LOUISIANA COMMISSION ON LAW ENFORCEMENT AND ADMINISTRATION OF CRIMINAL JUSTICE

APPLICATION AND REVIEW SUMMARY

APPLICATION NUMBER: C10-9-007

APPLICANT: Children's Hospital CARE Center

PROJECT TITLE: Child Advocacy Program

PROJECT FUNDS :

FUND:	$ 50,000	80.00%	
MATCH:	$ 12,500	20.00%	
TOTAL:	$ 62,500	100.00%	

PROJECT DURATION: 12 months

START DATE: 09/01/2010

END DATE: 08/31/2011

Continuation of C05-9-008

PROJECT SUMMARY:

The New Orleans Children's Advocacy Center (NOCAC) provides a child-friendly environment home-like setting where forensic interviews of child abuse victims are conducted and recorded. The NOCAC also facilitates multi-disciplinary team (MDT) meetings where professionals from law enforcement, child protection, the District Attorney's Office and medical professional review all cases. The project coordinates available services for child abuse victims and their non-offending family members.

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) BY LCLE UNTIL APPLICANT RESPONSE TO LCLE LETTER OF 08/17/10 IS REVIEWED AND APPROVED BY LCLE STAFF.
3. SUBGRANTEE AGREES TO MAINTAIN ITS NONPROFIT STATUS IN "GOOD STANDING" WITH THE LOUISIANA SECRETARY OF STATE'S COMMERCIAL DIVISION FOR THE DURATION OF THE SUBGRANT PERIOD.
4. ALL PAID PERSONNEL MUST WORK HOURS WHICH DO NOT CONFLICT OR OVERLAP WITH OTHER PAID HOURS OR OTHER JOBS. IF PAYMENT FOR ANY PERSONNEL IS ON AN OVERTIME, HOURLY BASIS, THE RATE OF PAY MAY NOT EXCEED 1 AND 1/2 TIMES THE EMPLOYEE'S REGULAR HOURLY RATE OF PAY.
5. NO RELEASE OF FUNDS BY LCLE UNTIL PRIOR PROJECT C09-9-006 IS FINALIZED.
6. CONSULTANT RATE NOT TO EXCEED $56.25 PER HOUR OR $450 PER 8-HOUR DAY UNLESS JUSTIFIED AND APPROVED BY LCLE PRIOR TO OBLIGATION OR EXPENDING OF SUCH FUNDS.
7. NO RELEASE OF FUNDS BY LCLE FOR CONTRACTUAL SERVICES UNTIL SIGNED, EXECUTED CONTRACT(S) ARE SUBMITTED TO LCLE AND APPROVED.
8. PROCUREMENT OF EQUIPMENT AND CONTRACT SERVICES SHALL BE ON THE BASIS OF COMPETITION IN ACCORDANCE WITH APPLICABLE STATE AND/OR LOCAL GOVERNMENT PROCUREMENT REGULATIONS AND CONSISTENT WITH POLICIES ESTABLISHED BY THE LOUISIANA COMMISSION ON LAW ENFORCEMENT.

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 9 007 CVA Purpose Area: 1, 2, 3

1. TITLE OF PROJECT
New Orleans Children's Advocacy Center

2. ☐ NEW PROJECT
☒ CONTINUATION PROJECT OF: C09-9-006

3. PROJECT DURATION
Total Length: 12 Months *(Not to exceed 12 Months)*
Desired Start Date: 9/1/2010
Desired End Date: 8/31/2011

4. PROJECT FUNDS

Federal Funds:	$50,000
Cash Match	$12,500
In-Kind Match:	
Total Project:	**$62,500**

5A. APPLICANT AGENCY INFORMATION
Agency Name: Children's Hospital Care Center
Physical Address: 1101 Calhoun St.
City: New Orleans Zip: 70118-9918
Mailing Address: 200 Henry Clay
City: New Orleans Zip: 70118-9918
Phone: (504) 896-9237 FAX: (504) 896-9733
Email: sleblanc@chnola.org

5B. AUTHORIZED OFFICIAL OF APPLICANT AGENCY
Authorized Official: Steve Worley
Title: CEO
Agency Name: Children's Hospital Care Center
Address: 200 Henry Clay
City: New Orleans Zip: 70118-9918
Phone: (504) 896-9237 FAX: (504) 896-9733
Email: sleblanc@chnola.org

Fed Employer Tax Id: 72 - 0467503 DUNS: 069523405 - CCR CAGE/NCAGE: 3NVR8 CCR Expiration Date:

6. IMPLEMENTING AGENCY
Name: Steve Worely
Title: CEO
Agency: Children's Hospital Care Center
Address: 200 Henry Clay
City: New Orleans Zip: 70118-9918
Phone: (504) 896-9237 FAX: (504) 896-9733
Email: sleblanc@chnola.org

7. PROJECT DIRECTOR
Name: Lorrie Brennan
Title: Program Coordinator
Agency: New Orleans Children's Advocacy
Address: 1101 Calhoun
City: New Orleans Zip: 70118-9918
Phone: (504) 896-9237 FAX: (504) 896-9733
Email: nocaccor@chnola.org

8. FINANCIAL OFFICER
Name: Mirela Nicola
Title: Controller
Agency: Children's Hospital
Address: 200 Henry Clay
City: New Orleans Zip: 70118-9918
Phone: (504) 896-9237 FAX: (504) 896-9733
Email: mnicola@chnola.org

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

The New Orleans Children's Advocacy Center(NOCAC) provides a child friendly environment home like setting where forensic interviews of child abuse victims are conducted and recorded. The NOCAC also facilitates multidisciplinary team (MDT) meetings where professionals from law enforcement, child protection, the District Attorney's Office and medical professionals review all cases. The project coordinates available services for child abuse victims and their non-offending family members.

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:

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: Lorrie Brennan Title: Program Coordinator
Phone: (504) 896-9237 Fax: (504) 896-9733 E-Mail: nocaccor@chnola.org

PROJECT BUDGET SUMMARY

BUDGET CATEGORIES	FEDERAL FUNDS	CASH MATCH	IN-KIND MATCH	SECTION TOTAL
SECTION 100. PERSONNEL	$42,809	$10,687	$0	$53,496
SECTION 200. FRINGE BENEFITS	$3,268	$817	N/A	$4,085
SECTION 300. TRAVEL	$0	$0	$0	$0
SECTION 400. EQUIPMENT	$0	$0	$0	$0
SECTION 500. SUPPLIES	$0	$0	$0	$0
SECTION 600. CONTRACTUAL	$3,923	$996	N/A	$4,919
SECTION 700. RENOVATION COSTS	$0	$0	$0	$0
SECTION 800. OTHER DIRECT COSTS	$0	$0	$0	$0
TOTAL:	$50,000	$12,500	$0	$62,500

Provide Source of *Cash* Match: Children's Hospital unresticted funds.

Provide Source of *In-Kind* Match:

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
Program Manager/Coordinator ✓	Lorrie Brennan ✓	FT	$3,615.00	65.00%	12.00	$28,197.00	☒	☒
Case Manager/Victim Advocat ✓	Josh Long ✓	FT	$2,603.00	25.00%	12.00	$7,809.00	☒	☒
Forensic Interviewer ✓	Daniel Dooley ✓	FT	$2,915.00	50.00%	12.00	$17,490.00	☒	☒
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
SUBTOTAL AMOUNT OF FULL-TIME EMPLOYEES SALARIES:						$53,496.00	F = Fed Funds C = Cash Match	

PART-TIME OR OVERTIME EMPLOYEES:

POSITION TITLE	EMPLOYEE NAME	FT 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
							$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	$42,809
CASH MATCH	$10,687
IN-KIND MATCH	
PERSONNEL TOTAL	$53,496

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:

The Program Manager/Coordinator handles administrative duties of the New Orleans Children's Advocacy Center (NOCAC), establishing adminstrative practices relative to the operation of a CAC to include the development of policies and procedure in coordination with the National Children's Alliance, Executive Director, and the Core Agency Group. The Program Manager/Coordinator also shall seek full accrediation with the National Children's Alliance.

The Case Manager works with New Orleans Children's Advocacy Center and the clients that are seen at the Care Center assisting with referrals, patient follow-ups, victim reparation and case management, assuring all victims are receiving the needed services.

The Forensic Interviewer provides consistent, professional interviews for child victims as needed by law enforcement and child protection.

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

The salary range for the Program Manager/Coordinator is comparable to other CAC coordinators through out the state of Louisiana and the southern region of CACs. THe 2005 survey of CAC's nationwide indicated that the Southern salary range is $25,000 - 78,000. This positon is filled at 65% or 28136.47.

The salary range for the Case Manager/Victim Advocate is compariable to other CAC case managers based on the National CAC Salary survey, which indicated the salary range between $12,5000 - 60,000. This position is only filled at .25 part-time by the grant thus reflecting the pay of $7809.00.

The salary range for the forensic interviewers is compariable to other CAC forensic interviewers based upon the Midwest salary survey indicating a the southern salary range between $22,000 - 50,000. This position is filled at 50% or 17,490.

C) Project duties of each position requested:

Program Manager/Coordintor:

The Program Manager/Coordinator is a full-time position and acts as the liaison between the New Orleans CAC and the Office of Community Service (child protective services), the District Attorney's Office, New Orleans Police Department, Children's Hospital, and available counseling programs. The Program Manager/Coordinator facilitates case coordination and collaboration between multidisciplinary members, prepares grants and necessary reports, collects data on NOCAC statistics, supervises volunteers, implements community awareness strategies, and provides information concerning the center and available resources to the victims and their families. The salary range for the Program Manager/Coordinator is comparable to other social service positions in the Greater New Orleans Community and CACs through out the country.

Case Manager/Victim Advocate:

The Case Manager is a part-time position and serves as the liaison between the NOCAC, the Care Center and MDT team. As a victim advocate, the Case Manager facilitates medical treatment, social services resources, counseling referrals, advocacy and support for families and victims, and crime victim reparation. The case manager also assists with the referrals and follow-up of child victims.

Forensic Interviewer

The Forensic Interviewer is a part-time position that provides both consistent and available professional interviews for child victims as needed by law enforcement and child protection.

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 current Program Manager/Coordinator, Lorrie Brennan, and the Case Manager, Josh Long, were originally hired for the positon funded by this grant.

The Forensic Interviewer, Daniel Dooley, was hired to operarate the video equipment. After monitoring six months of forensic interviews, he was trained under the evidenced based NICHD model to conduct forensic interviews. He has completed his supervision time. and was subsequently trained to preform forensic interviews.

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. Lorrie Brennan	.062		$28,135	$1,744	5.	.062			$0
2. Josh Long	.062		$7,810	$484	6.	.062			$0
3. Daniel Dooley	.062		$17,493	$1,084	7.	.062			$0
4.	.062			$0	8.	.062			$0
MEDICARE	RATE		SALARY	TOTAL	MEDICARE	RATE		SALARY	TOTAL
1. Lorrie Brennan	.0145		$28,135	$407	5.	.0145			$0
2. Josh Long	.0145		$7,810	$113	6.	.0145			$0
3. Daniel Dooley	.0145		$17,493	$253	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.				$0	5.				$0
2.				$0	6.				$0
3.				$0	7.				$0
4.				$0	8.				$0
UNEMPLOYMENT TAX Based on first $7,000 or Less	RATE	TYPE	SALARY	TOTAL	UNEMPLOYMENT TAX Based on first $7,000 or Less	RATE	TYPE	SALARY	TOTAL
1.		CHECK TYPE:		$0	5.		CHECK TYPE:		$0
2.				$0	6.				$0
3.		☐ 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):	$4,085				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): $4,085

SECTION 200. FRINGE BENEFITS SUMMARY	
FEDERAL FUNDS	$3,268
CASH MATCH	$817
TOTAL FRINGE BENEFITS	$4,085

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	PAID WITH C
Name: Forensic Interviewers Title: Agency:	Forensic interviews of child abuse victims., Attendance at relatated team reviews of cases and associated court preparation and testimony.	98.25	$50.00	$4,912.50	☒	☒
Name: Title: Agency:				$0.00	☐	☐
Name: Title: Agency:				$0.00	☐	☐
Name: Title: Agency:				$0.00	☐	☐
			SUBTOTAL OF CONTRACTUAL COSTS	$4,912.50	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	PAID WITH C
NAME:			$0.00							$0.00	☐	☐
NAME:			$0.00							$0.00	☐	☐
NAME:			$0.00							$0.00	☐	☐
									SUBTOTAL FOR NON LOCAL IN-STATE AND OUT-OF-STATE TRAVEL COST:	$0.00	F = Federal Funds C = Cash Match	

BRIEFLY EXPLAIN:

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

Trained consultants conduct forensic interviews of child abuse victims at the request of law enforcement or office of community services. Interviews are videotaped, then provided to law enforcement and office of community service officials for use within their investigations and purpose of prosecution.

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

Utilizing an additional pool of trained forensic interviewers allows the NOCAC to best meet the individual needs of child victims by having interviewers on contract who speak multiple languages and who specialize in different developmental needs of individual victims. The contractual interviewers are also available for after hour interviews when the salaried interviewer is unavailable.

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

An experiential background, preferabley a college degree, or work experience in a field related to sociology, social work, education, criminal justice, nursing, psychology, counseling, or a similarly applied human services speciality. Must complete a minumum of 25 hours of clinical training in interviewing children and 8 hours of supervision by a qualified forensic interviewer.

SECTION 600. CONTRACTUAL SUMMARY	
FEDERAL FUNDS	$3,923
CASH MATCH	$996
CONTRACTUAL TOTAL	$4,919

PROGRAM NARRATIVE

A. PROBLEM DEFINITION

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

PROBLEM:

Statistics dramatically verify the great need for this program. Louisiana was ranked 49th by the 2010 Kids Count Data survey, which compiles state profiles of child well being. Louisiana trails the U.S. average in all 10 major indicators used to compile the overal ranking. In the category of Infant mortality and child death rate, Louisiana has regressed since 2000, 75% greater than the national average. 2010 Kids Count statistics reveal that percentage of children in single-parent families are 43% with 25% of Louisiana children under 18 years of age living in families with incomes less than the federal poverty threshold. The most recent 2009 available statistics from the Office Community Services (OCS) revealed there were 21,679 investigations. The NOCAC/Care Center has seen over 2500 child victims and their families during this award period. This is a 17.89% increase in the number of child victims and families referred by Law Enforcement and Child Protection as compared to previous grant period. Along with this increase of victims and families came an increase in the need of services to child victims and their families.

NEED:

By participating as core agencies, the Office of Community Services (OCS), the NOPD Child Abuse Unit, the Orleans Parish District Attorney's Office, and Children's Hospital foster coordination with other agencies through the use of the CAC and a multidisciplianry team (MDT) response to a case. All are collectively committed to minimizing the number of interviews a child victim must endure while maximizing the use of their resources in the investigation and prosecution of child abuse. All agree that a neutral child-friendly facility at which skilled forensic interviews are conducted lessons trauma to a child victim of abuse, and maintains the authority of each agency to pursue their respective mandates. The CAC staff provides a caring, trained adult to familiarize families with the system, and helps them to access the services already instituted but not being fully utilized.

The New Orleans Child Advocacy Center (CAC) addresses identified problems and needs. An Executive Director oversees general agency operation and supervises overall CAC policy. The Project Coordinator and the Case Manager facilitate case coordination and collaboration between MDT members, collect data on CAC statistics, and organize volunteers. They also provide information about the center to the victims and their non-offending parent or guardian when they arrive at the CAC. One trained staff Forensic Interviewer and a pool of 11 contractual interviewers (two of which speak Spanish, one Vietnamese) conduct videotaped forensic (fact-finding) interviews on Closed Circuit Television (CCTV), which enables the team to provide input to the interviewer via a "bug in the ear" microphone that allows them to speak directly to the interviewer without distracting the child. These interviews are admissible in court and make the experience easier on child victims of abuse.

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

Since Hurricane Katrina in 2005, there seems to be a lack of available mental health resources available. Transportation for our child victims and families is still a major problem.

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.

Goal 1. Helping children and their families cope by reducing the trauma of repeated interviews to child victims of abuse.

Goal 2. Referring victims of child sexual abuse and their families for all services available to them, and to assure families that cases will be followed up on.

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 continue 200 forensic interviews for children of child sexual abuse, using a highly trained forensic interviewers.

Objective 2: Continue to provide opportunities for input from and coordination of the multidisciplinary members assigned to investigate the case.

Objective 3: Continue to provide follow-up referrals for supportive services to at least 100 families.

Goal 2:

Objective 1: Multidisciplinary team (MDT), composed of representatives from the New Orleans District Attorney's Office, the New Orleans Police Department, the Office of Community Services, and Children's Hospital CARE Center to review 100 cases.

Objective 2: To collect statistics and track outcomes on 100 cases.

Objective 3: To coordinate at least 12 MDT meetings or as needed by the core agencies to be held during this grant period.

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.

Goal 1

Objective 1:
A. Schedule interviews within 24 hours after request is received from law enforcement or child protective .
B. Provide an interview setting that is child friendly and appropriate for a forensic interview.

Objective 2:
A. Provide investigative team members an opportunity to observe and give input during the forensic interview through the usage of CCTV. (Communicate via a "bug in the ear" microphone wired to the ear of the interviewer)
B. Provide access to the audio/videotapes to necessary professionals.

Goal 2

Objective 1:
A. Every case that is brought to the CAC for forensic interviewing will also be placed on the agenda for review by the Multidisciplianry team that will meet biweekly or as needed. The team is comprised of the staff from OCS, NOPD, DA's office, and Children's Hospital CARE Center.
B. Invite professionals from social work, mental health, and medical to participate on a case by case basis.
C. Cases where the child has not been interviewed at the CAC may also be placed on the agenda for the biweekly team meeting by any of the involved agencies.

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):

2. Type of personnel to be trained:

3. Number of personnel to be trained:

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

5. Dates and hours of training:

6. Location of training:

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

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): CAC

☐ 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: Josh Long PHONE: (504) 896-9237 EMAIL: nocaccm@chnola.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: Josh Long PHONE: (504) 896-9237 EMAIL: nocaccm@chnola.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: 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.)

243 children received forensic interview services during the first 45 weeks of the grant. The forensic interviews were done in a setting to thereby reduce trauma for the child and families.
Provided follow up and supportive services for 1311 families during the first 45 week period of grant.
There were a total of 18 MDT meetings held during the first 45 weeks of the grant.
A total of 137 cases were reviewed and all members of the multidisciplinary team were in attendance and given opportunities for input.
Statistics for 1311 families were kept along with outcomes of each case once reviewed at MDT.

2. Did the project work as expected? Explain.

Yes, beyond expectations. In just comparing the first 45 weeks to date to the 52 weeks of last year there has been a significant increase. A 17.89% increase in the number of victims served and a 23% increase in the number of services provided during the first 45 weeks of the 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?

Information is collected from all caregivers/mature victims who come to the New Orleans Children's Advocacy Center for interview.

2. When will the data be collected?

Data is collected after the forensic interview prior to exist from the New Orleans Children's Advocacy Center.

3. Who will collect and analyze the data?

The Program Manager, Case Manager, and Forensic Interviewer will be responisble for collecitng and anaylzing the data and present to Executive Director to further analyze .

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

Name: Lorrie Brennan Phone: (504) 896-9237 Email: nocaccor@chnola.org

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

Quarterly after participating in the National Forensic Interview Journal Club, the New Orleans Children's Advocacy Center will schedule time to review and make changes necessary for project strategies to be accomplished.

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.

The Program Manager/Coordinator and Case Manager/Victim Advocate shall compile statistical information on the number of children interviewed along with the demographics, services provided, the number of MDT meetings, and follow- up plans and outcomes of each case reviewed by the MDT team. These reports are given to the Executive Director for review each month. In addition, reports will be shared by NOPD, NO ADA, OCS on a quartlerly basis. The NOCAC will also continue to report to National Children's Alliance (via NCATrak),and submit quarterly reports to Louisiana Commision on Law Enforcement, and information will be compiled for the Louisiana Association of Children's Advocacy Centers. Project reports will be submitted to 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.

Children's Hospital of New Orleans
National Children's Alliance
Private Donations
Special event fund raisers

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 New Orleans Children's Advocacy Center and the Audrey Hepburn CARE Center are co-located in a renovated home to better facilitate patient's needs. This facility has a kitchen, two interview rooms, two bathrooms, a den, used for MDT meetings and also for patient's families when waiting for appointments. The teen interview room is decorated with a French Quarter scene on one wall with the camera incorporated in a streetlight mounted on the wall. The small children's interview room is decorated with a hot air balloon scene on one wall and the camera is incorporated in the basket of a hot air balloon wall mount. Office space is available at this location for referring agencies as needed to facilitate the forensic interview.

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	4/26/10
2.	Dates covered by last audit:	01/01/09-12/31/09
3.	Date of next audit:	4/26/2011
4.	Dates to be covered by next audit:	01/01/10-12/31/10
5.	Date next audit will be forwarded to LCLE:	9/1/11

☐ 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?

Volunteers will provide assistance for the child victims and their families in cooperation with the Children's Hospital Volunteer Program. Volunteers attend a training program conducted by Children's Hospital. They are also trained by the NOCAC. Volunteers are used for activities such as:
Serving as a receptionist/greeter in the waiting area.
Distracting and entertaining children while waiting.
Provide family members with resources and information about the justice system, the CAC, and related community services.

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.

Application for Victim's Reparation are available at the NOCAC and each victim's caregiver is given the application. The Case Manager also provides assistance in filling out and applying for the reparation. The CAC staff helps facilitate communication between the child victim's caregiver and the Orleans Parish Criminal Sheriff's Office regarding the Louisiana Crime Victim's Reparation Program. Additionally, the CAC staff work closely with the DA's office Victim Assistance Program to provide wrap around services.

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.

An interagency protocol agreement has been signed by all of the involved agency heads and has been filed in juvenile court. The protocol details how each case will be coordinated between the involved agencies including the New Orleans Police Department, the Office of Community Services, the District Attorney's Office and Children's Hospital. See attached cooperative agreements.

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.

The CAC operates within a multidisciplinary team concept inclusive of Law Enforcement. Prior to their appointment for an interview at the Child Advocacy Center, the allegations of abuse will have been made to law enforcement/child protection. Calls to the Child Advocacy Center that deal with an initial report of a case for Law Enforcement will be appropriately routed in that direction. Each case involving the NOCAC involves child abuse allegations which by law requires all mandatory reporters to make a report to either OCS or law enforcement. The New Orleans Children's Advocacy Center also provides trainings and information, to the public, teachers and medical professionals, on mandatory reporting obligations on reporting abuse of children to law enforcement and child protection.

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.

All staff volunteers are required to sign a release for a criminal records check through the Louisiana State Police. No individuals (staff or volunteers) are accepted if they have previous convictions or any outstanding convictions for any charges involving an act against a child.

BOBBY JINDAL
GOVERNOR

JOEY WATSON
EXECUTIVE DIRECTOR

State of Louisiana

Office of the Governor

Louisiana Commission on Law Enforcement and Administration of Criminal Justice

August 17, 2010

Mr. Steve Worley
c/o Mr. George Lawrence
Office of Criminal Justice Coordination
1300 Perdido Street, Room 8E15
New Orleans, LA 70112-2125

RE: C10-9-007; Children's Hospital Care Center; "*Child Advocacy Program*"

Dear Mr. Worley:

This office has received the above application. This application will be presented at the Victim Services Advisory Board and the Commission meetings, which are scheduled for September 15, and 16, 2010, respectively. The meetings will be held at the Shreveport Convention Center, 104 Market Street in Shreveport. Phone: (318) 698-0900. This application request is to continue the C09-9-006 project and is over $20,000; therefore, you are required to attend the Victim Services Advisory Board and Commission meetings.

Based on the preliminary review of the referenced application, there are issues listed below that need to be addressed. However, please be advised that additional issues may arise between the agency review process and the Advisory Board/Commission meetings. If so, you will be given every opportunity and assistance to address and/or resolve any additional issues to avoid delaying the application to be presented.

1) Page 1: Please provide the CCR Expiration Date.

2) Page 3; 100. Personnel: Daniel Dooley is named as the Forensic Interviewer. His job description entails conducting forensic interviews of children, being available and willing to testify in court and at deposition for cases that arise out of interviews, attend meetings and trainings of NOCAC when requested, as well as receiving mandatory training related to forensic interviews of children. In Section 600. Contractual, you list the individual consultants as "Forensic Interviewers" who conduct forensic interviews of child abuse victims, attend related team reviews of cases and associated court preparation and testimony.

   According to Part 230 – Cost Principles for Non-Profit Organizations (formerly OMB Circular A-122), Appendix B, Number 37 (Professional services costs.), "Costs of

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professional consultant services rendered by persons who are members of a particular profession or possess a special skill, and who are not officers or employees of the non-profit organization, are allowable, subject to subparagraphs b an c when reasonable in relation to the services rendered and when not contingent upon recovery of the costs from the Federal Government." Further, under Number 37, Section b.2 reads, "The necessity of contracting for the service, considering the non-profit organization's capability in the particular area."

When contracting with the additional Forensic Interviewers, please remember the OMB guidelines as referenced in this letter. The additional contracted Forensic Interviews must not be employees of the applicant agency and possess special skills, such as speaking multiple languages, specializing in different developmental needs of individual victims, and are available for after-hour interviews when the salaried interviewer is available as stated in the application.

Please also note that the number of hours devoted (98.25) times $50/hour equals $4,912.50. The total in the Summary box at the bottom of the page equals $4,919. There is a difference of $7.00. In order for the total in the individual consultant table to match the summary box, the number of hours could be 98.38 to equal $4,919. Please correct.

3) Page 16; D. Activities/Methods: Please provide a timetable, which must cover the entire subgrant period.

4) Subgrant Award Report: Section 8 should total $50,000, not $100. Please correct.

Please submit your response to LCLE by close of business (5:00 p.m.) on Tuesday, September 7, 2010. All deficiencies named in this letter must be resolved and approved by LCLE staff in order to be presented to the Victim Services Advisory Board and Commission at the September meetings.

Sincerely,

Rutha Chatwood

Rutha Chatwood
Victim Services Program Manager