



SUPPORTING ORGANIZATIONAL SUSTAINABILITY INSTITUTE SOS INSTITUTE

**May 15-17, 2019
Minneapolis, MN**

Application Deadline: March 22, 2019

**Presented by:
Futures Without Violence**

Futures Without Violence hosts the Supporting Organizational Sustainability Institute (SOS Institute), an interactive 2.5-day training for OVW grantees to enhance their organization's capacity and infrastructure.

The Institute includes organizational development topics such as:

- Mission, core values, and organizational culture;
- Staff leadership ability and professional growth;
- Board recruitment, development, and engagement;
- Planning for and addressing organizational growth, transitions and change;
- Meaningful and comprehensive planning, including long-term strategic planning;
- Internal and external communication; and
- Action planning.

Who may attend?

Training is open to OVW grantees and their grant partners. **Grantees must apply and attend in teams of two to three individuals to obtain the maximum benefit of the institute. Team members may include, but are not limited to, executive directors, board members, and program staff.**

SOS INSTITUTE

How to apply:

Organizations interested in participating should apply in teams. Each team member must fill a separate application in order to share personal contact information, access needs, and respond to questions individually. If you are using your OVW funds to participate, please obtain approval from your OVW Program Specialist.

Due to space limitations, your application is not confirmed until you receive an acceptance letter. Please see attached application form:

<https://www.surveymonkey.com/r/SOSInstitute2019>.

Costs:

The education program is provided free of charge. Please note that participants are responsible for their own meals, lodging, travel arrangements, and costs associated with attending the program. Lodging accommodations will be available at the federal per diem rate of \$151, in a room block, once the training is confirmed. Hotel information will be provided with the confirmation. **Please do not make any travel arrangements until you receive a confirmation letter.**

Training Format:

- The SOS Institute is led by national experts and trainers on organizational sustainability.
- The training includes interactive and innovative educational sessions.
- Participants will engage in pre and post activities to support organizational development.

Training schedule:

May 15, 2019, 8:30 a.m. – 5:00 p.m.
May 16, 2019, 8:30 a.m. – 5:00 p.m.
May 17, 2019, 8:30 a.m. – 12:30 p.m.

Application Deadline:

March 22, 2019

Space is limited

Additional Information:

- Please distribute this information to organizations that can benefit from the SOS Institute.
- For additional information, please contact Mónica Arenas at 415-678-5519, E-mail: marenas@futureswithoutviolence.org.

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SOS Institute Application Form

**Please fill out an application form for each member of your team.
Your application is not confirmed until you receive an acceptance letter.**

For online application, please use this link:

<https://www.surveymonkey.com/r/SOSInstitute2019>

(Late applicants may be accepted if space is available)

Name: _____

Title: _____

Organization: _____

Mailing Address: _____

City/Town _____ **State** _____ **Zip** _____

E-mail: _____ **Tel:** _____

Community Served: _____

Number of years the organization has been providing services: _____

Number of Staff: _____

Please list your team members (including yourself). Each team member must complete a separate application form.

Name, position: _____

Name, position: _____

Name, position: _____

A. Please provide a brief overview of your organization and services, and current structure.

B. Please list 3 infrastructure issues that are most challenging to your organizational infrastructure; for example, board, planning, communication, staff turn-over, or transition. Please provide a brief description, be specific, and give examples.

1. _____

2. _____

3. _____

C. Other needs/comments:

Training agreements:

- I agree to attend the entire 2.5-day training, if accepted to participate.
- My team also commits to participate in follow-up action plans and conference calls.
- If accepted to participate, I agree to report progress on the organizational action plans after the training.

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***NOTE: Your application is not confirmed until you have received an acceptance letter. Please DO NOT make ANY travel arrangements until you receive a confirmation letter.**

Accessibility Needs

Please provide accessibility requirements in this section. Every effort will be made to accommodate advance requests, on-site requests cannot be guaranteed. Reasonable accommodations will be provided during meeting sessions. Referrals for assistance outside of the meeting can be made available. Please contact Mónica Arenas at marenas@futureswithoutviolence.org with any questions or for more assistance.

1. I need accessibility accommodations. Yes No

2. Are you traveling with a Personal Care Attendant (PCA) or Personal Assistant (PA)?
 YES, if yes, for planning purposes, please provide your Personal Care Attendant's or Personal Assistant's contact information:

3. You are responsible for making your own hotel reservation. However, by providing us with information on the type of room you need, we will be able to facilitate availability. Please indicate which room type you require from the following list:
 - No lodging required
 - Standard Room
 - ADA Room with Roll-in Shower
 - ADA Room with Tub & Chair
 - Room Accessible for Deaf/Hard of Hearing
 - Chemical Free Room, please specify: _____
 - Other. Please specify: _____

4. Interpretation

- American Sign Language (ASL)
- Simultaneous Foreign Language Interpretation, specify: _____
- Other: _____

Please inform us of any additional accommodations you require for the meeting sessions, including physical accommodations during the training. Please let us know if you would like to receive a phone call to discuss any needs you may have.

Please send your completed registration form to: (mail, e-mail, or fax)

Futures Without Violence, Attention: Mónica Arenas
100 Montgomery Street, The Presidio, San Francisco, CA 94129
PH: 415-678-5519 | Fax: 415-529-2930 | E-mail:
marenas@futureswithoutviolence.org

OVW Grant Programs
Please check all that apply to your organization.

- My organization is an OVW grantee or OVW partner (please list the OVW grantee if you are a grant partner):
-

My project receives funding from the following Office on Violence Against Women (OVW) grant programs:

- Consolidated Grant Program to Address Children and Youth Experiencing Domestic and Sexual Assault and Engage Men and Boys as Allies
- Enhanced Training and Services to End Abuse in Later Life Program
- Grants to Encourage Arrest Policies and Enforcement of Protection Orders Program
- Grants to Enhance Culturally Specific Services for Victims of Sexual Assault, Domestic Violence, Dating Violence, and Stalking Program
- Grants for Outreach and Services to Underserved Populations
- Grants to Reduce Sexual Assault, Domestic Violence, Dating Violence, and Stalking on Campus Program
- Grants to Support Families in the Justice System
- Legal Assistance for Victims Grant Program
- Rural Sexual Assault, Domestic Violence, Dating Violence and Stalking Assistance Program
- Sexual Assault Services Culturally Specific Program
- Training and Services to End Violence Against Women with Disabilities Grant Program
- Transitional Housing Assistance Grants for Victims of Domestic Violence, Dating Violence, Stalking, or Sexual Assault Program
- Tribal Governments Program*
- Tribal Sexual Assault Services Program
- STOP Violence Against Women Formula Grant Program
- Sexual Assault Services Formula Grant Program
- State and Territorial Sexual Assault and Domestic Violence Coalitions Program
- Grants to Tribal Domestic Violence and Sexual Assault Coalitions Program
- Other (specify): _____