

**LOUISIANA COMMISSION ON LAW ENFORCEMENT
AND ADMINISTRATION OF CRIMINAL JUSTICE**

**APPLICATION AND REVIEW
SUMMARY**

APPLICATION NUMBER: C09-8-014

APPLICANT: Louisiana Mothers Against Drunk Driving

PROJECT TITLE: DWI Crash Victim Assistance Program

PROJECT FUNDS :

FUND: \$ 102,300 80.00%

MATCH: \$ 25,575 20.00%

TOTAL: \$ 127,875 100.00%

PROJECT DURATION: 12 months

START DATE: 11/01/2010

END DATE: 10/31/2011

Continuation of C88-8-003

PROJECT SUMMARY:

The DWI Crash Victims Assistance Program is a continuation project which offers support to DWI victims and their family members. MADD offers emotional support, crisis counseling, advocacy, and referrals to area service providers as appropriate. MADD offers victims with the opportunity to speak at victim impact panels and other educational events.

RECOMMENDATION: FUND X DENY

SPECIAL CONDITIONS :

1. NO RELEASE OF 10% TOTAL FEDERAL FUNDS BY LCLE UNTIL MONITORING REVIEW IS RECEIVED BY LCLE.
2. 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: 009-8-014 CVA Purpose Area: 4

1. TITLE OF PROJECT DWI Crash Victim Assistance Program		2. <input type="checkbox"/> NEW PROJECT <input checked="" type="checkbox"/> CONTINUATION PROJECT OF: <u>C083002</u>	
3. PROJECT DURATION Total Length: <u>12</u> Months (Not to exceed 12 Months) Desired Start Date: <u>11/1/2010</u> Desired End Date: <u>10/31/2011</u>		4. PROJECT FUNDS Federal Funds: \$102,300 Cash Match: \$15,175 In-Kind Match: \$10,400 Total Project: \$127,875	
5A. APPLICANT AGENCY INFORMATION Agency Name: Mothers Against Drunk Driving Physical Address: 2644 S. Sherwood Forest Blvd. Suite 123 City: Baton Rouge Zip: 70816- Mailing Address: 2644 S. Sherwood Forest Blvd. Suite 123 City: Baton Rouge Zip: 70816- Phone: (225) 926-0801 FAX: (225) 926-3842 Email: donna.tate@madd.org		5B. AUTHORIZED OFFICIAL OF APPLICANT AGENCY Authorized Official: Donna M. Tate Title: State Executive Director Agency Name: Mothers Against Drunk Driving Address: 2644 S. Sherwood Forest Blvd. Suite 123 City: Baton Rouge Zip: 70816- Phone: (225) 926-0801 FAX: (225) 926-3842 Email: donna.tate@madd.org	
Fed Employer Tax Id: 94 - 2707273 DUNS: 62-747 - 9512		CCR CAGE/NCAGE: 4RP21 CCR Expiration Date: 5/13/2011	

6. IMPLEMENTING AGENCY Name: Donna M. Tate Title: State Executive Director Agency: Mothers Against Drunk Driving Address: 2644 S. Sherwood Forest Blvd. Su City: Baton Rouge Zip: 70816- Phone: (225) 926-0807 FAX: (225) 926-3842 Email: donna.tate@madd.org	7. PROJECT DIRECTOR Name: Donna M. Tate Title: State Executive Director Agency: Mothers Against Drunk Driving Address: 2644 S. Sherwood Forest Blvd. Su City: Baton Rouge Zip: 70816- Phone: (225) 926-0807 FAX: (225) 926-3842 Email: donna.tate@madd.org	8. FINANCIAL OFFICER Name: Barbara Kelly Title: Grants Administrator Agency: Mothers Against Drunk Driving Address: 2644 S. Sherwood Forest Blvd. Su City: Baton Rouge Zip: 70816- Phone: (225) 926-0807 FAX: (225) 926-3842 Email: barbara.kelly@madd.org
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9. BRIEF PROJECT DESCRIPTION: (Please do not exceed space provided below.)
The DWI Crash Victim Assistance Program is a continuation project which offers support to DWI victims and their family members. MADD offers court accompaniment, emotional support, crisis intervention and referrals to area service providers as appropriate. MADD offers crisis intervention through a 24 hour helpline, as well as grief and injury recovery literature for victims and family members. MADD also provides victims the opportunity to speak as part of their healing journey at Victim Impact Panels and other educational events. Victims are educated about criminal justice procedure and accompanied to court by trained victim advocates. Advocates act as liaisons with crime scene investigators and prosecutors, reviewing crime investigation and crash reports for accuracy and advocating for corrections when warranted to ensure lawful prosecution of offenders. They also accompany victims throughout the various proceedings advising them on the purpose and technical aspects of the case. MADD offers training to law enforcement, prosecutors, victim assistance coordinators, and volunteers in direct victim services delivery.

VOCA PURPOSE AREAS

Please Check Type of Victimization Served (Check all that apply):

<input type="checkbox"/> Sexual Assault
<input type="checkbox"/> Domestic Abuse
<input type="checkbox"/> Child Abuse
<input checked="" type="checkbox"/> Previously Underserved

State Type of Previously Underserved: Victims of Intoxicated Drivers

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: Donna M. Tate Title: State Executive Director
Phone: (225) 926-0807 Fax: (225) 926-3842 E-Mail: donna.tate@madd.org

PROJECT BUDGET SUMMARY

BUDGET CATEGORIES	FEDERAL FUNDS	CASH MATCH	IN-KIND MATCH	SECTION TOTAL
SECTION 100. PERSONNEL	\$75,241	\$5,700	\$10,400	\$91,341
SECTION 200. FRINGE BENEFITS	\$22,498	\$1,256	N/A	\$23,754
SECTION 300. TRAVEL	\$4,561	\$600	\$0	\$5,161
SECTION 400. EQUIPMENT	\$0	\$0	\$0	\$0
SECTION 500. SUPPLIES	\$0	\$5,189	\$0	\$5,189
SECTION 600. CONTRACTUAL	\$0	\$0	N/A	\$0
SECTION 700. RENOVATION COSTS	\$0	\$0	\$0	\$0
SECTION 800. OTHER DIRECT COSTS	\$0	\$2,430	\$0	\$2,430
TOTAL:	\$102,300	\$15,175	\$10,400	\$127,875

Provide Source of Cash Match: MADD Louisiana's general fundraising initiatives and non federal grants will provide cash matching funds related to victim services.

Provide Source of In-Kind Match: Volunteer hours valued at \$10/hour will be utilized for the remaining matching funds. Hours provided by volunteer victim advocates, victim impact panel speakers/facilitators, speaker's bureau, community action site volunteers, and other administrative hours related to victim services.

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
Sr. Victim Advocate	Brenda Sinclair	FT	\$2,978.00	100.00%	12.00	\$35,736.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sr. Victim Advocate	Ann Shocklee	FT	\$3,077.00	100.00%	12.00	\$36,924.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
State Executive Director	Donna Tate	FT	\$4,750.00	10.00%	12.00	\$5,700.00	<input 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"/>
SUBTOTAL AMOUNT OF FULL-TIME EMPLOYEES SALARIES:						\$78,360.00	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
Grants Administrator	Barbara Kelly	PT	\$16.55	20.00	5.00%	52.00	\$2,581.80	<input checked="" 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:							\$2,581.80	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
Volunteer Victim Advocates: intervention/referral/follow-up, court accompaniment, attends conferences with DA's, documents contact for each case, distributes supportive/educational literature to victims. Victim Service Volunteers: office support, facilitate support groups, participate in community coalitions/outreach events.	260.00	\$10.00	\$2,600.00
Volunteer Speakers and Facilitators: make presentations about their victimization at victim impact panels & community events, sets up necessary equipment & supplies and conducts sign in & facilitates panel program, prepares required paperwork for each panel.	780.00	\$10.00	\$7,800.00
SUBTOTAL AMOUNT OF VOLUNTEERS IN-KIND SALARIES			\$10,400.00

SECTION 100. PERSONNEL SUMMARY	
FEDERAL FUNDS	\$75,241
CASH MATCH	\$5,700
IN-KIND MATCH	\$10,400
PERSONNEL TOTAL	\$91,341

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:

MADD's mission is to stop drunk driving, support the victims of this violent crime, and prevent underage drinking. MADD has become the leading nonprofit agency in the state serving bereaved and injured victims of drunk driving and addressing drunk driving issues in partnership with legislators and law enforcement. Nearly 12,000 people were killed and 500,000 injured due to drunk drivers in 2009 according to the NHTSA. Each of those people left someone behind who is grieving or now may need support due to an injury. Many of these victims and survivors have never had any contact with the criminal justice system and do not have an understanding of what can be involved in prosecuting drunk drivers. MADD victim advocates help victims navigate through the procedures, the delays, and the disposition of drunk driving prosecutions. Victim advocates provide emotional support and information and referrals for victims who experience gaps in their lives (financial, legal, emotional, health). Victim advocates guide victim/survivors through the aftermath of a drunk driving crash explaining the next steps, helping resolve problems and referring them to needed resources in their communities. MADD employs 2 victim advocates who cover the entire state. They are supported by volunteers.

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

Salaries are consistent with or below similar positions within MADD and other statewide victim services organizations.

C) Project duties of each position requested:

SR. VICTIM ADVOCATES: Provide effective and timely assistance to victims and survivors of drunk driving crashes. Accompany victims and survivors to court and educate them on the criminal justice process and procedures. Facilitate meetings in person and by phone with district attorneys on behalf of victims and survivors. Facilitate communication between the various parts of the criminal justice system and the victim/survivor as deemed necessary for each case. Provide emotional support, legal advocacy and information and referrals to victims and survivors. Assist victims in preparing victim impact statements and seeking crime victim compensation. Assist in the planning and scheduling of appropriate victim programs. Utilize a network of key individuals in the criminal justice system, legal and social service systems to facilitate assistance for victims. Recruit, train, and support volunteer victim advocates and speakers. Provide supervision, technical assistance and training to volunteers including development of work plans, problem solving and regular guidance on issues that arise from working with victims of drunk driving. Review volunteer victim advocates' level of service and performance and make recommendations for corrections and/or improvements. Identify and coordinate contact with state resources available to victims such as contacts in the criminal justice system, social welfare agencies, and support groups. STATE EXECUTIVE DIRECTOR: Provides supervision to staff victim advocates. Covers cases/provides direct services to victims in person and via telephone as a back up to Sr. Victim Advocates. Prepares quarterly reports and manages outcomes measurement procedures/data analysis. GRANTS ADMINISTRATOR: Compiles financial records & reports related to victim services. Compiles/maintains records of volunteer hours. Orders/Maintains supplies.

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.)

The above personnel are existing staff in positions previously funded. The administrative functions will be performed by the Grants Administrator. Managerial oversight responsibilities are provided by the State Executive Director who will act as Project Director for this project.

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

EMPLOYEE'S NAMES					EMPLOYEE'S NAMES (Continued)				
SOCIAL SECURITY	RATE		SALARY	TOTAL	SOCIAL SECURITY	RATE		SALARY	TOTAL
1. Brenda Sinclair	.062		\$35,736	\$2,215	5.	.062			\$0
2. Ann Shocklee	.062		\$36,924	\$2,289	6.	.062			\$0
3. Donna Tate	.062		\$5,700	\$353	7.	.062			\$0
4. Barbara Kelly	.062		\$2,581	\$160	8.	.062			\$0
MEDICARE	RATE		SALARY	TOTAL	MEDICARE	RATE		SALARY	TOTAL
1. Brenda Sinclair	.0145		\$35,736	\$518	5.	.0145			\$0
2. Ann Shocklee	.0145		\$36,924	\$535	6.	.0145			\$0
3. Donna Tate	.0145		\$5,700	\$82	7.	.0145			\$0
4. Barbara Kelly	.0145		\$2,581	\$37	8.	.0145			\$0
HEALTH/LIFE INSURANCE	RATE	MONTHS	TIME DEVOTED TO PROJECT	TOTAL	HEALTH/LIFE INSURANCE	RATE	MONTHS	TIME DEVOTED TO PROJECT	TOTAL
1. Brenda Sinclair	624.39	12.00	100.00%	\$7,492	5.				\$0
2. Ann Shocklee	718.02	12.00	100.00%	\$8,616	6.				\$0
3. Donna Tate	651.97	12.00	10.00%	\$782	7.				\$0
4. Barbara Kelly	16.86	12.00	15.00%	\$30	8.				\$0
WORKMAN'S COMPENSATION	RATE		SALARY	TOTAL	WORKMAN'S COMPENSATION	RATE		SALARY	TOTAL
1. Brenda Sinclair	0.008		\$35,736	\$285	5.				\$0
2. Ann Shocklee	0.008		\$36,924	\$295	6.				\$0
3. Donna Tate	0.008		\$5,700	\$45	7.				\$0
4. Barbara Kelly	0.008		\$2,581	\$20	8.				\$0
UNEMPLOYMENT TAX	RATE	TYPE	SALARY	TOTAL	UNEMPLOYMENT TAX	RATE	TYPE	SALARY	TOTAL
1.		CHECK		\$0	5.		CHECK		\$0
2.		TYPE		\$0	6.		TYPE		\$0
3.		<input type="checkbox"/> FLTA		\$0	7.		<input type="checkbox"/> FLTA		\$0
4.		<input type="checkbox"/> SLTA		\$0	8.		<input type="checkbox"/> SLTA		\$0
PUBLIC/Private RETIREMENT	RATE		SALARY	TOTAL	PUBLIC/Private RETIREMENT	RATE		SALARY	TOTAL
1.				\$0	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):				\$23,754	FRINGE BENEFITS TOTAL (B):				\$0

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

Fringe Benefits Total (A+B): \$23,754

SECTION 200. FRINGE BENEFITS SUMMARY	
FEDERAL FUNDS	\$22,498
CASH MATCH	\$1,256
TOTAL FRINGE BENEFITS	\$23,754

SECTION 300. TRAVEL

Itemize travel expenses of project personnel. Mileage is allowable 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	DK
NAME: Ann Shocklee TITLE: Sr. Victim Advocate PURPOSE: provide direct and support service to victims	\$0.40	3,810.00	\$1,524.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NAME: Brenda Sinclair TITLE: Sr. Victim Advocate PURPOSE: provide direct and support service to victims	\$0.40	7,592.50	\$3,037.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NAME: Donna Tate/Barbara Kelly/Volunteers TITLE: Victim Advocates/ PURPOSE: provide direct & support service to victims/staff advocates	\$0.40	1,500.00	\$600.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
NAME: TITLE: PURPOSE:			\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SUBTOTAL FOR LOCAL TRAVEL:			\$5,161.00			

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	DK
NAME: TITLE: PURPOSE:				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NAME: TITLE: PURPOSE:				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NAME: TITLE: PURPOSE:				<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

CONTINUED FROM ABOVE TABLE	MILEAGE RATE	TOTAL MILES	MILES COST	NO. OF DAYS	NO. OF MILES	NEAL COSTS	ADDFARE COSTS	LODGING COSTS (Include Tax)	OTHER TRAVEL COSTS	TOTAL COSTS	PAID WITH		
											F	C	DK
NAME:			\$0.00							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NAME:			\$0.00							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
NAME:			\$0.00							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SUBTOTAL FOR NON LOCAL IN-STATE AND OUT-OF-STATE TRAVEL COST:										\$0.00			

SECTION 300. TRAVEL SUMMARY	
FEDERAL FUNDS	\$4,561
CASH MATCH	\$600
IN-KIND MATCH	\$0
TRAVEL TOTAL	\$5,161

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: Improve the quantity and quality of service delivery to bereaved and injured victims of drunk driving crashes throughout Louisiana.

Goal 2: Improve the well-being of bereaved and injured victims of drunk driving crashes in Louisiana.

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.

Objectives for the proposed grant period include:

GOAL 1:

- (1) Maintain current level of service delivery utilizing volunteers to offset staff reduction from 2009. Assist 1,236 victims/survivors with a long term goal to increase the number served by 15% over 2009 levels by 2012.
- (2) Maintain and expand MADD Victim Services public awareness and community outreach efforts to promote free victim services with special emphasis on the injured and elderly populations that have been identified as underserved groups in Louisiana by participating in an average of 2 community based public awareness events monthly (health/safety/wellness fairs, lunch and learns, corporate presentations, civic and community group presentations, etc.).
- (3) Recruit and train 5 new victim advocates and provide advanced training to 5 existing volunteer victim advocates.
- (4) Recruit 2 new victim impact panel speakers and provide training to 10 existing speakers.

GOAL 2:

- (5) Provide an annual event to honor bereaved and injured victims.
- (6) Offer victims the opportunity to participate in the annual victim billboard campaign.
- (7) Offer victims the opportunity to share their stories at Victim Impact Panels, community events, and media opportunities throughout the state.

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 following strategies will be utilized to accomplish the goals and objectives set forth previously:

- (1) Maintain existing relationships with key community partners, develop new partnerships, and engage them in the intake and referral process. **TIMELINE:** Nov. 1, 2010 through Oct. 31, 2011.
- (2) Establish relationships with funeral homes, hospitals, rehabilitation facilities, and physical therapy groups in the New Orleans and Shreveport areas. **TIMELINE:** Identify/Contact 2 new entities by January 31, 2011, April 30, 2011, July 31, 2011, and October 31, 2011 for a total of 8 new relationships.
- (3) Contact and partner with community groups and resources that engage and serve underserved populations with special emphasis on the injured and elderly. **TIMELINE:** Contact 2 new groups related to the designated populations each quarter.
- (4) Utilize MADD Victim Services literature and resources to reach out to underserved populations on a quarterly basis.
- (5) Recruit, screen, place and train volunteers. Evaluate and recognize volunteer contributions and program. Meet with volunteers assess current involvement and satisfaction with their programs and to identify training needs. **TIMELINE:** Nov. 1, 2010 through Oct. 31, 2011.
- (6) Work in partnership with MADD Victim Services Department to deliver a statewide volunteer training by Oct. 31, 2011.
- (7) The state and local offices will maintain an adequate supply of approved supportive and informational literature which will be provided to victims and/or survivors through face-to-face meetings and via postal service. **TIMELINE:** Nov. 1, 2010 through Oct. 31, 2011.

E. DEMOGRAPHICS

1. This project serves the following Congressional District(s)

- 1 2 3 4 5 6 7 All (Statewide Project)

2. Type of Organization:

Applicant Agency: Law Enforcement Prosecution Court Non-Profit Organization Tribal Government

Check the one answer that best describes the organization receiving VOCA Formula Grant Program funds.

- | | |
|---|--|
| <input type="checkbox"/> Community-Based Organization | <input type="checkbox"/> Prosecution |
| <input type="checkbox"/> Court | <input type="checkbox"/> Sexual Assault Program |
| <input type="checkbox"/> Domestic Violence Program | <input type="checkbox"/> Sexual Assault State Coalition |
| <input type="checkbox"/> Domestic Violence State Coalition | <input type="checkbox"/> Tribal Coalition |
| <input type="checkbox"/> Dual Program (Sexual Assault and Domestic Violence) | <input type="checkbox"/> Tribal Government |
| <input type="checkbox"/> Dual State Coalition (Sexual Assault and Domestic Violence) | <input type="checkbox"/> Tribal Sexual Assault and/or Domestic Violence Program |
| <input type="checkbox"/> Government Agency (Department of Human Services, Bureau of Health) | <input type="checkbox"/> Unit of Local Government |
| <input type="checkbox"/> Law Enforcement | <input type="checkbox"/> University/School |
| <input type="checkbox"/> Probation, Parole, or Other Correctional Agency | <input checked="" type="checkbox"/> Other (Specify): DWI Crash Victim Assistance |

Yes No Is this a faith-based organization?

Yes No Is this a culturally specific community-based organization?

F. LOUISIANA AUTOMATED VICTIM NOTIFICATION SYSTEM (LAVNS)

1. Name of the individual responsible for assisting victims in regard to accessing and using the LAVNS system:

NAME: Ann Shocklee & Brenda Sinclair PHONE: (800) 992-6233 EMAIL: la.state@madd.org

Yes No 2. Does this individual also serve as agency's point of contact for LAVNS? If not, please provide name and contact information:

NAME: same as above PHONE: (800) 992-6233 EMAIL: la.state@madd.org

Yes No 3. Has this individual attended trainings provided by LCLE to learn how victims are served by LAVNS? If no, agency will request LAVNS training from LCLE within 30 days of award. NOTE: More information regarding the LAVNS program, including training information, can be found at: <http://lcle.la.gov/programs/lavns.asp>.

Yes No 4. Does the agency have posters displayed for promoting LAVNS and brochures readily available to victims? If no, please go to the LCLE website to request free LAVNS materials at: www.lcle.la.gov/lavns

G. CRIME VICTIMS REPARATIONS (CVR)

Yes No 1. Is same individual responsible for assisting victims in regard to services available through the CVR program? If not, please provide name and contact information:

NAME: Ann Shocklee & Brenda Sinclair PHONE: (800) 992-6233 EMAIL: la.state@madd.org

Yes No 2. Does the agency know who the Crime Victims Reparations (CVR) Claims Investigator is at the Parish Sheriff's Office?

Yes No 3. Does the agency have posters displayed for promoting CVR and brochures readily available to victims? If no, please fax a written request (contact person, agency name, mailing address) for free CVR posters and brochures to 225-925-6159. NOTE: More information regarding the CVR program, including applications and other forms, can be found at: <http://lcle.la.gov/programs/cvr.asp>

H. FAVORABLE 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.)

MADD Louisiana was able to maintain service levels despite a reduction in staff and actually increased the number of victims served by 23% from 949 to 1,236. MADD Louisiana identified injured victims and the elderly as two key populations who have historically been underserved. Staff and volunteers participated in an average of 3 events monthly to promote awareness of MADD's free victim services program. In August, 2010, sixteen volunteers were trained as victim advocates. They will continue their orientation to the role for 3 to 6 months. Two experienced volunteer victim advocates were provided with advanced training in September, 2010 at the MADD National conference. Five new victim impact panel speakers were developed in the Metairie, Hammond, Shreveport, and Marksville areas. Twenty-one victim impact panel facilitators and speakers attended training in August, 2010. The Baton Rouge State Office hosted a Memorial Tree Ceremony in December, 2009 for victims from across the state at the Louisiana State Police headquarters. Local victim memorial displays were done in Livingston, Shreveport, Monroe, Alexandria, and Hammond. In 2010, seven new victims were featured on MADD billboards throughout the state and the vinyl for one existing victim's billboard was refurbished. Victims participated and spoke at 24 victim impact panels reaching over 9,000 participants with their experiences as victims and survivors of DWI crashes.

2. Did the project work as expected? Explain.

Yes. The strategies were successful in reaching more victims than ever before providing more services to victims and their families than in previous years. By engaging bereaved and injured victims in MADD's victim services programs, their quality of life and well being has been positively influenced by offering them a safe and therapeutic outlet for their grief and opportunities for them to educate others about the consequences and tragedy that accompany DWI crashes.

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?

Slight revisions were made to some of the goals and objectives for the new grant period in order to respond to the outcomes from the current grant period including focusing training efforts on the continued education on newly trained volunteer advocates in addition to recruiting more new volunteers and targeting specific underserved populations (injured and elderly) in community outreach and relationship development activities.

I. EVALUATION AND DISSEMINATION OF RESULTS

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?

Victims whose cases have been resolved during the grant period.

2. When will the data be collected?

Surveys will be mailed out monthly.

3. Who will collect and analyze the data?

Grants Administrator will collect surveys and compile data. Executive Director will analyze and report on the data.

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

Name: donna.late@madd.org

Phone: (225) 926-807

Email: donna.late@madd.org

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

The Executive Director will compare survey results against relevant grant objectives. In conjunction with staff victim advocates, objectives and strategies will be adjusted on an ongoing basis in response to survey results. Appropriate actions will be taken to ensure project goals can be accomplished by the conclusion of the grant period.

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.

LCLE - quarterly progress reports and monthly expenditure reports
MADD National Office - quarterly statistical reports
MADD Louisiana Operations Council - quarterly progress reports

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.

As long as VOCA funds are available MADD will continue to apply for funding through the Louisiana Council on Law Enforcement for its Victim Assistance program. At the conclusion of federal support, MADD will work to expand funding from current sources used for matching funds and to identify new sources of funding through general fundraising initiatives, foundations, corporations, and grantmaking organizations.

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 Victim Assistance Program is coordinated from the Louisiana State Office for MADD, located at 2644 S. Sherwood Forest Blvd., Suite 123, Baton Rouge, LA 70816. Telephone equipment, computers, and furniture are provided by the state office and any expenses which exceed grant allocations are paid by the state office. The North Louisiana Victim Advocate is located at 3502 N. Hwy. 169, Box 8, Mooringsport, LA 71060. The South Louisiana Victim Advocate is located at 109 N. Gatehouse Drive, #F, Metairie, LA 70001. The victim advocates are supported by volunteers and staff including the Victim Impact Panel Coordinator, Court Monitoring Project Specialist, and Volunteer Development Coordinator.

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 | conducted December, 2009; report available February 25, 2010 |
| 2. Dates covered by last audit: | July 1, 2008 - June 30, 2009 |
| 3. Date of next audit: | November, 2010 |
| 4. Dates to be covered by next audit: | July 1, 2009 - June 30, 2010 |
| 5. Date next audit will be forwarded to LCLE: | upon completion, estimated February, 2011 |

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 much?

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 (LS 15:587.1) as appropriate?

Volunteer Victim Advocates: intervention/referral/follow-up, court accompaniment, attends conferences with DA's, documents contact for each case, distributes supportive/educational literature to victims. Victim Service Volunteers: office support, facilitate support groups, participate in community coalitions/outreach events. Volunteer Speakers and Facilitators: make presentations about their victimization at victim impact panels & community events, sets up necessary equipment & supplies and conducts sign in & facilitates panel program, prepares required paperwork for each panel.

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.

Advocates will advise victims and survivors of the availability and mechanism to apply for compensation through the Louisiana Crime Victims Reparations Program. They will review the following pertinent areas of the process with the victim: (1) Basic Qualification Requirements, (2) Who May Qualify, (3) Who is Eligible, (4) Who is Not Eligible, (5) What Expenses Are Eligible, (6) What Expenses Are Not Eligible, (7) Limits on Awards, (8) Recoveries from Other Sources, (9) How the Application is Reviewed, and (10) Right to Appeal.

Advocates will inform victims that all of the above information is available on the Louisiana Commission on Law Enforcement's website. Hard copies of this information will be made available to victims who do not have access to the website. Advocates will assist victims and survivors in obtaining, completing, and submitting applications as requested by victims/survivors.

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.

Advocates will communicate with other criminal justice system and private service providers through telephone and face to face meetings based on the needs of each individual victim or survivor. Advocates will act as liaisons with crime scene investigators and prosecutors, reviewing crime investigation and crash reports for accuracy and advocating for corrections when warranted to ensure lawful prosecution of offenders. Advocates will coordinate meetings with the prosecution on behalf of victims and facilitate an open dialogue between the prosecution and the victim families. Advocates will assist in obtaining necessary reports and documentation based on each victim's individual capacity to participate in the process by contacting law enforcement agencies and prosecutors on a victim's behalf.

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.

Not applicable. Victims have already had their crashes reported to law enforcement when they request assistance from MADD.

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 organization will comply with the Louisiana Child Protection Act (LRS 15:587.1) as appropriate.