MEMORANDUM OF UNDERSTANDING

Between
Connecticut Coalition Against Domestic Violence
And
Rensselaer at Hartford

This Memorandum of Understanding (MOU) is entered into by the Connecticut Coalition Against Domestic Violence and Rensselaer at Hartford. This MOU formalizes the commitment of the parties to work together to provide trauma-informed services to student and employee victims of domestic violence and stalking and to improve the overall response to domestic violence and stalking at Rensselaer. The parties share the goal of preventing domestic violence and stalking on the campus and in the community and responding appropriately to students and employees who are victims of domestic violence and stalking.

I. Description of the Partner Organization

Connecticut Coalition Against Domestic Violence (CCADV) is the state's leading voice for victims of domestic violence and those who serve them. CCADV is a membership organization of Connecticut's domestic violence service agencies who provide services within the city of Hartford and town of Groton and operate as:

Interval House is a non-profit, community-based organization which has a primary area of focus the provision of services to individuals who are victims of domestic violence and their children within the greater Hartford area. The Agency provides free, confidential prevention and intervention services and support to include 24-hour hotline, emergency safe housing, risk assessment, counseling, court-based victim advocacy, information and referral.

Safe Futures is a non-profit, community-based organization which has a primary area of focus the provision of services to individuals who are victims of domestic violence and their children within the greater New London area. The Agency provides free, confidential prevention and intervention services and support to include 24-hour hotline, emergency safe housing, risk assessment, counseling, court-based victim advocacy, information and referral.

Rensselaer at Hartford has 2 Connecticut locations, Hartford and Groton and serves approximately 200 students. Its mission is to provide high-quality education in a safe learning environment.

II. The Role of The Organization

The Connecticut Coalition Against Domestic Violence, through Interval House (Hartford) and Safe Futures (New London) agrees to:

a) Appoint a qualified staff member to focus on making services accessible to and appropriate for students and employees referred by Rensselaer at Hartford.
b) Continue to make 24-hour domestic violence hotline numbers available in both English and Spanish to students and employees of Rensselaer at Hartford.
c) Provide confidential crisis intervention, counseling, information and referral, and legal advocacy as requested by students and employees.
d) Provide students and employees of Rensselaer at Hartford with information on reporting options, including how to file a complaint with Rensselaer at Hartford, how to report a crime to campus or local law enforcement and offer to assist students throughout the process.
e) Meet regularly with Rensselaer at Hartford's Title IX Coordinator or designee to share information about the needs of victims, trends in domestic violence and/or stalking services provided, additional services that are needed by students and employees and the effectiveness of Rensselaer at Hartford's domestic violence and /or stalking prevention and response program.
f) In coordination with Rensselaer at Hartford provide training opportunities to Rensselaer student services staff, officials involved in student conduct proceedings, and Rensselaer on the incidence and prevalence of domestic violence and stalking, types of domestic violence and stalking, the effects of domestic violence and stalking on victims, the crimes of family violence and stalking, orders of protection, the neurobiology of trauma as it relates to victims, safety planning and appropriate methods for interviewing and communicating with victims.
g) Assist Rensselaer at Hartford with the development and provision of prevention and training to students, faculty, and staff.
h) Participate, where feasible, in Rensselaer at Hartford Campus Resource Teams or other coordinated team efforts, as deemed appropriate.

III. The Role of Rensselaer at Hartford

Rensselaer at Hartford agrees to:

a) Appoint a qualified staff member to serve as the liaison with The Partner Organizations.
b) Provide training to The Partner Organization staff about on-campus resources that are available to student and employee victims of intimate partner violence and stalking; the federal and state requirements for colleges in responding to domestic violence and stalking; reporting procedures for victims who wish to file a report with campus security and/or a complaint with Rensselaer officials; the student code of conduct and disciplinary process; and the educational accommodations that can be provided to victims of domestic violence.
c) Provide printed and online materials about reporting options for students and employees, including information about how to file a complaint with Rensselaer and how to report a crime to local law enforcement.
d) Inform The Partner Organization about the reporting obligations of Rensselaer employees and identify those school employees with whom students can speak confidentially (and any exceptions to that confidentiality).
e) Inform The Partner Organization about Rensselaer prohibitions on retaliation, how allegations of retaliation can be reported, and what protections are available for students who experience retaliation.
f) Ensure availability of the Title IX Coordinator or designee to meet regularly with The Partner Organization.
g) Collaborate with The Partner Organization on prevention approaches and activities.
h) Conduct victim satisfaction surveys or use other methods to assess the effectiveness of the services provided to students and employees.

IV. Confidentiality

The Partner Organization and Rensselaer at Hartford affirm the importance of providing students with options for confidential care and support services. All services provided by The Partner Organization to students and employees of Rensselaer at Hartford will be kept confidential except in the following circumstances:

a) If the student or employee wants information shared with Rensselaer at Hartford or campus security or local law enforcement, the Partner Organization will obtain informed consent for release of information. When releases of information are required, they will be written, informed, and reasonably time-limited.
b) Rensselaer at Hartford is committed to maintaining the privacy of student record information, consistent with the law, especially with respect to matters pertaining to sexual violence. The Family Educational Rights and Privacy Act (FERPA) requires that the College/University not provide access to or disclose personally identifiable student information maintained in College/University records without the prior written consent of the student, unless access or disclosure is permitted or required pursuant to the limited provisions of FERPA that permits access or disclosure to such information without the student's prior written consent."
c) If the federal or state law requires disclosure because there is an imminent risk of harm to self or others, the Rensselaer at Hartford Title IX Coordinator will determine 1) who will be notified, 2) in what form, 3) what information will be provided to the victim regarding this disclosure; and 4) what steps will be taken to protect the victim from the imminent risk.

V. General Provisions

This section includes Rensselaer at Hartford and/or Connecticut Coalition Against Domestic Violence required language for MOUs.

By: _____
David Rainey, Acting Dean, Rensselaer at Hartford

Date: DECEMBER 31, 2014

By: _____
President, Connecticut Coalition Against Domestic Violence

Date: 1-5-15