LOUISIANA COMMISSION ON LAW ENFORCEMENT AND ADMINISTRATION OF CRIMINAL JUSTICE

APPLICATION AND REVIEW SUMMARY

APPLICATION NUMBER: C10-5-020

APPLICANT: Youth Service Bureau Of St. Tammany

PROJECT TITLE: CASA Program

PROJECT FUNDS :

FUND:	$ 10,552	80.00%	
MATCH:	$ 2,638	20.00%	
TOTAL:	$ 13,190	100.00%	

PROJECT DURATION: 12 months

START DATE: 10/01/2010

END DATE: 09/30/2011

Continuation of C04-5-016

PROJECT SUMMARY:

The Youth Service Bureau CASA Program of Washington Parish recruits, screens, trains and closely supervises citizens volunteers from all walks of life to serve as advocates and a voice in Court for child victims of abuse and neglect taken into the protective custody of the State. The CASA volunteer is appointed by the Court to reasearch the case, monitor progress toward goals, monitor the Court's orders, advocate for quality treatment and services, and make independent recommendations to the Court, testifying before the Court in the best interest of the child.

RECOMMENDATION : **FUND** X **DENY** ___

SPECIAL CONDITIONS :

1. NO RELEASE OF 10% TOTAL FEDERAL FUNDS BY LCLE UNTIL MONITORING REVIEW IS RECEIVED BY LCLE.
2. NO DRAWDOWN OF FUNDS (AWARD) UNTIL APPLICATION IS REVIEWED AND APPROVED BY LCLE STAFF.

LOUISIANA COMMISSION ON LAW ENFORCEMENT AND THE ADMINISTRATION OF CRIMINAL JUSTICE

CRIME VICTIM ASSISTANCE FORMULA GRANT PROGRAM

CFDA #16.575

FOR LCLE USE ONLY: Project ID: C10-5-020 CVA Purpose Area: 3

1. TITLE OF PROJECT
Court Appointed Special Advocates (CASA) Program

2. ☐ NEW PROJECT
☒ CONTINUATION PROJECT OF: C09-5-018

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:	$10,552
Cash Match	
In-Kind Match:	$2,638
Total Project:	**$13,190**

5A. APPLICANT AGENCY INFORMATION
Agency Name: Youth Service Bureau of St. Tammany
Physical Address: 430 N. New Hampshire Street
City: Covington, LA Zip: 70433-2830
Mailing Address: 430 N. New Hampshire Street
City: Covington, LA Zip: 70433-2830
Phone: (985) 893-2570 FAX: (985) 893-2758
Email: idieterich@ysbworks.com

5B. AUTHORIZED OFFICIAL OF APPLICANT AGENCY
Authorized Official: Ila Dieterich
Title: President & CEO
Agency Name: Youth Service Bureau of St. Tammany
Address: 430 N. New Hampshire Street
City: Covington, LA Zip: 70433-2830
Phone: (985) 893-2570 FAX: (985) 893-2758
Email: idieterich@ysbworks.com

Fed Employer Tax Id: 72 - 0933867 DUNS: 96697429 - CCR CAGE/NCAGE: 5DTN7 CCR Expiration Date: 4/2/2011

6. IMPLEMENTING AGENCY
Name: Ila Dieterich
Title: President & CEO
Agency: Youth Service Bureau of St. Tammany
Address: 430 N. New Hampshire Street
City: Covington, LA Zip: 70433-2830
Phone: (985) 893-2570 FAX: (985) 893-2758
Email: idieterich@ysbworks.com

7. PROJECT DIRECTOR
Name: Mary Slazer
Title: CASA Director
Agency: Youth Service Bureau of St. Tammany
Address: 150 Cleveland Avenue
City: Slidell, LA Zip: 70458-3920
Phone: (985) 649-4092 FAX: (985) 649-4101
Email: mslazer@ysbworks.com

8. FINANCIAL OFFICER
Name: Phyllis Nowak
Title: Vice President of Administration
Agency: Youth Service Bureau of St. Tammany
Address: 430 N. New Hampshire Street
City: Covington, LA Zip: 70433-2830
Phone: (985) 893-2570 FAX: (985) 893-2758
Email: pnowak@ysbworks.com

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

The Youth Service Bureau CASA Program of Washington Parish recruits, screens, trains, and closely supervises citizen volunteers from all walks of life to serve as advocates and a voice in Court for child victims of abuse and neglect taken into the protective custody of the State. The CASA Volunteer is appointed by the Court to research the case, monitor progress toward goals, monitor the Court's orders, advocate for quality treatment and services, and make independent recommendations to the Court, testifying before the Court in the best interest of the child. The CASAVolunteers assist the Court in its determination of the best interest of these fragile child victims by monitoring the State's plan for the children and providing first-hand observations of the children's situations and needs. CASA advocacy services give continuity to children in need of stability and safety, focuses attention on each child -- one child at a time, and benefits the community by working to help end the cycle of child abuse. The CASA Program affords unconditional advocacy to help abused and neglected children have what all children deserve -- safe, permanent homes.

SEP 10 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:

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: Phyllis Nowak Title: Vice President of Administration
Phone: (985) 893-2570 Fax: (985) 893-2758 E-Mail: pnowak@ysbworks.com

PROJECT BUDGET SUMMARY

BUDGET CATEGORIES	FEDERAL FUNDS	CASH MATCH	IN-KIND MATCH	SECTION TOTAL
SECTION 100. PERSONNEL	$10,552	$0	$2,638	$13,190
SECTION 200. FRINGE BENEFITS	$0	$0	N/A	$0
SECTION 300. TRAVEL	$0	$0	$0	$0
SECTION 400. EQUIPMENT	$0	$0	$0	$0
SECTION 500. SUPPLIES	$0	$0	$0	$0
SECTION 600. CONTRACTUAL	$0	$0	N/A	$0
SECTION 700. RENOVATION COSTS	$0	$0	$0	$0
SECTION 800. OTHER DIRECT COSTS	$0	$0	$0	$0
TOTAL:	$10,552	$0	$2,638	$13,190

Provide Source of *Cash* Match:

Provide Source of *In-Kind* Match: CASA Volunteers

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
CASA Supervisor	Traci Collins	FT	$2,479.17	2.86%	12.00	$850.85	☒	☐
CASA Supervisor	Sharon Lorio	FT	$2,870.83	0.94%	12.00	$323.82	☒	☐
Vice President of Admin.	Phyllis Nowak	FT	$5,008.33	3.12%	12.00	$1,875.11	☒	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
SUBTOTAL AMOUNT OF FULL-TIME EMPLOYEES SALARIES:						$3,049.78	F = Fed Funds C = Cash Match	

PART-TIME OR OVERTIME EMPLOYEES:

POSITION TITLE	EMPLOYEE NAME	PT OT	ACTUAL EMPLOYEE HOURLY SALARY RATE	NUMBER OF HOURS	TIME DEVOTED TO PROJECT	NUMBER OF WEEKS	TOTAL SALARY PAID BY GRANT	PAID WITH F	PAID WITH C
Case Management Specialist	Jean Simmons	PT	$12.50	22.50	51.30%	52.00	$7,502.62	☒	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
SUBTOTAL AMOUNT OF PART-TIME AND/OR OVERTIME EMPLOYEES SALARIES:							$7,502.62	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
Investigation/Monitoring & Child Visitation	176.00	$10.00	$1,760.00
Court Appearances	87.80	$10.00	$878.00
SUBTOTAL AMOUNT OF VOLUNTEERS IN-KIND SALARIES:			$2,638.00

SECTION 100. PERSONNEL SUMMARY	
FEDERAL FUNDS	$10,552
CASH MATCH	
IN-KIND MATCH	$2,638
PERSONNEL TOTAL	$13,190

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 CASA Case Management Specialist provides critically needed case tracking and case management utilizing information/technology to ensure CASA Volunteers remain up-to-date on meetings and Court hearings, helping ensure effective child advocacy through children's placement history-tracking, monitoring of case timelines and compliance with the Adoptions and Safe Families Act. The Case Management Specialist assists our Recruiter/Trainer to recruit potential Washington Parish CASA Volunteers and plans recruitment events and strategies. CASA Supervisors, in an effort to see that the Court is provided with the highest quality volunteer child advocacy, supervise and carefully monitor the work and advocacy efforts of our CASA Volunteers. With advocacy for children in foster care requiring diplomacy and focus in order to be effective and successful for the children, this sensitive and skillful process is closely guided by CASA Supervisors. The Vice President of Administration ensures accurate and timely recordation and submission of statistical data for all required LCLE VOCA reporting. The VP also provides verification of employee and volunteer timesheet keeping, CASA budgeting, payroll preparation, accounts payable and receivable and human resource functions.

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

The salary is based upon State and local average for similar positions.

C) Project duties of each position requested:

The Case Management Specialist tracks children's placements, Court hearings, and monitors case timelines and compliance with the Adoptions and Safe Families Act. The Case Management Specialist assists with CASA Volunteers' reports in preparation for their Court appearances, is present in Court with the CASA Volunteers, and also participates in Washington Parish Pre-Service and In-Service Training preparation. Other project duties include volunteer recruitment assistance, development of publicity contacts, and participation in community outreach presentations. CASA Supervisors assign carefully screened and trained CASA volunteers to cases where CASA is appointed by the Court, provide guidance in appropriate volunteer child advocacy and CASA duties, as outlined in the Louisiana Children's Code, Article 424, CASA Training Manual, & YSB policy; attend all Court hearings, providing staff representation as well as leadership and support to CASA volunteers, while serving as the liaison between the individual CASA volunteer and the Judge; and serve as a liaison between CASA volunteers and the Department of Children and Family Services (DCFS) as well as other involved agencies, helping to ensure and maintain a healthy, positive working relationship; and maintain properly dated, complete, accurate, and up-to-date case files, including supervisory directives and outcomes as well as rulings of the Court; The VP of Administration collects, verifies and reports data in order to fulfill LCLE VOCA reporting requirements in an accurate and timely manner. The VP also ensures accuracy and timely payment of the agency budget, employee payrolls, accounts receivable and payable payable and serves as the point of contact for human resource functions and duties.

D) Indicate if personnel will be new or existing personnel. If existing, indicate if position has been backfilled. If this is a continuation application, indicate the personnel's original status. [Existing personnel is an employee that currently works for the agency, but will now be working on grant activities. If so, the position from which the employee was moved must be filled. If employee is same from the previous grant, indicate if the employee was originally hired for that position.]

All personnel included in this grant request are existing personnel and have been serving in their same positions they will occupy for this grant's activities.

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.	.062			$0	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.	.0145			$0	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.				$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):	$0				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): $0

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

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.

NATURE AND MAGNITUDE OF PROBLEM:

According to the January 2010 statistical data released by the Department of Children and Family Services (formerly the Office of Community Services or OCS) Covington Region, 144 new children entered foster care in Washington Parish in calendar year 2009, and a total of 333 children spent some time in foster care that year. Youth Service Bureau CASA provided CASA Volunteers for 154, or about 46%, of the abused and neglected children in Washington Parish whose cases were referred to the Court for judicial supervision. This left 179 children in foster care in Washington Parish without the special services of an independent, court appointed child advocate to focus on their needs and draw attention to their individual situations. The risk exists that without CASA services, these unserved children would be left to possibly age out of the system without benefit of an advocate for services and the critical permanence every child deserves.

Struggling to meet the needs of the hundreds of children in foster care, child protection case workers are overwhelmed by the investigation, monitoring, paperwork, service arrangements, and compliance with Court orders involved in each and every case they work, often managing more cases at one time than humanly reasonable. Case worker turnover rate is high, providing little contiunuity and little in-depth involvement for the children and a lack of consistent information to the Court as the Judges make decisions about the children's future in the areas of placement, services, goals, and permanence.

With this large number of children in State's care due to abuse and neglect - each child needing individual attention to their many needs - CASA services are vital.

NEEDS OF VICTIMS:

In addition to the abuse itself, these child victims further suffer by the separation from their families, while entangled in the maze of legal and social service systems. They are the innocent victims removed from their homes, while the perpetrator of the abuse frequently remains in the home. The children feel frightened, lonely, confused, anxious, angry, desensitized, and tremendously guilty. Their acting-out behavior may cause them to be moved frequently, enduring the tragic cycle of the grief process with each loss. The suffering these innocent victims endure is unimaginable and lasts a lifetime.

Each of these children need a Court Appointed Special Advocate (CASA) - an independent, objective, trained, and closely-supervised citizen volunteer to advocate in their behalf, to review and monitor all that pertains to their cases, investigate alternative placements, report delays or barriers to permanent placement, assist the courts in making timely and sound decisions about permanent home placements, and ensure that the system serves their best interests.

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

The 2009-2010 edition of the Louisiana Children's Code Handbook, Article 424, states that "the purpose of CASA is to advocate for timely placement of children in permanent, safe, and stable homes." CASA can only be appointed by the Court, and only in cases developing from allegations that a child is in need of care, i.e., the child has been abused and/or neglected. While there is a network of CASA programs throughout the State of Louisiana, the Youth Service Bureau CASA program is the only program that is appointed by the juvenile Courts in Washington Parish - the 22nd Judicial District Court in Franklinton and the Bogalusa City Court. Without the Youth Service Bureau CASA Program, children in need of care in Washington Parish would not have the benefit of a caring advocate from their own local community, and advocates from other communities would be required to travel long distances in order to present their written reports and testify in Court in behalf of the children's needs.

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 increase the services and quality of treatment to 100 abused and neglected Washington Parish children

Goal: Judges will report that they are able to make better decisions in Washington Parish Child in Need of Care cases with the help of CASA

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: To increase the services and quality of treatment to 100 abused and neglected Washington Parish children

Objective 1: CASA Volunteers will be assigned as advocates for 100 abused and neglected Washington Parish children in 2010-2011

Objective 2: 100 Washington Parish abused and neglected children served by CASA will have thorough written case plans, with 80 of the children (80%) having frequent case plan reviews

Goal: Judges will report that they are able to make better decisions in Washington Parish Child in Need of Care cases with the help of CASA

Objective 1: CASA Volunteers will write detailed, thorough written reports on 100 children served by CASA for the Judges hearing Child In Need of Care cases in Washington Parish

Objective 2: CASA Volunteers will testify in Court on behalf of 100 Washington Parish abused and neglected children, making independent recommendations in the children's best interest

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-- To increase services and quality of treatment to 100 abused and neglected Washington Parish children)

ACTIVITY: Volunteer advocates will be recruited, screened, trained, assigned to individual cases, and be closely supervised as cases are referred to the CASA program by the Washington Parish Courts.
ACTIVITY: Volunteers will be trained and diligently supervised to advocate for development of comprehensive written case plans to meet the children's needs and ensure that case plan reviews are held at least once every six months. CASA Supervisors and the Case Management Specialist will track the number of children who are provided comprehensive written case plans and whose cases are reviewed during the grant period.
TIMELINE: As this is a continuation project, recruitment, screening, case assignments, and case supervision, as well as advocacy for comprehensive written case plans will be ongoing each month throughout the project from 10/1/2010 until 9/30/2011. Pre-service training for new volunteer advocates will be offered in our Bogalusa CASA office in September, 2011.

(Goal 2 --Judges will report that they are able to make better decisions in Washington Parish Child In Need of Care cases with the help of CASA.)

ACTIVITY: For each Court hearing, the CASA Volunteer will prepare and present a thorough written report to the Court regarding the child's situation. The CASA Volunteer's report will provide the Court with unbiased, independently gathered information, and make independent recommendations in the child's best interest.
ACTIVITY: The CASA Director will submit a survey to the Juvenile Court Judges in Washington Parish, requesting feedback as to their ability to make better decisions with the help of CASA.
TIMELINE: Court review hearings are scheduled each month throughout the project in both the Bogalusa City Court and the 22nd Judicial District Court in Franklinton. As this is a continuation project, the CASA volunteers will continue to prepare and present written reports each month as cases are scheduled throughout the project from 10/1/2010 until 9/30/211. The feedback survey to the Judges will be submitted in June 2011.

E. DEMOGRAPHICS

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

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

2. Type of 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): Private non-profit 501(c)(3)

☐ 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: Mary Slazer PHONE: (985) 649-4092 EMAIL: mslazer@ysbworks.com

☒ 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.)

The Goals and Objectives of the previous application were as follows:

Goal: To increase the services and quality of treatment to 100 abused and neglected Washington Parish children

Objective 1: 100 abused and neglected Washington Parish children will be provided with a CASA Volunteer in 2009-10

Objective 2: 100 Washington Parish abused and neglected children served by CASA will have thorough written case plans, with 80% of the children having frequent case plan reviews

Goal: Judges will report that they are able to make better decisions in Washington Parish Child in Need of Care cases with the help of CASA

Objective 1: Judges hearing Child In Need of Care cases in Washington Parish will be provided detailed, thorough written reports on 100 children served by CASA Volunteers in 2009-10

Objective 2: CASA Volunteers will testify in Court on behalf of 100 Washington Parish abused and neglected children, making independent recommendations in the children's best interest

Goal 1objectives met as 135 abused and neglected Washington Parish children have been served by CASA Volunteers between 10/1/2009 and 9/9/2010. Only two children did not have thorough written case plans (custody of one child was transferred to the grandparents before a case plan was developed, another child was already in the parent's custody when CASA was assigned).
The objectives for Goal 2 were completely met as 129 written reports were provided to the court (reports may include information for an entire sibling group, i.e., more than one child's information may be included in a single report) and CASA Volunteers were present in Court for 118 hearings on behalf of the children, making independent recommendations in their best interest.

2. Did the project work as expected? Explain.

The project did work as expected. The Judges hearing Child In Need of Care cases in Washington Parish in 2009-2010 reported satisfaction with the service of the CASA Volunteers, indicating that they "Strongly Agree" that :

- CASA Volunteers are appointed to their most difficult cases, particularly in cases of extreme neglect or abuse, instability of the children's placement, and concerns about implementation of services
- CASA Volunteers are effective in monitoring their cases
- CASA Volunteers have an understanding of the needs of children

The Judges also indicated that they are "Almost Always" able to make a more informed decision regarding abuse and neglect cases by having a CASA Volunteer involved.

A Judge who has worked with CASA Volunteers for 20 years commented, "CASA Volunteers ensure that the children's best interests are of paramount concern in my (Child In Need of Care) hearings."

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?

The CASA Supervisors collect demographic data regarding the children from the Department of Children and Family Services and provide it to the Case Management Specialist. The Case Management Specialist collects data regarding number of children served, number of written case plans, and number of Court review hearings from the CASA Supervisors.

2. When will the data be collected?

Data will be collected each month on an ongoing basis throughout the funding period as cases are opened, written CASA reports are prepared and submitted for Court hearings, and CASA Volunteers attend Court hearings in behalf of the children.

3. Who will collect and analyze the data?

The CASA Program Specialist collects and tabulates the data, which is then analyzed by the CASA Director in the preparation of the Quarterly Progress Report.

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

Name: Mary Slazer, CASA Director Phone: (985) 649-4092 Email: mslazer@ysbworks.com

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

The CASA Director, Case Management Specialist, CASA Supervisors, and CASA Recruiter/Trainer will meet to review progress toward meeting the project's goals and objectives. The CASA Director will determine if any update or revision to the project's strategy is needed in order to achieve the desired outcomes, and then project staff and volunteers will be instructed as to how changes are to be implemented.

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.

Quarterly Progress Reports will be submitted to the Louisiana Commission on Law Enforcement, indicating project results, and expenditure reports will be submitted monthly. Quarterly statistical data will be reported to the Youth Service Bureau President/CEO, the Youth Service Bureau Director of Administration/Financial Officer, and the Youth Service Bureau Board of Directors. Results will be reported to the Louisiana Supreme Court's CASA Assistance Program and the Judges overseeing child abuse cases on a monthly basis, and to the United Way on a semi- annual basis.

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.

The Youth Service Bureau will seek continued funding from private foundations and fundraising events.

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.

YSB CASA has fully furnished and supplied offices in Bogalusa and Franklinton. 2 full-time staff persons and 2 part-time staff members coordinate the CASA Volunteers' activities and training, and maintain confidential files and CASA program databases at these facilities.

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	10/30/2009
2.	Dates covered by last audit:	7/1/2008 - 6/30/2009
3.	Date of next audit:	12/31/2010
4.	Dates to be covered by next audit:	7/1/2009 - 6/30/2010
5.	Date next audit will be forwarded to LCLE:	1/31/2011

☐ 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?

CASA Volunteers investigate and monitor the progress of the children to whom they are appointed by the Court. The estimated number of hours for these duties is 263.8 hours.

CASA Volunteers will use 87.8 hours for Court appearances.

CASA Volunteers will use 88 hours for investigation and monitoring in regards to their assigned children.

CASA Volunteers will use 88 hours for visitation with their assigned children.

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.

As volunteer child advocates, CASA Volunteers do not have the legal standing to assist child victims of abuse and neglect in applying for victim compensation. There are many laws governing children in foster care, so these matters would be handled legally through the attorney appointed to represent the child and the child's legal guardian, which in this case is the State of Louisiana through the Department of Children and Family Services (DCFS). Although CASA Volunteers are not involved in other Courts where victim compensation matters are handled, our program would not hesitate to bring any problem or delay to the attention of the Court presiding over the Child In Need of Care case and advocate for appropriate victim compensation application.

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.

In helping ensure that the best interests of abused and neglected children are served, CASA works closely with the Court and the Office of the Indigent Defender, Mental Health Advocacy Services, and its Child Advocacy Program, who provide attorney representation for our area's children in need of care. We also work closely with the District Attorney's Office; the 22nd Judicial District Court in Franklinton and the Bogalusa City Court Personnel; the judiciary; private attorneys; mental health providers; many levels of the school system including teachers, school counselors, and school principals; in-home counseling agencies such as Pathways and Positive Steps; Families in Need of Services (FINS); and parenting instructors. We are in daily contact with the dedicated foster families located in our district as well as with respite families. Our membership in and association with the National CASA and Louisiana CASA Associations is vital in maintaining ur work quality and standards.

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.

CASA is appointed to cases of children who have already come to the attention of Child Protection, law enforcement, the District Attorney's Office, and the Juvenile Court. However, in working closely with children, CASA Volunteers are considered mandated reporters, and should a child already in State's custody reveal an incident of abuse to a CASA Volunteer, either previously or newly revealed, it is the duty of the CASA to report the information immediately to Child Protection. It is Child Protection, the legal guardian of any child in State's custody, who then reports the information to law enforcement.

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 Youth Service Bureau and its CASA Program screen all prospective employees and volunteers for any history of criminal records. In addition to in-depth personal interviews and reference checks, further screening is accomplished via clearance by the Department of Social Services Central Child Abuse Registry, complete police multi-state criminal background and sex offender registry checks, and fingerprints are processed and cleared through the Louisiana State Police.