LOUISIANA COMMISSION ON LAW ENFORCEMENT AND ADMINISTRATION OF CRIMINAL JUSTICE

APPLICATION AND REVIEW SUMMARY

APPLICATION NUMBER: C10-1-015

APPLICANT: Providence House

PROJECT TITLE: Domestic Violence Program

PROJECT FUNDS :

FUND:	$ 38,846	80.00%	
MATCH:	$ 9,712	20.00%	
TOTAL:	$ 48,558	100.00%	

Continuation of C09-1-014

PROJECT DURATION: 12 months

START DATE: 01/01/2011

END DATE: 12/31/2011

PROJECT SUMMARY:

To provide crisis intervention, medical and legal advocacy, and counseling for victims of domestic violence and sexual assault in Northwest Louisiana while promoting the prevention of violence to the community through education.

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: C10-1-015 CVA Purpose Area: 2, 4

1. TITLE OF PROJECT
DOMESTIC VIOLENCE Program

2. ☐ NEW PROJECT
☒ CONTINUATION PROJECT OF: C09-1-014

3. PROJECT DURATION
Total Length: 12 Months *(Not to exceed 12 Months)*
Desired Start Date: 1/1/2011
Desired End Date: 12/31/2011

4. PROJECT FUNDS

Federal Funds:	$38,846
Cash Match	$9,712
In-Kind Match:	$0
Total Project:	**$48,558**

5A. APPLICANT AGENCY INFORMATION
Agency Name: PROVIDENCE HOUSE
Physical Address: 814 COTTON STREET
City: SHREVEPORT Zip: 71101-
Mailing Address: 814 COTTON STREET
City: SHREVEPORT Zip: 71101-
Phone: (318) 221-7887 FAX: (318) 221-7976
Email: SIMONE@THEPROVIDENCEHOUSE.COM

5B. AUTHORIZED OFFICIAL OF APPLICANT AGENCY
Authorized Official: SIMONE HENNESSEE
Title: EXECUTIVE DIRECTOR
Agency Name: PROVIDENCE HOUSE
Address: 814 COTTON STREET
City: SHREVEPORT Zip: 71101-
Phone: (318) 221-7887 FAX: (318) 221-7976
Email: SIMONE@THEPROVIDENCEHOUSE.COM

Fed Employer Tax Id: 72 - 1205164 DUNS: 883592149 - CCR CAGE/NCAGE: 4S3Q4 CCR Expiration Date: 4/16/2011

6. IMPLEMENTING AGENCY
Name: SIMONE HENNESSEE
Title: EXECUTIVE DIRECTOR
Agency: PROVIDENCE HOUSE
Address: 814 COTTON STREET
City: SHREVEPORT Zip: 71101-
Phone: (318) 221-7887 FAX: (318) 221-7976
Email: SIMONE@THEPROVIDENCEHOUSE.COM

7. PROJECT DIRECTOR
Name: SIMONE HENNESSEE
Title: EXECUTIVE DIRECTOR
Agency: PROVIDENCE HOUSE
Address: 814 COTTON STREET
City: SHREVEPORT Zip: 71101-
Phone: (318) 221-7887 FAX: (318) 221-7976
Email: SIMONE@THEPROVIDENCEHOUSE.COM

8. FINANCIAL OFFICER
Name: LYNN STEVENS
Title: DIRECTOR OF ADMINISTRATION
Agency: PROVIDENCE HOUSE
Address: 814 COTTON STREET
City: SHREVEPORT Zip: 71101-
Phone: (318) 221-7887 FAX: (318) 221-7976
Email: LYNN@THEPROVIDENCEHOUSE.COM

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

Providence House provides crisis intervention, medical and legal advocacy, and counseling for victims of domestic violence and sexual assault in Northwest Louisiana, while promoting the prevention of violence to the community through prevention education.

The primary goal of this request is to continue funding of two full-time staff advocate positions. These positions provide the critical ongoing support and promote healing to approximately 250 victims of domestic violence. The domestic violence advocacy services offered by Providence House are essential to victims and allows them the opportunity to regain control, make informed decisions and access available community resources, which will then allow these victims to feel safe enough to address change within their lives. It is the belief that reducing violence in families reduces violence in the community and promotes safer and more secure areas for individuals to live and work.

VOCA PURPOSE AREAS

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

☐	Sexual Assault
☒	Domestic Abuse
☐	Child Abuse
☒	Previously Underserved

State Type of Previously Underserved: Rural, Assault

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?	☒	☐
Were instructions followed to determine allowable personnel/contractual costs?	☒	☐
Are all line item computations correct?	☒	☐
Do line items add to category totals?	☒	☐
Have category totals been rounded to nearest dollar?	☒	☐

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

Person Completing Budget Section: LYNN STEVENS Title: DIRECTOR OF ADMINISTRATION
Phone: (318) 221-7887 Fax: (318) 221-7976 E-Mail: LYNN@THEPROVIDENCEHOUSE.COM

PROJECT BUDGET SUMMARY

BUDGET CATEGORIES	FEDERAL FUNDS	CASH MATCH	IN-KIND MATCH	SECTION TOTAL
SECTION 100. PERSONNEL	$38,846	$5,401	$0	**$44,247**
SECTION 200. FRINGE BENEFITS	$0	$4,311	N/A	**$4,311**
SECTION 300. TRAVEL	$0	$0	$0	**$0**
SECTION 400. EQUIPMENT	$0	$0	$0	**$0**
SECTION 500. SUPPLIES	$0	$0	$0	**$0**
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:	**$38,846**	**$9,712**	**$0**	**$48,558**

Provide Source of *Cash* Match: PRIVATE DONATIONS

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	PAID WITH C
DOMESTIC VIOLENCE ADVOCATE	JAIME COCHRAN-MOORE	FT	$1,733.00	100.00%	12.00	$20,796.00	☒	☒
DOMESTIC VIOLENCE ADVOCATE	SOPHYA FIELDS	FT	$1,733.00	100.00%	12.00	$20,796.00	☒	☒
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
SUBTOTAL AMOUNT OF FULL-TIME EMPLOYEES SALARIES:						$41,592.00	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	PAID WITH C
n/a							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
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	$38,846
CASH MATCH	$5,401
IN-KIND MATCH	$0
PERSONNEL TOTAL	$44,247

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:

Providence House has served families who were domestic violence victims since its inception. However, during 2008, we experienced a dramatic increase (25% of those served presented as victims of domestic violence) in the need for services and shelter. This dramatic increased demand for domestic violence services resulted in an equally dramatic increase in the number of other homeless families who were forced to be turned away. In February 2009, Providence House initiated a new formalized program, without secure funding, and officially opened an emergency domestic violence SAFE HOUSE on February 11, 2009. This facility has 25 rooms for families with children and singles (over 100 beds). More than 250 victims of domestic violence received shelter and care during 2009 and with the closure of the YWCA this past year, we anticipate 350 victims of domestic violence will be served. No overtime is anticipated.

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

Salaries were based on comparable positions at local non-profit agencies and by using the Louisiana Association of Non Profit Salary Comparisons.

C) Project duties of each position requested:

Advocates: Direct services to domestic violence victims, including but not limited to: answer telephone crisis line, assess the victim's situation while providing intervention and de-escalation, safety planning and develop service plan and/or referral(s), helping to meet the individual's/family's immediate (shelter, basic needs, transportation, etc.) and long-term needs; assist victim/family in identifying resources and assure all needed services provided are effective in meeting the victim's and/or family's goals; assist clients in preparing documentation and successfully navigating the judicial system including filing injunctions, requests for Legal Aid representation and court testimony; mediate and facilitate communication between client and other agencies/providers, assuring referrals given are appropriate and are accessed by the client; develop and review written safety plans for victims and family members to assure their own safety; educate client about pending legal procedures and possible court-related situations while helping to prepare them to support law enforcement in prosecution of their case; accompany victim as needed or requested to any judicial hearings, trials and court related procedures by Law Enforcement; provide community education to individuals or groups about victims' rights, available services, safety and prevention efforts, and other family violence subjects.

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.]

All personnel is existing as this is a continuation of a grant.

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. Jaime Cochran-Moore	.062		$20,796	$1,289	5.	.062			$0
2. Tracy Burgess	.062		$20,796	$1,289	6.	.062			$0
3.	.062			$0	7.	.062			$0
4.	.062			$0	8.	.062			$0
MEDICARE	RATE		SALARY	TOTAL	MEDICARE	RATE		SALARY	TOTAL
1. Jaime Cochran-Moore	.0145		$20,796	$301	5.	.0145			$0
2. Tracy Burgess	.0145		$20,796	$301	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.				$0	5.				$0
2.				$0	6.				$0
3.				$0	7.				$0
4.				$0	8.				$0
WORKMAN'S COMPENSATION	RATE		SALARY	TOTAL	WORKMAN'S COMPENSATION	RATE		SALARY	TOTAL
1. Jaime Cochran-Moore	0.020		$20,796	$415	5.				$0
2. Tracy Burgess	0.020		$20,796	$415	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. Jaime Cochran-Moore	0.021	CHECK TYPE:	$7,000	$147	5.		CHECK TYPE:		$0
2. Tracy Burgess	0.021		$7,000	$147	6.				$0
3.		☐ FUTA		$0	7.		☐ FUTA		$0
4.		☐ SUTA		$0	8.		☐ SUTA		$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):	$4,304				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): $4,304

SECTION 200. FRINGE BENEFITS SUMMARY	
FEDERAL FUNDS	$0
CASH MATCH	$4,311
TOTAL FRINGE BENEFITS	$4,311

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.

Providence House has served families who were domestic violence victims since its inception. However, during 2008, we experienced a dramatic increase (25% of those served presented as victims of domestic violence) in the need for services and shelter. In February 2009, Providence House initiated a new formalized program, without secure funding, and officially opened an emergency domestic violence SAFE HOUSE on February 11, 2009. This facility has 25 rooms for families with children and singles (over 100 beds). More than 250 victims of domestic violence received shelter and care during 2009 and with the closure of the YWCA this past year, we anticipate 350 victims of domestic violence will be served in 2010.

Domestic violence is not a new problem in Northwest Louisiana. Unfortunately, it is very common and usually a topic that is not openly discussed. The most recent Louisiana statistics from the National Coalition Against Domestic Violence indicates that one in three women report being physically or sexually abused each year. Louisiana also ranks third nationally for women victims to be killed by men. Law enforcement reported in 2006, 8,686 women and 4,607 children received domestic violence services, while more than 3,500 orders for protection were issued (retrieved from www.ncadv.org). The Surgeon General of the United States reported violence as the number one public health risk to women between the ages of 15 and 44 in this country, exceeding auto accidents, muggings, and cancer-related deaths combined.

Domestic violence is a complex and multifaceted problem. Most of these innocent victims feel they have no place to go and are uncertain where to seek refuge in a crisis, as most abusers have isolated them from the outside world. Many victims do not seek medical attention or the help of law enforcement due to fear, intimidation, embarrassment, and a host of other emotions. Many women who are battered often go to extreme and courageous lengths to protect their children from an abusive partner and this usually becomes the determining factor on why they choose to seek help and assistance. When victims make the decision to reach out and seek help, it is of the utmost importance that they be treated with compassion, understanding and empathy. Domestic violence also has a devastating effect on the well-being and level of functioning within the entire family unit and cannot be ignored. Individuals who have experienced trauma often suffer from many forms of family dysfunction that put them at greater risk of victimization. The time following an assault, whether physical, sexual or mental, can be very traumatizing, especially as the perpetrator is usually a spouse or significant other. Furthermore, the victim may have to encounter and tell her/his story to several different individuals, including law enforcement, medical personnel and members of the judicial system, all who have different needs and agendas. As a result, victim advocates are critical and provide guidance and counseling throughout the entire process, and are able to provide the necessary resources and services within the community to assist the victim and her/his family's needs.

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

During 2008, we experienced a dramatic increase in the need for services and for shelter of domestic violence victims. Due to this increase, and the limited services and shelter being provided by the YWCA, Providence House initiated a new, formalized domestic violence program, to address this overwhelming need in Northwest Louisiana. This separate facility has 25 rooms for domestic violence families with children and singles (over 100 beds) and offers holistic services to each survivor. More than 350 victims of domestic violence will be served in 2010, especially now that the YWCA has officially closed its doors.

Victim advocates are critical in providing guidance, counseling, and the necessary referral of resources and services within the community to assist the survivor and her/his family's immediate and long-term needs. Advocacy during crisis and follow-up services is essential to provide an effective holistic approach to victims of domestic violence. Without this continued funding, two of the ten domestic violence staff will have to be eliminated.

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, BRIEFY state what the project hopes to accomplish. Do this by providing a clear statement of the effect this project will have on the problem.

The primary goal of the domestic violence program is to provide an immediate response to a threat by providing a safe, secure place and program support for all victims of domestic violence. The domestic violence advocate role is to provide the most critical support during the crisis period which will allow healing to each victims.

Goal #1: Maintaining training of staff advocates with required annual 40 hours of training.
Goal #2: Advocacy
Goal #3: Counseling
Goal #4: Community Education Trainings/Outreach

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: Maintain training of staff advocates with required annual 40 hours of training
- Objective 1: Participate in LCADV meetings, trainings, seminars, and annual conferences to increase knowledge and build relationships with other domestic violence shelter staff.
- Objective 2: Attend and participate in quarterly volunteer training sessions.

Goal #2: Advocacy
- Objective 1: Serve 100% of all walk-in clients and provide information and/or referrals to appropriate agencies.
- Objective 2: Answer 100% of all crisis calls providing information and/or referral to appropriate agencies.
- Objective 3: Provide information regarding the SAFE House shelter and/or hotel vouchers to 100% of those needing emergency shelter
- Objective 4: Develop a detailed safety plan, for 100% of victims.
- Objective 5: Provide assistance obtaining restraining orders to 100% of those who request them.
- Objective 6: Provide transportation to 100% of all those who request it to attend court proceedings and/or hearings.

Goal #3: Counseling
- Objective 1: Provide daily peer support sessions to all those in the SAFE House shelter.
- Objective 2: Provide a licensed counselor to those who request therapy services (residential and non-residential survivors)
- Objective 3: Provide continuity of care to 100% of those who request ongoing counseling (adults and children).
- Objective 4: Collaborate with Center for Families in the development of an ongoing support group.

Goal #4: Community Education Trainings/Outreach
- Objective 1: Provide 12 community education trainings on domestic violence.
- Objective 2: Promote National Domestic Violence Awareness Month in October 2011 with the use of billboards, college newspapers and the local media.

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 primary goal of the domestic violence program is to provide an immediate response to a threat by providing a safe, secure place and program support for all victims of domestic violence. The domestic violence advocate role is to provide the most critical support during the crisis period which will allow healing to each victims.

Goal #1: Maintain training of staff advocates with required annual 40 hours of training (Attend at least 1 training event per quarter: 1/1/11-3/31/11; 4/1/11-6/30/11; 7/1/11-9/30/11; 10/1/11-12/31/11)
- Objective 1: Participate in LCADV meetings, trainings, seminars, and annual conferences to increase knowledge and build relationships with other domestic violence shelter staff.
- Objective 2: Attend and participate in quarterly volunteer training sessions.

Goal #2: Advocacy (Ongoing from 1/1/11-12/31/11)
- Objective 1: Serve 100% of all walk-in clients and provide information and/or referrals to appropriate agencies.
- Objective 2: Answer 100% of all crisis calls providing information and/or referral to appropriate agencies.
- Objective 3: Provide information regarding the SAFE House shelter and/or hotel vouchers to 100% of those needing emergency shelter
- Objective 4: Develop a detailed safety plan, for 100% of victims.
- Objective 5: Provide assistance obtaining restraining orders to 100% of those who request them.
- Objective 6: Provide transportation to 100% of all those who request it to attend court proceedings and/or hearings.

Goal #3: Counseling (Ongoing from 1/1/11-12/31-11)
- Objective 1: Provide daily peer support sessions to all those in the SAFE House shelter.
- Objective 2: Provide a licensed counselor to those who request therapy services (residential and non-residential survivors)
- Objective 3: Provide continuity of care to 100% of those who request ongoing counseling (adults and children).
- Objective 4: Collaborate with Center for Families in the development of an ongoing support group.

Goal #4: Community Education Trainings/Outreach (Ongoing from 1/11/11-12/31/11; DV Awareness month activities = 10/1/11-10/31/11)
- Objective 1: Provide 12 community education trainings on domestic violence.
- Objective 2: Promote National Domestic Violence Awareness Month in October 2011 with the use of billboards, college newspapers and the local media.

E. DEMOGRAPHICS

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

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

2. Type of Organizations:

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.

- ☐ Community-Based Organization
- ☐ Court
- ☐ Domestic Violence Program
- ☐ Domestic Violence State Coalition
- ☒ Dual Program (Sexual Assault and Domestic Violence)
- ☐ Dual State Coalition (Sexual Assault and Domestic Violence)
- ☐ Government Agency (Department of Human Services, Bureau of Health)
- ☐ Law Enforcement
- ☐ Probation, Parole, or Other Correctional Agency
- ☐ Prosecution
- ☐ Sexual Assault Program
- ☐ Sexual Assault State Coalition
- ☐ Tribal Coalition
- ☐ Tribal Government
- ☐ Tribal Sexual Assault and/or Domestic Violence Program
- ☐ Unit of Local Government
- ☐ University/School
- ☐ Other (Specify):

☐ 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: SHIRLEY STEWART PHONE: (318) 226-5015 EMAIL: SHIRLEY@THEPROVIDENCEHOU

☒ 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: PHONE: ( ) - EMAIL:

☒ 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: PHONE: ( ) - EMAIL:

☒ 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. PRIOR 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: Training of staff and volunteer advocates with required 40 hours of training
Outcomes: Training sessions were offered quarterly to all staff and volunteers. Staff also attended LCADV meetings, classes and seminars.
Goal 2: Advocacy
Outcomes: All walk-in clients were provided information and/or referrals to appropriate agencies, including safety planning. All crisis calls were answered, including conducting a lethality assessment and writing safety planning; no calls were missed. Information regarding the SAFE House shelter was given to those needing emergency shelter. Assistance obtaining restraining orders was given to those who request them (average 20 per month). Transportation was provided to those who needed to attend court proceedings and/or hearings, if none was available.
Goal #3: Counseling
Outcomes: Ongoing counseling (adult and children) was provided to those who requested. Began to collaborate with Center for Families in the development of an ongoing support group.
Goal #4: Community Education Trainings/Outreach
Outcomes: Community education trainings on domestic violence were provided (over 135 sessions). Providence House ran a full month campaign called "No Tolerance" during the month of October (National Domestic Violence Awareness Month), including billboards, mass mailings, Day at the Boardwalk, and a mall display. General information brochures were developed on domestic violence and the services Providence House offered.

2. Did the project work as expected? Explain.

YES. Providence House is on track to successfully complete the four goal objectives outlined in the most recent CVA grant. The only issue we have had with the current grant is the staff stability (high turnover), but no services and goal objectives suffered due to this. Staff has now been stabilized and ongoing "trauma relief" trainings are being offered to the staff to help with staff burnout.

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. EV UATION AND DISSEMINATION OF RE. RTING

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?

Providence House tracks client statistical information daily, weekly, and monthly, and then ultimately, produces an Annual Program Report to the community. Additionally, as it relates to the other goals, the Domestic Violence Program Manager tracks the trainings, the counseling sessions, and the education outreach efforts on a monthly basis.

2. When will the data be collected?

See #1.

3. Who will collect and analyze the data?

Domestic Violence Program Manager oversees the collection of the data; The Director of Administration analyzes and submits the data to Louisiana Commission on Law Enforcement.

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

Name: LYNN STEVENS Phone: (318) 221-7887 Email: LYNN@THEPROVIDENCEHOUSE.COM

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

All Providence House programs receive an in-depth evaluation, conducted annually, to allow the programs to continue to be responsive to the needs of the immediate population served, as well as continue to evolve. This evaluation is conducted by the Program Review and Development Committee, comprised of staff, Board members and community representatives. All reports and recommendations are reported to the Board of Directors.

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.

Providence House prepares and presents monthly statistical data and annual reports to the staff, Board of Directors and the public. Providence House will disseminate quarterly reports and monthly/quarterly expenditure reports to the Louisiana Commission on Law Enforcement.

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.

Annually, the Providence House continues to aggressively seek funding, including public and private dollars, from individuals, foundations and organizations. Funding concerns will always challenge non-profits. There are no easy answers, but we do have a great track record of success (18 years). Providence House is currently researching and submitting funding opportunities to such agencies that are dedicated to domestic violence and family violence prevention.

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.

Providence House owns two buildings (shelter and education center) and rents over 50 apartments in the Shreveport-Bossier City communities. In February 2009, Providence House leased and renovated an additional 14,000 sq. ft. facility to shelter domestic violence victims (known as the SAFE House). The SAFE House includes living and office space, including a children's area, computer lab, kitchens and lounges, to care for 25 domestic violence families with children and singles (over 100 beds). Providence House also owns and leases several vehicles to facilitate transportation for clients (vans, bus, and cars).

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 2/24/10
2. Dates covered by last audit: 10/1/08-9/30/09
3. Date of next audit: 2/1/11
4. Dates to be covered by next audit: 10/1/09-9/30/10
5. Date next audit will be forwarded to LCLE: 3/1/11

☐ 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.

Referral to Louisiana Crime Victims Reparations Program is a critical component of the referrals that victims receive during the advocacy process. The program is explained and procedures for registering as a victim are outlined. Victims are given brochures and referral sheets with the appropriate contact person's name and phone number during their medical exam at the hospital and during the intake process for walk-in victims, including assistance with applications, forms and procedures, as necessary.

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.

This agency works collaboratively with community providers and law enforcement to ensure victims understand their options and are contacted with the resources available to them. Providence House is an active member of the Shreveport Bossier Domestic Violence Task Force and is currently working to develop similar contacts and collaborations in Webster Parish.

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.

Advocacy for domestic violence victims requires a clear understanding that the decision to report to law enforcement must come from with victims themselves at a time when they feel safe. Self-determination must always be respected, even when the victim chooses not to report. The services offered by Providence House advocates will help the victim regain control through the process of making informed choices, and accessing available community resources, allowing the victims the freedom to feel safe to report, while also respecting their wish. However, every effort will be made to work diligently with victims and to address any fears that may prevent them from moving forward with prosecution.

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.

Providence House complies with the Louisiana Child Protection Act and conducts criminal background checks and fingerprinting of all staff and volunteers who work directly with the children.