LOUISIANA COMMISSION ON LAW ENFORCEMENT AND ADMINISTRATION OF CRIMINAL JUSTICE

APPLICATION AND REVIEW SUMMARY

APPLICATION NUMBER: C09-8-013

APPLICANT: Louisiana Foundation Against Sexual Assault

PROJECT TITLE: Victim Outreach Program

PROJECT FUNDS :

FUND:	$ 27,900	80.00%	PROJECT DURATION:	12	months
MATCH:	$ 6,975	20.00%	START DATE:	10/01/2010	
TOTAL:	$ 34,875	100.00%	END DATE:	09/30/2011	

Continuation of C97-8-009

PROJECT SUMMARY:

Funds are requested to maintain and operate the statewide Sexual Assault Resource Center. The Resource Center provides information and referrals to victims and survivors of sexual assault and sexual abuse, including male and female adults and children, as well as adulsts molested as children. Services are also provided for victims of stalking. Information about crime victimization and recovery, the Crime Victims Reparations Program, and referrals are provided in ways that are designed to protect the victims' privacy and dignity. These include a statewide toll-free information line, with written materials sent via mail, and an interactive website, through which victims can submit queries and receive responses anonymously.

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:** C09 8 013 **CVA Purpose Area:** 1, 3, 4

1. TITLE OF PROJECT
Victim Outreach Program

2. ☐ **NEW PROJECT**
☒ **CONTINUATION PROJECT OF:** C08-8-006

3. PROJECT DURATION
Total Length: 12 Months *(Not to exceed 12 Months)*
Desired Start Date: 10/1/2010
Desired End Date: 9/30/2011

4. PROJECT FUNDS

Federal Funds:	$27,900
Cash Match	$6,975
In-Kind Match:	
Total Project:	**$34,875**

5A. APPLICANT AGENCY INFORMATION
Agency Name: LA Foundation Against Sexual Assault
Physical Address: 1250 SW RR Ave, Suite 170
City: Hammond Zip: 70403-5011
Mailing Address: 1250 SW RR Ave, Suite 170
City: Hammond Zip: 70403-5011
Phone: (985) 345-5995 FAX: (985) 345-5592
Email: info@lafasa.org

5B. AUTHORIZED OFFICIAL OF APPLICANT AGENCY
Authorized Official: Judy Benitez
Title: Executive Director
Agency Name: LaFASA
Address: 1250 SW RR Ave., Suite 170
City: Hammond Zip: 70403-5011
Phone: (985) 345-5995 FAX: (985) 345-5592
Email: judy@lafasa.org

Fed Employer Tax Id: 72 - 1074547 DUNS: 0759 - 7272 CCR CAGE/NCAGE: 3TDZ8 CCR Expiration Date: 10/6/2010

6. IMPLEMENTING AGENCY
Name: Ralph Peters
Title: President, Board of Directors
Agency: LaFASA
Address: 1250 SW RR Ave, Suite 170
City: Hammond Zip: 70403-5011
Phone: (985) 345-5995 FAX: (985) 345-5592
Email: ralphcop@cox.net

7. PROJECT DIRECTOR
Name: Judy Benitez
Title: Executive Director
Agency: LaFASA
Address: 1250 SW RR Ave., Suite 170
City: Hammond Zip: 70403-5011
Phone: (985) 345-5995 FAX: (985) 345-5592
Email: judy@lafasa.org

8. FINANCIAL OFFICER
Name: Martha Angelette
Title: Grants & Contracts Manager
Agency: LaFASA
Address: 1250 SW RR Ave, Suite 170
City: Hammond Zip: 70403-5011
Phone: (985) 345-5995 FAX: (985) 345-5592
Email: martha@lafasa.org

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

Funds are requested to maintain and operate the statewide Sexual Assault Resource Center. The Resource Center provides information and referrals to victims and survivors of sexual assault and sexual abuse, including male and female adults and children, as well as adults molested as children. Services are also provided for victims of stalking. Information about crime victimization and recovery, the Crime Victims Reparations Program, and referrals are provided in ways that are designed to protect the victims' privacy and dignity. These include a statewide toll-free information line, with written materials sent via mail, and an interactive Web site, through which victims can submit queries and receive responses anonymously.

LA COMMISSION ON LAW ENFORCEMENT
RECEIVED
DEC 23 2009

Revised JULY 2010

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: stalking victims	

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: Judy Benitez Title: Executive Director
Phone: (985) 345-5995 Fax: (985) 345-5592 E-Mail: judy@lafasa.org

PROJECT BUDGET SUMMARY

BUDGET CATEGORIES	FEDERAL FUNDS	CASH MATCH	IN-KIND MATCH	SECTION TOTAL
SECTION 100. PERSONNEL	$21,333	$0	$0	**$21,333**
SECTION 200. FRINGE BENEFITS	$4,487	$722	N/A	**$5,209**
SECTION 300. TRAVEL	$0	$0	$0	**$0**
SECTION 400. EQUIPMENT	$0	$0	$0	**$0**
SECTION 500. SUPPLIES	$280	$2,728	$0	**$3,008**
SECTION 600. CONTRACTUAL	$0	$0	N/A	**$0**
SECTION 700. RENOVATION COSTS	$0	$0	$0	**$0**
SECTION 800. OTHER DIRECT COSTS	$1,800	$3,525	$0	**$5,325**
TOTAL:	**$27,900**	**$6,975**	**$0**	**$34,875**

Provide Source of *Cash* Match: state grant award (Louisiana Children's Trust Fund); dues and donations; merchandise sales

Provide Source of *In-Kind* Match: n/a

Revised JULY 2010

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
Resource Center Coordinator	Misty Noble-Hodge, MLIS	FT	$3,564.00	49.88%	12.00	$21,332.67	☒	☐
		FT				$0.00	☐	☐
		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:						$21,332.67	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	$21,333
CASH MATCH	$0
IN-KIND MATCH	$0
PERSONNEL TOTAL	$21,333

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 Resource Center Coordinator is the primary staff for the Resource Center. Misty Noble-Hodge, MLIS, has held this position since January 2004. She is responsible for the overall operation of the Resource Center and providing information and referrals to victims and their loved ones via telephone, email, fax and postal mail.

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

Resource Center Coordinator salary was determined by a survey of similar positions at comparable statewide organizations. Job description and resume attached.

C) Project duties of each position requested:

The Resource Center Coordinator answers the toll-free information line and is responsible for providing information and referrals to victims who call. Depending on what is needed or requested, callers may be provided information and/or referrals over the phone, through the mail, or via fax. Some victims also contact the Resource Center via the interactive Web site, and these victims may be provided with information and/or referrals via electronic mail or posted mail, depending on their preference and the amount of information to be sent. The Resource Center Coordinator works with the Web site designer to ensure that information on the Web site about crime victimization issues, sexual assault, stalking, and so on is accurate and up-to-date. The Coordinator is responsible for all materials in the Resource Center, as well as the distribution of referral development materials to inform victims about the availability of the Resource Center and the toll-free information line.

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.]

Same from previous grant; hired for this position in January 2004

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. Misty Noble-Hodge	.062		$21,333	$1,322	5.	.062			$0
2.	.062			$0	6.	.062			$0
3.	.062			$0	7.	.062			$0
4.	.062			$0	8.	.062			$0
MEDICARE	RATE		SALARY	TOTAL	MEDICARE	RATE		SALARY	TOTAL
1. Misty Noble-Hodge	.0145		$21,333	$309	5.	.0145			$0
2.	.0145			$0	6.	.0145			$0
3.	.0145			$0	7.	.0145			$0
4.	.0145			$0	8.	.0145			$0
HEALTH/LIFE INSURANCE Provide monthly insurance rates	RATE	MONTHS	TIME DEVOTED TO PROJECT	TOTAL	HEALTH/LIFE INSURANCE Provide monthly insurance rates	RATE	MONTHS	TIME DEVOTED TO PROJECT	TOTAL
1. Misty Noble-Hodge	400.00	12.00	49.88%	$2,394	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. Misty Noble-Hodge	0.040		$21,333	$853	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. Misty Noble-Hodge	0.043	CHECK TYPE:	$7,700	$331	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):	$5,209				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): $5,209

SECTION 200. FRINGE BENEFITS SUMMARY	
FEDERAL FUNDS	$4,487
CASH MATCH	$722
TOTAL FRINGE BENEFITS	$5,209

SECTION 500. SUPPLIES

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

TYPE OF SUPPLIES	QUANTITY	UNIT PRICE	TOTAL COST	PAID WITH F	PAID WITH C	PAID WITH IK
office supplies - basic supply allowance	12.00	$50.00	$600.00	☐	☒	☐
books, journals, films, manuals for Resource Center	10.00	$28.00	$280.00	☒	☐	☐
books, journals, films, manuals for Resource Center	100.00	$21.28	$2,128.00	☐	☒	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
		SUBTOTAL OF SECTION A SUPPLIES:	$3,008.00	F = Federal Funds C = Cash Match IK = In-Kind Match		

BRIEFLY EXPLAIN:

A) Need for and use of each major supply type requested:

Basic office supplies such as paper, printer cartridges, pens, and postage are necessary to maintain project documentation and communicate with victims.

Resource Center materials are needed to keep the library up-to-date on information and referral sources for victims.

B) Its relationship to this project.

Basic office supplies such as paper, printer cartridges, pens, and postage are necessary to maintain project documentation and communicate with victims.

Information and referral sources are provided directly from the information and materials in the Resource Center.

SECTION 500. SUPPLIES (Continued)

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

TYPE	TITLE OF PUBLICATIONS/FILMS	QUANTITY	UNIT PRICE	TOTAL COST	PAID WITH F	PAID WITH C	PAID WITH IK
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
	SUBTOTAL OF SECTION B SUPPLIES:			$0.00	F = Federal Funds C = Cash Match IK = In-Kind Match		

BRIEFLY EXPLAIN:

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

Resource Center materials to be purchased have not been determined at this time. Materials are generally the most up-to-date available, therefore, as of the date of application may not have been published yet. Types, titles, and prices will be submitted with expenditure reports or via subgrant adjustment requests during the course of the project.

SECTION 500. SUPPLIES SUMMARY	
FEDERAL FUNDS	$280
CASH MATCH	$2,728
IN-KIND MATCH	
SUPPLIES TOTAL	$3,008

SECTION 800. OTHER DIRECT COSTS

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

TYPE OF OTHER DIRECT COST	METHOD OF DETERMINING COST	QUANTITY	UNIT PRICE	TOTAL COST	PAID WITH F	PAID WITH C	PAID WITH IK
web site hosting & maintenance	average monthly costs	12.00	$25.00	$300.00	☒	☐	☐
web site hosting & maintenance	average monthly costs	12.00	$25.00	$300.00	☐	☒	☐
toll free victim hotline	average monthly cost	12.00	$125.00	$1,500.00	☒	☐	☐
toll free victim hotline	average monthly cost	12.00	$25.00	$300.00	☐	☒	☐
audit	11% pro rated from annual cost	0.11	$7,500.00	$825.00	☐	☒	☐
Rent	$19.20 per sq foot; prorated 9.38%	12.00	$150.00	$1,800.00	☐	☒	☐
utilities	average monthly costs	12.00	$50.00	$600.00	☐	☒	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
	SUBTOTAL OF OTHER DIRECT COSTS:			$5,625.00	F = Federal Funds C = Cash Match IK = In-Kind Match		

BRIEFLY EXPLAIN:

A) Need for each type listed; and

Rent is needed for a pro-rata share of the LaFASA office in which the Sexual Assault Resource Center and the project staff are housed.

Telephone cost is for local, long-distance, and fax service as well as internet connection. This is essential as the toll-free line is the major way that victims contact the Sexual Assault Resource Center to obtain information and referrals. Faxes are used to send information to victims as well as to provide information to allied professionals who refer victims to LaFASA.

Maintenance of the Web site is needed to ensure that the site stays well-run, up-to-date and relevant. Because of the stigma around sexual assault and stalking, the Web site www.lafasa.org is a crucial tool through which victims can contact us

B) Its relationship to project.

The above-listed other direct costs are essential to keep the project operational, as without them the agency cannot function. The web site costs and toll-free victim hotline are crucial to this project. The remaining costs, rent, utilities, audit, are pro-rated based on the proportion of their use to this project.

SECTION 800. OTHER DIRECT COSTS SUMMARY	
FEDERAL FUNDS	$1,800
CASH MATCH	$3,525
IN-KIND MATCH	
OTHER DIRECT COSTS TOTAL	$5,325

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.

Sexual assault is an ongoing problem in Louisiana. The Adverse Childhood Experiences, or ACE study, found that 1 in 4 girls and 1 in 6 boys is sexually abused before the age of 18 in the U.S., resulting in an estimated 39 million survivors of childhood sexual assault in the nation today. According to Uniform Crime Report data released by the FBI, the rate of forcible rape in the U.S. as a whole in 2008 was 29.3 per 100,000 residents; in Louisiana the rate of forcible rape was 27.9 per 100,000 residents. In the 2007 Uniform Crime Reports data, it is shown that reported rapes in New Orleans alone rose nearly 25% from 2006 to 2007. In 2008, over 2300 new clients were seen in sexual assault crisis centers throughout the state. Office of Community Services reports that there were 1038 validated cases of child sexual abuse in Louisiana in 2007.

The 14 sexual assault crisis centers providing services in Louisiana made over 20,900 victim contacts in 2009, providing information, advocacy, and crisis intervention; this data is compiled by LaFASA based on statistics submitted by the sexual assault centers. Stalking is also a crime that causes significant emotional distress to many people in Louisiana. Statistics in this area are lacking, and services are provided erratically, since many people may not even realize that the stalking behavior is actually criminal activity.

Although it is hoped that the increase in the number of reported sexual assaults is due to increased reporting rather than increased incidence, the fact remains that an increasing number of victims of sexual assault have come forward in recent years. Louisiana now has 14 full-service sexual assault crisis centers. Forty-one of the state's 64 parishes have full sexual assault crisis services available to them. Fourteen parishes have secondary services only available, and seven parishes still have no services available at this time. Even in areas in which services are available, many victims are still reluctant to seek face-to-face services because of the stigma that is still associated with sexual assault. In particular, male rape victims and male survivors of child sexual abuse, gay and lesbian victims, elderly victims, and victims in rural areas who fear that their assailants will seek reprisal need to have an alternative method of getting information about what they have experienced. For some victims, information about issues related to sexual violence may address their concerns without the need for additional services. The Resource Center will provide this information with complete confidentiality via the toll-free phone line and the Web site. If more extensive services are indicated, it is hoped that learning about how the criminal justice and social service systems work can be enough to encourage these victims to make contact with referral agencies in their areas.

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

Unfortunately, Louisiana has seven parishes that are not served by any community-based sexual assault crisis center. This leaves victims of rape, child sexual abuse, and stalking, as well as adults sexually abused as children, at a loss to locate information and services about how to get help for the trauma they have experienced and continue to experience. This project, which makes such information and referrals available to the aforementioned victims on a statewide basis via the internet (web site and confidential email), a toll-free telephone line, U.S. mail, and fax, helps fill some of the gaps in those unserved parishes. This project also addresses the needs of sexual assault and stalking victims who don't know where to go for help, or who have questions that their local sexual assault centers are for some reason unable to answer. In such cases, these victims are referred to LaFASA for more intensive advocacy via the phone and email to help explore possible options and resources that may not be seen very often by the local sexual assault centers, and that they therefore are not aware of.

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: To provide a statewide information and referral network for victims and survivors of sexual assault, sexual abuse, incest, or stalking..

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:

1. Provide information and/or referral to at least 200 victim/survivors of sexual assault, sexual abuse or stalking. These victims would not otherwise have received information and/or referral; therefore, the baseline number is 0.
2. Distribute a minimum of 130 pieces of follow-up information/materials to victims who request specific information. These victims would not otherwise have received follow-up, in-depth information; thus the baseline number is 0.

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.

Objective 1:
A. Staff will provide information and appropriate referrals to victims
B. A toll-free telephone line will be operated so that victims can contact the Resource Center at no cost to them
C. The agency's Web site will be maintained so that a great deal of information about issues related to sexual assault will be available ia the internet. This will include referral information to the full-service, community-based sexual assault crisis centers across the state. Victims will also be able to contact the Resource Center anonymously through the Web site.

Objective 2:
A. Pamphlets and handout materials with information about sexual assault issues will be purchased and/or copied so they will be available to be mailed or faxed to victims.
B. Books and videos will be purchased to complement the books and videos already owned by the Resource Center. These will be available for loan to victims.

Timetable: This is a continuation project, so no start-up activitities are needed.

Quarter 1:
* Publicize the availability of the Sexual Assault Resource Center, the web site, and the toll-free victim hotline.
* Maintain each of the aforementioned in up todate, working order.
* Determine pamphlets, booklets, and other resources to add to library, and purchase same.
* Provide telephone and/or web-based information and referral to at least 50 victims.
* Send out additional follow-up information to at least 45 victims.

Quarter 2:
* Publicize the availability of the Sexual Assault Resource Center, the web site, and the toll-free victim hotline.
* Maintain each of the aforementioned in up todate, working order.
* Determine pamphlets, booklets, and other resources to add to library, and purchase same.
* Provide telephone and/or web-based information and referral to at least 50 victims.
* Send out additional follow-up information to at least 45 victims.

Quarter 3:
* Publicize the availability of the Sexual Assault Resource Center, the web site, and the toll-free victim hotline.
* Maintain each of the aforementioned in up todate, working order.
* Determine pamphlets, booklets, and other resources to add to library, and purchase same.
* Provide telephone and/or web-based information and referral to at least 50 victims.
* Send out additional follow-up information to at least 45 victims.

Quarter 4:
* Publicize the availability of the Sexual Assault Resource Center, the web site, and the toll-free victim hotline.
* Maintain each of the aforementioned in up todate, working order.
* Determine pamphlets, booklets, and other resources to add to library, and purchase same.
* Provide telephone and/or web-based information and referral to at least 50 victims.
* Send out additional follow-up information to at least 45 victims.

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):

☐ 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: Misty Noble-Hodge PHONE: (985) 345-5995 EMAIL:

☒ 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.)

This project has consistently served the projected number of victims with both telephone- and internet-based information and referral, as well as the distribution of in-depth follow-up materials via postal mail, email, and/or fax. During the project period, 277 victims received telephone and/or internet-based information/referral, and 197 victims received follow-up materials.

The main challenge of this project is that, because it is done remotely, we frequently do not know demographic information about the victims being served, since we don't see them in person. At the same time, this is also a key to the project's success - sexual assault or abuse victims, incest survivors, and stalking victims are often very reluctant to self-identify and/or want their anonymity and confidentiality protected, and this project accomplishes that.

2. Did the project work as expected? Explain.

Yes, see above.

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. JATION AND DISSEMINATION OF REI .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?

internal statistics on the numbers of victims provided with information and referral and in-depth follow-up information.

2. When will the data be collected?

quarterly

3. Who will collect and analyze the data?

Martha Angelette

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

Name: Martha Angelette Phone: (985) 345-5995 Email: martha@lafasa.org

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

Resource Center Coordinator Misty Noble-Hodge, as the primary staff person on this project, is usually the first to identify any challenges or updates that are needed. She is in continuous contact with both Grants & Contracts Manager Martha Angelette and Executive Director Judy Benitez to ensure that any indicated changes to the project are accomplished in a timely and efficient manner.

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.

LaFASA will submit the required CVA Quarterly Progress Report and expenditure reports to LCLE by the due dates each quarter. LaFASA's Board of Directors also receives information on the status and progress of this project.

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.

We continue to try to raise non-federal funds and seek other grants and sources of funding for this project.

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 facility to be used for this project is the agency's office at 1250 SW Railroad Avenue, Suite 170, Hammond, LA

L. AUDIT REQUIREMENTS

All applications **must** check one:

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

1.	Date of last audit	12/1/09
2.	Dates covered by last audit:	7/1/08-6/30/09
3.	Date of next audit:	12/1/10
4.	Dates to be covered by next audit:	7/1/09 - 6/30/10
5.	Date next audit will be forwarded to LCLE:	2/1/2011

☐ 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 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/A

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.

Staff will provide information to callers on the toll-free information line about the availability of crime victim compensation funds and the procedure for applying. The claims investigator for each Sheriff's Office will be among the referrals routinely given to victims who call.

When written follow-up materials are send, Louisiana Crime Victims Reparations Program brochures will be sent as well, unless contraindicated

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.

LaFASA for many years has coordinated activities with both statewide and local criminal justice and private sector victim service providers. This agency has always and will continue to avoid duplicating services offered by either another stateiwde victim service agency or a local sexual assault crisis center. The Resource Center will seek to fill gaps in existing services and provide services to victims who are reluctant to approach local agencies

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.

Victims of sexual abuse, rape and stalking who contact the Resource Center will be provided with information about the operations of the criminal justice system, in the hopes that with more information they will be more likely to report the crime. They will be informed about the availability of Victim Assistance Coordinators in District Attorneys' Offices, and will be referred to the VACs when appropriate. They will also be informed of local social service agencies available to accompany them should they report to law enforcement. In addition, callers will receive information about the cyclical nature of sexual abuse, and the likelihood that unreported perpetrators may victimize others

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 agency complies with the Louisiana Child Protection Act (LRS 15:587.1) in screening potential employee