

Additional Information

Agenda Item #	4
Meeting Date	November 10, 2008
Prepared By	Barbara B. Matthews City Manager
Approved By	

Discussion Item	Safe Takoma, Incorporated Progress Report
Background	<p>On November 10, 2008, Safe Takoma, Incorporated will provide their required formal progress report to the City Council. Seth Grimes, President of Safe Takoma, has provided the following materials for the worksession:</p> <ul style="list-style-type: none"> • Safe Takoma Progress Report - November 10, 2008 • Safe Takoma Report - October 2008 • Safe Takoma Youth Development Programming (Draft, November 9, 2008)
Policy	<p>The City Council determines how City funds are expended and the services to be provided by the City government or others on its behalf.</p> <p>Under Maryland law, state and local governments may appropriate public funds for any “public purpose.” The courts have consistently held that that governments may appropriate funds to private entities that provide services that are public in nature if the government maintains supervision and control over the public service at issue and requires total accountability by the private entity for the public funds. The law does not define what constitutes a public purpose. The control and accountability necessary when public money is appropriated to private entities may be imposed through legislation applicable to specific grantees or through individual contracts with grantees.</p>
Fiscal Impact	Not Applicable
Attachments	<ul style="list-style-type: none"> • Safe Takoma Progress Report - November 10, 2008 • Safe Takoma Financial and Activity Report - October 2008 • Safe Takoma Youth Development Programming (Draft, November 9, 2008)
Recommendation	Staff recommends that the City Council review the progress report of Safe Takoma, Incorporated, ask any questions it may have about the organization’s activities, and provide direction to staff regarding the disbursement of the remaining funds.
Special Consideration	

Safe Takoma

Work Plan Progress Report

November 10, 2008

Background

Per the Memorandum of Understanding agreed by Safe Takoma, Incorporated and the City of Takoma Park in May 2008,

In order to receive a disbursement of the remaining City Funds, Safe Takoma shall present a report of its progress under the Work Plan to the City Council. Such Progress Report shall be scheduled for a mutually-agreeable date that is not sooner than four (4) months and not later than six (6) months from execution of this MOU. If the City Council is satisfied with Safe Takoma's Progress Report, then the Council shall, by recorded vote, authorize disbursement of the remaining City funds to Safe Takoma. The remaining City funds then shall be disbursed to Safe Takoma within 15 working days after the City Council votes to approve such disbursement.

This report conveys Safe Takoma's progress under the Work Plan accepted by the City Council as part of the City-Safe Takoma MOU. In conjunction with Safe Takoma's periodic reports, it documents that Safe Takoma has operated in accordance with the Work Plan and has made significant progress toward agreed goals. It explains how Safe Takoma has met MOU criteria for Council authorization of disbursement of remaining allocated City funds to Safe Takoma.

Safe Takoma Work Plan

Safe Takoma had created its Work Plan with input from Takoma Park Police Chief Ron Ricucci and presented the Work Plan to the City Council at a May 5, 2008 work session. The council enacted a resolution approving the MOU on May 12, 2008 (<http://www.takomaparkmd.gov/clerk/agenda/items/2008/051208-5c.pdf>).

Safe Takoma's Work Plan has an introduction followed by four sections: Management, Programming, Fund Raising, and Operations. We will cover all four in this report.

Progress Under the Work Plan

A Operations

The Work Plan describes a three-phase Operational Plan. We have been operating in accordance with those Work Plan phases.

At the time of Work Plan submission, Safe Takoma was in the second of the phases, *Implementation: Initial Programming and Ramp-Up*. We wrote that the third, *Operations*, phase "will commence when staff – a part-time, Operations Manager – is engaged." Operations Manager Ronnie Miller started half-time in July. As part of our FY09 budget, we increased Ronnie's hours to three-quarters time.

We are pursuing the points we described for our Operations phase:

- 1 Conflict Resolution programming.
- 2 Inception of Youth Development programming (school, recreation, and community programs, roving leaders)
- 3 Intensification of Community Engagement programming.
- 4 Plan for initial design and consideration, then launch, of Youth Offenders programming.

We will cover these points in more detail under *Programming* below. We also plan to regularize how we measure outcomes.

B Fund Raising

The Work Plan says about fund raising, “We anticipate applying for grants from foundations and governmental sources starting in early FY09.” Safe Takoma’s FY09 started October 1, 2008.

In accordance with the Work Plan, we have started to identify funding sources, and we will be applying for our first grant in the coming weeks, in connection to the (Maryland) Governor's Community Crime Prevention Summit on Saturday, November 8, which Operations Manager Ronnie Miller attended. The summit included a session on applying for a grant (up to \$3,000, with \$150, 000 total being offered) from that office, for one of the following purposes: Community Crime Prevention Activities, Youth Crime Prevention Activities, Community Support Programs for addiction and re-entry, Physical Improvement Programs, and Public Safety Training.

C Management

Safe Takoma management has been handled according to the Work Plan.

- We engaged an Operations Manager, in accordance with the steps given in the Work Plan, after a search that netted over twenty applications. Police and community representatives participated in the interview process. We introduced Ronnie Miller to the Council at a September 22 worksession.
- Ronnie sends weekly reports covering progress and plans to Safe Takoma’s board. At Chief Ricucci’s request, she has been copying him on the reports.
- Our board has met monthly and we have requested monthly grant-monitor meetings although in practice these meetings have not occurred every month.
- We have maintained records and have issued monthly status reports, including financial balances (receipts and expenditures) and, quoting from the MOU requirement, “a summary and performance evaluation of all programs and activities during the report period and information about the number of community members who participated in Safe Takoma events, training programs, community patrols, and the like during the report period.”

- We held an Advisory Committee/Programming meeting on October 7, 2008 with eight of our advisors (or their representatives), in addition to Safe Takoma officers, in attendance.
- We secured and furnished office space and undertook various management steps including: Obtained unemployment-insurance and tax-withholding accounts, arranged for payroll processing, arranged worker's compensation coverage, obtained Maryland sales-tax exemption for purchases and applied for DC exemption, rented a Post Office box.
- We created a FY09 budget for the fiscal year October 1, 2008 to September 30, 2009 and have requested grant monitor approval.

D Programming

Safe Takoma's Work Plan outlines four programming areas. Three of those areas fall under the rubric Youth Programming and the fourth under Community Engagement. We described these as follows in the Work Plan:

Youth Programming

Almost all of the street crime and property crimes that occur in the focus area for STI are committed by youth (broadly defined as age 15-25). Therefore, it makes logical sense that STI would focus its efforts on youth issues. We seek to develop three types of Youth Programming.

1) Conflict Resolution – Preventing conflicts before they start by training youth and adults that work with youth in proven conflict resolution techniques.

2) Youth Development – Engaging youth in skills building and educational activities that provide youth with greater opportunities and outlets. This will lessen the likelihood that they will be drawn into the criminal lifestyle or will be forced to commit crime out of necessity.

3) Youth Offenders – For those youth who have already committed a crime, there is a proven need to break the cycle of criminal activity. These youth need help forging a new path or they will likely become lifelong criminals.

Community Engagement

The crimes that most deeply affect our communities and create the feeling of unsafety are street and property crimes. Engaging the community by creating community networks and increasing outreach and awareness will empower the community to take control of its own safety and feelings about safety.

Conflict Resolution

We organized and conducted Conflict Resolution programming within summer camps at the Takoma DC and Takoma Park Maryland Community Centers. The sessions were designed and led by Monika Megyesi and Jacob Stone, working on contract, in cooperation with staff and with some consultation of the Conflict Resolution Center of Montgomery County.

Per the "Trainers' Report on Conflict Resolution Workshops,"

The purpose of the workshops was to engage youth, build community, and provide conflict resolution skills. To that purpose, the curriculum was originally designed to gradually build conflict management skills and to increase skill complexity over time.

Goals that were accomplished:

- *engaged over 150 youth in constructive programming*
- *built community among youth*
- *taught youth conflict management skills and alternatives to violence*
- *built relationships with youth for further work and programming*
- *provided valuable service to the Takoma Park community*

Goals that were not accomplished:

- *providing basic HIPP certification to youth*

We have posted the Trainer's Report to our Web site and can provide detailed statistics to anyone who would like them.

We are building Conflict Resolution into planned youth-development initiatives and are planning to offer another, introductory Help Increase the Peace Program (HIPP) session soon, followed by an advanced, train-the-trainers session in early 2009. This is accordance with the Work Plan. The only Work Plan element we have not yet implemented is organizing a conflict-resolution/peer-mediation network from volunteers. We wrote, "We anticipate supporting yearly peer-mediation training for Coolidge High School and on-going involvement with peer-mediation efforts there and at Takoma Park MD schools." We have made initial contacts at Coolidge High School and at Takoma Park Middle School, including (in Maryland) as part of the Takoma Park Community Action Group's youth forum, but at this point haven't gotten further.

Youth Development

The youth programming plans outlined in our Work Plan were based on partnership with the Takoma Park Community Action Group (TPCAG), the Takoma Park Recreation Department, and the Takoma Community Center (DC). Our summer conflict-resolution programming was a start on building the relationships with the DC & MD community centers that serve as the basis for current youth-development program plans, created in partnership with the TPCAG.

We have designed a Rites of Passage Program that will have two target age ranges:

- Initial sessions for youth aged 13-17, offered for boys and for girls in Takoma Park Maryland and for girls in Takoma DC, planned to start November 19 and 20, respectively.
- A set of sessions for youth aged 18-25, offered for young men and for young women in Takoma Park Maryland and Takoma DC, which targeted for start in the winter-spring of 2009.

The program will empower the youth in the STI focus area with the knowledge, skills and abilities to transition successfully from adolescence into adulthood. The course for 18-25 years would additionally serve as gateway to youth participation in a Safe

Takoma organized pre-apprenticeship program, which would teach skills and attitudes that would prepare participants for gainful trades employment.

In addition, Safe Takoma –

- Actively participates in weekly meetings for the Truancy Task Force Youth Outreach program held at Coolidge Senior High School.
- Participated in an initial youth forum organized by the Takoma Park Community Action Group.

Youth Offenders

Safe Takoma's work plan explained, "Youth Offenders is a *potential* fourth Safe Takoma program, one the organization would launch in late 2008. Implementation is complex because it involves work with District of Columbia and Montgomery County MD youth-offender authorities and case workers, with families, and with schools and other community institutions." We hope to begin program development soon.

Community Engagement

Per our Work Plan, "the Community Engagement program seeks to raise awareness of vulnerabilities, possible remedies, and preventative steps related to public safety." We wrote, "Communications, awareness, and involvement are at the core of Safe Takoma's mission."

We've made progress on all three fronts, via public events and information dissemination, by our whistle program and the sign-ups connected to it, and by on-going outreach to individuals and partnerships with organizations.

- Organized a Takoma National Night Out event, held August 5, 2008 at the Takoma Metro station with the participation of police representatives from Takoma Park, Washington DC, and WMATA.
- Conducted an initial safety-whistle distribution at the NNO event. We distributed over 200 whistles along with instructions and lanyards or key tabs and obtained registration information in exchange.
 - 29 individuals are interested in joining a citizens patrol. (Three already patrol.) We alerted patrol coordinators/neighborhood association heads.
 - 29 would like to arrange a police home safety inspection. We forwarded their information to the MPD-4D or the Takoma Park PD.
 - 97 would like to join the AlertTakoma e-mail list. We added them. Two were already on the list.
 - 30 would consider volunteering with Safe Takoma.
 - 59 are interested in conflict-resolution programming.
- Asked folks who took whistles and gave an e-mail address to take a survey. There were twenty responses:
 - 55% carry the whistle every day; only one never carries it.

- 70% say the whistle makes them feel “a little safer” and one “much safer.”
 - 55% say the area around the Takoma Metro Station is “safe only during the day,” 15% say “safe only during rush hours,” and 20% say “not safe.”
- Respondents identified the most significant safety/crime issues in/around the station as including theft, robbery, loitering, lighting, lack of police visibility.
- Conducted a second safety-whistle distribution November 6, 2008 with the same request for information. The police were there to distribute literature. We do not have sign-up stats available yet.
- Developed a Neighborhood Safety Perspectives, which we presented to the Council on September 22 and subsequently implemented. The program has two parts: Periodic Assessment of Physical Conditions and Periodic Opinion Survey. We conducted daytime assessment walk-arounds in Washington DC on October 21 and in Takoma Park, MD on October 22 and a later, evening TP-MD lighting review.
 - We have compiled review findings and have followed up to request action on a few of the most significant issues: Pedestrian signals out at 5th & Dahlia; police call box not functioning at Maple & Tulip; street lights out (5) in Takoma Park, MD.
- Our survey of Old Takoma Safety Perceptions, fall 2008 has garnered 99 responses since November 3. (We plan to reconduct this survey periodically.)
 - 23.5% feel insecure “on the Takoma street where you live or work.” 20.7% feel insecure or very insecure in the Takoma business district and 30.7% in the Takoma Metro station. 34.7% feel less secure than they did a year ago. Even allowing for selection bias, these aren’t good numbers.
 - Police visibility and lighting were frequent responses to the “what would make you feel more secure…” questions.
 - 34 respondents gave their names and 32 provided an e-mail address.
 - We will analyze response by geography and share information with the police.
- We will include a PD produced flier for distribution with the next PEN newsletter and are looking into distribution in other Takoma neighborhoods. We expect this to be an on-going activity.
- One short-coming, vis-à-vis the Work Plan, was in organizing community meetings.
 - A May 22 PEN meeting with Chief Ricucci was poorly attended and a September meeting for representatives of Old Takoma neighborhood associations was attended by only 2 of 4 invited.
 - By contrast, a November 15, 2007 OTRA crime forum with the chief attracted over 40 residents, and Lieut. Rick Bowers spoke at the August 21 OTRA-WACO restaurants meeting with over 50 attending.
 - It has become clear that people will turn out in a crisis situation or on a special occasion, so we will consider the draw before organizing a safety-specific meeting.

Safe Takoma

Report, October 2008

Prepared by Safe Takoma, Incorporated
P.O. Box 5629
Takoma Park, MD 20813
Contact: Ronnie Miller, Operations Manager, 202-722-7122

Funds Expended

Washington DC, prior expenditures:	\$18,813.54
Washington DC, current month expenditures:	\$2,564.23
Washington DC, unreimbursed expenses (liabilities):	\$24.00
Takoma Park MD, prior expenditures:	\$14,313.51
Takoma Park MD, current month expenditures:	\$2,564.23
Takoma Park MD, unreimbursed expenses (liabilities):	\$16.00

Funding Balances (October 31, 2008)

Washington DC contribution:	\$75,000.00
Washington DC funding balance:	\$53,598.23
Takoma Park MD contribution:	\$30,876.86
Takoma Park MD funding balance:	\$13,983.12
Takoma Park MD pending contribution:	\$44,123.14

Status

The Safe Takoma program undertook the following organizational and programming steps in October 2008.

- Operations Manager Ronnie Miller created weekly management status reports covering summary, accomplishments, plans, and hours, and sent each report to Safe Takoma board members and Chief Ricucci.
- Provided material for TP-PD distribution at the October 5 Street Festival.
- Held Advisory Committee/Programming meeting on October 7 at the Takoma Park Presbyterian Church.
- Finalized Safe Takoma's FY09 budget, covering the fiscal year October 1, 2008 to September 30, 2009, and submitted it to grant monitors Chief Ron Ricucci and Cmdr. Linda Brown for approval.

- Continued attendance and participation in CTC Ward 4 Substance Abuse Prevention Coalition and Coolidge Truancy Task Force.
- Submitted an application for DC sales tax exemption.
- Continued efforts to develop and implement youth development programs. Began draft of Rites of Passage program to be conducted at TPMD and TPDC Community Centers.
- Planned a November 6 safety-whistle distribution event at the Takoma Metro station. Obtained WMATA permission to hold the event at the station and agreement to send a Metro police representative. Ordered whistles.
- Asked individuals who received safety whistles in August to respond to a survey. Responses (20) are available at http://www.surveymonkey.com/sr.aspx?sm=GLohoRN5_2boIHZ8Blc6CwQWqLZ7ihs9SOP7xVWL9uVzE_3d.
- Conducted two of three planned neighborhood safety assessments reviews, of the west side of Takoma DC on October 21 with Officer Christopher Lilly participating and of Takoma Park MD on October 22 with Cpl. Tina Smith participating. Begain preparing review findings. Follow-up to request action on a few of the most significant issues: Pedestrian signals out at 5th & Dahlia; police call box not functioning at Maple & Tulip; street lights out (5) in Takoma Park, MD.
- Met with Chief Ricucci for monthly status meeting on October 28.
 - The chief had provided Safe Takoma's FY09 budget to City Manager Barb Matthews for review. He expects that the city will respond following the November 10 council meeting.
 - The TP-PD will prepare material for distribution door-to-door in Old Takoma neighborhoods and at the November 6 whistle program.
 - The TP-PD will send representatives to the November 6 whistle program.
- Continued meeting with Alexandria Wilson of Takoma Park Maryland Recreation Center, and interviewed Ohin Gaston as the facilitator of the Rites of Passage program for boys.
- Continued meeting with Al Cook of the Takoma Park DC Recreation Center on to discuss youth programming.
- Continued meeting with Christopher King of the Takoma Park Community Action Group (October 23) concerning design of youth-programming in advance of pre-apprenticeship training.

November 2008 Plans

- Continue planning meetings with DPR staff to develop and implement fall programming.
- Conduct a second whistle distribution, at the Takoma Metro station, November 6, 2008.
- Complete third planned neighborhood safety assessment review, of the east side of Takoma DC, and conduct Takoma DC lighting reviews. Finish preparing review findings and follow-up to request action where appropriate.

- The November board meeting will take place on November 6 immediately following the whistle event.
- Ronnie Miller will attend the (Maryland) Governor's Community Crime Prevention Summit on November 8, 2008.
- Present a progress report to the Takoma Park City Council on November 10, 2008.
- Apply for grant funding (\$3,000) from the (Maryland) Governor's Office of Crime Control & Prevention (GOCCP).
- Begin delivery of Rites of Passage programming at the Takoma Park MD and Takoma DC Community Centers.
- Develop additional neighborhood safety programming.
- Carry out regular planning, administrative, and reporting tasks.

SAFE TAKOMA

Youth Development Programming

Draft -- November 9, 2008

Introduction

Almost all of the street and property crimes that occur in the Takoma community are committed by youth. As we know, there are many factors that contribute to our youths' involvement in negative, delinquent, and self-defeating behaviors. They are in emergency mode and trying to survive in a somewhat hostile environment that does not nurture or provide them with the skills necessary to make better choices. Unfortunately too many of our youth do not have proper support or guidance and live in environments that promote delinquent behaviors. Be it through the media, at home or even in school, adolescents receive conflicting messages about life and what is appropriate. Too often they lack the positive role models necessary to encourage, instill and develop productive, contributing citizens. Some youth are unaware of what is acceptable and as they search for help and guidance they too often turn to gangs and other negative influences that result in the devastation of our children, families and communities.

Rites of Passage Program

Many of these maladaptive behaviors start at a time when one is supposed to be making that critical transition through adolescence into adulthood by searching for and developing their identity. Unfortunately, many youth do not have the opportunity for positive self-growth, or learning how to handle the responsibilities and expectations of adulthood. They do not know or understand the importance of learning the skills that influence their social, personal, emotional and political competencies in order to become productive.

The Rites of Passage Program, which originated in Africa, works off the premise that "it takes a village to raise a family". As part of the community we are all responsible for ensuring that the foundations of our future receive what they need to be the best they can be, therefore making positive contributions to our society and the world as a whole. The Rites of Passage Program. It will have two target age ranges:

- Initial sessions for youth aged 13-17, offered for boys and for girls in Takoma Park Maryland and for girls in Takoma DC, planned to start November 19 and 20, respectively.

- A set of sessions for youth aged 18-25, offered for young men and for young women in Takoma Park Maryland and Takoma DC, which targeted for start in the winter-spring of 2009.

The program will empower the youth in the STI focus area with the knowledge, skills and abilities to transition successfully from adolescence into adulthood. The course for 18-25 years would additionally serve as gateway to youth participation in a Safe Takoma organized pre-apprenticeship program, which would teach skills and attitudes that would prepare participants for gainful trades employment.

Sponsorship and Funding

Safe Takoma's initial Rites of Passage Program for 13-17 year olds is being jointly developed by Safe Takoma and partners, the Takoma Park Recreation Department and the Takoma DC Community Center. The city governments would provide facilities and each organization would contribute staff resources. Cash expenditures would be minimal.

The cities and Safe Takoma and its community partners, including the Takoma Park Community Action Group, Safe Takoma's Advisory Community, and neighborhood associations in the Safe Takoma focus area, would take part in participant recruiting. It is our intention to coordinate this initiative with the Youth Leadership Forum being organized by the TP-CAG.

Methodology

Through experiential exercises, discussions and workshops, male and female youth ages 13-17 will meet weekly for one hour at respective Recreation/Community Centers. The program will run for 8 consecutive weeks and will conclude on the 9th week with a celebratory ceremony signifying the youths' successful passage.

The program is designed to facilitate, build and strengthen the following life skill competencies in our youth:

- I. Social
 - Relationships
 - Etiquette
 - Diversity
- II. Emotional
 - Conflict Resolution
 - Values Clarification

- Purpose in Life

III. Personal

IV. Physical

V. Civic

Facilitators

At the TPMD Community Center, the female program will be facilitated by Ronnie Miller, with assistance from Alexandria Wilson and the male program, which will run concurrently, will be facilitated by Ohin Gaston.

Ronnie Miller will also facilitate the female program at the TPDC Recreation Center.

Curriculum

The curriculum discusses the specifics of each topic to include goals, exercises, etc. It aims to teach life skills that will help youth relate to school, social, community, and work settings, to help keep them on a productive path that links directly to Safe Takoma's public-safety and crime-prevention goals.

The curriculum is being developed by the instructors to address the particular needs of male and female youth. The draft is included as an appendix.

Each topic is being clearly identified and broken down so that it can be facilitated. Please note that the curriculum is not a script therefore not including word for word conversations but enough for facilitators to be able to facilitate.

Topics include (but are not limited to):

- a) Understanding and relating to with law enforcement
- b) "How people see you" (on the street, in stores, on the bus/train, etc.)
- c) "Where to go for help," that is, in the community, schools, church, etc.

When

TPMD Community Center – every Wednesday from 5:30 – 6:30pm November 19, 2008 for eight weeks through December 31, 2008 **[[verify & correct]]**

TPDC Recreation Center – every Thursday from 5:30 – 6:30pm November 20, 2008 for eight weeks through December 31, 2008 **[[verify & correct]]**

Outreach and recruiting

Program recruiting for the 13-17 sessions has been conducted by direct, Recreation Department (DC & MD) outreach and via an announcement disseminated, via e-mail, by Safe Takoma to our Advisory Committee and the following lists: PEN, Pinecrest, TakomaDC, Takoma, Takoma Voice, Takoma Park parents (*takomapakk*). This is the announcement:

Subject: Youth Rites of Passage program at Takoma Rec

Rites of Passage Program Announcement

Safe Takoma, Inc. is pleased to announce the launch of their Rites of Passage program. The Rites of Passage Program is a free program designed to empower the youth in the STI focus area with the knowledge, skills and abilities to transition successfully from adolescence into adulthood producing positive, contributing citizens. The program will build and strengthen life skill competencies in our youth such as, social, emotional, personal, physical and civic.

Through experiential exercises, discussions and workshops, male and female youth ages 13-17 will meet every Wednesday from 5:30 - 6:30pm at the Takoma Park Maryland Community Center, scheduled to begin on November 19, 2008.

The program will also be offered to young women at the Takoma Park DC Department of Recreation and Parks every Thursday from 5:30 - 6:30pm, beginning on November 20, 2008.

Both programs will run for 8 consecutive weeks and will conclude on the 9th week with a celebratory ceremony signifying the youths' successful passage.

For additional information, please contact Ronnie Miller at 202-722-7122 or at rkm3@comcast.net. There is no cost, but space is limited.

Safe Takoma is online at <http://safetakoma.org> .

Analysis

As far as follow up - participants will receive an initial questionnaire at the start of the first session. This will serve as the baseline to learn what the youth already know or don't know. Then at the completion of each topic, they will get another one specifically geared toward the topic to see if they learned the information and if not what could of been done better. Finally, at the completion of the program, youth will have to take a comprehensive test and also complete a satisfaction survey.

To have on-going interaction with the participants, I thought about starting a leadership group made up of youth that successfully complete the program. It would meet monthly to address

issues, do community service, etc. This will be further developed of course, on the Takoma Park, Maryland side, possibly in conjunction with the Takoma Park Community Action Group and the Youth Leadership Council the group is organizing.

Older Youth + Pre-apprenticeship Training

Pre-apprenticeship training teaches youth life and work skills necessary to obtain and keep trades employment. A variety of local governments support this type of programming, which Safe Takoma would like to bring to Takoma Park youth ages, approximately, 18-25 (or possibly older).

Safe Takoma would contract an established program provider to deliver the training, but would precede the training with a local, structured program of 6 or more weeks duration that would help us determine that individual applicants are serious and ready to participate and benefit from the training. The local program would be similar to the Rites of Passage programming for 13-17 year olds, with a focus however on life skills and, especially, employment readiness. Safe Takoma would design and conduct the local program in cooperation with partners.

Sponsorship and Funding

The Mid-Atlantic Regional Council of Carpenters has proposed to Safe Takoma and program partner, the Takoma Park Community Action Group, to conduct pre-apprenticeship training at the union's Joint School of Carpentry for Takoma youth to be nominated by the TP-CAG and other Takoma stakeholders. Carpentry union employee Larry Rubin is facilitating program planning and arrangements.

The tuition cost would be approximately \$9,000 for 10 participants and \$16,000 for 20, and there would be transportation and miscellaneous costs. Safe Takoma would raise funds and would apply sponsor grant funds to pay costs in proportion to the number of participants from each sponsor jurisdiction, Takoma Park, Maryland and Washington DC.

Safe Takoma staff would coordinate the preliminary local programming with contractors brought in as needed. It would be conducted at the Takoma Park and/or Takoma DC Community Center. We anticipate a nominal fee for participants.

Goals

The following material is drawn from a proposal made by the Joint School of Carpentry to Safe Takoma and the TP-CAG:

The *Building Skills for Life* program will provide participants with the training they need to enter apprenticeships that are the first phase of a well-paid, secure, lifetime career in one of the many trades included within “carpentry.”

It will be designed for residents of the area covered by the Takoma Park Community Action Group who at present see very few alternatives toward living successful lives. The typical participant will probably be between 17 and 30 and will be unemployed or underemployed. Many will have neither a high school diploma nor a GED. Many will have been involved in the court system.

If successful, the *Building Skills for Life* program will be an effective tool in addressing issues that otherwise result in higher rates of crime.

The program will provide participants with training in carpentry fundamentals, and will stress the “soft skills” needed for a successful career in the construction trades: good work habits, good attitude, responsible self-reliance.

Efforts will be made to provide opportunities for participants to obtain GEDs, which are a requirement for entering apprenticeship programs. These efforts will include working with Montgomery County Public Schools to provide instruction as part of the *Building Skills for Life* program, as ancillary to it, or to certify instruction provided directly through the program.

Planning Steps

Safe Takoma (Seth Grimes and Ronnie Miller) and Christopher King (TP-CAG) met at the Joint School of Carpentry with Larry Rubin (Mid-Atlantic Regional Council of Carpenters) and Thomas Barrett (Director, Joint School of Carpentry) on September 25, 2008. The meeting was very positive as far as their willingness to work with us and the youth we refer. They can tailor the program to our needs to include what will be taught and length of program (can be anywhere from 1 week every other month to 6 consecutive weeks). ST would have to provide transportation and they would prefer that a representative also be present initially. They would also require 4 months lead time to coordinate. In addition, due to safety issues, they have a zero tolerance policy for behavior issues and require that all participants have a negative drug screen. Therefore, prior to recommending youth, ST needs to develop a screening process that would include job readiness and a drug screen. In order to get the most for our money, it is imperative that the youth we send are serious about the program.

Safe Takoma expects to undertake the following next planning steps in November-December 2008:

- a) Identify potential, additional sponsorship sources including other local governments.
- b) Identify additional program and recruitment partner organizations.
- c) Design the preliminary local training curriculum for youth aged 18-25.
- d) Refine program-success metrics.
- e) Conclude partnership agreements for the preliminary local training and recruit participants.
- f) Finalize the pre-apprenticeship curriculum and arrangements.

Appendix: Rites of Passage Program Curriculum

Curriculum for 13-17 year-old participants

I. Social

o Relationships

Goal: to provide a better understanding of the different types of relationships the while teaching proper ways to relate to others. Also to identify unhealthy relationships, understand why it's unhealthy and how to end those relationships safely and appropriately.

Delivery method: Discussion and written

- a) Definition; why are relationships important?
- b) Types: family, peers, authority figures, intimate, etc. Differences in each. How do we interact and relate? How should we?
- c) What does healthy and unhealthy relationships look like? How do you deal with unhealthy relationships? How do you cherish healthy ones?

o Etiquette

Goal: to teach the skills that will enable youth to present themselves appropriately in all environments, hence increasing self confidence and the ability to easily assimilate.

Delivery method: Discussion, modeling, practicing

- a) What is it? Why do we need it? How do we get it? What difference does it make?
- b) Guest facilitator to teach skills.
- c) Field trip to practice learned skills.

o Diversity

Goal: to provide a better understanding of the importance of differences and how we all contribute to society.

Delivery method: Discussion and film

- a) What does diversity mean to you? What is the real definition?
- b) Stereotypes and how they affect us personally and as a society (positively and negatively).
- c) Important world contributors.

II. Emotional

o Conflict Resolution

Goal: to teach appropriate skills to resolve conflict.

Delivery method: Discussion, lists, role plays

- a) How do we respond to... being called names, being blamed for something we did not do, knowing that a friend did something wrong but not wanting to be considered a snitch.
 - b) What is the proper way to respond? Alternative methods.
 - c) Impact on self and others when resolving conflict appropriately.
 - d) Role plays.
- o Values Clarification

Goal: through providing a better understanding of what is important to us and how individual beliefs determine behaviors we will explore the origin of individual value systems and what they mean.

Delivery method: Discussion and written

 - a) What is important to us? Why? Where did it start?
 - b) Do we agree with the values instilled by our parents? Society? The media?
 - c) How values affect behavior.
- o Purpose in Life

Goal: develop an understanding that we are all important and each life is significant therefore encouraging compassion for others.

Delivery method: Discussions and readings

 - a) What is your purpose in life? Why do you think that's your purpose?
 - b) How does it make you feel? What are you doing about it?
 - c) Read excerpts from book and discuss. How does it change how we feel about our self and others?

III. Personal

- o Self Awareness

Goal: increase awareness of self in order to better understand the decisions we make.

Delivery method: Discussions, poetry, presentations

 - a) Who am I?
 - b) What do I think about me? Likes and dislikes
 - c) Spoken word presentations
- o Self Esteem

Goal: develop a better understanding of the potential we all possess by increasing self esteem.

Delivery method: Discussions and written

 - a) What do I think about myself? Good, bad, why, why not?

- b) What reoccurring messages have I been given? By whom and how has it affected me?
 - c) Autobiographies
- o Personal Development

Goal: to discover ways and learn skills that promote personal satisfaction, foster continual growth and self assessment.

Delivery method: Discussions

 - a) What can I do to improve the person that I am?
 - b) How to identify when I need to make adjustments to myself and how?

IV. Physical

- o Health & Hygiene

Goal: understanding the importance of being physically, mentally and emotionally healthy. Realizing how health and balance affect our lives.

Delivery method: Discussions and film

 - a) Our bodies, our temples... including our minds. How they all work together.
 - b) Diet, rest and exercise
 - c) Ways to promote health
 - d) Hygiene – what it means and the importance of it
 - e) Perception – how we perceive our health, how hygiene or the lack of it influences others' perceptions of us.

V. Civic

- o Community Service & Political Activism

Goal: to learn why it is essential to perform our civic duty while learning ways to improve our community. To foster a desire to make voices heard in a positive way.

Delivery method: Media, discussion and guest speaker

 - a) The history of community service and political activism. The people that came before us; their struggles and accomplishments.
 - b) What is our civic responsibility as individuals, a community and society as a whole? Why is it important to give back and help others?
 - c) Law enforcement and the role it plays. How can we better understand and relate to law enforcement? How does our behavior and the way others perceive us on the street, in stores, on the bus, etc. effect how we are dealt with?
 - d) What part can I play as an individual to assist with changing things in my community? Where can I go for help (churches, schools, in the community, etc). Community service groups and law enforcement agencies in our neighborhoods.

VI. Scholarship

o Academics

Goal: to learn the importance of education while learning skills that increase chances for success.

Delivery method: Discussion and learning style assessment tool

- a) Academics and how it can dictate our success or lack of success. Why we have to go to school and perform at our best? What difference does it make if I graduate from high school or not?
- b) How do I learn? Am I a visual, auditory or hands on learner? Maybe a combination. Learning style assessment tool administration and discussion of results.
- c) Why I get anxious when I have to take a test? How the anxiety can help or hurt. Test taking tricks and how to make my learning style work for me.
- d) Do I want to go to college, why, why not? College exploration.

VII. Economics

o Budgeting & Banking

- a) What does it all mean? Why is it important to save? How can it affect my life? Create a budget. Learn about credit and why it's important. How to manage credit.
- b) Different types of accounts (savings, checking, retirement, stocks, bonds, etc.). How to open an account; also possibly help those interested in opening one. Balancing a checkbook.

o Entrepreneurship vs Employment

- a) What it means and the difference between the two. Personal preferences and why.
- b) Employment readiness – how to get a job and keep it; resume writing, interviewing skills.
- c) Career exploration and the requirements.