

APPLICATION NUMBER: C11-1-004

APPLICANT: Domestic Abuse Resistance Team - Lincoln

PROJECT TITLE: Domestic Violence Program

PROJECT FUNDS :

FUND:	\$	<u>67,321</u>	80.00%
MATCH:	\$	<u>16,830</u>	20.00%
TOTAL:	\$	<u>84,151</u>	100.00%

PROJECT DURATION: 12 months

START DATE: 03/01/2012

END DATE: 02/28/2013

Continuation of C94-1-005

PROJECT SUMMARY:

DART provides both residential and non-residential services for victims of domestic violence in Lincoln, Union, Jackson, Bienville, and Claiborne parishes. DART's services include a 24-hour crisis line, shelter, individual and group counseling for women and children, legal advocacy, community awareness programs, and education programs.

RECOMMENDATION: FUND X 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**

CRIME VICTIM ASSISTANCE
FORMULA GRANT PROGRAM

CFDA #16.575

FOR LCLE USE ONLY:

Project ID: 11-1-004

CVA Purpose Area: 2, 4

1. TITLE OF PROJECT Domestic Violence Program		2. <input type="checkbox"/> NEW PROJECT <input checked="" type="checkbox"/> CONTINUATION PROJECT OF: C10-1-009	
3. PROJECT DURATION Total Length: 12 Months (<i>Not to exceed 12 Months</i>) Desired Start Date: 3/1/2012 Desired End Date: 2/28/2013		4. PROJECT FUNDS Federal Funds: \$67,321 Cash Match: \$10,000 In-Kind Match: \$6,830 Total Project: \$84,151	
5A. APPLICANT AGENCY INFORMATION Agency Name: DART Physical Address: 108 W. Alabama St. 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- Phone: (318) 513-9373 FAX: (318) 254-8230 Email: cayodart@bellsouth.net	

Fed Employer Tax Id: 72 - 1273159 DUNS: 967100413 - CCR CAGE/NCAGE: 5H8L7 CCR Expiration Date: 6/1/2011

6. IMPLEMENTING AGENCY Name: Cathy Ayo Title: Executive Director Agency: DART Address: P.O. Box 1223 City: Ruston Zip: 71273- 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- 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- 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.*)

DART provides both residential and non-residential services for victims of domestic violence in Lincoln, Union, Jackson, Bienville, and Claiborne parishes. DART's services include 24-hour crisis line, shelter, individual and group counseling for women and children, legal advocacy, community awareness programs, and education programs.

2011 DEC - 5 PM 2: 23
LA COMMISSION
LAW ENFORCEMENT

CVA - 1

Revised JULY 2010

VOCA PURPOSE AREAS

Please Check Type of Victimization Served (Check all that apply):	
<input type="checkbox"/> Sexual Assault	
<input checked="" type="checkbox"/> Domestic Abuse	
<input type="checkbox"/> Child Abuse	
<input checked="" type="checkbox"/> Previously Underserved	
State Type of Previously Underserved: rural domestic violence victims	

PROJECT BUDGET SUMMARY

INSTRUCTIONS: The Checklist is self-explanatory. In Project Summary, applicable budget category totals will be automatically entered from each of the Detailed Project Budget Summaries. Provide source of Cash and/or In-Kind Match. In last table, check the type of victimization types that this project will address.

CHECKLIST:	YES:	NO:
Are all budgeted items allowable per Program Guidelines?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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 shown on Pages 3 through 11.		
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 CATEGORIES	FEDERAL FUNDS	CASH MATCH	IN-KIND MATCH	SECTION TOTAL
SECTION 100. PERSONNEL	\$62,542	\$10,000	\$6,830	\$79,372
SECTION 200. FRINGE BENEFITS	\$4,779	\$0	N/A	\$4,779
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:	\$67,321	\$10,000	\$6,830	\$84,151

Provide Source of Cash Match:

United Way funds will be used for cash match: \$10,000 for Domestic Violence Advocate

Provide Source of In-Kind Match:

Volunteer hours for shelter maintenance, public awareness campaigns, meetings, and fundraising.

CVA - 2

Revised JULY 2010

SECTION 100. PERSONNEL

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

FULL-TIME EMPLOYEES:

POSITION TITLE	EMPLOYEE NAME	FT	ACTUAL MONTHLY SALARY	TIME DEVOTED TO PROJECT	NUMBER OF MONTHS	TOTAL SALARY PAID BY GRANT	PAID WITH	
							F	C
Domestic Violence Advocate	Tracy Brockman	FT	\$3,216.60	66.50%	12.00	\$25,668.46	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Case Manager	Tondra Burks	FT	\$2,036.70	50.00%	12.00	\$12,220.20	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rural Advocate - Claiborne	Mary Ellen Gamble	FT	\$2,583.00	28.00%	12.00	\$8,678.88	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rural Advocate - Jackson	Andrea Malone	FT	\$2,461.00	30.00%	12.00	\$8,859.60	<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"/>
SUBTOTAL AMOUNT OF FULL-TIME EMPLOYEES SALARIES:						\$55,427.14	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	19.00%	\$2.00	\$3,890.25	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rural Advocate - Bienville	Donna Driskill	PT	\$13.91	30.00	29.00%	\$2.00	\$6,292.88	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rural Advocate - Union	Jackie Hill	PT	\$13.00	30.00	34.18%	\$2.00	\$6,931.70	<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:							\$17,114.83	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
Assist with children's groups, shelter maintenance, transportation, office work, meetings, community awareness, and fundraising.	853.75	\$8.00	\$6,830.00
			\$0.00
SUBTOTAL AMOUNT OF VOLUNTEERS IN-KIND SALARIES:			\$6,830.00

SECTION 100. PERSONNEL SUMMARY	
FEDERAL FUNDS	\$62,542
CASH MATCH	\$10,000
IN-KIND MATCH	\$6,830
PERSONNEL TOTAL	\$79,372

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:

Domestic Violence Advocate - needed to counsel with victims of domestic violence and sexual assault and help them cope with violence.

Community Advocate - needed to bring community education and awareness programs to Lincoln Parish and to let victims know how to access services.

Case Manager - needed to assist shelter residents with their individual goals and needs.

Rural Advocates for Jackson, Bienville, Claiborne, and Union Parishes - needed to provide direct services, community organizing and awareness in their home parish.

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

Salary is comparable to others in the field with similar education, experience, and job duties and responsibilities.

C) Project duties of each position requested:

Domestic Violence Advocate - Provides individual and group counseling, helps victims set goals, refers victims to other agencies to obtain needed resources, and advocates on their behalf.

Community Advocate - Promotes public awareness with newspaper articles and presentations to various community groups and organizations, provides training and education seminars to professional groups, refers victims to DART or other agencies, and coordinates in-service training.

Case Manager - Answers the crisis line, assists shelter residents with goal related activities such as housing, employment, and medical, makes referrals, and counsels with shelter residents.

Rural Advocates for Jackson, Bienville, Claiborne, and Union Parishes - Provides direct services to domestic violence victims such as legal advocacies, case management, counseling and referrals, educates and trains the community on domestic violence issues, and coordinates meetings for community groups and agencies who work with domestic violence victims.

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.]

Domestic Violence Advocate - Existing personnel who has worked in the same position for two years; hired specifically for this position.

Community Advocate - Existing personnel who has worked in this position for two years; hired specifically for this position.

Case Manager - Existing personnel who has worked in this position for four years, hired specifically for this position.

Rural Advocates (Claiborne, Bienville, Jackson) - Existing personnel who have worked in this position 4-7 years; hired specifically for this position.

Rural Advocate for Union Parish - New personnel hired on November 14, 2011 specifically for this position.

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. Tracy Brockman	.062		\$15,668	\$971	5. Debra Faircloth	.062		\$3,890	\$241
2. Tondra Burks	.062		\$12,220	\$757	6. Donna Driskill	.062		\$6,293	\$390
3. Mary E. Gamble	.062		\$8,679	\$538	7. Jackie Hill	.062		\$6,932	\$429
4. Andrea Malone	.062		\$8,860	\$549	8.	.062			\$0
MEDICARE	RATE		SALARY	TOTAL	MEDICARE	RATE		SALARY	TOTAL
1. Tracy Brockman	.0145		\$15,668	\$227	5. Debra Faircloth	.0145		\$3,890	\$56
2. Tondra Burks	.0145		\$12,220	\$177	6. Donna Driskill	.0145		\$6,293	\$91
3. Mary E. Gamble	.0145		\$8,679	\$125	7. Jackie Hill	.0145		\$6,932	\$100
4. Andrea Malone	.0145		\$8,860	\$128	8.	.0145			\$0
HEALTHLIFEINSURANCE	RATE	MONTHS	TIME DEVOTED TO PROJECT	TOTAL	HEALTHLIFEINSURANCE	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	RATE	TYPE	SALARY	TOTAL	UNEMPLOYMENT TAX	RATE	TYPE	SALARY	TOTAL
1.		CHECK TYPE:		\$0	5.		CHECK TYPE:		\$0
2.				\$0	6.				\$0
3.		<input 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):				\$3,472	FRINGE BENEFITS TOTAL (B):				\$1,307

PLEASE NOTE: IF MORE THAN EIGHT EMPLOYEES CHARGED TO THIS PROJECT, PLEASE COMPLETE AN ADDENDUM PAGE.

Fringe Benefits Total (A+B): \$4,779

SECTION 200. FRINGE BENEFITS SUMMARY	
FEDERAL FUNDS	\$4,779
CASH MATCH	\$0
TOTAL FRINGE BENEFITS	\$4,779

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.

Domestic violence remains simultaneously the most common yet least reported crime in the country. A recent survey conducted by LCADV revealed that at least 1,000 women and children a day sought the services of Louisiana's 20 domestic violence agencies. 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. 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 help. Crimes of domestic 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 in 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.

In its 17th year of operation, DART serves a 5-parish area—Lincoln, Jackson, Union, Claiborne, and Bienville. DART's service area is made up largely of small rural towns with limited job opportunities and no public transportation. Victims are isolated by geography and lack of resources. DART is the only agency that offers shelter, legal advocacy, and counseling for domestic violence victims as well as community education. Because DART has offices in all five parishes, victims have access to services that they might not otherwise be able to reach.

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.

More than 80% of the citizens in our service area live in rural communities or small towns. Poverty, isolation, and lack of resources serve to keep rural domestic violence victims entrapped. DART makes serving the rural victim of family violence a priority by maintaining a shelter and five nonresidential offices. Survivors can access nonresidential services close to home at one of DART's offices. Advocates provide survivors with needed domestic violence services and help them obtain other resources in the community.

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 providing residential and nonresidential services and by letting them know how to access services.

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.

Objective 1: The domestic violence advocate & case manager will assess the needs of 45 residential women and use a team approach to develop a comprehensive plan to meet their individual needs.

Objective 2: The domestic violence advocate will conduct individual and group programs to help 75 nonresidential domestic violence victims meet their individual needs.

Objective 3: The 4 rural advocates will provide nonresidential services to 175 victims in their home parishes.

Objective 4: The community advocate and 4 rural advocates will conduct 75 speaking engagements at local businesses, schools, churches, and community groups. The purpose of these activities is to identify domestic violence victims and to advise them of the services available in the community.

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 - The domestic violence advocate and case manager will meet weekly to discuss the needs of each shelter resident and develop a plan to help the survivor meet those needs. The project will begin March 1, 2012, and continue through February 28, 2013.

Objective 2 - The domestic violence advocate will provide individual face-to-face counseling sessions and weekly group sessions with nonresidential survivors. The project will begin operation on March 1, 2012, and continue through February 28, 2013.

Objective 3 - The 4 rural advocates will provide nonresidential services--safety planning, legal advocacies, case management, and referrals--to nonresidential survivors in their home parishes. The project will begin operation on March 1, 2012, and continue through February 28, 2013.

Objective 4 - The community advocate and 4 rural advocates will call or visit local businesses, churches, schools, and community groups each week and book speaking engagements. The project will begin operation on March 1, 2012, and continue through February 28, 2013. Speaking engagements are designed to help identify domestic violence victims and to advise them of resources available in the community.

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.

- | | |
|---|---|
| <input type="checkbox"/> Community-Based Organization | <input type="checkbox"/> Prosecution |
| <input type="checkbox"/> Court | <input type="checkbox"/> Sexual Assault Program |
| <input checked="" type="checkbox"/> Domestic Violence Program | <input type="checkbox"/> Sexual Assault State Coalition |
| <input type="checkbox"/> Domestic Violence State Coalition | <input type="checkbox"/> Tribal Coalition |
| <input type="checkbox"/> Dual Program (Sexual Assault and Domestic Violence) | <input type="checkbox"/> Tribal Government |
| <input type="checkbox"/> Dual State Coalition (Sexual Assault and Domestic Violence) | <input type="checkbox"/> Tribal Sexual Assault and/or Domestic Violence Program |
| <input type="checkbox"/> Government Agency (Department of Human Services, Bureau of Health) | <input type="checkbox"/> Unit of Local Government |
| <input type="checkbox"/> Law Enforcement | <input type="checkbox"/> University/School |
| <input type="checkbox"/> Probation, Parole, or Other Correctional Agency | <input type="checkbox"/> 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.)

During the first 8 months of the current CVA grant (March 1, 2011 through October 31, 2011), DART has been successful in achieving its objectives. The domestic violence advocate and case manager have already assisted 38 residential survivors at the shelter. The domestic violence advocate provided 264 counseling session to 69 nonresidential survivors. The 4 rural advocates assisted 122 survivors in their home parishes, and the community advocate and 4 rural advocates conducted 40 speaking engagements.

2. Did the project work as expected? Explain.

Yes. The project began on March 1, 2011 without any problems. The 7 staff members funded by this grant have been successful in achieving their goals. In the first 8 months of the project (March 1, 2011, through October 31, 2011), 32 residential survivors have been helped; the 12 month goal is 45. The domestic violence advocate assisted 69 nonresidential survivors; the 12 month goal is 75. The 4 rural advocates helped 122 women; the 12 month goal is 150. The community advocate and 4 rural advocates conducted 40 speaking engagements; the 12 month goal is 60.

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 domestic violence advocate, case manager, and 4 rural advocates will complete a service log to document each service provided-- individual, group, financial, legal advocacy, transportation, and referrals. The community advocate and 4 rural advocates will submit speaking engagement forms to document each event.

2. When will the data be collected?

Service logs and speaking engagement forms will be completed daily and submitted to the statistician weekly.

3. Who will collect and analyze the data?

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

4. Who will be responsible for submitting the data for the Quarterly Progress Reports: 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 monthly reports, the executive director will discuss the results with the direct service staff. If the statistics are low and/or if the direct service staff identify a problem with the project, a plan to correct the situation will be discussed. To the extent possible, the executive director will provide staff with the resources needed to successfully accomplish the project objectives. If needed, the project objectives 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 DCFS. Quarterly statistical reports are submitted to the executive director, 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, board of directors, and executive director. In addition, LCLE receives an Annual Progress Report and a monthly expenditure report.

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.

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 event every year--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 seven 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 LCLE:
- This organization/agency expends less than \$500,000 in federal funds from all sources during the fiscal year of the organization/agency.

M. VOLUNTEERS

- Yes No Are you using volunteers as match?
If yes, describe the duties and functions performed by the volunteers. Indicate the number of volunteer hours per duty-function for this application (this can be an estimate). Volunteers' duties must directly relate to the focus of this project and information stated in Section 100 Personnel.
- Yes No Are volunteers screened in compliance with the Louisiana Child Protection Act (LRS 15:587.1) as appropriate?

Volunteers at DART perform a wide range of services. For this grant period we expect volunteers to log in at least 100 hours for shelter maintenance, 140 hours for board & CCRT meetings, and 614 hours for community awareness and fundraising events. Volunteers help with the shelter maintenance: upkeep of the yard, minor repairs and maintenance, decorating, and cleaning. Board members volunteer their time to govern the agency. CCRT members are active in the rural parishes to help address issues concerning domestic violence in their parish. Volunteers also help with community awareness and fundraising events like the candlelight vigils, agency fairs, and the Radiothon.

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.

DART employees inform victims about the Crime Victims Reparations Program. Either the legal advocate or rural advocates assists the victim with making an appointment with the sheriff's office and accompanys the victim to the appointment, if requested.

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.

DART works closely with the DA's office, victim's assistance staff, legal services, and law enforcement personnel in each parish. Informal visits are made to these agencies by staff in order to maintain a good working relationship, and scheduled meetings are held during the year to address specific issues. DART also maintains good relationships with many service providers who assist domestic violence victims with housing, financial assistance, food, clothing, and various skills groups.

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.

Individuals who contact DART for assistance are always informed that one of their options is to report incidents to appropriate law enforcement offices. An employee from DART explains the process to individuals and answers questions concerning the process. In additions, an employee will accompany the victims to the appropriate agency, if requested.

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.

DART does and will continue to comply with the Louisiana Child Protection Act. Prior to hiring new employees, references are verified, and a criminal background check is performed.

Kathy Guidry

From: Kathy Guidry
Sent: Tuesday, January 03, 2012 8:42 AM
To: 'Ken Walker'; 'Sybilann'; 'Jeremy Edwards'
Subject: C11-1-004, DART, Domestic Violence Program

Ms. Cathy Ayo
DART
c/o Northwest LEPD, Inc.
615 Main Street
Pineville, LA 71360-6935

RE: C11-1-004; "Domestic Violence Program"

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 this project and is over \$20,000, you will be required to attend both meetings.

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,
 - a. This office **cannot issue an award** unless the CCR CAGE/NCAGE is valid. Our records indicate that it has expired, 6/1/11. Please provide a copy of the Central Contractor Registration as we are unable to obtain a copy on their website.
 - b. You must include the complete zip code +4—street address 71270-4404 and po box 71273-1223.
2. Pg. 3, Section 100 Personnel – The case manager job description does not include the required education and work experience.
3. Pg. 16, D. Activities/Methods – Can the activities/services provided be expanded?
4. Pg. 20, I. Evaluation and Dissemination of Reporting – Do you have an evaluation that clients complete? If so, please provide a copy. The copies provided appears to be what staff completes. Evaluations that are completed by client are helpful in determining if your deliverables are addressing their needs and allow clients to suggest improvements to your program.
5. Subgrant Award Report #8b – The VOCA funds should read the allocated amount, \$67,321.

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 the District Office. 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 the District Office if you have any questions pertaining to this letter.