

APPLICATION NUMBER: C11-8-017

APPLICANT: Louisiana Foundation Against Sexual Assault

PROJECT TITLE: Victim Outreach Program

PROJECT FUNDS :

FUND:	\$ <u>35,000</u>	80.00%	PROJECT DURATION: <u>12</u> months
MATCH:	\$ <u>8,750</u>	20.00%	START DATE: <u>10/01/2012</u>
TOTAL:	\$ <u>43,750</u>	100.00%	END DATE: <u>09/30/2013</u>

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 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 website, through which victims can submit queries and receive responses anonymously.

RECOMMENDATION : FUND X DENY

SPECIAL CONDITIONS :

1. NO DRAWDOWN OF FUNDS (AWARD) BY LCLE UNTIL APPLICANT RESPONSE TO LCLE LETTER OF 07/25/2012 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: C11-8-017

CVA Purpose Area: 1384

1. TITLE OF PROJECT

Victim Outreach Program

2. NEW PROJECT

CONTINUATION PROJECT OF: C10-8-017

3. PROJECT DURATION

Total Length: 12 Months (Not to exceed 12 Months)

Desired Start Date: 10/1/2012

Desired End Date: 9/30/2013

4. PROJECT FUNDS

Federal Funds: \$35,000

Cash Match: \$8,750

In-Kind Match:

Total Project: \$43,750

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: 07597 - 2724

CCR CAGE/NCAGE: 3TDZ8

CCR Expiration Date: 7/6/2012

6. IMPLEMENTING AGENCY

Name: Lisa Mount

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: lisa.mount@theheartsofhope.org

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: Lenore Wyatt

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: lenore@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.

2012 JUN 18 PM 4:36
LA COMMISSION
LAW ENFORCEMENT

SECTION 100. PERSONNEL

Enter Position Titles and Names of the employees for each position funded through this grant. For further information and direction, please refer to the application instructions.

FULL-TIME EMPLOYEES:

POSITION TITLE	EMPLOYEE NAME	FT	ACTUAL MONTHLY SALARY	TIME DEVOTED TO PROJECT	NUMBER OF MONTHS	TOTAL SALARY PAID BY GRANT	PAID WITH	
							F	C
Resource Center Coordinator	Kristen Ortego	FT	\$2,500.00	92.00%	12.00	\$27,600.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
SUBTOTAL AMOUNT OF FULL-TIME EMPLOYEES SALARIES:						\$27,600.00	F = Fed Funds C = Cash Match	

PART-TIME OR OVERTIME EMPLOYEES:

POSITION TITLE	EMPLOYEE NAME	PT OT	ACTUAL EMPLOYEE HOURLY SALARY RATE	NUMBER OF HOURS	TIME DEVOTED TO PROJECT	NUMBER OF WEEKS	TOTAL SALARY PAID BY GRANT	PAID WITH	
								F	C
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
SUBTOTAL AMOUNT OF PART-TIME AND/OR OVERTIME EMPLOYEES SALARIES:							\$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	\$27,600
CASH MATCH	\$0
IN-KIND MATCH	\$0
PERSONNEL TOTAL	\$27,600

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. Kristen Ortego has held this position since 2/1/2012, having previously served for almost three years as Resource Center Assistant. The position of Resource Center Assistant has been eliminated. Kristen 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:

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 staff 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

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. Kristen Ortego	.062		\$27,600	\$1,711	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. Kristen Ortego	.0145		\$27,600	\$400	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. Kristen Ortego	400.00	12.00	75.42%	\$3,620	5.				\$0
2.	400.00	12.00		\$0	6.				\$0
3.				\$0	7.				\$0
4.				\$0	8.				\$0
WORKMAN'S COMPENSATION	RATE		SALARY	TOTAL	WORKMAN'S COMPENSATION	RATE		SALARY	TOTAL
1. Kristen Ortego	0.032		\$27,600	\$883	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. Kristen Ortego	0.043	CHECK TYPE:	\$7,700	\$331	5.		CHECK TYPE:		\$0
2.				\$0	6.				\$0
3.		<input checked="" type="checkbox"/> FUTA		\$0	7.		<input type="checkbox"/> FUTA		\$0
4.		<input type="checkbox"/> SUTA		\$0	8.		<input type="checkbox"/> 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):				\$6,945	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): \$6,945

SECTION 200. FRINGE BENEFITS SUMMARY	
FEDERAL FUNDS	\$5,731
CASH MATCH	\$1,214
TOTAL FRINGE BENEFITS	\$6,945

SECTION 800. OTHER DIRECT COSTS

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

TYPE OF OTHER DIRECT COST	METHOD OF DETERMINING COST	QUANTITY	UNIT PRICE	TOTAL COST	PAID WITH		
					F	C	IK
printing, bus. cards, letterhe	quote from printer	1.00	\$169.00	\$169.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
printing of annual report	quote from printer	364.00	\$7.72	\$2,810.08	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
toll free victim hotline	average monthly cost	12.00	\$125.00	\$1,500.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
toll free victim hotline	average monthly cost	12.00	\$25.00	\$300.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
audit	11% pro rated from annual cost	0.11	\$7,500.00	\$825.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rent	\$13.67 per sq foot; prorated 9.38%	12.00	\$150.00	\$1,800.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
utilities	average mo cost \$454, prorated 11%	12.00	\$50.00	\$600.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SUBTOTAL OF OTHER DIRECT COSTS:				\$8,004.08			

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.

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 toll-free victim hotline is 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	\$1,669
CASH MATCH	\$6,336
IN-KIND MATCH	
OTHER DIRECT COSTS TOTAL	\$8,005

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 1 in 4 girls and 1 in 6 boys is sexually abused before the age of 18 in the U.S. The Centers for Disease Control estimate there are 42 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 2010 was 28.7 per 100,000 residents; in Louisiana the rate of forcible rape was 30.3 per 100,000 residents. This is 6% higher than the U.S. total and a nearly 9% increase from Louisiana's 2009 rate. In 2010, over 8185 clients were seen in sexual assault crisis centers throughout the state. Louisiana's Department of Children & Family Services reports that there were 1245 validated cases of child sexual abuse in Louisiana in 2010.

The 14 sexual assault crisis centers providing services in Louisiana made over 19,750 victim contacts in 2010, 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 on a state level, and services are provided erratically, since many people may not even realize that the stalking behavior is actually criminal activity. However, a 2009 study completed by the Bureau of Justice Statistics states that 3.4 million people over the age of 18 are stalked each year in the United States and 3 in 4 stalking victims are stalked by someone they know.

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. Fifty-seven of the state's 64 parishes have sexual assault crisis services available to them. While fourteen parishes have a full service sexual assault center, twenty-three parishes have a part-time satellite office with secondary services only available. Twenty parishes are served by a sexual assault center but have no office and seven parishes still have no services available to sexual assault survivors 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, many victims of sexual assault are reluctant to seek help in their own communities, for fear that they will know someone from whom they seek services. 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 address some of those concerns that are common in rural areas. 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 220 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 145 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 via 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. The annual report of sexual assault services provided in Louisiana will be aggregated and printed to be available for victims and their family members. This will provide a snapshot of the prevalence of sexual abuse and assault in our state.

Timetable: This is a continuation project, so no start-up activities 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 to date, 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 55 victims.
- * Send out additional follow-up information to at least 50 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 to date, 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 55 victims.
- * Send out additional follow-up information to at least 50 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 to date, 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 55 victims.
- * Send out additional follow-up information to at least 50 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 to date, 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 55 victims.
- * Send out additional follow-up information to at least 50 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.

H. PRIOR RESULTS (For Continuation Projects C y)

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.

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?

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?

Kristen Ortego

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

Name: Judy Benitez

Phone: (985) 345-5995

Email: judy@lafasa.org

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

Resource Center Coordinator Kristen Ortego, 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 Director of Education Mariah Stidham 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. This includes the Sexual Assault Resource Center, sometimes referred to as the library, where the Resource Center Coordinator and Resource Center Assistant work; the offices of the Training Coordinator and Executive Director; and spaces shared with other tenants, which include bathroom and kitchen facilities, attic storage space, and a formal conference room. Also available to and used for this project are the shared agency copy machine and fax machine, as well as computers and printers for all staff and the telephone system. Although not paid project staff, the Executive Director and the Training Coordinator also work on this project, responding to victim calls or contacts as needed or appropriate. They have both completed 40 hours of training as sexual assault advocates and complete at least 15 hours annual of in-service training.

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 | 12/1/2011 |
| 2. Dates covered by last audit: | 7/1/2010 - 6/30/2011 |
| 3. Date of next audit: | 12/1/2012 |
| 4. Dates to be covered by next audit: | 7/1/2011 - 6/30/2012 |
| 5. Date next audit will be forwarded to LCLE: | 2/1/2013 |

- 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?

Although not paid project staff, nor used as match, the Executive Director and the Director of Education also work on this project, responding to victim calls or contacts as needed or appropriate. They have both completed 40 hours of training as sexual assault advocates and complete at least 15 hours annual of in-service training.

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 statewide 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

Rutha Chatwood

From: Rutha Chatwood
Sent: Wednesday, July 25, 2012 5:11 PM
To: Judy Benitez (admin@lafasa.org)
Subject: C11-8-017; Louisiana Foundation Against Sexual Assault; "Victim Outreach Program"

Ms. Judy Benitez
Executive Director
Louisiana Foundation Against Sexual Assault
1250 SW RR Avenue, Suite 170
Hammond, LA 70403-5011

RE: C11-8-017; Louisiana Foundation Against Sexual Assault; "Victim Outreach Program"

Dear Ms. Benitez:

This office has received the above referenced application. The application will be presented at the Victim Services Advisory Board and the Commission meetings scheduled for September 12 and 13, 2012, respectively.

Based on my review of the application, the following issues must be addressed and resolved. Additional issues may arise between the review process and the Advisory Board and 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, CCR Expiration Date – The CCR Expiration Date has expired (07/06/2012). Please the agency's current CCR information.
2. Page 13, Section 800. Other Direct Costs – Please include the total number of square feet budgeted for rent so it may properly be determined.
3. Page 14, Program Narrative, A. Problem Definition – Throughout the Problem Definition, the exact same wording and statistics were used in the previous subgrant applications, including C10-8-017. Please provide updated statistics to justify the need for this project.
4. Page 20, Program Narrative, I. Evaluation and Dissemination of Reporting – Please provide LaFASA's evaluation form used to track internal statistics on the number of victims provided with information and referral, including any in-depth follow-up information.
5. Subgrant Award Report – Please complete Section 4. Only 4a is to be left blank.
6. Please provide three letters of support for this project.

Please email or mail **ONLY** the changes as directed on the appropriate application pages and return only those pages for which changes or additional information was requested to LCLE. Please do not fax replies, as they are not always legible.

All pages resubmitted must be complete in all aspects, including signatures, initials, dates, and responses. This information is due to LCLE **by Friday, August 10, 2012**. Please contact me at (225) 342-1625 or rutha.chatwood@lcle.la.gov if you have any questions.

Sincerely,

Rutha Chatwood

Victim Services Program Manager
LA Commission on Law Enforcement

Mailing Address:

P. O. Box 3133
Baton Rouge, LA 70821-3133

Physical Address:

602 North Fifth Street
Baton Rouge, LA 70802

Phone: 1-225-342-1625

Fax: 1-225-342-1846

Email: rutha.chatwood@lcle.la.gov

Hours: Tuesday - Friday, 7:00 a.m. – 5:30 p.m.