

LOUISIANA COMMISSION ON LAW ENFORCEMENT  
AND ADMINISTRATION OF CRIMINAL JUSTICE

APPLICATION AND REVIEW  
SUMMARY

APPLICATION NUMBER: C10-8-016

APPLICANT: Louisiana District Attorney's Association

PROJECT TITLE: Elderly Services Program

PROJECT FUNDS :

FUND: \$ 30,273 80.00%

MATCH: \$ 7,568 20.00%

TOTAL: \$ 37,841 100.00%

PROJECT DURATION: 12 months

START DATE: 09/01/2012

END DATE: 08/31/2013

Continuation of C06-8-021

PROJECT SUMMARY:

This program is to ensure that Louisiana's prosecutor and law enforcement based victim advocates, non-profit victim service providers, prosecutors, criminal justice professionals, and other victim/witness assistance personnel develop a higher level of expertise, increase competency, enhance services to victims of crime, and stay abreast of victim rights issues through training provided in the area of violent crimes perpetrated against victims, including but not limited to sexual assault, stalking, domestic abuse, child abuse, elder abuse, drunk driving, and other violent crimes, thus ensuring that victims' rights are honored during the process, as required by law. The Victim's Liason Officer (VLO) currently employed by the LDAA will work on this project to ensure the goals and objectivies are met.

RECOMMENDATION : FUND X 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: C10-8-016

CVA Purpose Area: 1, 2, 3 & 4

<b>1. TITLE OF PROJECT</b> Training - Elderly Services Program	<b>2.</b> <input type="checkbox"/> NEW PROJECT <input checked="" type="checkbox"/> CONTINUATION PROJECT OF: C09-8-012
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<b>3. PROJECT DURATION</b> Total Length: 12 Months (Not to exceed 12 Months) Desired Start Date: 9/1/2012 Desired End Date: 8/31/2013	<b>4. PROJECT FUNDS</b> Federal Funds: \$30,273 Cash Match: \$7,568 In-Kind Match: Total Project: \$37,841
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<b>5A. APPLICANT AGENCY INFORMATION</b> Agency Name: Louisiana District Attorneys Association Physical Address: 1645 Nicholson Drive City: Baton Rouge Zip: 70802-3443 Mailing Address: City: Baton Rouge Zip: 70802-3443 Phone: (225) 343-0171 FAX: (225) 387-0237 Email: PETE@LDAA.ORG	<b>5B. AUTHORIZED OFFICIAL OF APPLICANT AGENCY</b> Authorized Official: E. Pete Adams Title: Executive Director Agency Name: Louisiana District Attorneys Association Address: 1645 Nicholson Drive City: Baton Rouge Zip: 70802-3443 Phone: (225) 343-0171 FAX: (225) 387-0237 Email: PETE@LDAA.ORG
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Fed Employer Tax Id: 72 - 0738652    DUNS: 193731379 -    CCR CAGE/NCAGE: 5E0T6    CCR Expiration Date: 3/12/2013

<b>6. IMPLEMENTING AGENCY</b> Name: E. Pete Adams Title: Executive Director Agency: LA District Attorneys Assoc. Address: 1645 Nicholson Drive City: Baton Rouge Zip: 70802-8143 Phone: (225) 343-0171 FAX: (225) 387-0237 Email: PETE@LDAA.ORG	<b>7. PROJECT DIRECTOR</b> Name: E. Pete Adams Title: Executive Director Agency: LA District Attorneys Assoc. Address: 1645 Nicholson Drive City: Baton Rouge Zip: 70802-8143 Phone: (225) 343-0171 FAX: (225) 387-0237 Email: PETE@LDAA.ORG	<b>8. FINANCIAL OFFICER</b> Name: Roxanne Barrios Title: Assistant Director Agency: LA District Attorneys Ass Address: 1645 Nicholson Drive City: Baton Rouge Zip: 70802-8143 Phone: (225) 343-0171 FAX: (225) 387-0237 Email: ROXIE@LDAA.ORG
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**9. BRIEF PROJECT DESCRIPTION:** (Please do not exceed space provided below.)

The focus of this program is to ensure that Louisiana's prosecutor and law enforcement-based victim advocates, non-profit victim service providers, prosecutors, criminal justice professionals, and other victim/witness assistance personnel develop a higher level of expertise, increase competency, enhance services to victims of crime, and stay abreast of victim rights issues through training provided in the area of violent crimes perpetrated against victims, including but not limited to sexual assault, stalking, domestic abuse, child abuse, elder abuse, drunk driving, and other violent crimes, thus ensuring that victims' rights are honored during the process, as required by law. The Victims' Liaison Officer (VLO) currently employed by the LDAA will work on this project to ensure the goals and objectives are met.

2012 JUN 27 AM 11:54  
LA COMMISSION  
LAW ENFORCEMENT

**VOCA PURPOSE AREAS**

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

**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: Roxanne M. Barrios

Title: Assistant Director

Phone: (225) 343-0171

Fax: (225) 387-0237

E-Mail: ROXIE@LDAA.ORG

**PROJECT BUDGET SUMMARY**

BUDGET CATEGORIES	FEDERAL FUNDS	CASH MATCH	IN-KIND MATCH	SECTION TOTAL
SECTION 100. PERSONNEL	\$0	\$0	\$0	\$0
SECTION 200. FRINGE BENEFITS	\$0	\$0	N/A	\$0
SECTION 300. TRAVEL	\$6,434	\$1,608	\$0	\$8,042
SECTION 400. EQUIPMENT	\$0	\$0	\$0	\$0
SECTION 500. SUPPLIES	\$3,711	\$928	\$0	\$4,639
SECTION 600. CONTRACTUAL	\$6,302	\$1,576	N/A	\$7,878
SECTION 700. RENOVATION COSTS	\$0	\$0	\$0	\$0
SECTION 800. OTHER DIRECT COSTS	\$13,826	\$3,456	\$0	\$17,282
<b>TOTAL:</b>	<b>\$30,273</b>	<b>\$7,568</b>	<b>\$0</b>	<b>\$37,841</b>

**Provide Source of Cash Match:** General Funds in the LDAA budget.

**Provide Source of In-Kind Match:**

**SECTION 300. TRAVEL**

Itemize travel expenses of project personnel. Mileage is unallowable in agency owned vehicles. Charges are not to exceed established agency travel rates, but in no case can this exceed current Louisiana Travel Guideline rates. *Only 50% of out-of-state travel reimbursement and requires prior approval from LCLE.*

LOCAL TRAVEL: NAME/POSITION TITLE/PURPOSE OF TRAVEL	MILEAGE RATE	TOTAL MILES	TOTAL COST	PAID WITH		
				F	C	IK
NAME: Patty Giovingo TITLE: LDAA Victims' Liaison Officer PURPOSE: Training	\$0.51	650.00	\$331.50	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NAME: TITLE: PURPOSE:			\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NAME: TITLE: PURPOSE:			\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NAME: TITLE: PURPOSE:			\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SUBTOTAL FOR LOCAL TRAVEL:			\$331.50	F = Federal Funds C = Cash Match IK = In-Kind Match		

NON-LOCAL IN-STATE/OUT-OF-STATE TRAVEL (OUT-OF-STATE TRAVEL REQUIRES PRIOR APPROVAL FROM LCLE) NAME/POSITION TITLE/PURPOSE OF TRAVEL	TRAVEL DESTINATION	TRAVEL DATES:		PAID WITH		
		FROM	TO	F	C	IK
NAME: Patty Giovingo TITLE: Victims' Liaison Officer PURPOSE: Training	Unknown			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NAME: 4 Faculty Members TITLE: PURPOSE: LDAA Fall Seminar & LDAA Annual Conference	Baton Rouge / Destin, FL			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NAME: 6 Faculty Members TITLE: PURPOSE: LDAA VAC, Elder Abuse, and Other Training	Various Statewide Locations			<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

CONTINUED FROM ABOVE TABLE	MILEAGE RATE	TOTAL MILES	MILES COST	NO. OF DAYS	NO. OF MEALS	MEAL COSTS	AIRFARE COSTS	LODGING COSTS (Include Tax)	OTHER TRAVEL COSTS	TOTAL COSTS	PAID WITH		
											F	C	IK
NAME: Patty Giovingo	\$0.51	1,000.00	\$510.00	10	30	\$460	\$0	\$1,000	\$100	\$2,070.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NAME: 4 Faculty	\$0.51	400.00	\$204.00	12	36	\$552	\$0	\$1,200	\$300	\$2,256.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NAME: 6 Faculty	\$0.51	600.00	\$306.00	18	54	\$828	\$0	\$1,800	\$450	\$3,384.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SUBTOTAL FOR NON LOCAL IN-STATE AND OUT-OF-STATE TRAVEL COST:										\$7,710.00	F = Federal Funds C = Cash Match IK = In-Kind Match		

SECTION 300. TRAVEL SUMMARY	
FEDERAL FUNDS	\$6,434
CASH MATCH	\$1,608
IN-KIND MATCH	
<b>TRAVEL TOTAL</b>	<b>\$8,042</b>

**SECTION 500. SUPPLIES**

**SECTION A:** List items within this category by major type; e.g., office supplies (pens, pencils, paper, etc.), postage, blank cassette tapes, etc. Include tax and shipping costs in Unit Price. If office supplies average \$50 per month or less, i.e., \$600 for a 12-month grant period, do not itemize items. List as "Basic Supply Allowance" under "Type" and the dollar amount under "Total Cost". Please refer to application instructions for direction.

TYPE OF SUPPLIES	QUANTITY	UNIT PRICE	TOTAL COST	PAID WITH		
				F	C	IK
Consumable conf. supplies (pens, pencils, paper, folder	12.00	\$85.00	\$1,020.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
folders -amt is est only; actual exp will be charged)			\$0.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Postage (Training brochure mailings)	749.00	\$0.45	\$337.05	<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 A SUPPLIES:			\$1,357.05	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

F = Federal Funds  
C = Cash Match  
IK = In-Kind Match

**BRIEFLY EXPLAIN:**

A) Need for and use of each major supply type requested:  
The postage and consumables are necessary in the development and implementation of the training programs outlined.

B) Its relationship to this project.  
These supplies are necessary for the successful implementation of the project.

**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
CG	Printing supplies & services for training material	160.00	\$20.51	\$3,281.60	<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"/>
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				\$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"/>
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				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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				\$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:				\$3,281.60	<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.:  
 Supplies for printing of training materials, including brochures and faculty letters, is an integral part of this project.

SECTION 500. SUPPLIES SUMMARY	
FEDERAL FUNDS	\$3,711
CASH MATCH	\$928
IN-KIND MATCH	
<b>SUPPLIES TOTAL</b>	<b>\$4,639</b>

**SECTION 600. CONTRACTUAL**

Compensation for individual consultant services is to be reasonable and consistent with that paid for similar services in the marketplace. Travel, lodging, and meals, if applicable, should be figured in addition to compensation. All expenses must be included in the contract. Must use approved LCLE contract.

INDIVIDUAL CONSULTANT	TYPE OF SERVICE OR TASK	HOURS DEVOTED	RATE PER HOUR	TOTAL COST	PAID WITH	
					F	C
Name: Faculty Title: Agency: LDAA Fall Seminar	Trainer	8.00	\$56.25	\$450.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Name: Faculty Title: Agency: LDAA VAC & Annual Conferenc	Trainer	16.00	\$56.25	\$900.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Name: Faculty Title: Agency: Other LDAA Training	Trainer	16.00	\$56.25	\$900.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Name: Edication on the Webb Title: Agency: LDAA Online Training	Digitizing Video Training	15.00	\$100.00	\$1,500.00	<input type="checkbox"/>	<input type="checkbox"/>
SUBTOTAL OF CONTRACTUAL COSTS				\$3,750.00	F = Federal Funds C = Cash Match	

CONTINUED FROM ABOVE TABLE	MILEAGE RATE	TOTAL MILES	MILES COST	NO. OF DAYS	NO. OF MEALS	MEAL COSTS	AIRFARE COSTS	LODGING COSTS (Include Tax)	OTHER TRAVEL COSTS	TOTAL COSTS	PAID WITH	
											F	C
NAME: 2 Faculty			\$0.00	6	18	\$276	\$400	\$600	\$100	\$1,376.00	<input type="checkbox"/>	<input type="checkbox"/>
NAME: 2 Faculty			\$0.00	6	18	\$276	\$400	\$600	\$100	\$1,376.00	<input type="checkbox"/>	<input type="checkbox"/>
NAME: 2 Faculty			\$0.00	6	18	\$276	\$400	\$600	\$100	\$1,376.00	<input type="checkbox"/>	<input type="checkbox"/>
SUBTOTAL FOR NON LOCAL IN-STATE AND OUT-OF-STATE TRAVEL COST:										\$4,128.00	F = Federal Funds C = Cash Match	

**BRIEFLY EXPLAIN:**

A) Purpose of each consultant or other contractual service requested:

To provide instruction on relevant topics and to share best practices with the Victims' Liaison Officer, LDAA staff, statewide victim assistance coordinators and prosecutors, and other victim service providers who work directly with victims of crime.

Education on the Webb is the provider for the LDAA Online Training that is made available available for those who are unable to attend conferences

B) Why the service requested is necessary and cost effective:

Although the Louisiana District Attorneys Association focuses on in-state faculty members to do the bulk of the training, it is sometimes beneficial to incorporate a nationally known speaker on subjects of importance to those working directly with victims of crime. In such cases, contractual services are usually provided at a rate that is lower than normally charged to meet the required \$56.25/hr

C) Method of procurement and basis for determining rate of pay:

Because the Louisiana District Attorneys Association provides an enormous amount of training per year, we have many avenues for identifying and procuring faculty members (e.g., other state associations, the National District Attorneys Association, the National Association of Prosecutor Coordinators, etc.) As for the rate of pay, it is negotiated to fall within the federal guidelines.

SECTION 600. CONTRACTUAL SUMMARY	
FEDERAL FUNDS	\$6,302
CASH MATCH	\$1,576
<b>CONTRACTUAL TOTAL</b>	<b>\$7,878</b>

**SECTION 800. OTHER DIRECT COSTS**

Itemize each type: e.g., audit, rent (show square footage and cost per square foot), phone charges, utilities, printing, duplicating, registration fees for conferences/workshops, etc. Prorate telephone and utility bills. Show method of determining cost. Please refer to application instructions for direction.

TYPE OF OTHER DIRECT COST	METHOD OF DETERMINING COST	QUANTITY	UNIT PRICE	TOTAL COST	PAID WITH		
					F	C	IK
Auditing Costs	Approx 2% of time to audit grant	1.00	\$300.00	\$300.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Accounting Expenses	2 hours/week	104.00	\$44.06	\$4,582.24	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rental of Meeting Rooms	3 programs x 3 days each	9.00	\$400.00	\$3,600.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rental of A/V Equipment	3 programs x 3 days each	9.00	\$600.00	\$5,400.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Webinar Services	Est. 4 training programs x \$100/mt	12.00	\$75.00	\$900.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Video Record Online Training	Est. 2 programs x \$1,250 each	2.00	\$1,250.00	\$2,500.00	<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"/>
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				\$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"/>
<b>SUBTOTAL OF OTHER DIRECT COSTS:</b>				<b>\$17,282.24</b>	<small>F = Federal Funds C = Cash Match IK = In-Kind Match</small>		

**BRIEFLY EXPLAIN:**

A) Need for each type listed; and

The need is justified in order to accomplish the goals and objectives outlined in this program, including but not limited to, training for Louisiana's prosecutor and law enforcement-based victim advocates, non-profit victim service providers, prosecutors, criminal justice professionals, and other victim/witness assistance personnel.

B) Its relationship to project.

The relationship to the project is integral to the successful implimentation of the project.

SECTION 800. OTHER DIRECT COSTS SUMMARY	
FEDERAL FUNDS	\$13,826
CASH MATCH	\$3,456
IN-KIND MATCH	
<b>OTHER DIRECT COSTS TOTAL</b>	<b>\$17,282</b>

# 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.

Louisiana continues to be ranked first in the nation per capita in murder and non-negligent manslaughter rates. Louisiana has the 4th highest crime rate in the nation. Louisiana ranks 7th overall in violent crime with the rate being more than 33% higher than the national average. Louisiana is ranked 3rd per capita in gun-death rate. Since 1997, Louisiana has consistently ranked within the top 5 states among female victims killed by male offender. From 1997 through 2010, 950 people died in domestic violence incidents with the majority of victims being women. The Louisiana Protective Order registry reported 21,355 orders entered in the registry in 2010. Over the last few years the problem of human trafficking in the United States has increased by massive proportions and continues to be on the rise in Louisiana. The National Human Trafficking Resource Center reported 55 calls from Louisiana to their hotline in 2009, 125 in 2010 and 161 in 2011. LaFASA's reported in their 2011 Annual Report that community-based sexual assault centers provided services to 4,758 new clients that included victims of rape, attempted rape, incest, child sexual abuse, and adults who were sexually abused as children. They also reported receiving 4,753 crisis calls in 2011. The rate of forcible rapes in 2010 in Louisiana was estimated at 24.8 per 100,000 inhabitants. Louisiana is also among the states with the highest frequency of child deaths related to abuse and neglect according. The U.S. Department of Health and Human Resources reported that Louisiana had 8,848 child abuse victims, and 30 of those victimd died. They reported that 164 children died in Louisiana from abuse and neglect from 2006-2010. Elderly Protective Services reported 4,196 cases of elder abuse and neglect received by their office in FY 2011. An indication of the level of crime in Louisiana can be found in the statistics below, extracted from Crime in Louisiana in Louisiana and Crime Victims Reparations (CVR) Board Annual Reports, both published by the Louisiana Commission on Law Enforcement.

	2005	2006	2007	2008	2009	2010
Violent Crime Total	26,889	29,919	31,317	28,944	27,849	21,124
Non-Violent Crime Total	166,611	171,239	174,991	168,630	170,456	145,075
Crime Rate per 1,000,000	4,278	4,692	4,805	4,479	4,414	4,196
National Crime Index Rank	18	7	6	10	5	4
CVR Claims Awarded	725	680	791	924	917	896
Awarded in \$1,000s	\$1,698.4	\$1,719.9	\$2,184.9	\$2,350.6	\$2,093.1	\$2,243.9

As indicated above, violent crime continues to be a serious problem in Louisiana. Domestic violence, human trafficking, crimes against children and the elderly continue to grow in Louisiana. Crime victims continue to play an important role in shaping the criminal justice system. The LDAA is committed to ensuring the best possible services to victims of crime. To that end, the LDAA believes strongly in the value of training. Training prepares Louisiana's prosecutors and victim service providers to respond appropriately to the unique dynamics of crime victims, and increases victim's confidence in their abilities.

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

This program also fills the gap of a lack of education directed at Louisiana's prosecutor and law-enforcement based victim advocates, non-profit victim service providers, prosecutors, criminal justice professionals, and other victim/witness assistance personnel by implementing training designed to provide them with the most current information and tools available to assist victims of crime. The need for funding of such training is crucial.

## 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.

**GOAL 1:** To coordinate statewide trainings designed to assist Louisiana's prosecutor and law enforcement-based victim advocates, non-profit victim service providers, prosecutors, criminal justice professionals, and other victim/witness assistance personnel, with the implementation and delivery of constitutionally guaranteed victims' rights by providing information updates and training opportunities on victim issues and laws. The LDAA will develop agendas and secure faculty for various training programs to be conducted during the grant period including but not limited to the 2012 Fall Seminar; 12th Annual Victim / Witness Training; World Elder Abuse Awareness Day Training; the LDAA 37th Annual Conference, training on the topics of human trafficking, child abuse, elder abuse, sexual assault, domestic violence, and other trainings as the need is indicated. The Victims' Liaison officer currently on staff with the LDAA will work on this project to ensure all goals and objectives are met.

## 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.

**Goal 1, Objective 1:** To develop and conduct at least one statewide training program on current victim-related issues for Louisiana's prosecutor and law enforcement-based victim advocates, non-profit victim service providers, prosecutors, criminal justice professionals, and other victim/witness assistance personnel with a target audience of 100 to be held in the Spring of 2013.

**Objective 2:** To develop and conduct a violent crime track for the 2012 LDAA Fall Seminar for approximately 125 people with topics of importance to those working directly with victims of crime.

**Objective 3:** To develop and conduct a Violent Crime Track for the 2013 Annual Conference for approximately 125 people each with topics of importance to those working directly with victims of crime.

**Objective 4:** To develop and conduct statewide trainings during this grant period, at various locations throughout the state, on crime victim-related topics including but not limited to human trafficking, child abuse, elder abuse, sexual assault, and domestic violence. Other topics may be added as the need is indicated. Specific locations and dates are not known at this time.

**Objective 5:** To conduct webinars addressing various crime related issues for Louisiana's prosecutor and law enforcement-based victim advocates, non-profit victim services providers, prosecutors, criminal justice professionals, and other victim/witness assistance personnel to further develop skills needed in assisting victims of crime, facilitate a victims advocate information exchange to update and review victim issues, and to share best practices.

**Objective 6:** To video record two programs to be included in the LDAA Online Training program.

**Objective 7:** To co-sponsor and assist with the 2012 Annual Statewide Conference on Sexual and Domestic Violence to be held November 27-29, 2012.

**Objective 8:** To assist the St. Tammany SALT Council with their 2013 Elder Abuse Awareness Training to be held June, 2013.

**Objective 9:** The Victims' Liaison Officer currently on staff with the LDAA will attend all LDAA sponsored and co-sponsored trainings.

#### 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.

The LDAA's Victims' Liaison officer will work with staff, prosecutors, and other victim advocates to determine training and resource needs and to develop an agenda and secure faculty for the various training programs.

## D-2. TRAINING PROJECTS

Complete this page in lieu of Section D – Activities/Methods. This page is to be completed only if this application is for the training of individuals involved in the criminal justice system. DO NOT use this for in-house training.

1. Training Curriculum (topics to be included):

Curriculum will be developed for training programs on current victim-related issues for Louisiana's prosecutor and law enforcement-based victim advocates, non-profit victim service providers, prosecutors, criminal justice professionals, and other victim/witness assistance personnel to further develop skills needed in assisting victims of crime, facilitate a victims advocate information exchange to update and review victim issues, and to share best practices.

2. Type of personnel to be trained:

Louisiana's prosecutor and law enforcement-based victim advocates, non-profit victim service providers, prosecutors, criminal justice professionals, and other victim/witness assistance personnel.

3. Number of personnel to be trained: Approximately 500 over the grant period.

4. Geographical locations of trainees (who will be invited):

Statewide

5. Dates and hours of training: Misc. Dates - Approximately 80 Hours

6. Location of training: Various locations statewide.

7. Explanation supporting the effectiveness of the training program including how the program will meet the identified need.

This program also fills the gap of a lack of education directed at Louisiana's prosecutor and law-enforcement based victim advocates, non-profit victim service providers, prosecutors, criminal justice professionals, and other victim/witness assistance personnel by implementing training designed to provide them with the most current training, information and tools available to assist victims of crime. The need for funding of such training is crucial.



**PREVIOUS RESULTS (For Continuation Project 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, Objective 1: The LDAA held the 10th Annual Victim/Witness Assistance Training April 11-13, 2012.

Objective 2: The LDAA included a Violent Crime / Victims' track at their 2011 Fall Seminar held November 2-4, 2011.

Objective 3: The LDAA included a Violent Crime / Victims' track at their 36th Annual Conference held June 29-July 3, 2012.

Objective 4: The LDAA co-sponsored and assisted with the 8th Annual Statewide Conference on Sexual and Domestic Violence held December 7-9, 2011.

Objective 5: The LDAA co-sponsored and assisted with the World Elder Abuse Awareness Day Trainings held on June 11, 2012, in Slidell, LA, and June 13, 2012, in St. Martinville, LA.

2. Did the project work as expected? Explain.

The project worked as expected in that all Goals and Objectives were met during this grant period.

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?

The project will be evaluated by both objective & subjective means. Objectively, the program will measure the # of working relationships established & maintained, the # of satisfactory protocols established, the # of training sessions conducted, the number of interim & annual reports produced and the # of special projects undertaken.

2. When will the data be collected?

As trainings and meetings are held.

3. Who will collect and analyze the data?

The Louisiana District Attorneys Association and the District Attorneys throughout the state will review the results and make a subjective determination as to the merits of the project.

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

Name: Patty Giovingo

Phone: (225) 343-171

Email: PATTY@LDAA.ORG

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

If the project meets 80% of the stated objectives, it will be considered a success. In addition, the Louisiana District Attorneys Association and the District Attorneys throughout the state will review the results and make a subjective determination as to the merits of the project. It may prove that, while all the goals were not met, the project did make a significant impact and merits further efforts.

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.

Fiscal and programmatic progress reports will be made available on a quarterly basis to the Louisiana Commission on Law Enforcement through established forms. In addition this information will be made available to the Louisiana District Attorneys Association's Board of Directors and the Victim Services Advisory Board.

**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.

The project will seek continued federal funding for as long as the program remains viable and productive. Should federal funds become unavailable before that time, the Louisiana District Attorneys Association will endeavor to fund the program out of self-generated revenues or seek an alternative funding source.

**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.

The Louisiana District Attorneys Association will provide the necessary support functions and related items needed to sustain this project. The program will be based out of the Association Headquarters located at 1645 Nicholson Drive in Baton Rouge, Louisiana. The program will not be hindered due to a lack of resources.

**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: 12/31/2011
- 2. Dates covered by last audit: 07/01/2010-06/30/2011
- 3. Date of next audit: 12/31/2012
- 4. Dates to be covered by next audit: 07/01/2011-06/30/2012
- 5. Date next audit will be forwarded to LCLE: January 2013, after approval by the LDAA Board

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.

The LDAA assists victims with applying for victim compensation by providing information and a link to the Crime Victim Reparations Program on the victims / VAC portal of their website. The LDAA will also provide information on Louisiana's CVR Program to victims upon request, as well as referrals to the appropriate Parish CVR Investigator. The LDAA has also information on Louisiana's CVR Program at its Annual Victim/Witness Assistance Training Program.

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.

The LDAA employs a Victims' Liaison Officer who the LDAA and serves as a liaison between Louisiana's prosecutors and various state and local agencies to collaborate and encourage and foster cooperation between those agencies in the area of victim's rights. As part of this liaison function, the VLO represents the LDAA on the LaFASA Annual Conference Planning Committee, the LA Sexual Assault Task Force, BIP Task Force, the Legislative Subcommittee of the Financial Exploitation Task Force, and the SAVIN Technology Assistance Project (S-TAP) Task Team. The LDAA also assisted the St. Tammany Parish S.A.L.T. Council and the 16th Judicial District Attorney's Office with their World Elder Abuse Awareness Training. The LDAA made presentations to students at the Baton Rouge Community College on Victim Rights & Services in Louisiana. The LDAA assisted with the Evening of Remembrance honoring murder victims hosted by the East Baton Rouge Parish Sheriff's Office and joined other state and local agencies at a Crime Victims Resource Fair held during National Crime Victims Rights Week, as well as the 19th Judicial District's National Crime Victims Rights Week program

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.

As an employee of an elected state prosecutor, the VAC and assistant district attorneys are duty bound to act in a statutorily provided manner in the presence of criminal activity. In addition, through the LDAA Victim Assistance webpage, many resources concerning policies and procedures are available directly to victims of crime seeking assistance and services via the web in an effort to increase the public's understanding and willingness to participate in the criminal justice process.

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.

The Louisiana District Attorneys Association will comply with the Louisiana Child Protection Act as applicable.