

NDCAWS/CASAND
MINIMUM REQUIREMENTS FOR MEMBERSHIP

1. The **primary mission** of member organizations must be the provision of services to victims of domestic violence and/or sexual assault and their dependents.
2. A member organization must be a non-profit corporation or affiliated with one of the ND Tribes and must maintain a physical office in North Dakota.
3. *Member organizations must state that they are willing to comply with the mission statement of NDCAWS/CASAND.*
4. *Member organizations are required to have a written policy of non-discrimination.*
5. Member organizations must be committed to increasing public awareness about domestic violence and sexual assault and to providing viable solutions to address issues of violence.
6. A member organization must demonstrate a working relationship with the criminal justice system, with the school districts in its service area, and with the other supporting agencies in the counties it serves.
7. Member organizations must have served a minimum of 10 clients in the previous 6 months.
8. *To prevent duplication of services, NDCAWS/CASAND will accept, for membership, only one organization per county, unless a special population exists to justify the necessity of another organization.*
9. A minimum \$50 annual dues is required for membership.
10. Concerning **victim services**, member organizations must:
 - a. provide direct and immediate access to services through the operation of a **24-hour crisis line**.
 - b. have a plan in place that guarantees **personal contact** between an advocate and a victim as quickly as possible after the victim has contacted the organization.
 - c. provide access to **emergency shelter/protective housing** through the use of a shelter facility or safe homes.
 - d. provide **advocacy** with **information** about and **referrals** to the following:
 1. Civil and criminal court systems
 2. Legal counsel
 3. Medical community
 4. Social Service financial assistance and support services
 5. Community self-help groups
 6. Mental health system
 7. Law enforcement agencies
 - e. provide **peer support**, and **safety planning** for victims.

11. Concerning training of staff and volunteers, member organizations must:
 - a. *provide a minimum of 40 hours of training for all new staff prior to working with victims.*
 - b. provide a minimum of 12 hours of pre-service training for volunteer advocates
 - c. include the following elements in training:
 1. orientation
 2. on the job training/supervision
 3. in-service training
 4. an evaluation process
 - d. provide on-going staff training opportunities through:
 1. workshops
 2. CAWS/CASAND q meetings
 3. informal information sharing
 - e. utilize a staff performance evaluation process

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