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ADOPTED-BOARD OF TRUSTEES
COMMUNITY COLLEGE DISTRICT NO. 508
APRIL 8, 2021

BOARD OF TRUSTEES OF COMMUNITY COLLEGE DISTRICT NO. 508 COUNTY OF COOK AND STATE OF ILLINOIS

RESOLUTION LIFE SPAN AND THE CHICAGO POLICE DEPARTMENT PROJECT S.A.F.E. OFFICE OF ACADEMIC AND STUDENT AFFAIRS DISTRICT WIDE

WHEREAS, CCC applied for a federal grant being issued by the U.S. Department of Justice, Office of Violence Against Women (“OVW”), pursuant to which the OVW would grant a certain level of funding in an effort to reduce domestic violence, dating violence, sexual assault and stalking at various college campuses across the country (the “Grant”); and

WHEREAS, The Grant requires the applicant to partner with community-based organizations and agencies in the local or neighboring jurisdiction that are not affiliated with the institution(s) of higher education applying for the Grant; and

WHEREAS, CCC desires to partner with Life Span and CPD in connection with the Grant from OVW to create Project S.A.F.E.; and

WHEREAS, Project S.A.F.E. (Securing a Fear-free Environment) prioritizes efforts to educate, create a coordinated response, increase police sensitivity, and meet victims' needs in an open and caring manner on CCC's college campuses and CCC intends to protect its students and make them aware of the potential threats of gender-based violence; and

WHEREAS, This Agreement commits staff of Life Span to provide trainings, programs, and awareness activities, which aligns with their mission and service delivery; and

WHEREAS, Funding support for the implementation of the initiatives above will be up to \$240,002 over 36 months (grant duration) and funding will only be provided for actual expenses related to grant activities and invoiced to City Colleges of Chicago; and

WHEREAS, attached as Exhibit A is External Memorandum of Understanding – Collaboration Agreement City Colleges of Chicago, Life Span and the Chicago Police Department will work together to create Project S.A.F.E.

NOW THEREFORE BE IT RESOLVED, that the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, hereby authorizes an memorandum of understanding, upon final approval of the General Counsel as to the legal form of the MOU, to provide funding support to Life Span for staff to provide trainings, programs, and awareness activities, which aligns with their mission and; and service delivery outlined in the grant up to \$240,002 over 36 months (grant duration).

April 8, 2021 – Office of Academic and Student Affairs

EXHIBIT A
External Memorandum of Understanding – Collaboration Agreement
City Colleges of Chicago, Life Span and the Chicago Police Department will work together to
create Project S.A.F.E.

This External Memorandum of Understanding – Collaboration Agreement (“Agreement”) is between the Board of Trustees of Community College District No. 508, County of Cook and State of Illinois, a body politic and corporate, d/b/a City Colleges of Chicago, with district offices located at 180 N. Wabash Ave., Suite 200, Chicago, Illinois 60601 (“CCC”), Life Span, with offices located at 70 East Lake Street, Suite 600, Chicago, IL 60601 (“Life Span”), and the Chicago Police Department, with offices located at 3510 South Michigan Avenue, Chicago, IL 60616 (“CPD”), with reference to the following:

CCC applied for a federal grant being issued by the U.S. Department of Justice, Office of Violence Against Women (“OVW”), pursuant to which the OVW would grant a certain level of funding in an effort to reduce domestic violence, dating violence, sexual assault and stalking at various college campuses across the country (the “Grant”).

The Grant requires the applicant to partner with community-based organizations and agencies in the local or neighboring jurisdiction that are not affiliated with the institution(s) of higher education applying for the Grant. Pursuant to this Agreement, CCC desires to partner with Life Span and CPD in connection with the Grant from OVW.

Project S.A.F.E. (Securing a Fear-free Environment) prioritizes efforts to educate, create a coordinated response, increase police sensitivity, and meet victims' needs in an open and caring manner on CCC's college campuses. CCC intends to protect its students and make them aware of the potential threats of gender-based violence. Furthermore, the project:

- 1) Connect students who have experienced domestic violence, including dating violence sexual assault and stalking to campus and community-based programs in order to obtain supportive services, safety planning and interventions to promote safety.
- 2) Increase education initiatives, interventions, and security measures that will minimize the threat of campus violence towards women and maximize the response in case of crises at CCC campuses.
- 3) Expand trainings on violence against women/ gender-based violence for faculty, student, staff, and law enforcement.
- 4) Improve collaboration between CCC, local service providers, and law enforcement to enhance campus gender-based violence response.

In recent years, sexual violence, domestic violence and stalking on college campuses has become a prevalent issue and topic of discussion throughout the country. With the establishment of the Campus SaVE Act and the Cleary Act, as well as the Illinois Preventing Sexual Violence in Higher Education Act, colleges are required to:

- Provide great transparency and timely warnings about crimes committed on campus,
- Ensure rights for survivors,
- Establish disciplinary proceedings,
- Implement awareness, prevention, and educational programs, and

- Have dedicated staff members to serve as confidential advisors.

Project S.A.F.E. at City Colleges of Chicago is based on a three-fold purpose of developing a comprehensive, coordinated community approach to enhancing victim safety through: 1: training and education, 2: Direct services, support, and 3: perpetrator accountability. It is critical for CCC to make sexual assault awareness a familiar topic for students beginning in their first year. By making it a key topic in the orientation, student leadership forums, on athletic teams, and other key places this will allow students to become more aware of how they identify and report incidences of sexual misconduct. Even more so, students who have become victims, this project will allow CCC to handle investigations utilizing the appropriate techniques and best practices for sexual/domestic/dating violence and stalking incidents.

Roles and Responsibilities

City Colleges of Chicago

For the purposes of the grant provided by OVW, CCC commits time and effort of both district and campus staff. These individuals will work collaboratively with community victim services and criminal agencies to ensure full implementation of all grant activities.

Associate Vice Chancellor for Advising and Student Success: CCC will dedicate the Associate Vice Chancellor (AVC) of Advising and Student Success to serve as the principle investigator on this grant. The AVC will serve as the manager for the Project Coordinator who will manage the day-to-day operations of this grant. The AVC will also serve as the liaison to the presidents of each college and district leadership regarding grant activities, as well as serve as the co-chair of the Coordinated Community Response Team. The AVC will dedicate 20% of their time to Project S.A.F.E.

Project Director: CCC will hire one full-time Project Director who will coordinate services and facilitate communication between the college Campus Program Coordinators, victim services providers, and criminal justice agencies. The director will oversee the day-to-day operations of the grant. They will maintain all reports, data tracking, funding request, coordinate and facilitate training opportunities with grant partners; attend internal and external meetings related to the grant; and ensure that the AVC is kept abreast of the progress on the project. The project coordinator will provide oversight to the Campus Program Coordinators ensuring each campus implements scheduled trainings, educational programs, and events. The director will serve as the chair of the Coordinated Community Response Team. The project director will dedicate 100% of their time to Project S.A.F.E.

Campus Program Coordinator: Each campus will identify a staff person to serve as Campus Program Coordinator (CPC). The campus program coordinators will meet monthly with the Project Director, providing updates on hosted programs, collecting any needed data, and providing supervisory oversight to campus peer educators. The Campus Coordinators will work with the Project Director to schedule training and workshop activities on their campus. They will work in concert with their Directors of Enrollment Management and College Advising Offices to deliver the curriculum for new student orientations, to confirm all incoming students are properly educated on

Title IX protocols and procedures. The coordinators will synchronize activities with Title IX Coordinators to confirm that students who report incidents are connected to internal and external resources to receive support. They will work with the peer educators to conduct various peer-led trainings and workshops for student organizations and classes. This role will be key for appropriate implementation at each institution.

Coordinated Community Response Team: CCC will create the Coordinated Community Response Team (CCRT) who will expand the service delivery model, increase community sensitivity to victim needs, and will ensure a victim-centered approach including ongoing support and guidance while enrolled/working at CCC. This team will meet monthly in year one of the grant and once a quarter in-person or via conference call in years two and three, to discuss the goals of this project and ensure resources, policies, and processes are in place to properly address campus violence issues. Each campus will designate their Campus Program Coordinator, Wellness Center Director, and Director/Assistant Director of Safety and Security to serve on this team.

Victim Service and Criminal Justice Agencies

The agencies below will work in conjunction with the CCC project and its staff to develop the project, ensure the mission and implement services throughout each campus. They agree to follow and execute mutually agreed-upon policies and protocols in response to incidences of sexual assault, dating violence, domestic violence, and stalking among students, faculty, and staff of City Colleges of Chicago. The agencies commit to work together to ensure successful execution of this project.

Chicago Police Department

Chicago Police Department (CPD) has a commitment to comprehensive community policing strategy through its Office of Community Policing. The goal is to work collaboratively with the community to make stakeholders active partners in preventing and reducing crime in Chicago's neighborhoods.

There are several critical elements to the City's community policing strategy:

- That police, residents and other City agencies working together can prevent crime and improve the quality of life in all of Chicago's neighborhoods;
- That positive working relationships need to be established between local police and residents; and
- That law enforcement, community-based, and City service strategies need to be developed and implemented in order to prevent and reduce crime

The goals of CPD compliment the work of Project S.A.F.E. Through the focus of stopping domestic violence through strengthening the response of the department, they are aiding in reducing the incident and severity of domestic violence in Chicago communities. CPD has developed a cooperative endeavor, known as the "Chicago Response" protocol, involves the Chicago Police Department, the Cook County State's Attorney's Office, and the Mayor's Office on Domestic Violence. By strengthening their response, CPD are increasing their ability not only to respond effectively to these crimes, but also to work on the prevention of domestic violence. CPD response has extended beyond the first responding

officer, involving a coordinated effort between various CPD units, external organizations, and City agencies.

Through this grant partnership, CPD commits to:

- Serving as a part of our Coordinated Community Response Team. This team would meet on a quarterly basis to discuss how we are serving our campus communities through providing training, education, and programmatic awareness events.
- Providing knowledge and expertise in the area of training. These trainings would be once or twice a year for members of our campus communities on CPD response, survivor support, and advocacy.

Funding support for the CPD would be for reimbursement of travel if there are travel expenses needed for grant related activities outside of Chicago, City Colleges will cover the expense for one staff person from the CPD to attend.

Life Span

The mission of Life Span Founded in 1978, Life Span provides comprehensive services for women and children, enabling them to live without violence, build upon their strengths and become self-sufficient. By defining domestic violence and sexual assault as a crime as well as a social problem, Life Span is committed to providing victims of abuse a range of options, including legal services, advocacy and counseling. Life Span's approach to ending domestic and sexual violence is a nationally recognized model that provides safety, empowerment and a lasting solution.

Life Span provides civil legal services, counseling and criminal court advocacy to victims who have experienced domestic violence, sexual assault, dating violence and stalking. Legal services include explanation of relief under Illinois and federal law, representation on protective orders, representation in family law matters and immigration relief under the Violence Against Women Act. In addition, individual and group counseling as well as court advocacy and criminal justice interventions are provided. Life Span staff speak a variety of languages including English, Spanish, Polish, Arabic, Telugu, Russian, Korean and Hindi as well as partners with language access lines to provide services.

Over the last four years, Life Span and City Colleges of Chicago have collaborated to provide training and education to faculty and staff. Life Span will provide on-site training for all consortium sites. Life Span has also provided direct services to students enrolled in CCC. Under the project, Life Span will provide in person support for all victims seeking services, including crisis intervention, assessment of services, explanation of rights under Illinois and federal law, advocacy, counseling and immigration matters.

Life Span will dedicate one full time advocate to work exclusively on Project SAFE. The Advocate is available to the victim for support and referrals from the first day that they request services. They provide crisis intervention, safety planning, advocacy in court, domestic violence and sexual assault education and referrals. They will have a professional, confidential relationship with the student, providing them with protected and safe communication, should there be sensitive information the client needs safe. The advocate will assist client in communicating their wishes for case outcomes in both legal and college settings. They will also

coordinate, develop and implement aspects of Life Span's participation in Project SAFE's comprehensive training plans. They will facilitate training, including bystander intervention and all aspects of violence against women issues.

Life Span will dedicate one part-time advocate to work on Project SAFE. The Advocate: Will work part-time (20 hours/week) and will conduct project intake and provide civil legal referrals if needed; provide advocacy to campus victims including crisis intervention, safety planning, and counseling; develop and conduct trainings on many aspects pertaining to domestic violence, sexual assault and stalking; accompany clients to court; accompany and advocate on the victims' behalf with other agencies; coordinate and conduct awareness and outreach presentations to students in an effort to raise awareness of sexual assault, domestic violence, and stalking on college campuses; advocate with SAO and law enforcement to obtain U-Visa certifications; provide clients with referrals to other needed services; attend all Project S.A.F.E CCRT meetings and other meetings as necessary, and maintain and provide statistical information about clients.

Life-Span's Executive Director will supervise all components of Life-Span's involvement in Coordinated Community Response Team. We anticipate she will devote 3% of her overall time to this project.

Director of Policy and Advocacy: Will provide training and consultation to the project with a particular focus on the planning phase. During the first year, we anticipate she will devote 10% of her overall time to Project planning phase. In years two and three, she will continue to attend CCRT meetings, review project progress. She will also directly oversee the work of the Life Span advocate and all training activities related to the grant. We anticipate this will encompass 10% of her overall time.

Life Span agrees to comply with all of Office of Violence Against Women training materials guidelines. This includes providing copies of training materials in advance to be reviewed and approved by OVW staff.

Funding Support

This Agreement commits staff of Life Span to provide trainings, programs, and awareness activities, which aligns with their mission and service delivery. Funding support for the implementation of the initiatives above will be up to \$240,002 over 36 months (grant duration). Funding will only be provided for actual expenses related to grant activities and invoiced to City Colleges of Chicago, and Life Span's funding over this period will be based on the following goals for each year:

Year 1: Work collaboratively with the Project Director and CCRT on creating strategic plans and sharing the intersection of Life Span in those plans. Attend OVW mandatory training.

Year 2: Hire a full-time and part-time Program Advocate to work directly with Project Director; Attend CCRT meetings; Provide direct services to CCC constituents referred for services; Providing training (in-person/online); Attend OVW mandatory trainings.

Year 3: Program advocates to work with Project Director to ensure grant implication; Attend CCRT meetings; Provide direct services to students referred for services; Providing training (in-person/online); Attend OVW mandatory trainings.

Life Span shall submit invoices for the CCC's review and approval indicating the portion of the grant services provided during the invoice period. Life Span shall comply with any form and time limitations in which invoices must be submitted and shall submit such evidence to CCC as may be required to show the validity of the grant funds being sought. Invoices shall be paid based on agreed upon payment method and associated terms once all stipulations, provisions and/or conditions set forth in this agreement have been met. If CCC objects to all or any portion of an invoice it shall promptly notify Life Span of its objection and both parties shall immediately make every effort to promptly settle the disputed portion of the invoice. If the dispute is not settled by the date that the payment is due, then CCC shall pay the undisputed portion of the invoice.

Confidentiality

The VAWA Confidentiality Provision refers to 34 U.S.C. 12291(b)(2), a provision of the Violence Against Women Act (VAWA) that requires all grantees and subgrantees receiving VAWA funding from the Department of Justice, Office on Violence Against Women, to protect the confidentiality and privacy of persons to whom those grantees and subgrantees are providing services. The VAWA Confidentiality Provision is designed to ensure the safety of adult, youth, and child victims of domestic violence, dating violence, sexual assault, and stalking.

All communications between Life Span staff and survivors are confidential under the Illinois Domestic Violence Act. All client records are confidential. Life Span's services are client driven. They engage in an informed consent process to ensure that victims understand their privacy rights and limitations on confidentiality. When clients begin services, they are given a written explanation that what they say to staff is confidential, except when the statement triggers the staff's duty to report child or elder abuse/neglect or a serious threat to the life of the client or others.

City Colleges of Chicago student records are confidential under FERPA and Wellness Center records under HIPAA. Records are released to any needed parties only when informed consent has been obtained from the student. When students begin services in the Wellness Center, they are given a written explanation that what they say to staff is confidential, except when the statement triggers an emergency or a serious threat to the life of the client or others.

Miscellaneous

The terms of this Agreement are severable and if a court of competent jurisdiction herein declares any term or provision illegal, void or unenforceable, the remainder of the provisions hereunder shall remain valid and enforceable.

This Agreement shall be interpreted and governed by the laws of the State of Illinois and venue for any litigation related to this Agreement shall be in Cook County, Illinois.

No modification or amendments to this Agreement shall be effective unless such amendment is in writing and signed by all parties hereto.

Each party agrees to comply with CCC's Ethics Policy and with any amendments adopted thereafter. A copy of CCC's Ethics Policy can be found at www.ccc.edu. It shall be the duty of each party to the agreement to cooperate with the Inspector General for City Colleges of

Chicago in any investigation conducted pursuant to the Inspector General's authority under Article 2, Section 2.7.4(b) of the Board Bylaws.

Neither party will have any liability to the other for any failure or delay in performing any obligation under this Agreement due to acts of God or nature, fires, floods, strikes, civil disturbances, terrorism, or power, communications, satellite or network failures (individually and collectively a "Force Majeure Event"). Either party upon prior written notice may terminate this Agreement if such Force Majeure Event continues for more than ten-(10) calendar days.

This Agreement may be executed in two (2) or more counterparts, each of which will be deemed to be an original, but all of which together will constitute one binding agreement. This Agreement may be signed electronically, and delivered between the parties via facsimile, email or other electronic delivery method.

By signing this Agreement, I am in support of CCC Project S.A.F.E. and the outlined activities as set forth in this Agreement.

Life Span

By: _____
Denice Wolf Markham
Executive Director

Chicago Police Department

By: _____
Name: _____
Title: _____

**Board of Trustees of Community College District No. 508,
County of Cook and State of Illinois, d/b/a
City Colleges of Chicago**

By: _____
Walter E. Massey
Chair

Approved as to Legal Form:

By: _____
Karla Mitchell Gowen
General Counsel

Various institutions of CCC participating, as required pursuant to the Grant

Harry S. Truman College

By: _____
Dr. Shawn Jackson
President

Harold Washington College

By: _____
Dr. Daniel Lopez, Jr.
President

Kennedy-King College

By: _____
Dr. Gregory Thomas
President

Malcolm X College

By: _____
Dr. David Sanders
President

Olive-Harvey College

By: _____
Dr. Kimberly Hollingsworth
President

Richard J. Daley College

By: _____
Dr. Janine Janosky
President

Wilbur Wright College

By: _____
Dr. David Potash
President