

LOUISIANA COMMISSION ON LAW ENFORCEMENT
AND ADMINISTRATION OF CRIMINAL JUSTICE

APPLICATION AND REVIEW
SUMMARY

APPLICATION NUMBER: C12-7-031

APPLICANT: CASA Jefferson, Inc.

PROJECT TITLE: CASA Program

PROJECT FUNDS :

FUND: \$ 43,639 80.00%

MATCH: \$ 10,910 20.00%

TOTAL: \$ 54,549 100.00%

PROJECT DURATION: 12 months

START DATE: 02/01/2013

END DATE: 01/31/2014

Continuation of NEW

PROJECT SUMMARY:

CASA Jefferson provides a specialized form of volunteer service to child victims of crime and to the Jefferson Parish Juvenile Court. Through the recruitment, screening/training, and supervision of community members, volunteers advocate for child victims both in the courtroom setting and in the community to ensure that their needs are met. Potential volunteers are screened using a battery of national background checks to ensure the suitability of the applicant. Once screened and trained, CASA Advocates investigate the child victim's circumstances, monitor the implementation of the court's orders, facilitate communication and service delivery, and advocate for the best interest of the child. Written court reports are drafted by CASA Advocates and inclusive of current information on both the child and the parents as well as fact-based recommendations. During court proceedings, advocates provide oral testimony to support their findings. In addition to advocacy efforts for child victims, the CASA Program also prioritizes community education and awareness.

RECOMMENDATION: FUND DENY

SPECIAL CONDITIONS :

1. NO DRAWDOWN OF FUNDS (AWARD) UNTIL APPLICATION IS REVIEWED AND APPROVED BY LCLE STAFF.



LOUISIANA COMMISSION
ON LAW ENFORCEMENT
AND THE ADMINISTRATION
OF CRIMINAL JUSTICE

CRIME VICTIM ASSISTANCE
FORMULA GRANT PROGRAM

CFDA #16.575

FOR LCLE USE ONLY:

Project ID: **C12-7-031**

CVA Purpose Area:

1. TITLE OF PROJECT

Court Appointed Special Advocates (CASA) Program

2. NEW PROJECT

CONTINUATION PROJECT OF: **C11-7-019**

3. PROJECT DURATION

Total Length: **12** Months (*Not to exceed 12 Months*)

Desired Start Date: 2/1/2013

Desired End Date: 1/31/2014

4. PROJECT FUNDS

Federal Funds: \$43,639

Cash Match \$10,910

In-Kind Match: 0

Total Project: **\$54,549**

5A. APPLICANT AGENCY INFORMATION

Agency Name: CASA Jefferson, Inc -CASA

Physical Address: 671A Whitney Avenue

City: Gretna Zip: 70056-2692

Mailing Address: 671A Whitney Avenue

City: Gretna, Zip: 70056-2692

Phone: (504) 233-2272 FAX: (504) 363-4153

Email: cynthia@casajefferson.com

5B. AUTHORIZED OFFICIAL OF APPLICANT AGENCY

Authorized Official: Ronnie Slone

Title: Chairperson of the Board of Directors

Agency Name: CASA Jefferson, Inc.

Address: 671A Whitney Avenue

City: Gretna Zip: 70056-2692

Phone: (504) 233-2272 FAX: (504) 233-2272

Email: Ronnie@TheSloneGroup.com

Fed Employer Tax Id: 45 - 5043693

DUNS: 004164829 -

CCR CAGE/NCAGE: 6SPR2

CCR Expiration Date: 10/13/2013

6. IMPLEMENTING AGENCY

Name: Ronnie Slone

Title: Chairperson of the Board

Agency: CASA Jefferson, Inc

Address: 671A Whitney Avenue

City: Gretna Zip: 70056-2692

Phone: (504) 233-2272 FAX: (504) 363-4153

Email: Ronnie@TheSloneGroup.com

7. PROJECT DIRECTOR

Name: Cynthia Chauvin

Title: CASA Director

Agency: CASA Jefferson

Address: 671A Whitney Avenue

City: Gretna Zip: 70056-2692

Phone: (504) 233-2272 FAX: (504) 363-4153

Email: cynthia@casajefferson.com

8. FINANCIAL OFFICER

Name: Cynthia Chauvin

Title: CASA Director

Agency: CASA Jefferson

Address: 671A Whitney Avenue

City: Gretna Zip: 70056-2692

Phone: (504) 233-2272 FAX: (504) 363-4153

Email: cynthia@casajefferson.com

9. BRIEF PROJECT DESCRIPTION: (*Please do not exceed space provided below.*)

CASA Jefferson provides a specialized form of volunteer service to child victims of crime and to the Jefferson Parish Juvenile Court. Through the recruitment, screening/training, and supervision of community members, volunteers advocate for child victims both in the courtroom setting and in the community to ensure that their needs are met. Potential volunteers are screened using a battery of national background checks to ensure the suitability of the applicant. Once screened and trained, CASA Advocates investigate the child victim's circumstances, monitor the implementation of the court's orders, facilitate communication and service delivery, and advocate for the best interest of the child. Written court reports are drafted by CASA Advocates and inclusive of current information on both the child and the parents as well as fact-based recommendations. During court proceedings, advocates provide oral testimony to support their findings. In addition to advocacy efforts for child victims, the CASA Program also prioritizes community education and awareness.

VOCA PURPOSE AREAS

Please Check Type of Victimization Served (Check all that apply):	
<input type="checkbox"/>	Sexual Assault
<input type="checkbox"/>	Domestic Abuse
<input checked="" type="checkbox"/>	Child Abuse
<input type="checkbox"/>	Previously Underserved
State Type of Previously Underserved:	

PROJECT BUDGET SUMMARY

INSTRUCTIONS: The Checklist is self-explanatory. In Project Summary, applicable budget category totals will be automatically entered from each of the Detailed Project Budget Summaries. Provide source of Cash and/or In-Kind Match. In last table, check the type of victimization types that this project will address.

CHECKLIST:

	YES:	NO:
Are all budgeted items allowable per Program Guidelines?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Were instructions followed to determine allowable personnel/contractual costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are all line item computations correct?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do line items add to category totals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Have category totals been rounded to nearest dollar?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Each category amount listed in the table below must equal category totals shown on Pages 3 through 11.

Person Completing Budget Section: Cynthia Chauvin

Title: CASA Director

Phone: (504) 233-2272

Fax: (504) 363-4153

E-Mail: cynthia@casajefferson.com

PROJECT BUDGET SUMMARY

BUDGET CATEGORIES	FEDERAL FUNDS	CASH MATCH	IN-KIND MATCH	SECTION TOTAL
SECTION 100. PERSONNEL	\$35,818	\$8,954	\$0	\$44,772
SECTION 200. FRINGE BENEFITS	\$7,553	\$1,889	N/A	\$9,442
SECTION 300. TRAVEL	\$0	\$0	\$0	\$0
SECTION 400. EQUIPMENT	\$0	\$0	\$0	\$0
SECTION 500. SUPPLIES	\$268	\$67	\$0	\$335
SECTION 600. CONTRACTUAL	\$0	\$0	N/A	\$0
SECTION 700. RENOVATION COSTS	\$0	\$0	\$0	\$0
SECTION 800. OTHER DIRECT COSTS	\$0	\$0	\$0	\$0
TOTAL:	\$43,639	\$10,910	\$0	\$54,549

Provide Source of Cash Match: Jefferson Parish Juvenile Court Judicial Expense Funds

Provide Source of In-Kind Match: N/A

SECTION 100. PERSONNEL

Enter Position Titles and Names of the employees for each position funded through this grant. For further information and direction, please refer to the application instructions.

FULL-TIME EMPLOYEES:

POSITION TITLE	EMPLOYEE NAME	FT	ACTUAL MONTHLY SALARY	TIME DEVOTED TO PROJECT	NUMBER OF MONTHS	TOTAL SALARY PAID BY GRANT	PAID WITH	
							F	C
Advocate Supervisor II	Ramona Graham	FT	\$3,731.00	100.00%	12.00	\$44,772.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
SUBTOTAL AMOUNT OF FULL-TIME EMPLOYEES SALARIES:						\$44,772.00	F = Fed Funds C = Cash Match	

PART-TIME OR OVERTIME EMPLOYEES:

POSITION TITLE	EMPLOYEE NAME	PT OT	ACTUAL EMPLOYEE HOURLY SALARY RATE	NUMBER OF HOURS	TIME DEVOTED TO PROJECT	NUMBER OF WEEKS	TOTAL SALARY PAID BY GRANT	PAID WITH	
								F	C
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
SUBTOTAL AMOUNT OF PART-TIME AND/OR OVERTIME EMPLOYEES SALARIES:							\$0.00	F = Fed Funds C = Cash Match	

VOLUNTEERS:

DUTIES: List ONLY volunteers used as In-Kind Match. Duties must directly relate to the focus of this project. For further information and direction, please refer to the application instructions.	NO. OF HOURS	VALUED RATE OF HOURLY PAY	IN-KIND TOTAL
			\$0.00
			\$0.00
SUBTOTAL AMOUNT OF VOLUNTEERS IN-KIND SALARIES:			\$0.00

SECTION 100. PERSONNEL SUMMARY	
FEDERAL FUNDS	\$35,818
CASH MATCH	\$8,954
IN-KIND MATCH	
PERSONNEL TOTAL	\$44,772

SECTION 100. PERSONNEL (Continued) – BRIEFLY EXPLAIN

Yes No Are job descriptions for each position attached? If not, explain:

Yes No Are resumes for each position attached? If not, explain:

A) Need for each position shown above; justify need for overtime:

CASA volunteers advocate on behalf of child victims of abuse/neglect. This unique volunteer opportunity incorporates lay person into the juvenile court process. By providing factual information to the Court, CASA volunteers articulate the child victims needs as well as preserve the best interest of the child to whom they are assigned. Advocates require support and supervision while performing this volunteer role. Extensive training and close supervision of volunteers and their direct service is necessary. Furthermore, the National CASA Association prescribes a set of national standards that are to be followed to maintain standing with the parent organization. These standards require one staff supervisor position for every thirty CASA advocates with the program. In addition to supervising volunteer activities and service to child victims, the Advocate Supervisor position actively participates in the recruitment, screening/selection and training of potential volunteers. Furthermore, the Advocate Supervisor position assists with community education as well as child abuse prevention trainings. Having recently completed the Stewards for Children child sexual abuse prevention training, this Advocate Supervisor also trains community members.

B) The basis for determining the salary of each position:

The Advocate Supervisor II position had been funded within the Jefferson Parish Judicial Pay Plan. The Human Resources Department of Jefferson Parish determined the classification, grade, job description and salary range for this position. During the transition from the Jefferson Parish Judicial Pay Plan to the non-profit organization, it was decided by the Board of Directors of CASA Jefferson, Inc to maintain a similar salary and benefit structure as had been provided by the parish.

C) Project duties of each position requested:

The Advocate Supervisor II position provides support and supervision of up to thirty CASA advocates. This function includes providing monthly in-person supervision to each volunteer as well as the necessary preparation for all court proceedings (inclusive of court report and testimony guidance), as well as providing courtroom supervision during all court hearings. The Advocate Supervisor annually evaluates the performance of those advocates assigned to the supervisor, makes recommendations to the Court regarding the appointment of CASA to child victims, assists with new volunteer training (Pre Service) as well as monthly volunteer training (In Service), assigns child victim cases to volunteers, maintains logs and files that compile statistics monthly and quarterly, and performs other duties as deemed necessary to provide direct service to child victims.

D) Indicate if personnel will be new or existing personnel. If existing, indicate if position has been backfilled. If this is a continuation application, indicate the personnel's original status. [Existing personnel is an employee that currently works for the agency, but will now be working on grant activities. If so, the position from which the employee was moved must be filled. If employee is same from the previous grant, indicate if the employee was originally hired for that position.]

Personnel associated with this grant is existing and this is a continuation of Sub Grant # C-10-7-019 that was implemented by the Jefferson Parish Juvenile Court. The employee was originally hired for the Advocate Supervisor II position.

SECTION 200. FRINGE BENEFITS (Employer's Share Only)

Enter the Individual Name(s) of the employees receiving fringe benefits for each position funded through this grant. There are two sets of each benefit below to allow budgeting for eight employees. For further information and direction, please refer to the application instructions.

Check: All Fringe Benefits Will Be Paid by Applicant Agency

Additional Fringe Benefits Will Be Paid by Applicant Agency

EMPLOYEES' NAMES:					EMPLOYEES' NAMES: (Continued)				
SOCIAL SECURITY	RATE		SALARY	TOTAL	SOCIAL SECURITY	RATE		SALARY	TOTAL
1.	.062			\$0	5.	.062			\$0
2.	.062			\$0	6.	.062			\$0
3.	.062			\$0	7.	.062			\$0
4.	.062			\$0	8.	.062			\$0
MEDICARE	RATE		SALARY	TOTAL	MEDICARE	RATE		SALARY	TOTAL
1. Ramona Graham	.0145		\$44,772	\$649	5.	.0145		\$0	\$0
2.	.0145			\$0	6.	.0145			\$0
3.	.0145			\$0	7.	.0145			\$0
4.	.0145			\$0	8.	.0145			\$0
HEALTH/LIFE INSURANCE Provide monthly insurance rates	RATE	MONTHS	TIME DEVOTED TO PROJECT	TOTAL	HEALTH/LIFE INSURANCE Provide monthly insurance rates	RATE	MONTHS	TIME DEVOTED TO PROJECT	TOTAL
1. Ramona Graham-health	414.99	12.00	100.00%	\$4,979	5.				\$0
2. Ramona Graham-life	4.50	12.00	100.00%	\$54	6.				\$0
3.				\$0	7.				\$0
4.				\$0	8.				\$0
WORKMAN'S COMPENSATION	RATE		SALARY	TOTAL	WORKMAN'S COMPENSATION	RATE		SALARY	TOTAL
1. Ramona Graham	0.050		\$44,772	\$2,238	5.				\$0
2.				\$0	6.				\$0
3.				\$0	7.				\$0
4.				\$0	8.				\$0
UNEMPLOYMENT TAX Based on first \$7,000 or Less	RATE	TYPE	SALARY	TOTAL	UNEMPLOYMENT TAX Based on first \$7,000 or Less	RATE	TYPE	SALARY	TOTAL
1.		CHECK TYPE:		\$0	5.		CHECK TYPE:		\$0
2.				\$0	6.				\$0
3. Ramona Graham	0.004	<input checked="" type="checkbox"/> FUTA	\$44,772	\$179	7.		<input type="checkbox"/> FUTA		\$0
4.		<input type="checkbox"/> SUTA		\$0	8.		<input type="checkbox"/> SUTA		\$0
PUBLIC/PRIVATE RETIREMENT	RATE		SALARY	TOTAL	PUBLIC/PRIVATE RETIREMENT	RATE		SALARY	TOTAL
1. Ramona Graham-	0.03		\$44,772	\$1,343	5.				\$0
2.				\$0	6.				\$0
3.				\$0	7.				\$0
4.				\$0	8.				\$0
OTHER:	RATE		SALARY	TOTAL	OTHER:	RATE		SALARY	TOTAL
1.				\$0	5.				\$0
2.				\$0	6.				\$0
3.				\$0	7.				\$0
4.				\$0	8.				\$0
FRINGE BENEFITS TOTAL (A):				\$9,442	FRINGE BENEFITS TOTAL (B):				\$0

PLEASE NOTE: IF MORE THAN EIGHT EMPLOYEES CHARGED TO THIS PROJECT, PLEASE COMPLETE AN ADDENDUM PAGE.

Fringe Benefits Total (A+B): \$9,442

SECTION 200. FRINGE BENEFITS SUMMARY	
FEDERAL FUNDS	\$7,553
CASH MATCH	\$1,889
TOTAL FRINGE BENEFITS	\$9,442

SECTION 500. SUPPLIES (Continued)

SECTION B: Use this section only for Publications, workbooks, curriculum guides, videotapes, etc. Under type choose: P – Publications; W – Workbooks; CG – Curriculum Guides; V – Videotapes; O – Other. Itemize each item separately. Include tax and shipping costs in Unit Price, when applicable.

TYPE	TITLE OF PUBLICATIONS/FILMS	QUANTITY	UNIT PRICE	TOTAL COST	PAID WITH		
					F	C	IK
W				\$0.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SUBTOTAL OF SECTION B SUPPLIES:				\$0.00	<small>F = Federal Funds C = Cash Match IK = In-Kind Match</small>		

BRIEFLY EXPLAIN:
 A) The use of each request and its relationship to the project. Also explain the choice of materials, e.g. based on previous experiences or research showing its effectiveness, etc.:

SECTION 500. SUPPLIES SUMMARY	
FEDERAL FUNDS	\$268
CASH MATCH	\$67
IN-KIND MATCH	
SUPPLIES TOTAL	\$335

PROGRAM NARRATIVE

A. PROBLEM DEFINITION

1. Identify the nature and magnitude of the specific problem existing in your particular community that needs to be addressed through this proposed project. **Document the need, not the symptoms or solutions.** Be sure to include current valid local data to support the justification. Give the source and date of your information. State the needs of your agency and the needs of the victims in your area as related to this problem and justify the need for the proposed project.

PROBLEM: The victimization of children by their parents/caretakers continues to heavily plague our nation as well as our local community. The US Department of Health and Human Services, Administration for Children and Families reported that in 2008 an estimated 3.3 million child abuse/neglect referrals were received by local child protection agencies. Of those referrals, approximately 2 million were investigated and approximately 24% of the investigations yielded a substantiated claim of child abuse/maltreatment. Given these figures, it no surprise that in the State of Louisiana there were over 9400 child victims of abuse and neglect in 2007 according to the National Child Abuse and Neglect Data System (NCANDS). In Jefferson Parish there were 1,475 child abuse investigations conducted in 2007 with 367 investigations validated. These statistics only provide a portion of the story as it relates to the child welfare dilemma. It should also be noted that over 5,000 children are currently in State's custody. Prevent Child Abuse America estimates that the United States spends over a hundred billion dollars every year in both direct and indirect costs associated with child abuse. Direct costs can include child services (mental health, medical, placement resources, and other basic needs) while indirect costs can include special services and early exposure to the juvenile delinquency system. According to a January 2010 report of CLASP (Center for Law and Social Policy), the average length of stay in foster care for children in Louisiana is 21.9 months. Consistent with the Adoptions and Safe Families Act (ASFA), it is imperative that foster children's time in care remains temporary and that their safety is the paramount concern.

The idea of training community members to advocate for this vulnerable population of children emerged in 1976. CASA programs developed across the country with a single purpose of facilitating safe and permanent placements for foster children. According to the Pew Commission on Children in Foster Care, it is suggested that the continued expansion of the community based advocacy programming be maintained across the country.

NEED: Child victims in Jefferson Parish are increasing afforded the assignment of a trained, capable CASA volunteer. However due to a shortage of volunteers, the program has not been able to serve all child victims. In 2011, advocates were assigned to 336 of the 369 children appointed to the program at a rate of 91%. CVA-VOCA funds will support the increased recruitment, training, and supervision of additional CASA Advocates and will allow for the continued expansion of services to child victims.

2. Describe gap in community resources and how the gap was identified. Explain what need is created by this gap in services/programs.

Due to significant budgetary cuts at the state level, the need for CASA volunteers to advocate for child victims has become increasingly important. CASA Advocates provide factual information to the Court based the individual needs of the child they are assigned to. CASA Advocates require both training and supervision as they conduct their volunteer role. Through the funding of this project, child victims will benefit from the assignment of a trained, capable volunteer to advocate for their best interest as well as their timely permanent placement.

B. GOALS

GOALS: The primary mission of all projects is to have a positive impact on the victims, not just to accumulate statistics on how many are served. Based on the problem identified, BRIEFLY state what the project hopes to accomplish. Do this by providing a clear statement of the effect this project will have on the problem.

Through the assignment of a trained, capable advocate, CASA children will be timely placed in a permanent home.

C. OBJECTIVES

OBJECTIVES: Provide at least TWO (2) measurable objectives for EACH goal. Objectives need to be measurable, observable aspects of the program. Identify who, what will change and by how much. Use absolute numbers, not percentages and be sure to include a baseline number.

Objective 1: In 2013, the average time a CASA child spends in state's custody will be less than 730 days.

Objective 2: In 2013, 100 CASA children will be permanently placed.

D. ACTIVITIES / METHODS

List the specific activities and/or services to be provided that will accomplish the objectives. Must include a timetable for achieving the various components of your project. Timetable must cover entire grant period. This must relate back to the Goals and Objectives. If this is a training project, omit this page and complete D-2 Training Programs.

Between February 1, 2013-January 31, 2014, CASA Advocates through monthly supervision and quarterly case review staffings discuss case progress and problem solve obstacles to achieving permanency. Every six months, CASA Advocates along with their supervisor, the assigned Department of Children and Family Services case worker, caretakers, and biological family members will review case plan compliance and determine readiness for case plan achievement. Concurrently, CASA Advocates monitor and report the amount of time that their child spends in the foster care system at each court proceeding. Federally mandated court hearings are held on each case two times per year, however many cases are heard quarterly. This process is consistent with the Adoption and Safe Families Act (ASFA) and includes the review of benchmark timelines to ensure the timely placement of children.

CASA Advocates will monitor the placement of the child and facilitate placement alternatives in the event the child is not in a permanent and long term placement. These discussions will occur between both the advocate and their supervisor as well as with the Department of Children and Family Services caseworker and pertinent family members/resources. Placement histories will be included in each CASA court report.

The activities undertaken to achieve the goals and objectives are on going throughout the grant period of 2/1/2013 to 1/31/2014. Each of these activities will occur at various times during the fiscal year 2013 due to varying stages of the cases and their involvement with the court system.

PREVIOUS RESULTS (For Continuation Projects Only)

1. Based on the objectives of the previous application, what were the measurable outcomes? (Refer to the previous project's performance stated in the quarterly progress reports and other additional information.)

Goal 1: In 2011, the average time a child spends in state's custody will be less than 730 days. In 2011, the average time a child spent in state's custody was 601 days.

Goal 2: In 2011, 100 children will be permanently placed. In 2011, 146 CASA children were permanently placed.

2. Did the project work as expected? Explain.

On an annual basis, both days in custody and permanent placements have met the goals of the grant term. Considering that the grant term has not yet ended, it is premature to determine the full scope of the project the project has to date has implemented as outlined in the application.

3. Have the original goals and objectives been revised? Yes No

If Yes, explain what changes will be made in the continuation of this project and why?

I. EVALUATION AND DISSEMINATION OF REPORTING

A COPY OF YOUR EVALUATION FORMS USED FOR THIS PROJECT MUST BE INCLUDED.

1. From who will the data be collected – what is the source?

Presently, CASA Jefferson data is collected through the COMET management system(CASA Outcomes, Management, and Evaluation Tool) along with the court's database, AS400. Data Supervisor collects child and volunteer data. In the coming months, both the court and the CASA program will be upgrading data management systems. IJJIS will replace AS400.

2. When will the data be collected?

Child victim data is collected during the entire time the case is open. Data analysis is completed monthly, quarterly, and annually to reflect program outcomes. (see attached case closure form as well as monthly data form)

3. Who will collect and analyze the data?

Data is collected and analyzed by the Data Systems Supervisor.

4. Who will be responsible for submitting the data for the Quarterly Progress Reports: State name and contact information.

Name: Jennifer Davis

Phone: (504) 263-340

Email: jdavis@jppjc.org

5. Following evaluation, who and how will updating or revising of the project's strategy be accomplished?

The CASA Director, along with input from the Data Systems Supervisor will determine what revision is needed to the project to ensure maximum success. This oversight will occur both during the grant term as well as upon completion of the project through review of key data outcomes regarding child permanency rates as well as average days in state's custody.

6. Name the recipients who will receive the project's results and the schedule of reporting (i.e. monthly, quarterly, yearly). Recipients MUST state the Louisiana Commission on Law Enforcement will receive Quarterly Progress Reports and expenditure reports quarterly/monthly as specified at award time. Recipients should also include, if applicable, board of directors, applicant agency (if different from implementing agency), courts with jurisdiction, etc.

Project results are reported quarterly to the Louisiana Commission on Law Enforcement as well as to the Jefferson Parish Community Justice Agency via the CVA Quarterly Progress Report and expenditure reports monthly. CASA Jefferson provides monthly, quarterly and annual program reports to the Judges and the Administration of the Jefferson Parish Juvenile Court, the CASA Assistance Program of the Louisiana Supreme Court, the National CASA Association, the Board of Directors of the Friends of CASA, Inc., the Advisory Council of the CASA Jefferson Program and the Department of Children and Family Services as applicable.

J. CONTINUATION

Yes No Do you plan to continue this project at the conclusion of federal support?
Since continued VOCA funding is limited and not assured, alternate funding sources should be sought. Name the sources and potential sources of continued funding for this project at the conclusion of Federal support.

CASA Jefferson has relied on federal funds to support the program's expansion. Currently, CASA Jefferson receives Temporary Aid to Needy Families (TANF) funds through the CASA Assistance Program of the Louisiana Supreme Court and is also supported by the judges of the Jefferson Parish Juvenile Court who provide financial support as may be needed.

K. RESOURCES

Describe the facilities and additional resources available to this project. Include the physical facility where services are provided. If applicable, list other resources available to this project, i.e. equipment, supplies, staff, etc.

CASA Jefferson is a program of CASA Jefferson, Inc. a 501C(3) non-profit organization that was organized in 2012. Although this program is no longer court-based, the CASA program is able to access some of the court's technical resources and many of the assets were transferred to the CASA Program. The program continues to be housed at 671A Whitney Avenue in Gretna. The facility not only affords the program adequate office space, but also includes two training rooms that are equipped to train CASA volunteers.

L. AUDIT REQUIREMENTS

All applications must check one:

This organization/agency expends \$500,000 or more in federal funds (during the fiscal year of the organization/agency from any and all sources including the amount of this application) AND MUST SUBMIT THE FOLLOWING INFORMATION:

- | | | |
|----|--|-----------------|
| 1. | Date of last audit | June 2012 |
| 2. | Dates covered by last audit: | 1/1/11-12/31/11 |
| 3. | Date of next audit: | June 2013 |
| 4. | Dates to be covered by next audit: | 1/1/12-12/31/12 |
| 5. | Date next audit will be forwarded to LCLE: | June 2013 |

This organization/agency expends less than \$500,000 in federal funds from all sources during the fiscal year of the organization/agency.

M. VOLUNTEERS

Yes No Are you using volunteers as match?
If yes, describe the duties and functions performed by the volunteers. Indicate the number of volunteer hours per duty-function for this application (this can be an estimate). Volunteers' duties must directly relate to the focus of this project and information stated in Section 100 Personnel.

Yes No Are volunteers screened in compliance with the Louisiana Child Protection Act (LRS 15:587.1) as appropriate?

N. REQUIRED COMPONENTS

1. Subgrantees are required to help victims apply for victim compensation. Describe a specific plan on how applicant has or will interface with the Louisiana Crime Victims Reparations Program.

Brochures and applications are obtained from the Crime Victim Coordinator of the Jefferson Parish Sheriff's Department. Victims, their families and foster families will be given the information by the child victim's CASA Advocate. The advocate will work with the child welfare worker making referrals to the reparations programs as applicable.

2. Describe how applicant has/will coordinate activities with other criminal justice system/private service providers in the community. If you have obtained cooperative agreements, a copy may be attached to the application in addition to the brief description.

CASA Advocates function as full partners in Child in Need of Care (CINC) proceedings, deriving their authority from the Louisiana Children's Code. Once appointed by a judge, advocates work directly with local court staff, the child welfare agency, district attorney's office, law enforcement, all parties to the case, and clerks of court on behalf of children involved in CINC cases. Cooperative agreements are not necessary for this involvement. CASA program standards, including those involving recruitment, training and advocacy are implemented in conformity with the Children's Code as well as National CASA standards.

3. Indicate how the applicant will address the issue of encouraging the victims to report to law enforcement. Policies and procedures may be attached to the application in addition to the brief description.

Volunteer advocates will encourage victims to contact law enforcement and report incidents of victimization to the appropriate officials.

4. State that the applicant will comply with the Louisiana Child Protection Act (LRS 15:587.1) as appropriate. The Louisiana Child Protection Act refers to screening prospective employees, NOT reporting instances of child abuse.

Personnel, volunteer advocates, program volunteers, advisory council members, CASA Jefferson, Inc. board members, and others who may come in contact with our children will be subjected to a criminal records check and their fingerprints submitted to the Sheriff's Office and the FBI with results having been processed prior to interacting with any child victim. All program members (staff and advocates) are also screened through the child abuse registry of the local child welfare agency.