

## What's in this packet?

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(Put these in the ladies' rest room and human resource brochure racks. Please advise employees to keep them in their shoes, beneath the soles, if they are to be hidden.)

## Domestic violence statistics\*

- **An estimated 4.5 million physical assaults are committed against U.S. women by intimate partners annually.**  
(U.S. Department of Justice, "Extent, Nature, and Consequences of Intimate Partner Violence: Findings from the National Violence Against Women Survey," July 2000)
- **Eighty-five percent of domestic violence victims are women.**  
(Bureau of Justice Statistics, Factbook: Violence By Intimates, 1998, NCJ-167237)
- **Slightly more than half of female victims of intimate partner violence live in households with children under age 12.**  
(U.S. Department of Justice, "Violence by Intimates: Analysis of Data on Crimes by Current or Former Spouses, Boyfriends, and Girlfriends," March 1998)
- **On average, more than three women are murdered by their husbands or boyfriends in this country every day.**  
(Bureau of Justice Statistics Special Report, "Intimate Partner Violence and Age of Victim 1993-99," October 2001)
- **Husbands and boyfriends commit an estimated 13,000 acts of violence against women in the workplace each year.**  
(U.S. Department of Justice, 1994)
- **Intimate partner violence victims lose a total of nearly 8 million days of paid work annually — the equivalent of more than 32,000 full-time jobs as a result of the violence.**  
(Centers for Disease Control, "Costs of Intimate Partner Violence Against Women in the United States," April 2003)
- **The costs of intimate partner rape, physical assault, and stalking exceed \$5.8 billion each year, nearly \$4.1 billion of which is for direct medical and mental health care services. The total costs of IPV also include nearly \$0.9 billion in lost productivity from paid work.**  
(Centers for Disease Control, "Costs of Intimate Partner Violence Against Women in the United States," April 2003)
- **In Arizona, every 5 minutes a law enforcement officer responds to a domestic violence call; every 39 minutes one or more children witness a domestic violence incident.**  
(Arizona Governor's Office)

# Sample memo to send to employees

## **Sample CEO letter/message**

**October is Domestic Violence Awareness Month. What does domestic violence have to do with the workplace? A lot.**

In a recent survey, one in five American couples reported experiencing domestic violence in the past year. Both men and women can be victims of domestic violence — and it doesn't just stay at home.

It affects productivity, increases absenteeism, and raises the risk of violence at the workplace. In a company our size, it is a certainty that employees are personally affected by partner violence.

As a member of **Employers Against Domestic Violence [and/or] Men's Anti-violence Network**, **[Company Name]** is committed to help prevent partner violence through education and awareness. If you are in a violent relationship, call the **Employee Assistance Program at [phone number]**, or the **National Domestic Violence Hotline at 1-800-799-SAFE\***.

Remember – ending partner violence is everybody's business.

\*(Alternative sentence) An informational brochure is attached to help you learn more about partner violence and how to help.

## Sample memo to send to employees

**October is National Domestic Violence Awareness Month, and because (company name)** is committed to finding solutions to this tragic problem, I wanted to take this opportunity to talk about domestic violence and, specifically, what we can do as an organization and as individuals to stop it. First, please consider these sobering statistics:

- **One in four women are victims of domestic violence at some time in their lives.**
- **More than 100 women are killed each year in domestic violence incidents in Arizona alone.**
- **Almost four million women are physically abused by their husbands or boyfriends in the U.S. every year.**
- **Every 39 minutes a child witnesses domestic violence.**

The issue of domestic violence is one that affects everyone – individuals, families and companies. We'd like to think we're immune at (company name). Sadly, we're probably not. There are undoubtedly those among us who are victims, or who personally know someone who is facing a domestic violence situation.

### **We can help stop the violence.**

There are many ways we can get involved. We can volunteer our time to work in shelters or other programs that help victims of domestic violence. We can make charitable contributions to those shelters and programs. Finally, we can teach our children – through word and action – what it means to treat others with respect and dignity.

**If you are a victim of abuse, and in need of help, please know that there is a way out of your situation.** The first step to receiving confidential counseling and referrals is to call our Employee Assistance Program (EAP)/Human Resources Director at (phone number). EAP/Human Resources can direct you to local resources if support is needed. Locally, you can also contact 1-800-799-SAFE, especially if you are in immediate need of a safe harbor and want to see if space is available, or if you know someone who may be a victim of domestic violence.

I'd like to also say that if you're one whose anger or frustration leads you to commit physical, verbal or emotional abuse against your loved ones, it's time for you to get help now. **Calling 1-800-799-SAFE can begin the process of getting you the help you need. Please call before it's too late.**

We can't close our eyes to the tragedy of domestic violence. Last year, thousands of women and children were turned away from shelters in Arizona because there wasn't enough room to house them. That's why (company name) will continue to be involved in this important issue. I hope we can all be involved in whatever capacity works best for us as individuals. **Let's work together to stop domestic violence – for the sake of our families, our friends, our colleagues and our neighbors.**

This memo was distributed by American Express on October 14, 2002.

## Sample e-mail messages to send to employees

- October is Domestic Violence Awareness Month. Our company is taking a stand against domestic violence. Throughout the month, we will be providing you with information about domestic violence via e-mail, posters throughout the workplace, and our brown bag luncheon series. Attached is a list of statistics on domestic violence.
- Studies show that one in four women experience domestic violence sometime during her lifetime. If you know someone who needs help, please refer her to 1-800-799-SAFE.
- Ending partner violence is everyone's business. (Company name) is a member of Employers Against Domestic Violence [and/or] the Men's Anti-violence Network. We have a strong anti-domestic violence policy in this workplace. If you would like more information, please contact (name) in our human resources department.
- A recent study reports that domestic violence abusers harass 74% of employed battered women at work, either in person or over the telephone. This results in their being late to work or missing work altogether, and eventually, 20% lose their jobs. If you know someone who needs help, please refer her to 1-800-799-SAFE.
- In Arizona, every 5 minutes a law enforcement officer responds to a domestic violence call; every 39 minutes one or more children witness a domestic violence incident. If you would like more information, please attend our brown bag luncheon (date, time, place).

## Sample paycheck envelope stuffers

- **October is Domestic Violence Awareness Month.** Our company has a strong antidomestic violence policy. Throughout the month, we will be providing you with information about DV via e-mail, posters throughout the workplace and our brown bag luncheon series. Please contact (name) in human resources for more information.
- **October is Domestic Violence Awareness Month.** Studies show that one in four women experience domestic violence sometime during her lifetime. If you know someone who needs help, please refer her to 1-800-799-SAFE. Ending partner violence is everyone's business.
- **October is Domestic Violence Awareness Month.** (Company name) is a member of Employers Against Domestic Violence [and/or] the Men's Anti-violence Network. We have a strong anti-domestic violence policy in this workplace. If you would like more information, please contact (name) in our human resources department.

# Suggestions for recognizing Domestic Violence Awareness Month in your workplace

- **Provide your employees with purple ribbons to increase awareness.**
- **Hang posters about domestic violence in areas where employees congregate.**
- **Organize a brown bag lunch about domestic violence. Invite a speaker to come to your place of business and talk with your employees during lunchtime. Encourage staff to attend and ask them to “brown bag it!”**
- **Join Employers Against Domestic Violence!**
- **Make a commitment to have your business participate in next April’s Annual Walk To End Domestic Violence.**
- **Implement a human resource policy to respond in case of an incident of violence in the workplace.**
- **Provide training for your employees on how to recognize signs of domestic abuse among their co-workers and how to refer a victim to someone for help.**
- **Provide training for your human resource staff and managers on how to respond to cases of domestic violence.**

**Call the Maricopa Association of Governments for assistance. 602-254-6300.**

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# Domestic Violence Speakers Bureau

**Arizona Coalition Against Domestic Violence  
602-279-2900**

ACADV can provide speakers who are victim advocates as well as domestic violence survivors.

**Arizona Foundation for Women  
602-532-2800**

AFW can provide speakers who are professionals in the areas of victim advocacy, the law, and offender treatment.

**Arizona State Bar  
602-340-7293**

The State Bar can provide attorneys as speakers. Download their Speaker Request Form at: <http://www.azbar.org/legalresources/SpeakerRequestForm2004.pdf>

**Attorney General's Office  
602-542-4266**

The Attorney General's Office can provide speakers on victims' rights.

**Employers Against Domestic Violence  
602-254-6300**

EADV is a group of more than 100 businesses that provides technical support to Maricopa County businesses. They can provide speakers who are experts in human resources, law enforcement, state laws, and victim advocacy. Call the Maricopa Association of Governments at the number above for more information.

**Governor Janet Napolitano's Office  
602-542-1773**

The Governor's Office can provide speakers on victims' rights, legislative issues, victims' services, and basic information on domestic violence.

**Maricopa County Attorney's Office  
602-506-7799**

The County Attorney's Office can provide basic, useful information regarding public policy, social issues, and the criminal justice system.

**Men's Anti-violence Network  
602-532-2800**

MAN is a group of more than 100 business and community leaders dedicated to stopping domestic violence. They can provide a program with a corporate executive and an expert in the field.

**Phoenix Police Department  
602-262-4841**

Phoenix Police can provide speakers with a comprehensive knowledge of the direct impact of domestic violence as it affects business, the health industry and the criminal justice system.

# Do you want to get involved? Here's how you can help.

## **Domestic Violence Shelters Wish List \***

### **Products and services businesses might provide:**

- Printing Resources – newsletters, invitations for events; event programs; safety plans for women and for children; program materials
- Meeting, conference and storage space – for staff retreats, staff and volunteer training, temporary placement of items needed for upcoming events or programs
- Training opportunities – ability to participate in corporate training opportunities on human resources/personnel, diversity, strategic planning, CPR/first aid, etc.
- Technical assistance – for information technology, mechanical systems, facilities management
- Maintenance services – for facility maintenance, preventive as well as repair and upkeep
- Personnel/HR services – consultation, training for administrative and supervisory staff
- Office equipment and/or furniture – for administrative functions as well as furniture for counseling rooms and use by staff, volunteers, and residents/participants
- Transportation services – for participants to attend court, take care of appointments, obtain and keep employment
- Scholarships – to community colleges, technical or vocational schools
- Professional painting services – to present a clean and pleasant environment for the women and children
- Vehicles – vans for use by the shelter staff and volunteers to transport women and children as well as obtain needed items; cars in excellent working order for women to obtain title

### **Products and services employees might provide:**

- Professional clothing for women – for job interviews and professional positions
- Hygiene products – full-sized containers of soap, shampoo, lotions
- Food or food gift certificates/coupons – for use at the shelters
- Household items – dishes, small appliances for use at the shelters and to give to families as they move into the community
- Gift certificates for products/merchandise – general retailers such as Target and Walmart and drug stores. These are used for special needs for women and children such as prescription co-pays, underwear, shoes, school uniforms, infant needs
- Phone cards – for participants to use in contacting family, establish supports in a new community in which the family may relocate
- Child care services – to enable women to attend to needs
- Temporary pet care service – for foster care of pets
- Training and mentoring related to employment – resume-writing, interviewing skills
- Flowers – to thank donors and volunteers, to recognize staff members and volunteers, to brighten the environment for the women and children

**For donation pick-up and delivery, call Community Care Connections at 602-796-3805.**

**To volunteer, call Community Care Connections at 480-785-2909.**

**\*All contributions are tax-deductible.**

## Who to call if you need help

**National Domestic Violence Hotline  
1-800-799-SAFE (7233)**

If something about your relationship with your partner scares you and you need to talk.

**Childhelp USA  
1-800-422-4453**

National child abuse hotline. Offers crisis intervention, information, literature and referrals. State-of-the-art technology provides translators in approximately 140 languages.

**Child Protective Services  
1-888-767-2445**

Arizona child abuse hotline.

**Shelter (CONTACTS)  
Phoenix Metro Area: 602-263-8900  
Outside Phoenix: 1-800-799-7739**

For help in locating an emergency, homeless, or domestic violence shelter in Maricopa County.

**Arizona Coalition Against Domestic Violence  
Phoenix Metro Area: 602-279-2900  
Outside Phoenix: 1-800-782-6400**

Concerned citizens and professionals unite through this statewide organization to increase public awareness about the issue of domestic violence, enhance the safety of and services for domestic violence victims, and reduce the incidents of domestic violence in Arizona families. Legal advocacy services also available.

**Arizona Humane Society Project Safe House  
1-602-997-7585**

Provides temporary foster care for pets of domestic violence victims.

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# Domestic Violence Shelters, Safe Houses, and Services

<b>City</b>	<b>Provider name</b>	<b>Phone number</b>
Apache Junction	Community Alliance Against Family Abuse	877/480-982-0196
Bullhead City	WestCare AZ/Safe House of Bullhead City	928-763-7233
Casa Grande	Against Abuse	520-836-0858
Casa Grande	Horizon Human Services (Formerly BHACA)	520-836-1688
Chandler	My Sister's Place	480-821-1024
Chandler	Pathways	480-821-1024
Chinle	ADABI	928-674-8314 / 877-698-0899
Cottonwood	Verde Valley Sanctuary	928-634-2511
Douglas	House of Hope	520-364-2465
Eloy	Pinal County DV Coalition	520-466-7765
Flagstaff	Northland Family Help Center	928-527-1900
Flagstaff	Kateri Services	928-779-7141
Glendale	Family Advocacy Center	623-930-2438
Glendale	DOVES (Domestic Older Victims Empower and Safety)	602-264-4357/ 888-264-2258
Glendale	PREHAB/Faith House	623-939-6798
Globe	Horizon Human Services-Gila County Safehome	928-402-0648
Globe	Mothers' & Children's Safehouse	928-425-3639
Goodyear	New Life Center	623-932-4404
Guadalupe	Centro de Amistad, Incorporado	480-839-2926
*Kayenta	Tohdenasshai Shelter/ Kayenta DV Task Force	928-697-8591
Keams	Canyon Hopi Guidance Center	928-737-2586
Kingman	Kingman Aid to Abused People	928-753-4242
Kingman	Sarah's House	928-718-5522
Lake Havasu	Lake Havasu Interagency Council	928-453-5800 / 928-855-8877
Mesa	DV Legal Advocacy Program c/o Autumn House	480-461-4204
Mesa	Center Against Family Violence	480-644-4075
Mesa	House of Refuge East	480-988-9242
Mesa	PREHAB's Autumn House	480-835-5555
Mesa	PREHAB's DV STOP	800-799-7739
Mesa	Save the Family	480-898-0228
Nogales	Crossroads Rescue Mission	520-287-5828
Nogales	Santa Cruz Family Guidance Center	520-287-4960
Page	Another Way	928-645-5300
Parker	Colorado River Regional Crisis Shelter	928-669-0107
Payson	Time Out, Inc	928-472-8007
Phoenix	AZCADV & Legal Advocacy Hotline	602-279-2900 / 800-782-6400
Phoenix	Area Agency on Aging, Region One	602-264-2255
Phoenix	AZ Sexual Assault Network	602-258-1195
Phoenix	Casa (Sexual Assault)	602-254-6400
Phoenix	Chrysalis	602-944-4999
Phoenix	Community Care Shelter (Homelessness & DV)	602-258-4291
Phoenix	Community Information & Referral	602-263-8856

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# Domestic Violence Shelters, Safe Houses, and Services

<b>City</b>	<b>Provider name</b>	<b>Phone number</b>
Phoenix	Community Legal Services	602-258-3434
Phoenix	CONTACTS Shelter Hotline (Maricopa Co. Only)	602-263-8900 / 800-799-7739
Phoenix	De Colores	602-269-1515
Phoenix	Dignity House (Prostituted Women)	602-274-3680
Phoenix	Family Advocacy Center	602-534-2120
Phoenix	Governor's Division for the Prevention of Family Violence	602-542-1773
Phoenix	Parent Support Center	602-506-6339
Phoenix	Salvation Army's Elim House	602-267-4111 / 888-267-0197
Phoenix	Shelter Without Walls	480-994-8477
*Phoenix	Sojourner Center	602-244-0089
Phoenix	Sundance Lodge	602-870-3891
Pinetop	White Mountains Safe House	928-367-6017 / 800-224-1315
Prescott	Stepping Stones	928-445-4673
Prescott	Valley Yavapai Family Advocacy Center	928-775-0669
Quartzsite	Information and Referral Service	928-927-3700
Sacaton	Gila River Drug & Alcohol Abuse Center	602-258-7714
Safford	Mt. Graham Safe House	928-348-9104 / 888-269-9104
Safford	SE Arizona Behavioral Health Services	928-428-4550
San Carlos	San Carlos Tribal Social Services	928-475-2313
Scottsdale	Chrysalis	480-481-0402
Scottsdale	Salt River Pima / Maricopa Social Services	480-850-8296
Sedona	Verde Valley Sanctuary, Inc. / Legal Program	928-639-2079
Sierra	Vista Forgach House	520-458-9096
St. Johns	New Hope Ranch	877-974-4673 / 928-337-5060
Tempe	Empact-Suicide Prevention Center	480-784-1514
Tuba	City Family Harmony	928-283-4650
Tucson	Administration of Resources & Choices Crisis Line	520-566-1919
Tucson	Administration of Resources & Choices (Elder)	520-327-2665
Tucson	Brewster Center/ Casa Amparo	520-746-1501
Tucson	Brewster Center/ Westhouse	520-622-6347
Tucson	Indian Health Service, San Xavier Health Service	520-295-2405
Tucson	Jewish Family and Children's Service	520-795-0300 x 228
Tucson	Pascua Yaqui Tribe, Family Violence Intervention	520-883-5190
Tucson	Southern Arizona Child & Family Advocacy Center	520-319-5511
Tucson	Southern Arizona Center Against Sexual Assault	520-527-1171
Tucson	Southern Arizona Legal Aid, Inc.	520-623-9465
Tucson	Tucson Centers for Women & Children	520-795-4266
Tucson	Tucson Centers for Women & Children / AVA	520-795-4880
Tucson	Wingspan (GLBT Program) Legal Advocacy	520-624-0348 / 800-553-9387
Whiteriver	Apache Behavioral Health Center	928-338-4811
Window Rock	DNA People's Legal Services	928-871-4151
Yuma	Amberly's Place	928-373-0849
Yuma	The Excel Group	928-341-0335
Yuma	Safe House Shelter	928-782-0077 / 877-440-0550