

APPLICATION NUMBER: M11-8-010

APPLICANT: Domestic Abuse Resistance Team - Lincoln

PROJECT TITLE: Domestic Violence Legal Assistance

PROJECT FUNDS :

FUND:	\$	<u>15,231</u>	100.00%
MATCH:	\$	<u>0</u>	0.00%
TOTAL:	\$	<u>15,231</u>	100.00%

PROJECT DURATION: 12 months

START DATE: 05/01/2012

END DATE: 04/30/2013

Continuation of M95-8-020

PROJECT SUMMARY:

To provide legal advocacies for domestic violence in Lincoln, Union, Jackson, Bienville, and Claiborne Parishes and to offer community awareness programs that inform domestic violence victims about services available to them. This grant will be used to pay a portion of the salaries for the legal advocate, community advocate, and statistican.

RECOMMENDATION : FUND DENY

SPECIAL CONDITIONS :

1. NO DRAWDOWN OF FUNDS (AWARD) BY LCLE UNTIL APPLICANT RESPONSE TO LCLE LETTER OF 01/03/12 IS REVIEWED AND APPROVED BY LCLE STAFF.



**LOUISIANA COMMISSION
ON LAW ENFORCEMENT
AND THE ADMINISTRATION
OF CRIMINAL JUSTICE**

**S.T.O.P. VIOLENCE AGAINST
WOMEN FORMULA GRANT
PROGRAM**

CFDA #16.588

FOR LCLE USE ONLY: Project ID: M11-8-010 VAWA Purpose Area:

1. TITLE OF PROJECT Domestic Violence Legal Assistance		2. <input type="checkbox"/> NEW PROJECT <input checked="" type="checkbox"/> CONTINUATION PROJECT OF: <u>M11-8-010</u>	
3. PROJECT DURATION Total Length: <u>12</u> Months (Not to exceed 12 Months) Desired Start Date: <u>5/1/2012</u> Desired End Date: <u>4/30/2013</u>		4. PROJECT FUNDS Federal Funds: <u>\$15,231</u> Cash Match In-Kind Match: Total Project: <u>\$15,231</u>	
5A. APPLICANT AGENCY INFORMATION Agency Name: DART Physical Address: 108 W. Alabama Street City: Ruston Zip: 71270-4404 Mailing Address: P.O. Box 1223 City: Ruston Zip: 71273-1223 Phone: (318) 513-9373 FAX: (318) 254-8230 Email: cayodart@bellsouth.net		5B. AUTHORIZED OFFICIAL OF APPLICANT AGENCY Authorized Official: Cathy Ayo Title: Executive Director Agency Name: DART Address: P.O. Box 1223 City: Ruston Zip: 71273-1223 Phone: (318) 513-9373 FAX: (318) 254-8230 Email: cayodart@bellsouth.net	
Fed Employer Tax Id: <u>72-1273159</u> DUNS: <u>967100413</u> -		CCR CAGE/NCAGE: <u>5H8L7</u> CCR Expiration Date: <u>4/5/2012</u>	

6. IMPLEMENTING AGENCY Name: Cathy Ayo Title: Executive Director Agency: DART Address: P.O. Box 1223 City: Ruston Zip: 71273-1223 Phone: (318) 513-9373 FAX: (318) 254-8230 Email: cayodart@bellsouth.net	7. PROJECT DIRECTOR Name: Cathy Ayo Title: Executive Director Agency: DART Address: P.O. Box 1223 City: Ruston Zip: 71273-1223 Phone: (318) 513-9373 FAX: (318) 254-8230 Email: cayodart@bellsouth.net	8. FINANCIAL OFFICER Name: Susan Boyett Title: Bookkeeper Agency: DART Address: P.O. Box 1223 City: Ruston Zip: 71273-1223 Phone: (318) 513-9373 FAX: (318) 254-8230 Email: cayodart@bellsouth.net
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9. BRIEF PROJECT DESCRIPTION: (Please do not exceed space provided below.)
To provide legal advocacies for domestic violence victims in Lincoln, Union, Jackson, Bienville, and Claiborne Parishes and to offer community awareness programs that inform domestic violence victims about services available to them. This grant will be used to pay a portion of the salaries for the legal advocate, community advocate, and statistician.

2011 NOV 06 PM 5:52
LA COMMISSION
ON LAW ENFORCEMENT

VAWA PURPOSE AREAS

Check the VAWA Purpose Area(s) that this project will address. You will be required to report performance on each chosen purpose area.

- 1. Training law enforcement officers, judges, other court personnel, and prosecutors to more effectively identify and respond to violent crimes against women, including the crimes of sexual assault, domestic violence, and dating violence.
- 2. Developing training, or expanding units of law enforcement officers, judges, other court personnel, and prosecutors specifically targeting violent crimes against women, including sexual assault and domestic violence.
- 3. Developing and implementing more effective police, court, and prosecution policies, protocols, orders, and services devoted to preventing, identifying, and responding to violent crimes against women, including the crimes against women, including sexual assault and domestic violence.
- 4. Developing, installing, or expanding data collection and communication systems, including computerized systems, linking police, prosecutions, and the courts or for the purpose of identifying and tracking arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women, including the crimes of sexual assault and domestic violence, including the reporting of such information to the National Instant Criminal Background Check System.
- 5. Developing, enlarging, or strengthening victim services programs, including sexual assault and domestic violence, and dating violence programs; developing or improving the delivery of victim services to underserved populations; providing specialized domestic violence court advocates in courts where a significant number of protection orders are granted; and increasing reporting and reducing attrition rates for cases involving violent crimes against women, including sexual assault and domestic violence.
- 6. Developing, enlarging, or strengthening programs addressing stalking.
- 7. Developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes dealing with violent crimes against women, including the crimes of sexual assault and domestic violence.
- 8. Supporting formal and informal statewide, multi-disciplinary efforts, to the extent not supported by state funds, to coordinate the response of state law enforcement agencies, prosecutors, courts, victim services agencies, and other state agencies and departments, to violent crimes against women, including the crimes of sexual assault, domestic violence, and dating violence.
- 9. Training of sexual assault forensic medical personnel examiners in the collection and preservation of evidence, analysis, prevention, and providing expert testimony and treatment of trauma related to sexual assault.
- 10. Developing, enlarging, or strengthening programs to assist law enforcement, prosecutors, courts, and others to address the needs and circumstances of older and disabled women who are victims of domestic violence or sexual assault, including recognizing, investigating, and prosecuting instances of such violence of assault and targeting outreach and support, counseling, and other victim services to such older and disabled individuals.
- 11. Providing assistance to victims of domestic violence and sexual assault in immigration matters.
- 12. Maintaining core victim services and criminal justice initiatives while supporting complementary new initiatives and emergency services for victims and their families.
- 13. Provide for special victim assistants in law enforcement agencies to serve as liaisons between victims and law enforcement in order to improve the enforcement of protection orders. (Jessica Gonzales Victim Assistants)
- 14. Improving responses to police-perpetrated domestic violence. (Crystal Judson Domestic Violence Protocol Program)

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, enter the percentage of STOP funds directed to each area that this project will address.

CHECKLIST:

Are all budgeted items allowable per Program Guidelines?	<input checked="" type="checkbox"/>	YES:	<input type="checkbox"/>	NO:
Were instructions followed to determine allowable personnel/contractual costs?	<input checked="" type="checkbox"/>		<input type="checkbox"/>	
Are all line item computations correct?	<input checked="" type="checkbox"/>		<input type="checkbox"/>	
Do line items add to category totals?	<input checked="" type="checkbox"/>		<input type="checkbox"/>	
Have category totals been rounded to nearest dollar?	<input checked="" type="checkbox"/>		<input type="checkbox"/>	

Each category amount listed in the table below must equal category totals in each budget section.

Person Completing Budget Section: Cathy Ayo Title: Executive Director
 Phone: (318) 513-9373 Fax: (318) 254-8230 E-Mail: cayodart@bellsouth.net

PROJECT BUDGET SUMMARY

BUDGET CATEGORY	FEDERAL FUNDS	CASH MATCH	IN-KIND MATCH	SECTION TOTAL
SECTION 100 PERSONNEL	\$14,042	\$0	\$0	\$14,042
SECTION 200 FRINGE BENEFITS	\$1,073	\$0	N/A	\$1,073
SECTION 300 TRAVEL	\$0	\$0	\$0	\$0
SECTION 400 EQUIPMENT	\$0	\$0	\$0	\$0
SECTION 500 SUPPLIES	\$116	\$0	\$0	\$116
SECTION 600 CONTRACTUAL	\$0	\$0	N/A	\$0
SECTION 800 OTHER DIRECT COSTS	\$0	\$0	\$0	\$0
TOTAL:	\$15,231	\$0	\$0	\$15,231

Provide Source of Cash Match:

Provide Source of In-Kind Match:

USE OF STOP FUNDS IN PERCENTAGES

Type of Victimization Served:	Percentage of STOP Funds Used:
Sexual Assault	
Domestic Violence/Dating Violence	100%
Stalking	
Total (must equal 100 percent)	100%

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
Legal Advocate	Wanda James	FT	\$3,217.00	14.50%	12.00	\$5,597.58	<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"/>
SUBTOTAL AMOUNT OF FULL-TIME EMPLOYEES SALARIES:						\$5,597.58	<input type="checkbox"/>	<input type="checkbox"/>

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
Community Advocate	Debra Faircloth	PT	\$15.75	25.00	26.00%	52.00	\$5,323.50	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Statistician	Pam Dance	PT	\$12.00	10.00	50.00%	52.00	\$3,120.00	<input checked="" 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:							\$8,443.50	<input type="checkbox"/>	<input type="checkbox"/>

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	\$14,042
CASH MATCH	
IN-KIND MATCH	
PERSONNEL TOTAL	\$14,042

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	C	IK
				\$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"/>
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				\$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 SECTION B SUPPLIES:				\$0.00	<small>F = Federal Funds C = Cash Match IK = In-Kind Match</small>		

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.:
 The basic supplies requested for this grant are items routinely used by staff members listed in this grant.

SECTION 500. SUPPLIES SUMMARY	
FEDERAL FUNDS	\$116
CASH MATCH	
IN-KIND MATCH	
SUPPLIES TOTAL	\$116

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 or state data, if local data is not available, 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.

Domestic violence remains simultaneously the most common yet least reported crime in the country. It is a serious social and criminal issue in both the nation and the state. Crimes of family violence are of special concern to Louisiana because year after year, Louisiana leads the nation in domestic homicides. This past September, the Violence Policy Center of Washington, DC, ranked Louisiana third in the nation in single victim/single perpetrator homicides. This same agency, using data submitted to the FBI by Louisiana law enforcement, consistently ranks Louisiana in the top 5 states most dangerous for women and children. During 2010, DART provided services to approximately 850 women and children. Despite such high numbers of people served, statistics suggest that many more victims go unserved. A recent survey conducted by LCADV revealed that at least 1000 women and children a day sought the services of Louisiana's 20 domestic violence agencies. Some studies indicate that only one in ten victims of domestic violence seek help; hence, thousands of women and children in DART's service area still need specialized domestic violence assistance.

DART serves a largely rural area--Lincoln, Bienville, Claiborne, Union, and Jackson Parishes--composed of small towns and villages. Sixty-six percent of the population in our area lives in towns of less than 1,000. Geography, tradition, and poverty still serve as major barriers to full service provision for these underserved rural domestic violence victims. The racial make-up of DART's service area is 60% Caucasian, 38% African-American, and 2% Other. The average poverty rate is 23.9%. DART is the only domestic violence program in its 5-parish area. Without its presence, victims would have to drive 30-70 miles to the nearest family violence program. Such distances would present an insurmountable barrier to many of the victims we serve.

DART's legal advocate, community advocate, and statistician are all three necessary to DART's program. DART's legal advocate serves victims in the following ways: she helps them obtain protective orders, accompanies them to court, and makes appropriate referrals to legal services. She also accompanies victims to law enforcement agencies--police or district attorneys' offices--or makes appropriate referrals to those agencies. The community advocate provides community training and education and conducts awareness programs. In addition to informing the community about the scope of domestic violence in Louisiana, she also informs domestic violence victims about the range of DART's services as well as how to access those services. The statistician collects data about the victims served at DART and the numbers and types of services received in order to complete statistical reports.

For the first 10 months of 2011, DART served 303 new women and 285 new children; approximately one half of the women and children served live in a rural parish. During this same period, the agency provided shelter to 79 new women and children. Community education and awareness programs consisted of 112 presentations and 5 agency fairs, 1 major seminar (103 participants from law enforcement, DA's office, judge's office, and victims advocates), and four candlelight vigils.

2. Describe gap in community resources and how the gap was identified. Explain what need is created by this gap in services/programs.
 Since DART is the only domestic violence program in its 5-parish area, the domestic violence legal assistance program is needed to provide services to domestic violence victims. Target groups include individuals who live in remote towns and communities. Domestic violence victims frequently have difficulty navigating the legal system. DART's legal advocate is available to explain the process to victims and to assist victims with obtaining protective orders, filing charges with law enforcement, or securing legal representation. The community advocate lets the public know about the services available at DART and how to access these services.

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

To increase safety for domestic violence victims by letting them know where to receive help and by providing needed legal advocacies.

C. OBJECTIVES

OBJECTIVES: Provide at least TWO (2) measurable objectives for EACH goal. Objectives need to be measurable, observable aspects of the program. Identify who, what will change and by how much. Use absolute numbers, not percentages and be sure to include a baseline number.

Goal 1: To increase safety for domestic violence victims by letting them know where to receive help and by providing needed legal advocacies.

Objective 1: The community advocate will conduct 40 speaking engagements at local business, churches, and community groups during the 12-month reporting period. The purpose of these activities is to identify domestic violence victims and to advise them of services available in the community.

Objective 2: DART's legal advocate will assist all eligible women with temporary restraining orders, accompany victims to court as requested, and provide safety planning, referrals, and case management. She will provide at least 50 advocacies per month.

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 Prosecution
 Court Sexual Assault Program
 Domestic Violence Program Sexual Assault State Coalition
 Domestic Violence State Coalition Tribal Coalition
 Dual Program (Sexual Assault and Domestic Violence) Tribal Government
 Dual State Coalition (Sexual Assault and Domestic Violence) Tribal Sexual Assault and/or Domestic Violence Program
 Government Agency (Department of Human Services, Bureau of Health) Unit of Local Government
 Law Enforcement University/School
 Probation, Parole, or Other Correctional Agency 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: Wanda James PHONE: (318) 513-9373 EMAIL: wjdart@bellsouth.net

- 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.)

For the period May 1, 2011 through October 31, 2011, DART's legal advocate provided services to 75 women. Services included assistance with 32 temporary restraining orders and 250 advocacies. The community advocate conducted 21 speaking engagements at local churches, businesses, schools, and community organizations during this same period of time.

2. Did the project work as expected? Explain.

Yes. All positions funded by this grant--legal advocate, community advocate, and statistician--were in place at the beginning of the grant period. As stated previously, the legal advocate served 75 women in various capacities. The community avocate provided outreach in the form of health fairs ranging from kindergarten to the elderly, in-services for faculty as well as presentations to students at local schools, and presentations to other organizations in the community--businesses, social sororities and fraternities, and civic organizations. Both the legal advocate and the community advocate exceeded the stated objectives.

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 legal advocate will submit service logs to document legal advocacies, and the community advocate will submit speaking engagement forms to document each event.

2. When will the data be collected?

Forms will be completed daily then submitted to the statistician monthly.

3. Who will collect and analyze the data?

The statistician will compile the data and prepare monthly, quarterly, and annual reports. The executive director will review the data.

4. Who will be responsible for submitting the data for the VAWA Annual Report: State name and contact information.

Name: Cathy Ayo

Phone: (318) 513-9373

Email: cayodart@bellsouth.net

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

After reviewing the data, the executive director will discuss the project with direct service staff. If the statistics are low and/or if the direct service staff identify a problem with the project, the project will be revised.

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.

Monthly statistical reports are submitted to the Board of Directors, the Executive Director, and DSS. Quarterly statistical reports are submitted to the Louisiana Commission on Law Enforcement and the Louisiana Bar Foundation. Annual statistical reports are submitted to the Emergency Shelter's Grants Program, United Way, and the Board of Directors. In addition, LCLE receives an Annual Progress Report and a quarterly expenditure report.

J. CONTINUATION

Yes No Do you plan to continue this project at the conclusion of federal support?
Since continued STOP 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.

DART's Board of Directors continues to devise strategies intended to sustain the agency's various programs. Fundraising efforts in all five parishes served by DART are made each year. The rural parishes hold a variety of small fundraising events each year, and the agency holds one major fundraising--the annual Radiothon. In addition, local governmental units are being contacted to provide financial support; corporate grants from industries which have local branch offices are being pursued, and new granting sources are continuously sought.

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.

DART has 2 facilities in Lincoln Parish: a non-residential office located at 108 W. Alabama Street and a 12-bed shelter located at 606 Center Street in Ruston. DART also has four rural non-residential offices: one in Jackson Parish located at 301 Polk Avenue in Jonesboro; one in Bienville Parish located at 2306 Myrtle Street in Arcadia; one in Claiborne Parish located at 300 Murrell Street in Homer, and one in Union Parish located at 107 E. Bayou Street in Farmerville.

In addition to office space, the three staff members included in this grant have equipment and supplies available to them--computer, fax machine, printer, copy machine, and general office supplies.

L. AUDIT REQUIREMENTS

All applications must check one:

- This organization/agency expends \$500,000 or more in federal funds (during the fiscal year of the organization/agency from any and all sources including the amount of this application) AND MUST SUBMIT THE FOLLOWING INFORMATION:
1. Date of last audit
 2. Dates covered by last audit:
 3. Date of next audit:
 4. Dates to be covered by next audit:
 5. Date next audit will be forwarded to L.C.L.E.:
- 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 to be performed by the volunteers. Indicate the number of volunteer hours per duty-function for this application (this can be an estimate). If volunteers are used as match, their 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. CONSULTATION

Law enforcement, prosecution, the courts, probation and parole agencies and victim services providers must consult with each other. Briefly describe the process used to consult, coordinate, and collaborate with each agency. Attach original current letters of support and/or written cooperative agreements indicating awareness and cooperation/role with this project.

The legal advocate works closely with the district attorney's office, victims' assistance staff, clerk of court, judge's office, and law enforcement personnel. DART maintains a good working relationship with these offices in order to provide the best assistance to victims of domestic violence. At the request of the victim, the legal advocate accompanies the victim to appointments with law enforcement and the district attorney's office. In addition, DART provides annual domestic violence training for law enforcement, judges, district attorney's office, and other victim service providers.

Kathy Guidry

From: Kathy Guidry
Sent: Tuesday, January 03, 2012 6:57 AM
To: Cathy Ayo
Cc: 'Beth Meeks'
Subject: M11-8-010, DART, Domestic Violence Legal Assistance

Ms. Cathy Ayo
DART
PO Box 1223
Ruston, LA 71273-1223

RE: M11-8-010, Domestic Violence Legal Assistance

Dear Ms. Ayo:

This office has received the above application. This application will be presented at the Victim Services Advisory Board and the Commission meetings, which are scheduled for February 29 and March 1, 2012, respectively. The information regarding the location of the meetings is yet to be determined. Since this application request is to continue the above project and is under \$20,000, you are only required to attend the Victim Services Advisory Board meeting.

Based on the preliminary review of the referenced application, the following issues must be addressed and resolved. Additional issues may arise between the agency review process and the Advisory Board/Commission meetings. If so, you will be given every opportunity and assistance to address and/or resolve any additional issues to avoid delaying the application to be presented.

1. Pg. 1, CCR – Please provide verification of the CCR registration and expiration date.
2. Pg. 16, D. Activities/Methods – This page was omitted. Be sure to include the activities that will accomplish each objective and the timetable when activities will occur.
3. Pg. 20, I. Evaluation and Dissemination of Reporting – A copy of your evaluation form was not submitted.

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. 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 **Monday, January 16, 2012**. Please contact Beth Meeks at the Louisiana Coalition Against Domestic Violence or me if you have any questions pertaining to this letter.

Sincerely,

Katherine C. Guidry
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LA Commission on Law Enforcement
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