provider will support her in implementing that plan.

The executive director of Life Span will serve as an additional TAC manager and will head the efforts of the civil legal service component of TAC. Utilizing her extensive experience in domestic violence and civil legal issues confronted by victims, along with the resources of Life Span, she will work closely with the TAC civil attorney and paralegal to ensure the highest quality civil legal assistance. The executive director will meet with the TAC civil attorney and paralegal as needed to discuss issues with specific cases and legal updates.

Finally, the TAC manager representing the Social Service Department for the Circuit Court of Cook County will oversee the work of the social service court liaisons and case managers who have been assigned a TAC defendant. As a TAC manager, the Deputy Director of Clinical Services of the Social Service Department will work with case managers and liaisons to identify and report sentencing violations to the TAC prosecutors and to the court. The Deputy Director will work to ensure that each case manager who is assigned TAC cases has a designated court liaison to whom they can report sentencing violations and that these violations are brought to the attention of the TAC prosecutors prior to the court date.

**D. Sustainability Plan**

During times in which federal funding for the TAC Program has been reduced, each TAC partner agency has assumed a greater share of the program costs as match contributions in order

to support the staff needed to maintain service to victims. When funding from the Office on Violence Against Women for the TAC Program expired on December 31, 2002, the SAO absorbed the costs of two TAC prosecutors, four SAO TAC investigators as well as two administrative assistants dedicated to the TAC Program. TAC support from a different funding source, the Illinois Criminal Justice Information Authority, was also sought and awarded for the two TAC victim specialists in 2003. The Social Service Department for the Circuit Court of Cook County also absorbed the cost of the social service liaison dedicated to the TAC Program. The County of Cook, on behalf of the SAO and the Social Service Department for the Circuit Court of Cook County, is committed to the demonstrated successes of this program and is dedicated to providing services to victims of high-risk domestic violence cases.

With the expansion of the TAC Program in 2010, the SAO now contributes a fifth TAC investigator and Hull House and Life Span each absorb a portion of their staff costs to enable the formation of a third TAC Team. Understanding that the Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program is a discretionary program and there is no guarantee of continued funding, the SAO will seek alternative funding sources for our private not-for-profit domestic violence partners, Hull House and Life Span, if funds through the Office on Violence Against Women become unavailable.

The SAO also used to receive federal funding for our Cold Case Homicide Unit. When those funds became unavailable, we were able to secure funding through the Illinois Criminal Justice Information Authority to continue the work of the Unit.

### III. Budget Detail Worksheet and Narrative

Purpose: The Budget Detail Worksheet may be used as a guide to assist you in the preparation of the budget and budget narrative. You may submit the budget and budget narrative using this form or in the format of your choice (plain sheets, your own form, or a variation of this form). However, all required information (including the budget narrative) must be provided. Any category of expense not applicable to your budget may be deleted.

**A. Personnel** – List each position by title and name of employee, if available. Show the annual salary rate and the percentage of time to be devoted to the project. Compensation paid for employees engaged in grant activities must be consistent with that paid for similar work within the applicant organization.

Name/Position	Grade	Period	Computation	Cost
(1) TAC Assistant State's Attorney	N366	9/1/11-8/31/12	(\$2,353.40)(26.15 pay periods)	\$61,541.41
	N370	9/1/12-8/31/13	(\$2,400.88)(26.07 pay periods)	\$62,590.94
(1) TAC Investigator	SA2/6	9/1/11-4/7/12	(\$2,834.64)(15.79 pay periods)	\$44,758.97
	SA2/7	4/8/12-4/20/13	(\$2,973.12)(27 pay periods)	\$80,274.24
	SA2/8	4/21/13-8/31/13	(\$3,016.80)(9.5 pay periods)	\$28,659.60
(1) TAC Victim Specialist	14/8	9/1/11-8/31/13	(\$1,938.08)(52.21 pay periods)	\$101,187.16
<b>TOTAL</b>				<b>\$379,012.32</b>

Federal funds available through the Office on Violence Against Women's Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program will be used to support the Cook County State's Attorney's Target Abuser Call (TAC) Program by funding a third dedicated TAC Team consisting of one (1) TAC Assistant State's Attorney, two (2) TAC Investigators, and one (1) TAC Victim Specialist. Salaries have been calculated based on a two-year estimated funding period beginning September 1, 2011 and ending August 31, 2013. The Cook County State's Attorney's Office will match the salary of one of the two TAC investigators as an in-kind contribution, which totals **\$153,692.81** for the two-year funding period.

**B. Fringe Benefits** – Fringe benefits should be based on actual known costs or an established formula. Fringe benefits are for the personnel listed in budget category (A) and only for the percentage of time devoted to the project. Fringe benefits on overtime hours are limited to FICA, Workman's Compensation, and Unemployment Compensation.

Name/Position	Description	Computation	Cost
(1) TAC Assistant State's Attorney	Medicare	(.0145 x \$124,132.35)	\$1,799.92
	Worker's Compensation	(.015 x \$124,132.35)	\$1,861.99
	Unemployment	(.015 x \$124,132.35)	\$1,861.99
	Pension	(.085 x \$124,132.35)(1.54)	\$16,248.92
	Life Insurance	(.245)(124.132)(12)	\$364.95
	Hospitalization	(\$636.225)(24 months)	\$15,269.40
	Dental	(\$27.79)(24 months)	\$666.96
	Vision	(\$5.87)(24 months)	\$140.88
(1) TAC Investigator	Medicare	(.0145 x \$153,692.81)	\$2,228.55
	Worker's Compensation	(.015 x \$153,692.81)	\$2,305.39
	Unemployment	(.015 x \$153,692.81)	\$2,305.39
	Pension	(.085 x \$153,692.81)(1.54)	\$20,118.39
	Life Insurance	(.245)(153.692)(12)	\$451.86
	Hospitalization	(\$673.1733)(24 months)	\$16,156.16
	Dental	(\$9.88)(24 months)	\$237.12
	Vision	(\$5.87)(24 months)	\$140.88

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(1) TAC Victim Specialist	Medicare	(.0145 x \$101,187.16)	\$1,467.21
	Worker's Compensation	(.015 x \$101,187.16)	\$1,517.81
	Unemployment	(.015 x \$101,187.16)	\$1,517.81
	Pension	(.085 x \$101,187.16)(1.54)	\$13,245.40
	Life Insurance	(.245)(101.187)(12)	\$297.49
	Hospitalization	(\$769.043)(24 months)	\$18,457.03
	Dental	(\$9.88)(24 months)	\$237.12
	Vision	(\$5.87)(24 months)	\$140.88

**TOTAL \$119,038.88**

Fringe benefits for each of the grant-funded positions have been budgeted in accordance with the standard benefits package received by all Cook County employees and are based on total salary costs. Total Hospitalization, Dental and Vision costs vary according to the insurance provider an employee chooses as well as how many dependants the employee has. The Cook County State's Attorney's Office will match the fringe benefits of one of the two TAC investigators as an in-kind contribution, which total **\$43,943.73** for the two-year funding period.

**C. Travel** – Itemize travel expenses of project personnel by purpose (e.g., staff to training, field interviews, advisory group meeting, etc.). Show the basis of computation (e.g., six people to 3-day training at \$X airfare, \$X lodging, \$X subsistence). In training projects, travel and meals for trainees should be listed separately. Show the number of trainees and the unit costs involved. Identify the location of travel, if known. Indicate source of Travel Policies applied, Applicant or Federal Travel Regulation.

Purpose of Travel	Location	Item	Computation	Cost
OVW Mandated	Locations	Airfare	(\$500)(10 TAC Team members)(1 trip)	\$5,000
Travel/Training	Unknown	Hotel	(\$118 per night)(4 nights)(10 TAC Team members)(1 trip)	\$4,720
		Per Diem	(\$46/day)(2 days)(10 TAC Team members)(1 trip)	\$920
			(\$34.5/day)(2 days)(10 TAC Team members)(1 trip)	\$690
		Ground Transportation	(\$25 per person)(10 TAC Team members)(1 trip)	\$250
<b>TOTAL</b>				<b>\$11,580</b>

In accordance with program guidelines, \$15,000 has been budgeted for the purpose of attending OVW-sponsored training and technical assistance opportunities. The site of the training is unknown at this time. Travel funds have been budgeted so that at least 10 TAC Team members can attend one of the OVW-designated technical assistance seminars. A portion of the travel budget appears in the Consultants/Contracts section, in order to allow program partners to participate in training. The budget reflects **\$11,580** in the Travel section and **\$3,474** for travel expenses under Consultants/Contracts. Federal travel regulations have been applied when estimating training-related travel costs.

**G. Consultants/Contracts** – Indicate whether applicant's formal, written Procurement Policy or the Federal Acquisition Regulations are followed.

**Consultant Fees:** For each consultant enter the name, if known, service to be provided, hourly or daily fee (8-hour day), and estimated time on the project. Consultant fees in excess of \$450 per day require additional justification and prior approval from OJP.

Name of Consultant	Service Provided	Computation	Cost
<b>Consultant Expenses:</b> List all expenses to be paid from the grant to the individual consultants in addition to their fees (i.e., travel, meals, lodging, etc.)			
Item	Location	Computation	Cost

**Contracts:** Provide a description of the product or service to be procured by contract and an estimate of the cost.

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Applicants are encouraged to promote free and open competition in awarding contracts. A separate justification must be provided for sole source contracts in excess of \$100,000.

Item	Computation	Cost
<b>(3) Hull House Domestic Violence Court Advocates</b>		
Court Advocate II	Salary (\$38,998.28)(2 years)	\$77,996.56
Court Advocate II (Lead Advocate)	Salary (\$38,998.28)(2 years)	\$77,996.56
Court Advocate II	Salary (\$26,678.70)(2 years)	\$53,357.40
<b>Fringe Benefits for (3) Hull House Domestic Violence Court Advocates</b>		
Medical	18.820135%	\$39,400.05
Dental	1.68%	\$3,519.81
Worker's Compensation	2.79%	\$5,849.10
Life Insurance	.20%	\$414.10
SUTA	3.65%	\$7,641.29
FICA	7.65%	\$16,015.31
General Liability	.71%	\$1,486.39
<b>(1) Life Span Civil Staff Attorney</b>		
Salary	(\$54,000/year)(2 years)	\$108,000
Fringe Benefits	Worker's Comp. Insurance (\$486)	\$486
	Health Insurance (\$3,936/year)(2 years)	\$7,872
	Malpractice Insurance (\$450/year)(2 years)	\$900
<b>(1) Life Span Paralegal</b>		
Salary	(\$40,000/year)(2 years)	\$80,000
Fringe Benefits	FICA 7.45% of salary	\$5,960
<b>OVW Mandated Travel/Training for TAC Partner Agencies (Locations unknown at this time)</b>		
Airfare	(\$500)(3 TAC Partner Agency members)(1 trip)	\$1,500
Hotel	(\$118 per night)(4nights)(3 TAC Partner Agency members)(1 trip)	\$1,416
Per Diem	(\$46/day)(2 days)(3 TAC Partner Agency members)(1 trip)	\$276
	(\$34.5/day)(2 days)(3 TAC Partner Agency members)(1 trip)	\$207
Ground Transportation	(\$25 per person)(3 TAC Partner Agency members)(1 trip)	\$75
<b>TOTAL</b>		<b>\$490,368.57</b>

With the expansion of the TAC Program, a third Domestic Violence Court Advocate from Hull House will be dedicated to the TAC Program bringing the total number of Hull House advocates to three. These three (3) Hull House advocates will devote 100% of their time to the TAC Team working exclusively on TAC cases. With the expansion of the Cook County State's Attorney's TAC Program, Hull House will absorb a total of \$14,560 in operational expenses directly related to the TAC Program as well as a portion of the medical costs for the three advocates totaling \$22,714.25 as an in-kind contribution.

The TAC Program expansion allows additional staff from Life Span to be dedicated to the Program. In addition to the one (1) civil staff attorney, one (1) paralegal from Life Span will also devote 100% of her time to the TAC project. Similar to Hull House, Life Span will also be absorbing TAC related expenses to allow for the expansion. Those expenses consist of \$11,034 in fringe benefits for the civil staff attorney and \$10,640 in fringe benefits for the paralegal. In addition, Life Span will absorb \$8,616 in other TAC-related program expenses. The two partner agencies, Hull House and Life Span, complete the wraparound services that are paramount to the TAC Program.

Funds have been allocated for program staff from partner agencies to participate in trainings. The total amount allocated for travel and training for staff and partners complies with the minimum \$15,000 OVW requirement.

**Budget Summary** – When you have completed the budget worksheet, transfer the totals for each category to the spaces below. Compute the total direct costs and the total project costs. Indicate the amount of Federal requested and the amount of non-Federal funds that will support the project.

<u>Budget Category</u>	<u>Amount</u>
<b>A. Personnel</b>	\$379,012.32
<b>B. Fringe Benefits</b>	\$119,038.88
<b>C. Travel</b>	\$11,580
<b>D. Equipment</b>	\$0.00
<b>E. Supplies</b>	\$0.00
<b>F. Construction</b>	\$0.00
<b>G. Consultants/Contracts</b>	\$490,368.57
<b>H. Other</b>	\$0.00
<b>Total Direct Costs</b>	\$1,000,000
<b>I. Indirect Costs</b>	\$0.00
<b>TOTAL PROJECT COSTS</b>	
<b>Federal Request</b>	\$1,000,000
<b>Non-Federal Amount</b>	\$265,201

## V. **Proposal Abstract**

The Target Abuser Call (TAC) Program is a prosecution-based program that has become a national model in the fight against domestic violence. It is a sound approach built on a foundation of victim safety and offender accountability. TAC focuses on the highest-risk domestic violence cases originating in the city of Chicago and the Sixth District of the Circuit Court of Cook County, Illinois and responds with a multi-agency approach that engages a victim early in the legal process and offers wraparound services to provide a better opportunity to break the cycle of violence while ensuring victim safety and offender accountability. The TAC Program was born out of a frustration experienced by prosecutors and victim advocates when victims, many at the highest risk with repeat cases, failed to show up for court or were reluctant to follow-through when they appeared. After numerous domestic violence task force meetings, it became clear that victims of domestic violence were not responding to the criminal justice system because they had issues outside the system which prosecutors were not equipped to handle, such as intensive counseling, housing, childcare, job programs and other civil legal issues. The ideology behind TAC was to bring together different disciplines that traditionally had acted independently and form a team that would address the different needs of domestic violence victims while ensuring victim safety and offender accountability. To achieve this task, partnerships were formed between the Cook County State's Attorney's Office, the Cook County Circuit Court's Social Service Department, the Hull House Domestic Violence Court Advocacy Program, and Life Span Center for Legal Services and Advocacy. Through these partnerships, high-risk domestic violence cases are targeted in an effort to curb escalating domestic violence. A unified strategy of advocacy, referrals and follow-up is implemented to increase victim safety and intense supervision and monitoring of court orders is used to increase abuser accountability.

## **VI. Summary of Current OVW Projects**

- **Targeted Abuser Call 2005-WE-AX-0121 9/1/05-8/31/11**
- **Total funds remaining as of 2/24/2011: \$636,148**
- **Total funds remaining in:** Personnel \$322,973  
Contracts/Consultants \$304,952  
Travel \$8,223
- **Names, dates, and locations of all OVW-sponsored training and technical assistance events**
  - Investigating and Prosecuting Intimate Partner Stalking Conference March 2006 in Atlanta, GA
  - Domestic Violence and Firearms: A National Summit for Community Safety Conference September 2006 in Los Angeles, California
  - National College of District Attorney's National Conference on Domestic Violence October 2006 in Houston, Texas
  - Family Justice Center Conference April 2007 in San Diego, California
  - Domestic Violence Danger Assessment and Risk Management Conference May 2007 in Seattle, Washington
  - National Institute on the Prosecution of Domestic Violence August 2008 in Chicago, Illinois
  - Cultural Considerations in Your Coordinated Community Response October 2008 in Long Beach, California
  - National College of District Attorney's National Conference on Domestic Violence November 2009 in San Antonio, Texas
  - Building Collaborations to Address Human Trafficking in Domestic Violence and Sexual Assault Cases November 2009 in San Francisco, California
  - National College of District Attorney's National Conference on Domestic Violence October 2010 in Washington, D.C.
  - Criminal Justice Summit on Domestic Violence: Improving the Large Jurisdiction Response November 2010 in San Diego, California
- Number and titles of full-time positions
  - 1-TAC Assistant State's Attorney
  - 1-TAC Investigator
  - 1-TAC Victim Specialist
- Describe the status of achieving the goals and objectives identifies in our most recent application.

Under Cook County's current Arrest Program Award (#2005-WE-AX-0121), the following objectives were implemented to guide the work of the TAC Program. For the purpose

of this application, the following data represents program activities that occurred during the period of January 1, 2009 through December 31, 2010 under award #2005-WE-AX-0121:

**1) *A unified strategy of advocacy, referrals and follow-up was implemented to increase victim safety.*** The two TAC victim advocates from Hull House provided support, services and referrals to an average of 113 victims of domestic violence with both new and on-going cases each month. Beginning with the very first court date, these advocates provided emotional support for the victims, identified victim service needs and provided extensive referrals in areas such as emergency shelter, alternative housing and counseling. They also attended court with the victims and maintained follow-up contact once the case was disposed to ensure that the victim remained safe and all out-of-court needs were addressed.

The civil attorney from Life Span served an average of 63 victims each month, providing them with information, support, and assistance with civil orders of protection as well as referrals for representation in civil legal proceedings regarding issues such as child custody and support, visitation, and immigration.

**2) *Intense supervision and monitoring of court orders were used to increase abuser accountability.*** The social service case managers and court liaisons from the Circuit Court of Cook County's Social Service Department helped identify sentencing violations so that TAC prosecutors could address them quickly in court, as well as informed victims of sentencing updates so they could take appropriate steps to stay safe. For the reporting period, social service court liaisons appeared in court on 164 cases to report sentencing violations or to inform the court of the defendant's progress, particularly with regard to compliance or noncompliance with the terms and conditions of their sentence.

**3) *The TAC Program focused on high-risk cases at the misdemeanor level in an effort to stem escalating domestic violence.*** The two TAC prosecutors evaluated all incoming misdemeanor domestic violence cases with consideration given to both the victim and offender to identify those deemed to be at the highest risk for escalating violence. Key factors included a history of abuse and the circumstances of the present case. Potential TAC cases were also evaluated according to a set of factors that included: 1) Prior history of domestic violence evidenced by convictions, dismissals, arrests and unreported history; 2) Substantial bodily harm; 3) Use of weapons or threats of use; and 4) Domestic battery accompanied by threats to kill, inflict bodily harm, take the children, or harm the victim's family as well as other dangerous behaviors including strangulation and stalking. After considering all of these factors, the TAC prosecutors accepted 1,900 new cases into the program, an average of 79 new cases per month.

**4) *TAC cases were prosecuted utilizing a system of vertical prosecution, victim assistance and advocacy services.*** Vertical prosecution, victim assistance and advocacy services are the key elements of the "wraparound" service provided to each victim whose case is accepted into the TAC Program. Victims are engaged in the legal process while the entire TAC Team works to ensure that each TAC victim gets the support and services needed to stay safe and end the cycle of violence. On a monthly basis, TAC prosecutors maintained anywhere between 74 and 83 ongoing TAC cases.

**5) *Specially trained State's Attorney investigators worked to engage the victim in the criminal justice system by "demystifying" the criminal justice system and offering victims support and information regarding the criminal justice process.*** Immediately after a case was accepted into the TAC Program, the specially trained State's Attorney investigators worked to make a meaningful connection with each victim prior to the first court date to assess their safety,

answer questions, distribute information and ease their apprehension about appearing in court. During the two-year reporting period, TAC investigators were given a total of 2,841 assignments; 2,718 of which involved direct victim contact.

Once the 3<sup>rd</sup> TAC team was fully staffed in the second half of 2010, the TAC Program was able to effectively serve 530 more victims and handle 571 more cases compared to the same time period the previous year.

Open communication between all participating agencies was encouraged in order to maintain quality and consistency in the handling of cases referred to the TAC Program. To ensure quality and consistency, TAC cases were round-tabled so that the relevant TAC partners were informed of any case requiring special attention. TAC managers and supervisors from each partner agency met at least every other month to monitor the TAC Program, review the goals and objectives, address concerns, and discuss training opportunities. Daily communication was also fostered through an administrative assistant who coordinated and scheduled victim services while maintaining statistics and case information.

Under award #2005-WE-AX-0121 (original award and supplemental award #1), Cook County received a total of \$625,324 to maintain the operation of the TAC Program for the period of September 1, 2005 through August 31, 2009. Given the fact that a separate overlapping award (#2003-WE-BX-0028) funded program activities for the period of September 1, 2005 through December 31, 2005, Cook County did not draw down funds from its FY 2005 award until the beginning of 2006, several months after the performance period began. As such, Cook County requested a no-cost extension of award #2005-WE-AX-0121 mid-summer 2009 to extend the period of performance through February 28, 2010. However, when the supplemental award #2 was awarded (\$1,000,000) the end of September 2009, we were told the end date would be

August 31, 2011 (two years from the *original* supplemental end date, NOT two years from the amended end date, which would have been February 28, 2012). Therefore, we, again anticipate requesting a no-cost extension mid-summer of 2011 to extend the period of performance in order to expend the remaining funds.

**ATTACHMENT C**

**WORK PROGRAM – CIVIL ATTORNEY SERVICES**

## **ATTACHMENT C**

### **WORK PROGRAM – CIVIL ATTORNEY SERVICES**

#### **Assignment of Personnel/Scope of Work:**

Subject to the prior approval of the State’s Attorney’s Office (“SAO”), the Contractor shall assign one (1) Target Abuser Call (“TAC”) Civil Staff Attorney (“Attorney”) to provide legal services to victims of domestic violence whose cases are assigned to the TAC Program (the “Participants”). Legal services would include providing advice, information and referrals to the Participants. Contractor shall also dedicate, as needed, the services of its Director of the Domestic Violence Project to perform supervisory and other functions.

#### **Attorney Qualifications:**

The assigned Attorney shall have prior experience in the area of family law, including a working knowledge of the legal issues typically facing battered women and their children. The Attorney should be familiar with the Illinois Domestic Violence Act, Orders of Protection, and criminal court procedures.

Contractor commits that the Attorney assigned for the purposes of this Contract shall be assigned for the entire term of this Agreement and may not be changed without the written approval of the SAO.

Throughout the term of this Contract, the Contractor shall maintain comprehensive professional liability insurance on the Attorney assigned to the TAC Program to adequately insure the County and the SAO against any malpractice claims that could arise pursuant to this Contract. Contractor shall provide the SAO with a certificate of insurance evidencing said coverage upon execution of this Contract.

#### **Specific Job Duties and Responsibilities:**

##### **Attorney:**

1. Interview victims and investigate civil legal matters related to domestic violence cases assigned to the TAC Program.
2. Provide information and referral on family law issues related to child custody, child support and civil orders of protection to participants within the TAC Program who request it.
3. Refer Participants to other domestic violence services programs where appropriate.

4. Refer cases to other LifeSpan attorneys for representation of Participants assigned to the TAC Program who request it.
5. Collaborate with other TAC Program team participants, such as the Assistant State's Attorneys, victim specialists and private advocates.
6. Attend weekly TAC team meetings.
7. Provide Services on a full-time equivalent basis (which for purposes of this Contract shall equal 40 hours a week) to the TAC Program.

**Director:**

1. Supervise and direct the work of the assigned Attorney.
2. Conduct periodic performance evaluations of the assigned Attorney and advise the SAO of such results.
3. Participate in monthly case review committee meetings.
4. Assist the SAO in developing and implementing the TAC Program.
5. Maintain daily and monthly statistics concerning the clients handled by the Attorney.
6. Assist in preparing and reviewing TAC Program documents as developed by the SAO, including the TAC protocol, TAC Training Manual and TAC Research Report.

**Case Assignments:**

The SAO shall pre-screen the cases to be included within the TAC Program. From the pre-screened cases, the Contractor shall determine which cases it will handle. During the term of this Contract, the Attorney shall handle a minimum of sixty (60) cases referred through the TAC Program.

**Written Reports to SAO:**

Contractor shall submit to the SAO monthly written progress reports, concerning the status of cases in the TAC Program. The SAO may, from time to time, reasonably request other written reports on matters related to Contractor's duties under the TAC Program and Contractor shall comply with said requests, within the scope of any confidentiality waivers executed by the Participants for the release of information to the SAO, in a reasonable time period.

**Meetings:**

The Attorney shall attend and participate in weekly TAC Team meetings to discuss status of cases, the progress of the TAC Program generally and any issues or problems arising in the TAC Program. The Director shall attend and participate in monthly case review committee meetings.

**Equipment/Working Facilities:**

The SAO shall provide adequate office space and necessary equipment and supplies to the Attorney for purposes of performing the duties of this Contract. The Attorney will have shared use of a computer, which will be available for use by all members of the TAC Program Team.

**TAC Program Records:**

All records, files and Program documents created or maintained by Contractor during the course of this Contract shall be the property of the SAO and upon expiration of this Contract, all such Program documents shall be promptly turned over the SAO.

**ATTACHMENT D**

**MEMORANDUM OF UNDERSTANDING FOR THE TARGET ABUSER CALL  
PROGRAM**

**MEMORANDUM OF UNDERSTANDING  
FOR  
THE TARGET ABUSER CALL PROGRAM**

Partners: The Cook County State's Attorney's Office; The Social Service Department of the Office of the Chief Judge for the Circuit Court of Cook County; the Hull House Domestic Violence Court Advocacy Program ("Hull House"); and Life Span Center for Legal Services and Advocacy ("Life Span").

**History of Partners:**

The Target Abuser Call (TAC) Program is a multi-disciplinary approach that addresses high-risk domestic violence cases in the City of Chicago's Centralized Domestic Violence Court and in the 6<sup>th</sup> District of the Circuit Court of Cook County, located in Markham, Illinois. The TAC Program increases victim safety while holding more offenders accountable in misdemeanor, preliminary felony, and Class 4 felony domestic battery cases. The idea was born out of a frustration experienced by prosecutors and victim advocates when victims, many at the highest risk with repeat cases, failed to show up for court or were reluctant to follow-through when they appeared. This innovative project creates a comprehensive, cooperative prosecution-based team to strategically address the problems women face in the criminal justice system.

It became clear at several domestic violence task force meetings that were attended by representatives of numerous domestic violence agencies that victims of domestic violence were not responding to the criminal justice system because they had issues outside the system which prosecutors were not equipped to handle. A need for intensive counseling, housing, childcare, job programs and a myriad of civil legal issues were among the concerns identified. In response, representatives from the Cook County State's Attorney's Office, Hull House and Life Span formed a partnership in 1996 in which representatives of each agency would meet and discuss the best ways to serve these high-risk victims. After a year of meeting and planning, the concept of TAC was born. The ideology behind TAC was to bring together different disciplines that traditionally have acted independently and form a team that would address the different needs of domestic violence victims.

In 1997, the Cook County State's Attorney's Office was awarded grant funding through the Department of Justice, Violence Against Women Office for the TAC Program. The following year, the Social Service Department of the Office of the Chief Judge for the Circuit Court of Cook County joined TAC as a partner. The partners felt that adding case managers to closely monitor TAC offenders after disposition would greatly improve the victim's safety.

**Development of the Application:**

Because TAC is a prosecution-based program, the Cook County State's Attorney's Office, as the chief prosecuting office for Cook County, has taken the lead in the development and preparation of the application materials. Since TAC was created in 1997, the partners have worked together

to expand this program when grant funding was available and to assume a portion of the cost of the program when grant funding was cut. In response to the changing needs of domestic violence victims identified by TAC partner agencies, the TAC Program has evolved throughout the years to address those needs and has incorporated suggestions for improvement from the Office on Violence Against Women, the National Institute of Justice and experts in the field of domestic violence.

In order to ensure the ongoing success of TAC, each agency will work vigorously in their areas of expertise and as a collaborative multi-disciplinary unit. The supervisor and deputy supervisor of the State's Attorney's Domestic Violence Division will be responsible for the continued development and improvement of TAC in conjunction with the supervisor of the Hull House Domestic Violence Court Advocacy Program, the executive director of Life Span and the Deputy Director of Clinical Services of the Social Service Department of the Office of the Chief Judge for the Circuit Court of Cook County.

### **Roles and Responsibilities:**

#### *Cook County State's Attorney's Office:*

The State's Attorney's Office assumes three different roles in the TAC Program: prosecution, victim-witness assistance, and investigation. The State's Attorney's Office dedicates three TAC prosecutors who are responsible for identifying high-risk offenders and victims by using a protocol that utilizes the offender's criminal history, police reports and a lethality assessment. Once a case is designated by the prosecutor as a TAC case, the case is vertically prosecuted, meaning it is investigated, prepared and maintained through disposition by the same prosecutor who selected the case for the TAC Program. The cases can include high risk misdemeanor cases, preliminary felony hearings where felony charges are initiated due to prior criminal conviction or severity of injury, or Class 4 felony domestic battery or violation of order of protection cases charged due to the offender having a prior conviction. By court order, these cases are now heard in domestic violence courtrooms where TAC prosecutors are assigned. These prosecutors will dedicate 100% of their time to the TAC Program. The State's Attorney's Office also dedicates three TAC victim specialists who are responsible for keeping victims apprised of all court dates and answering any questions the victim may have regarding the criminal justice system. These TAC victim specialists will also dedicate 100% of their time to the TAC Program. Finally, six specially trained investigators are responsible for making an initial contact with the victim once a case is accepted into the TAC Program. The investigators use the subpoena serving process as a means to connect with victims at the earliest possible point in the legal process which allows them to assess the victim's current situation and determine if she is still in danger, as well as explain the importance of coming to court, while assuring her that if she chooses not to participate, she will not be arrested. Many victims have expressed relief at having been subpoenaed, since they then cannot be pressured or threatened by their abusers who may convince them not to go to court. Investigators also provide information on the court date, victim services and contact phone numbers for TAC staff. Investigators answer any questions the victims may have and encourage victims to reach out to TAC Team members prior to their first court date should other questions or concerns arise. The investigators are also trained to gather

additional evidence the victim may have and take photographs of any undocumented injuries. Similar to the other State's Attorney TAC staff, the investigators also dedicate 100% of their time to the TAC Program. The State's Attorney's Office is responsible for gathering program service data from each of the TAC partners and compiling that data for the Semi-Annual Progress Reports required by the Office on Violence Against Women.

*Hull House Domestic Violence Court Advocacy Program:*

The Hull House Domestic Violence Court Advocacy Program provides the private advocacy component of the TAC Program. The underlying philosophy of the program assumes that victims who are well informed of their rights under the law will function as their own best advocate and will therefore seek remedies best suited to their family situation. Hull House is unique in that it is the only advocacy program in Chicago housed within the domestic violence courthouse while operating independently of county-funded agencies. Hull House dedicates three TAC advocates who work to ensure that the best interest of the victim is being served through the court process. The Hull House advocate is available to the victim for support and referrals from the first day that her case is designated a TAC case. Some of the services and referrals that Hull House provides to TAC clients include substance abuse or mental health counseling, alternative housing, childcare, job training and education opportunities. Additionally, the Hull House advocate is bound by confidentiality and can therefore be a source of safety for the victim if there is certain information she would rather not share with the other team members. The three Hull House advocates dedicate 100% of their time to the TAC Program. On a semi-annual basis, Hull House submits program service data to the State's Attorney's Office that is included in progress reports as required by the Office on Violence Against Women.

*Life Span Center for Legal Services and Advocacy:*

Life Span is a not-for-profit civil legal provider for women affected by domestic violence. Life Span dedicates one civil staff attorney and one paralegal to assist TAC clients with the civil legal issues that may have stopped her from pursuing her case in the criminal justice system or leaving the abuser. These issues may include paternity, child support, visitation and immigration. Both the civil staff attorney and paralegal provide TAC clients with information and support regarding such civil legal matters and, if civil legal representation is needed, provide victims with referrals for such representation. The TAC attorney also provides litigation services in civil orders of protection. In civil order of protection cases, the TAC attorney can address issues of safety, some issues of family law as well as financial support. The TAC attorney is able to represent TAC clients in orders of protection, which deal with remedies not readily available in the criminal setting. These remedies can address the strong fears of victims and provide them with the protection and assurances that will allow them to continue to be an active participant in the prosecution. The Life Span civil staff attorney and paralegal dedicate 100% of their time to the TAC Program. On a semi-annual basis, Life Span submits program service data to the State's Attorney's Office that is included in progress reports as required by the Office on Violence Against Women.

*Office of the Chief Judge for the Circuit Court of Cook County, Social Service Department:*

The Deputy Director of Clinical Services of the Social Service Department is responsible for overseeing the coordination between social service court liaisons and social service case managers who have been assigned a TAC defendant after being sentenced to reporting supervision or reporting conditional discharge under the auspices of the Social Service Department. The Deputy Director works with case managers and liaisons to identify and report sentencing violations to the TAC prosecutors and to the court. TAC defendants who violate their sentences are returned to court expeditiously to assure accountability. The social service case managers and liaisons are also responsible for providing TAC victims with information regarding the status of a defendant's sentencing. On a semi-annual basis, the Social Service Department submits program service data to the State's Attorney's Office that is included in progress reports as required by the Office on Violence Against Women.

**Representatives of the Planning and Development Team:**

The following team of TAC managers will be responsible for the oversight and implementation of the TAC Program:

Jennifer Greene, Alzetta Bozeman-Martin, Jennifer Gonzalez, Erlinda Buenfil, and Shirley Bautista will coordinate the efforts of the Cook County State's Attorney's Office in the continued development and implementation of the TAC Program. Greene, Violence Against Women Policy Advisor; Bozeman-Martin, supervisor of the State's Attorney's Domestic Violence Division; and Gonzalez, deputy supervisor of the State's Attorney's Domestic Violence Division, will continue to work to implement aggressive prosecutorial strategies that utilize the efforts of the TAC Team. These strategies include weekly meetings to discuss trial techniques, ongoing in-house training regarding Illinois law and evidence and support for victims with special needs. Erlinda Buenfil, supervisor of the victim-witness specialists dedicated to the Domestic Violence Division, will maintain regular communication with the TAC victim specialists to address any problems, gather service data and ensure effective working relationships with the Hull House advocates. Bautista, supervisor of the investigators, will also meet monthly with the investigators to ensure that empathy is exhibited to victims and provide in-house training on subjects from evidence collection to cultural sensitivity.

Therasa Zito, program director of the Hull House Domestic Violence Court Advocacy Program, will supervise the efforts of the Hull House advocates. This will include bi-weekly meetings with the advocates to discuss crisis management and any difficult cases or problems that have arisen. She will also be responsible for keeping the advocates informed of new programs or services that become available to TAC clients. Zito will combine her Master's degree in Social Work and her extensive experience working with victims of domestic violence to ensure the success of the private advocacy component of this collaboration.

Denice Wolf Markham, executive director of Life Span Center for Legal Services and Advocacy, will head the efforts of the civil legal service component of TAC. Utilizing her extensive experience in domestic violence and civil legal issues confronted by victims, along with the

resources of Life Span, she will work closely with the TAC civil attorney and paralegal to ensure the highest quality civil legal assistance. Markham will meet with the TAC civil attorney and paralegal as needed to discuss issues with specific cases and legal updates.

James Edwards, Deputy Director of Clinical Services of the Social Service Department, will oversee the work of the social service court liaisons and case managers and work to ensure that each case manager who is assigned TAC cases has a designated court liaison to whom they can report sentencing violations and that these violations are brought to the attention of the TAC prosecutors prior to the court date.

As a whole, the TAC managers will not only meet with their particular staff but will also meet with each other on a bi-monthly basis. These meetings will serve as a forum to discuss any general problems that TAC Team members have encountered or ideas to improve the services each partner provides.

### **Commitment to Project Goals:**

As members of the TAC Team, each partner is committed to and agrees to work to achieve the following goals:

1. To increase victim safety through a unified strategy of advocacy, referrals and follow-up.
2. To increase abuser accountability through the use of intense supervision and monitoring of court orders.
3. To accept appropriate cases into the TAC Program and provide services in accordance with their own criteria and policies.
4. To focus on high-risk cases in an effort to stem escalating domestic violence, including misdemeanor, Class 4 felony domestic battery and violations of orders of protection as well as preliminary hearings on felony charges.
5. To prosecute TAC cases utilizing a system of vertical prosecution, victim assistance and advocacy services.
6. To foster a sense of trust and support between victims and TAC Team members in an effort to personalize the criminal justice system.
7. To increase the collection of evidence through the use of State's Attorney investigators.
8. To engage the victim in the system by utilizing specially trained State's Attorney investigators who are able to "demystify" the system by offering support and information regarding the process.
9. To provide services regardless of the client's race, color, religion, sexual orientation, age,

national origin, economic status or disability.

10. To provide access to the criminal justice system, full services and information to domestic violence victims regardless of income.
11. To encourage open communication between all participating agencies in order to enhance and improve TAC as well as maintain quality and consistency in the handling of cases referred to the TAC Program.

### **Contributed Resources**

The Cook County State's Attorney's Office will continue to support the TAC Program through the in-kind contribution of the salaries and fringe benefits of two prosecutors, five investigators, and one victim specialist dedicated to the TAC Program. In addition, through a separate program funded by the Illinois Criminal Justice Information Authority, one TAC victim specialist is dedicated to the Program.

The Social Service Department of the Office of the Chief Judge for the Circuit Court of Cook County will continue to support the TAC Program through the in-kind contribution of the salaries and benefits of the Coordinator, liaisons, and case managers participating in the TAC Program.

Hull House and Life Span will continue to support the TAC Program through in-kind contributions that include office space and administrative costs as well as a portion of the costs associated with the expansion of the TAC Program.

In addition, each of the four partner agencies will provide an in-kind contribution in the form of supervisory staff time such as that of the TAC Team managers.

Approval

We, the undersigned have read and agree with this Memorandum of Understanding. We have reviewed the proposed budget pertaining to the collaborative effort and we are in agreement that these funds are essential to the continuation of the TAC Program.

*Toni Preckwinkle*

Toni Preckwinkle  
President of the Cook County Board of Commissioners

*2/24/11*

Date

*Anita Alvarez*

Anita Alvarez  
Cook County State's Attorney

*2/22/2011*

Date

*Timothy C. Evans*

Honorable Timothy C. Evans  
Chief Judge, Circuit Court of Cook County

*2-24-11*

Date

*Denice Wolf Markham*

Denice Wolf Markham  
Executive Director, Life Span Center for Legal Services and Advocacy

*February 22, 2011*

Date

*Clarence N. Wood*

Clarence N. Wood  
Chief Executive Officer, Jane Addams Hull House Association

*2-22-11*

Date