



City of Richmond

Report to Committee

To: Community Safety Committee **Date:** March 14, 2013
From: Phyllis L. Carlyle **File:**
 General Manager
Re: Touchstone Family Services 2012 Restorative Justice Performance Outcome
 and Evaluation Report

Staff Recommendation

That the Touchstone Family Association Restorative Justice Performance Outcome Evaluation Report, as attached to the report "Touchstone Family Services Restorative Justice Contract Renewal and 2012 Restorative Justice Performance Outcome and Evaluation Report" dated March 14, 2013 from the General Manager, Law and Community Safety, be received for information.

Phyllis L. Carlyle
 General Manager
 (604-276-4104)

Att. 1

| REPORT CONCURRENCE | |
|-----------------------|-----------------|
| REVIEWED BY DIRECTORS | INITIALS: tz |
| REVIEWED BY CAO | INITIALS: d |

Staff Report

Origin

On January 1, 2011 the City of Richmond renewed its contract with the Touchstone Family Association (Touchstone) to provide Restorative Justice Services. This contract will end December 2013. As part of this contract, Touchstone is responsible for reporting to Council on an annual basis. This report provides Council with the Restorative Justice Performance Outcome and Evaluation Report for the 2012 year.

This report addresses Council's term goal to *"ensure Richmond remains a safe and desirable community to live, work and play in through the delivery of effective public safety services that are targeted to the City's specific needs and priorities."*

Analysis

Within the system there are a number of programs that are available to police officers when youth have committed offenses. These include:

1. The court system, which is extreme costly;
2. The Youth Intervention Program, which is a counselling program offered by the RCMP; and
3. The Restorative Justice Program, which places an emphasis on accountability and problem solving as a way of addressing harm that takes place when a crime or incident occurs.

The City of Richmond renewed the contract for a three year term with Touchstone for the delivery of the Restorative Justice Program. Touchstone is required to report to Council annually on the:

- a) Restorative justice annual budget for the upcoming year;
- b) Restorative justice revenues and expenditure from the previous year;
- c) Performance indicators including the number of referrals, forums and completed resolution agreements;
- d) Milestones and achievements; and
- e) Participants' satisfaction survey.

The Provincial Government does not fund restorative justice to a level that would provide comprehensive services to the community. The City has long advocated for increased funding for restorative justice services, but the Province maintains it will not advance additional funding. The Province's position has resulted in the City funding the Restorative Justice Program.

The City entered into a three year agreement with Touchstone Family Association in 2008, and renewed the contract in 2011 for three additional years, to expire December 31, 2013.

In the White Paper on Justice Reform Part 2, it states that the Inter-Ministry Committee on Restorative Justice is “exploring opportunities for restorative justice within existing resources, and government intends to expand the use of restorative justice as additional funding becomes available.” Touchstone Family Service continues to lobby the Provincial and Federal Governments regarding funding responsibility for the Richmond Restorative Justice Program.

Restorative Justice Performance Outcome Evaluation Report

The Richmond Restorative Justice Program is a volunteer driven program which has completed its second term (6 years) of funding a permanent full time coordinator. There are many highlights of this program which are expressed in the Performance Outcome Evaluation Report from Touchstone Family Services (Attachment 1).

In summary the statistics over the last few years are as follows:

| | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 |
|--|------|------|------|------|------|------|
| Total Number of Offenders | 40 | 39 | 52 | 61 | 74 | 42 |
| Total Number Referrals | 40 | 32 | 32 | 48 | 44 | 36 |
| Total Number Forums (CJF) | 25 | 25 | 23 | 26 | 17 | 5 |
| Total Number Resolution Agreements | 43 | 39 | 35 | 30 | 23 | 7 |
| Total Number Completed Resolutions Agreements | 36 | 38 | 27 | 34 | 21 | 8 |
| Total Number of Community Accountability Panels (CAP) | | | | 18 | 39 | 26 |
| Total Number of Resolution Agreements | | | | 18 | 45 | 27 |
| Total Number of Completed Resolution Agreements | | | | 12 | 35 | 26 |

*A referral can have more than one offender

** Not all referrals result in a forum, hence the lower number of forums than referrals.

***The number of resolution agreements can be higher than the number of forums, because a forum can have more than one offender.

The total number of referrals since 2010 has dropped by 12 referrals. Dialogue with the RCMP and Touchstone will take place to ensure both programs (Youth Intervention Program and Restorative Justice) are being utilized to their fullest and that the victims are satisfied with the outcomes.

Financial Impact

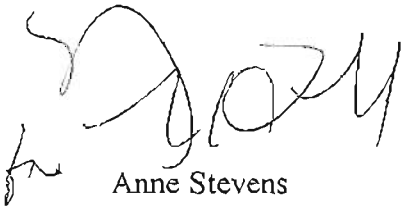
None

Conclusion

The City's Restorative Justice Program is a cost effective way of providing a much needed service to address some social issues within the community. Due to the number of volunteers (ten in total), the program continues to have additional capacity should the number of referrals/offenders increase

The contract with Touchstone Family Association to administer Richmond's Restorative Justice Program is a service delivery model that strengthens the social health and independence of families and children in our community through effective intervention and support services. This alternative service delivery model to the court system addresses the harm that takes place when a crime or incident occurs, and ensures accountability.

The present contract will expire in December 2013. A report regarding the contract will be presented in the fall for Council's consideration.



Anne Stevens
Senior Manager, Community Safety Policy & Programs
(604-276-4273)

AS2:as2



Touchstone Family Association
Strengthening Family • Building Community



RESTORATIVE JUSTICE

***PERFORMANCE OUTCOME
EVALUATION REPORT***

January 1, 2012 - December 31, 2012



EXECUTIVE SUMMARY

Touchstone Family Association is a non-profit society that has been providing services to children and their families in Richmond since 1983. Our services have primarily focused on preserving and enhancing family relationships and we offer a variety of services designed to meet the needs of children, youth and families to ensure their optimum development. Over 1900 children, youth and families benefit from our services on an annual basis.

In 2004 the Restorative Justice Program was launched in partnership with the Richmond RCMP. In 2008 the City of Richmond provided funding for a full time Restorative Justice Coordinator. This annual report will focus on the successes and challenges of the past year.

It is important to note that the core funding for Restorative Justice comes from the City of Richmond through the Law and Community operating budget and we have now completed year 2 of a second 3 year contract. Touchstone Family Association continues to engage other levels of government regarding not only the need but the responsibility in cost sharing this program across the three levels of government. Restorative Justice receives a small amount of money from the Community Actualization Program which provides some funds for volunteer training and recruitment. Touchstone will continue to raise the profile of this extremely cost effective alternative to court and will seek out funding partners. Although funding continues to be an on-going challenge we are very appreciative to the City of Richmond for not only believing in the Restorative Philosophy but understanding the role it plays in creating safer and healthier communities.

In November 2012 The Select Standing Committee on Finance and Government Services reported “that the justice system requires stable and long term funding for the effective delivery of justice. This entails providing necessary support and programs to ensure equitable access and alternative dispute resolutions. The Committee also reaffirms last year’s recommendation for government to enhance use of restorative justice programs, particularly as they offer significant cost savings and have proven social and community benefits.” Inclusive in the recommendations to the Legislative Assembly the Committee recommended budget priority 25 “Support and provide funding for restorative justice programs.” Touchstone Family Association will continue to lobby with both the Provincial and Federal governments regarding funding responsibility for the Richmond Restorative Justice Program.

Restorative Justice

What is restorative justice? Restorative justice is an alternative approach to our court system. While our court system is focused on punishment and places the offender at the centre of the process, restorative justice is focused, instead, on the *harm* that is created by crime and, therefore, asks what are the needs and obligations of everyone affected by the crime. Through this approach, victims and offenders are not marginalized as they are in the court system. Rather, both are invited to come together, so that the offender can be held accountable and the victim can receive reparation.

Through restorative justice, volunteer facilitators help offenders take responsibility for their crimes. Offenders are given the opportunity to recognize the people that they harmed and are able to learn how others have been affected by their behaviour. Furthermore, the offender can work with the victim to find ways to repair the damage that has been done.

Victims benefit greatly from a process, unlike court, where they can sit together with the offender and speak directly to him/her about the pain that they have endured. Through restorative justice, victims can get answers to their questions about the incident, and they can learn why it happened. Furthermore, they can share with the offender what needs to be addressed for healing to begin to take place.

While restorative justice affords everyone affected by crime the opportunity to gain closure from the incident, it also gives the community the chance to become closer and grow together through understanding, compassion and healing. Communities become healthier and safer as a result.

Resolution Commitments can include

- ❖ **Financial Restitution**
- ❖ **Apology to Victim(s)**
- ❖ **Community Service Work**
- ❖ **Essay**
- ❖ **Counselling**
- ❖ **Donation**
- ❖ **Resume Preparation**
- ❖ **Job Search**



Restorative Justice is a volunteer driven program that has a permanent full time coordinator. Recruitment, retention and training of volunteers are crucial to the success of the Restorative Justice Program. The RJ coordinator engages all volunteer applicants in a formal interview process which includes a criminal record check and two reference checks and also takes into account several key criteria that may include but is not limited to:

- life experience
- professional employment history
- education
- commitment to the program
- amount of time available
- Experience/Confidence in leading a group discussion
- Flexibility
- Knowledge of Restorative Justice
- Reasons behind wanting to become involved
- Experience/comfort level with conflict
- oral and written skills

Given the intensity of the training and the role of the facilitator it is important to recruit solid, committed individuals. Once the intensive interview process and reference check are complete the volunteer would then attend an intense 3 day training program. Once the volunteer has been provided with a certificate of training, they can now facilitate a CJF in conjunction with a certified/accredited facilitator. In order to reach certification a volunteer must facilitate 5 forums with a certified facilitator. Although this may seem cumbersome it is a measure of quality assurance as it ensures that the facilitator is comfortable with the model and clearly understands their role as a facilitator. The philosophy of CJF is one of community ownership. Touchstone Family Association is very proud of our success with this volunteer-driven program. The majority of our volunteers live in Richmond and have an investment involving and empowering the affected participants through the justice process, increasing community capacity to recognize and respond to community bases of crime.

The Richmond Restorative Justice Program has now completed its fifth year of full funding with a full time coordinator. A new component of Restorative Justice began in 2010 year which is a six step conferencing model (presently being used in the Surrey RJ Program.) This option which is described in more detail below is being offered primarily to businesses where theft has occurred but they do not have the resources or desire to participate in a forum but are more than willing for the young person to experience a restorative approach.

A Community Accountability Panel (CAP) is a conferencing model utilized when victims are agreeable to a restorative justice approach but are unable to directly participate in a meeting with the offender. In such cases a CAP is arranged. The CAP consists of Surrogate Victims. At the CAP, the surrogate victims are responsible for introductions and explaining the purpose of the meeting. They will then aim to build trust and relationship with the young person, getting to know them as a person, and bringing the parent and/or guardian into the discussion as well. Following this, the surrogate victims will get the youth's story about what happened, getting as much information as is necessary to paint a picture of what occurred.

The surrogate victims will then move the discussion to the harm stage, where the youth will be asked to discuss who was harmed, in what way each person was harmed, and how he or she intends to address the harm in each case. Prior to the Cap the victims are asked and encouraged to submit a victim impact statement and offer any suggestions on how the situation may be resolved. The surrogate victims will then assist the youth in creating an agreement that contains all of the conditions and reasonable deadlines, and ensuring that the youth and their family and/or supporters understand what must be completed. Everyone signs the agreement and receives a copy. In closing, the surrogate victims will address any other outstanding issues, needs, requests for information, etc.

All conferences include the victims and offenders who are willing to participate. Community conference facilitators assist the participants in building an agreement that addresses the harm, and holds the child or youth accountable for their actions.

VICTIMS AND OTHERS AFFECTED BY THE INCIDENT REPORT SATISFACTION WITH COMMUNITY CONFERENCES. CONFERENCING ALLOWS THEM AN OPPORTUNITY TO:

- Tell the offender(s) how they feel about the inappropriate behaviour.
- Have a say in how the harm shall be repaired.
- Experience healing and closure.

OFFENDERS BENEFIT FROM PARTICIPATING IN A COMMUNITY CONFERENCE BECAUSE IT ALLOWS THEM AN OPPORTUNITY TO BE INVOLVED IN A CONSTRUCTIVE PROCESS WHERE THEY:

- Take responsibility for their actions
- Recognize how their actions have affected others
- Participate in building an agreement that repairs the harm.
- Have an opportunity for closure.

Below is a group of Touchstone staff participating in a mock community justice forum. A forum has 2 facilitators and at least one victim and one offender. In most cases there will also be a victim supporter and offender supporter and the intervening RCMP member.



Highlights of 2012:

TOUCHSTONE'S 2012 AGM

At the 2012 AGM retired Judge Barry Stuart was the keynote speaker. He gave a very interactive speech regarding working to develop community and restorative justice processes as an integral part of enhancing community well-being and sustainability.

RESTORATIVE JUSTICE WEEK 2012

Mayor Malcolm Brodie and the City of Richmond proclaimed November 18-25 2012 as *Restorative Justice Week in Celebration with communities around the world. This years theme was "Diverse Needs; Unique Responses"*.

In honour of this occasion, Touchstone Family Association invited the community to an interactive experience, where members of the community were given an opportunity to participate in, and simulate, a community justice forum - an alternative approach to the court system. Over thirty people participated and shared their feedback on the forum and participated in an informative discussion about the Restorative Justice Program.

RESTORATIVE JUSTICE AND THE SCHOOL DISTRICT:

Touchstone Family Association is committed to promoting the Restorative Justice philosophy or approach in the Richmond School District. Often referred to as *Restorative Action* amongst educators in schools to help distinguish it from the justice system, this approach offers many benefits to administrators, teachers, students and parents.

Touchstone continues to work in partnership with the School District and the RCMP youth liaison members. When the liaison member is involved it becomes a criminal matter and it is then up to the member in discussion with his/her team as well as the victims/offenders if Restorative Justice is an appropriate course of action.

Increasingly, restorative measures are being applied inside schools. Restorative measures can be applied in various ways towards addressing unacceptable behaviour with a focus on reaffirming, repairing and restoring interpersonal relationships amongst persons. Circle practices provide opportunities for social and emotional learning to take place for youth by empowering youth to problem solve, empathize and hold each other responsible. Furthermore, circles create safe and caring communities inside classrooms. As a result, youth are able to make better decisions in their lives and feel more connected to their school, leading to a

reduction in wrongful behaviour and disciplinary issues, and a stronger chance of academic success.

Circles are powerful and can be flexibly and creatively applied in a wide range of circumstances inside classrooms, or other school settings, for building and restoring relationships. Circles can be used to help participants understand each other or a particular issue better; to offer teachers feedback on classroom activities or lesson planning; to help student and staff heal from a tragedy; to address harm or rule violations; or to drop in and gain support for one another. These are just a few applications of circles. There are so many more examples, and even more to be imagined.

Information from the recent ERASE training (Risk Assessment) given to Richmond School District personnel and connected community agencies and institutions is valuable and many of Touchstone staff attended as it highlights the need for “open” and “connected” schools in reducing the potential risks and threats to school safety.

Touchstone continues to work on building and enhancing our relationship with the schools in order to help create safe and caring communities within the school.

Restorative Justice Training

It is vital to stay current in the latest and innovative approaches regarding Restorative Justice. As a result the RJ coordinator has attended a variety of different training:

- RJ weekend retreat
- Victim – Offender conferencing model
- Potential Risks and threats to school Safety

Coming up in 2013 the RJ coordinator will be attending “Power Dynamics of Bullying: A Restorative Justice Perspective”. The RJ coordinator will also be presenting at South Arm Community Center to the Richmond Youth workers, specifically around the use of circles to resolve conflict.

In the fall of 2012, Touchstone Family Association Partnered with Dr. Evelyn Zellers and offered Peacemaking Circle training where 3 of the RJ facilitators were trained. The circle process is used for many purposes, including dialogue, problem solving, conflict resolution, healing and community building.

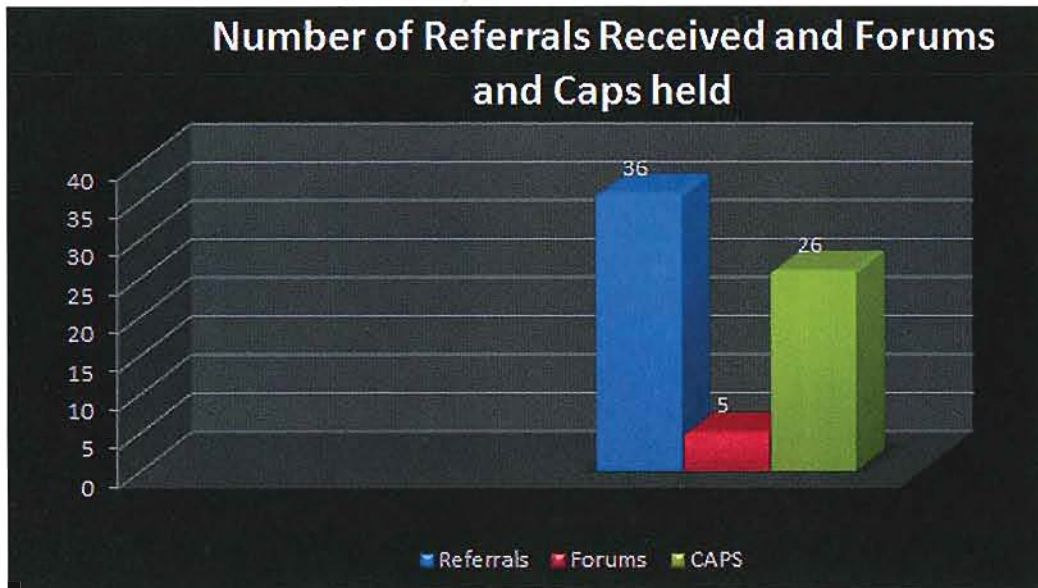
Crown

In 2012 Touchstone presented to Crown about our programs and Restorative Justice. As a result Crown referred a very complicated case that involved a home

invasion/assault with many offenders. Three of the seven offenders were referred to the RJ program and participated in a very intense but successful community justice conference. This was a very large forum with 14 people participating in the circle. The resolution agreement has been completed and the victim and Crown were pleased with the outcome.

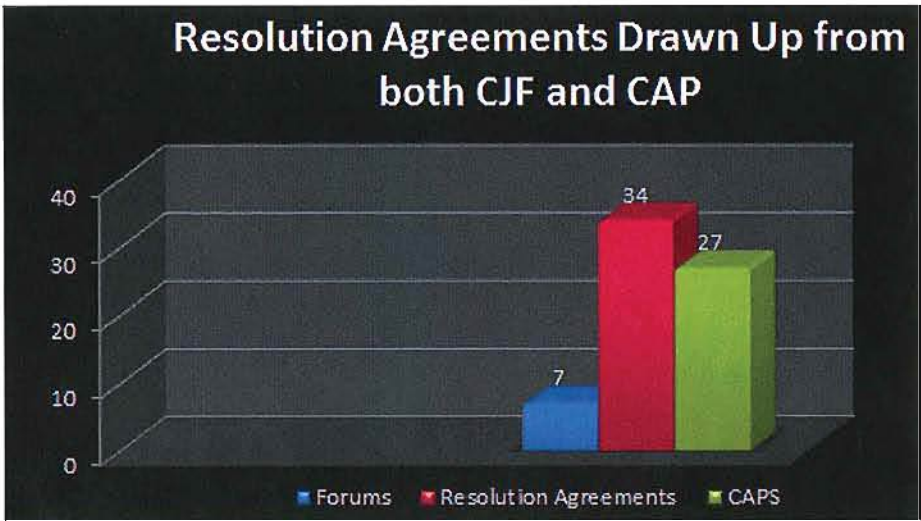
STATISTICS:

In 2012 there were 36 referrals to the Restorative Justice Program which is a decrease of eight from the previous year. Although this is a decrease the overall number of referrals for 2010 through 2012 is 128 referrals compared with 104 referrals for 2007 through 2009. Each year brings a slight fluctuation based often on youth crime and new members to the RCMP. The number of community justice forums is significantly less in 2012 however that can be attributed to the increase in referrals from the Big Box stores and the availability of the community accountability panel as an option.

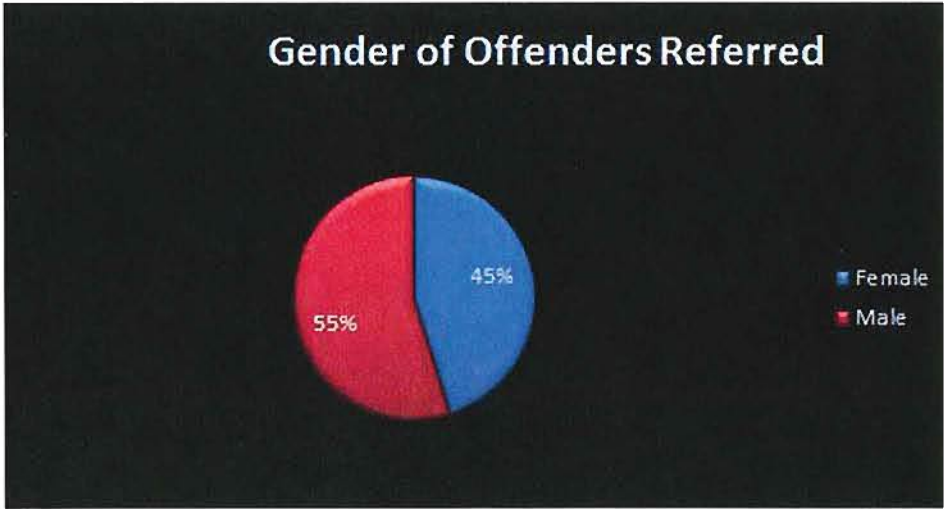


Five referrals resulted in a CJF (Community Justice Forum) and 26 referrals resulted in a Community Accountability Panel (CAP).

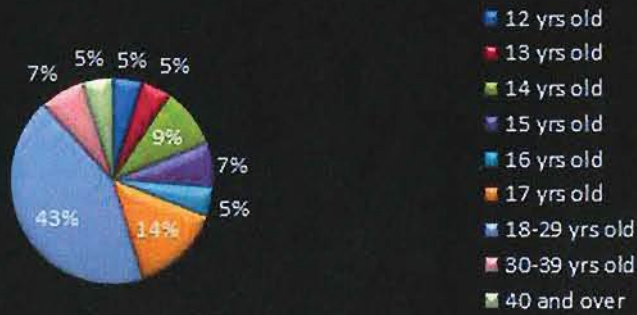
There were a total of 34 resolution agreements and all were successfully completed.



There were 19 females and 23 males referred to the program with the most dominant age ranging between 17 and 18 years.



Age of Offenders Referred

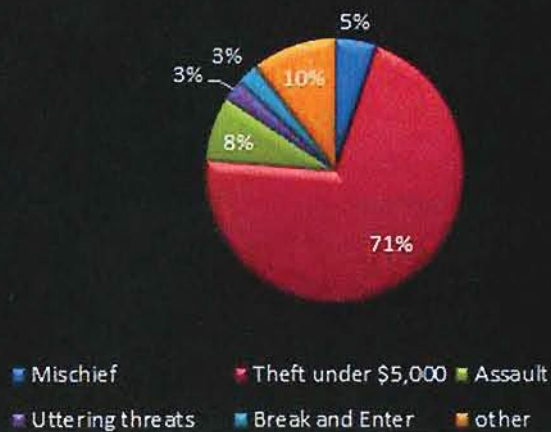


The majority of offenses were for theft under \$5000. There were many different stores reporting these thefts.

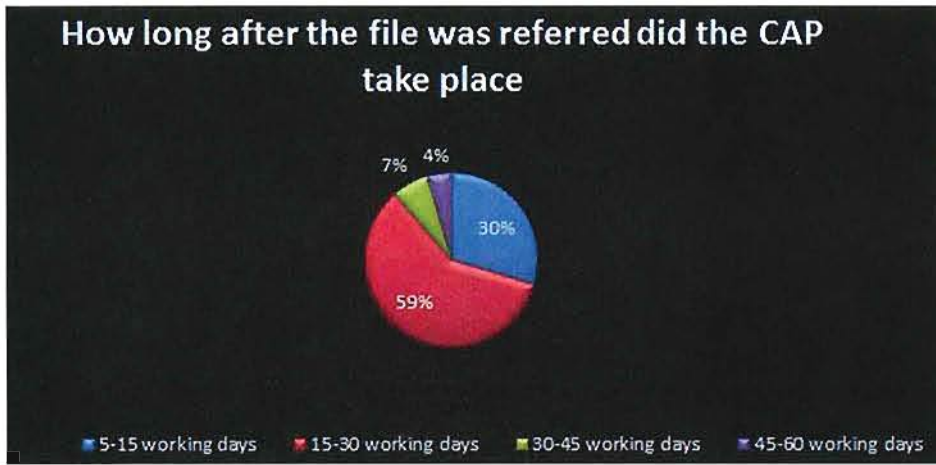
Big Box Stores



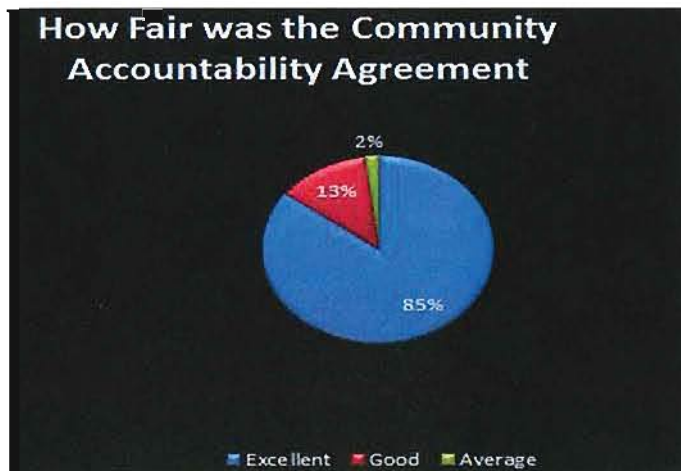
Most Common Offences Referred



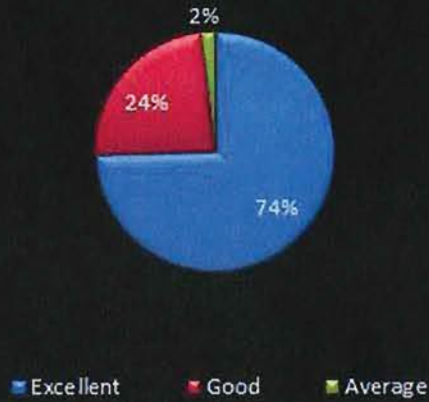
In regards to how long it took to have a matter brought forward for a CAP the time period is very acceptable with the majority of cases occurring within the 5-30 day time period. This is very similar to last year's data.



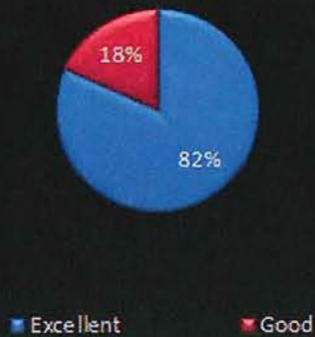
Touchstone Family Association asks all participants involved in the Restorative Justice Process to evaluate either their experience of the CAP or the CJF. Below are the results of the surveys.



How Fair was the Community Accountability Panel Process



How was your overall experience with the Community Accountability Panel?



The survey asks 2 open ended questions and below are the answers to those questions and in parenthesis is the role of the person who said the comment.

| Question 6: Did you encounter any barriers to service, which affected or interfered with your participation in the program? | |
|--|--|
| Respondents | |
| 1. | N/A Excellent service provided. (supporter) |
| 2. | No, everything was good (offender) |
| 3. | No, everything was excellent. (offender) |
| 4. | It was fantastic! A weight has definitely lifted. (offender) |
| 5. | Had a good time. (offender) |
| 6. | Everything was completely helpful. (offender) |
| 7. | I felt very comfortable at ease during the meeting. (offender) |
| 8. | He was very understanding to my problem I had and I thank him so much. (supporter) |
| 9. | No everything was completely helpful. (offender) |
| 10. | I am thankful that this kind of program exists, it provides youth to correct errors without going through a lengthy process of courts. ((offender supporter) |
| 11. | None at all – except working around work, but I did it! (offender) |
| 12. | No the facilitators do their job extremely well. Thanks. (Supporter) |

| Question 7: Is there anything else you would like to comment on? | |
|--|---|
| 1. | I appreciated the safe environment and grateful for the program. Overall positive experience. (Supporter) |
| 2. | Great Program. (Supporter) |
| 3. | Great Program. Thanks a lot for the help. (Supporter) |
| 4. | Thanks for this program. (offender) |
| 5. | At first it was kind of intimidating have two strangers question you across the table but after getting to know them it was a lot easier to talk. But initially I felt really uncomfortable. (Offender) |
| 6. | I feel that this is a very good program to help give people that second chance and to make them realize the seriousness of the crimes that they committed. The facilitators were both very nice and made this nerve wracking situation very comfortable and easy. They allowed me to feel like it was a very safe space to talk. Thank you. (Supporter) |
| 7. | No, thank you for the help and support. |
| 8. | Thank you Haroon, for being so kind about my situation this will not happen again. (supporter). |
| 9. | Thank you Haroon for this. (offender) |
| 10. | The people are very friendly. (offender) |
| 11. | Great help from the facilitators. (offender) |
| 12. | The 2 facilitators were very courteous, helpful and friendly. (supporter) |
| 13. | Everything was good. (Offender) |
| 14. | Thank you for creating this program. I am thankful for it because it will help other children/adults like myself and turn whatever incident that happened around and make it a positive learning experience. (offender) |

In regards to participant feedback regarding their experience in a CJF the feedback is reported below. The responses are similar to past years. However the rate of speed in which a forum took place has improved which is very important as the immediacy of the repairing of the harm is a very important process with regards to healing.

The 2 open ended questions also identify in brackets the role of the person who provided the feedback.

How long after the file was referred did the forum take place



15-30 working days

30-45 working days

45-60 working days

Roles of Participants in Forums



Victims

Victim Supporters

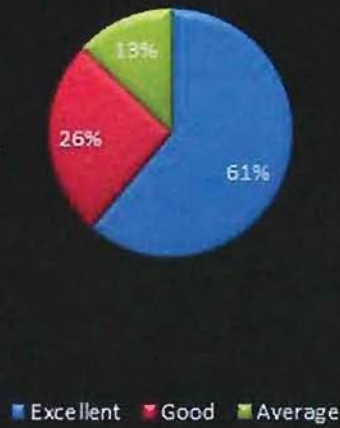
Offenders

Offender Supporters

Officers

Others

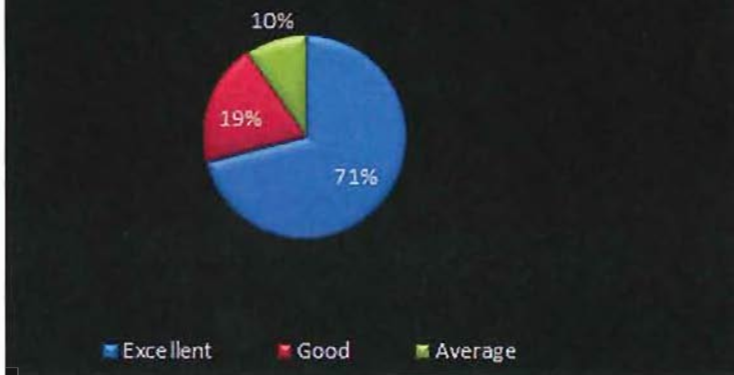
How Fair was the Community Justice Agreement



How Fair was the Community Justice Process



How was your overall experience with the Community Justice Forum



| Question 6: Did you encounter any barriers to service, which affected or interfered with your participation in the program? | |
|---|---|
| Respondents | |
| 1. | No I was very well informed throughout the process and the forum was guided very well by the facilitators. (Officer) |
| 2. | There were no barriers to service (officer) |
| 3. | No barriers, however the length of time that transpired unfortunately softened the impact taking into account the age involved (offender supporter) |
| 4. | Yes, a little bit because I was not well satisfied with the outcomes. (victim supporter) |
| 5. | Nope. Took into account word days + time. Also consulted prior to forum (officer) |
| 6. | Some interpreters were not 100% accurate, but I don't think this interfered significantly with the fairness of the result. (offender supporter) |
| 7. | No it all went very smoothly (officer) |
| 8. | No barriers. (offender supporter) |

| Question 7: Is there anything else you would like to comment on? | |
|--|---|
| Respondents | |
| 1. | Thank you for the professional approach to the forum. (victim) |
| 2. | Thank you. (Officer) |
| 3. | I feel that the forum focused too much on the harm doer. If it focused on the victim I would feel better. It seems like the forum is for the harm doer rather than the victim. (victim) |
| 4. | It was very easy to make a referral. (officer) |
| 5. | Very well done. (victim) |
| 6. | The time and length of time was a challenge for impact of justice.(offender supporter) |
| 7. | Good Program (officer) |
| 8. | Overseas students about Canadian Legal Systems to educate (offender supporter) |
| 9. | Great Program. (officer) |
| 10. | No except that the 2 facilitators did a great job putting things together which led to an agreement which satisfied all parties. (officer) |
| 11. | Excellent Program. No question at all. Very enough (victim) |
| 12. | No everything is good. (victim supporter) |

Follow-up Evaluation Summary

Restorative Justice is about giving all parties involved in a conflict the opportunity to take an active role in a safe and respectful process that allows open dialogue between the victim, offender and the community. For the offenders, it is about taking responsibility and being held accountable for the harm caused. For victims, it provides an opportunity to talk about the harm caused and ask questions that may be necessary as a part of the healing process. For communities surrounding the victim and offender, it provides an understanding of the root causes of conflict. Community involvement in restorative justice is one of the core components of the approach thus the feedback is an integral part of understanding the effectiveness of the overall restorative experience.

In regards to our follow up information eliciting feedback for general satisfaction with the RJ Program, the participant feedback as in past years indicated a high satisfaction rating. The Restorative Justice Program responds to the needs of young people and the community by repairing harm, restoring the moral bond of community and teaching responsibility and accountability to the young person.

2013-2016
Strategic Plan (Summary)
Restorative Justice

Strategic Priority 1– To promote and actively seek funding partners in order to sustain and grow the Richmond Restorative Justice Program.

1. To meet with representatives of all levels of government regarding this innovative approach to youth justice.
2. To continue to apply for any relevant civil forfeiture or National Crime Prevention funding that may come available.

Strategic Priority 2 – To bring choice to the community by providing different Restorative Justice Models.

1. Continue to provide the CJF model
2. Continue to provide the CAP model
3. Investigate and evaluate models being used in other local communities

Strategic Priority 3 – To provide Restorative Justice Services, which are, open, accessible and flexible, and meet the needs of the community as a whole. At Touchstone we will endeavour to ensure that the RJ program and service is guided by community need, cultural diversity and political and social necessity.

1. Continue commitment to accreditation process
2. Conduct ongoing needs assessments (internal/ external)
3. Continue to commit to community work, sector involvement and other mechanisms for stakeholder involvement

Strategic Priority 4 – To continue to build and foster the relationship with Crown in order to support learning for offenders and closure/healing for victims of crime.

1. The RJ Coordinator will meet with Crown Council twice a year

Strategic Priority 5 – To raise community awareness of the Restorative Justice Program and its role in addressing youth crime. The organization will actively seek to educate the community members such as RCMP, Big Box stores, the Richmond School District in the value of Restorative Justice as an alternative to punitive interventions to youth anti-social behaviour.

1. The RJ Coordinator will actively work/advocate to promote the RJ program by attending community events and liaising with school district staff, RCMP Loss Prevention Officers (box stores).
2. To continue to hold a community event during Restorative Justice Week educating the community on Restorative Justice and to continue to present in Richmond Schools regarding creating safe and caring schools through a Restorative approach.

| Restorative Justice 2012 | | | | | | |
|------------------------------|--------------|------------|------------|---------------|----------|----------|
| Statement of Income | | | | | | |
| | Jan to Mar | Apr to Jun | Jul to Sep | Oct to Dec | Total | YTD |
| | 2012 | 2012 | 2012 | 2012 | 2012 | Budget |
| | | | | | | 2012 |
| Revenue | | | | | | |
| Grant from City of Richmond | 23,750 | 23,750 | 23,750 | 23,750 | 95,000 | 95,000 |
| Expenses | | | | | | |
| Wages and benefits | 13,557 | 14,878 | 15,297 | 16,310 | 60,042 | 60,000 |
| Rent | 6,240 | 6,240 | 6,240 | 6,240 | 24,960 | 25,000 |
| Mileage | 140 | 316 | 230 | 325 | 1,011 | 1,000 |
| Office supplies | 750 | 817 | 720 | 742 | 3,029 | 3,000 |
| Telephone | 446 | 291 | 349 | 211 | 1,297 | 1,000 |
| Supervision | 1,245 | 1,245 | 920 | 1,245 | 4,655 | 5,000 |
| | 22,378 | 23,787 | 23,756 | 25,073 | 94,994 | 95,000 |
| Net surplus (deficit) | 1,372 | -37 | -6 | -1,323 | 6 | 0 |

| Restorative Justice budget for \$95,000 contract to cover January 1 - December 31, 2013 | | | |
|--|---------------------|--------------------|--------------------|
| | Annual | Monthly | Quarterly |
| Wages and benefits | \$ 60,000.00 | \$ 5,000.00 | \$15,000.00 |
| Rent Mileage | \$ 25,000.00 | \$ 2,083.33 | \$ 6,250.00 |
| Cell phones | \$ 1,000.00 | \$ 83.33 | \$ 250.00 |
| Office expense | \$ 1,000.00 | \$ 83.33 | \$ 250.00 |
| Supervision | \$ 3,000.00 | \$ 250.00 | \$ 750.00 |
| | \$ 5,000.00 | \$ 416.67 | \$ 1,250.00 |
| | \$ 95,000.00 | \$ 7,916.67 | \$23,750.00 |

Funding Request:

Touchstone Family Association is requesting continued financial support from the City of Richmond while we continue to partner and build the Restorative Justice Program in the city. Changing a policing culture from a punitive lens to a restorative lens takes a long term commitment from all involved on creating an open dialogue based on mutual respect and understanding. It is with this recognition that Touchstone Family Association is requesting a three year contract for 2014-2016.