LOUISIANA COMMISSION ON LAW ENFORCEMENT AND ADMINISTRATION OF CRIMINAL JUSTICE

APPLICATION AND REVIEW SUMMARY

APPLICATION NUMBER: C10-7-010

APPLICANT: Children's Bureau Of New Orleans

PROJECT TITLE: Child Survivors Of Violent Crime

PROJECT FUNDS :

FUND:	$ 29,620	80.00%	PROJECT DURATION:	12 months
MATCH:	$ 7,405	20.00%	START DATE:	10/01/2010
TOTAL:	$ 37,025	100.00%	END DATE:	09/30/2011

Continuation of C92-7-009

PROJECT SUMMARY:

Project LAST (Loss and Survival Team) provides counseling and support to children/families who have been witnesses/victims of violence and/or lost a loved one to homicide. Individual, family, and/or group counseling and court-related support and advocacy is provided. Trained volunteers assist clinicians in meeting the needs of crime victims. In addition, outreach efforts in the community help to ensure that the child victims receive counseling and suport in the aftermath of violent crime.

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:** C10-7-010 **CVA Purpose Area:** 4

1. TITLE OF PROJECT

Child Survivors of Violent Crime

2. ☐ **NEW PROJECT**

☒ **CONTINUATION PROJECT OF: C09-7-010**

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:	$29,620
Cash Match	$6,642
In-Kind Match:	$763
Total Project:	**$37,025**

5A. APPLICANT AGENCY INFORMATION

Agency Name: Children's Bureau of New Orleans
Physical Address: 400 Lafayette Street, Ste. 140
City: New Orleans Zip: 70130-3206
Mailing Address: 400 Lafayette Street, Ste 140
City: New Orleans Zip: 70130-3206
Phone: (504) 525-2366 FAX: (504) 525-7525
Email: pcarter@childrens-bureau.com

5B. AUTHORIZED OFFICIAL OF APPLICANT AGENCY

Authorized Official: Paulette Carter, MPH, LCSW
Title: President/CEO
Agency Name: Children's Bureau of New Orleans
Address: 400 Lafayette Street, Ste. 140
City: New Orleans Zip: 70130-3206
Phone: (504) 525-2366 FAX: (504) 525-7525
Email: pcarter@childrens-bureau.com

Fed Employer Tax Id: 72 - 0408916 DUNS: 164490781 - CCR CAGE/NCAGE: 50RK0 CCR Expiration Date: 4/6/2011

6. IMPLEMENTING AGENCY

Name: Paulette Carter, MPH, LCSW
Title: President/CEO
Agency: Children's Bureau of New Orleans
Address: 400 Lafayette Street, Ste. 140
City: New Orleans Zip: 70130-3206
Phone: (504) 525-2366 FAX: (504) 525-7525
Email: pcarter@childrens-bureau.com

7. PROJECT DIRECTOR

Name: Paulette Carter, MPH, LCSW
Title: President/CEO
Agency: Children's Bureau of New Orleans
Address: 400 Lafayette Street, Ste. 140
City: New Orleans Zip: 70130-3206
Phone: (504) 525-2366 FAX: (504) 525-7525
Email: pcarter@childrens-bureau.com

8. FINANCIAL OFFICER

Name: Robert Hienz
Title: Accountant
Agency: Hienz and Macaluso
Address: 110 Veterans Blvd
City: New Orleans Zip: 70124-1134
Phone: (504) 525-2366 FAX: (504) 525-7525
Email: rhienz@hienzmacaluso.com

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

Project LAST (Loss and Survival Team) provides counseling and support to children/families who have been witnesses/victims of violence and/or lost a loved one to homicide. Individual, family and/or group counseling and court related support and advocacy is provided. Trained volunteers assist clinicials in meeting the needs of crime victims. In addition, outreach efforts in the community help to ensure that the child victims receive counseling and support in the aftermath of violent crime.

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: Survivors of homicide victims & child witnesses/victims of violent crime

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: Paulette Carter Title: President/CEO

Phone: (504) 525-2366 Fax: (504) 525-7525 E-Mail: pcarter@childrens-bureau.com

PROJECT BUDGET SUMMARY

BUDGET CATEGORIES	FEDERAL FUNDS	CASH MATCH	IN-KIND MATCH	SECTION TOTAL
SECTION 100. PERSONNEL	$19,800	$6,642	$763	**$27,205**
SECTION 200. FRINGE BENEFITS	$4,464	$0	N/A	**$4,464**
SECTION 300. TRAVEL	$1,248	$0	$0	**$1,248**
SECTION 400. EQUIPMENT	$0	$0	$0	**$0**
SECTION 500. SUPPLIES	$654	$0	$0	**$654**
SECTION 600. CONTRACTUAL	$0	$0	N/A	**$0**
SECTION 700. RENOVATION COSTS	$0	$0	$0	**$0**
SECTION 800. OTHER DIRECT COSTS	$3,454	$0	$0	**$3,454**
TOTAL:	**$29,620**	**$6,642**	**$763**	**$37,025**

Provide Source of *Cash* Match: United Way

Provide Source of *In-Kind* Match: 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
Project LAST Social Worker	Carrie Wilson	FT	$3,000.00	55.00%	12.00	$19,800.00	☒	☐
Director of Project LAST	Anita Francois	FT	$4,642.00	6.00%	12.00	$3,342.24	☐	☒
President/CEO	Paulette Carter	FT	$6,875.00	4.00%	12.00	$3,300.00	☐	☒
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
SUBTOTAL AMOUNT OF FULL-TIME EMPLOYEES SALARIES:						$26,442.24	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
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
SUBTOTAL AMOUNT OF PART-TIME AND/OR OVERTIME EMPLOYEES SALARIES:							$0.00	F = Fed Funds C = Cash Match	

VOLUNTEERS:

DUTIES: List ONLY volunteers used as In-Kind Match. Duties must directly relate to the focus of this project. For further information and direction, please refer to the application instructions.	NO. OF HOURS	VALUED RATE OF HOURLY PAY	IN-KIND TOTAL
Activities with child victims, advocacy, program support, activities to facilitate delivery of servcies to victims (i.e. scoring pre and post clinical assessments)	76.30	$10.00	$763.00
			$0.00
SUBTOTAL AMOUNT OF VOLUNTEERS IN-KIND SALARIES:			$763.00

SECTION 100. PERSONNEL SUMMARY	
FEDERAL FUNDS	$19,800
CASH MATCH	$6,642
IN-KIND MATCH	$763
PERSONNEL TOTAL	$27,205

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 Project LAST Social Worker will provide direct clinical services to children and their families who are survivors of violent crime, including survivors of a homicide victim and witnesses and/or victims of community violence.
The President/CEO monitors all agency grants and contracts to ensure that the agency is successfully fulfilling its obligations and monitors the evaluative components of all programs to ensure delivery of quality clinical services.
The Director of Project LAST oversees all program activities and staff, and ensures that the program is successful in fulfilling its obligations and delivering quality services.

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

Project LAST Social Workers - Experienced Social Workers, with clinical and leadership skills will hold these positions. Salary range is $29,000 - $40,000 depending on experience. Hourly range is $22.00 to $32.00 per hour.
President/CEO- Salary range is $70,000 to $90,000. Hourly range is $35 to $46 per hour.
Director of Project LAST - Salary range is $45,000 to $60,000 per year.

C) Project duties of each position requested:

The Project LAST Social Workers will provide direct services to children/families, including individual, family and group treatment; will recruit, monitor and work directly with volunteers, will collaborate with community agencies and resources. The social workers will receive administrative and LCSW supervision. The case-load is to meet agency and grant standards.
President CEO will provide supervision to the Social Workers who provide direct services, supervise and maintain crime victims' records in accordance with administrative standards and grant requirements, monitor the grant budget, gather and analyze evaluative data, and ensure reports and paperwork required by the grantee are completed.
The Director of Project LAST will provide supervision and direction for Project LAST Social Workers who provide direct services; will participate in community collaboratives

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.]

Ms. Carrie Wilson is existing personnel and position was backfilled. She is replacing Abbe Garfinkel who has taken on additional supervisory and administrative duties.
Paulette Carter and Anita Francois were all originally hired for these positions.

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. Carrie Wilson	.062		$19,800	$1,227	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. Carrie Wilson	.0145		$19,800	$287	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. Carrie Wilson	360.00	12.00	55.00%	$2,376	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. Carrie Wilson	0.019		$19,800	$376	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: Disability	RATE		SALARY	TOTAL	OTHER:	RATE		SALARY	TOTAL
1. Carrie Wilson	0.01		$19,800	$198	5.				$0
2.				$0	6.				$0
3.				$0	7.				$0
4.				$0	8.				$0
FRINGE BENEFITS TOTAL (A):				$4,464	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): $4,464

SECTION 200. FRINGE BENEFITS SUMMARY	
FEDERAL FUNDS	$4,464
CASH MATCH	$0
TOTAL FRINGE BENEFITS	**$4,464**

SECTION 300. TRAVEL

Itemize travel expenses of project personnel. Mileage is unallowable in agency owned vehicles. Charges are not to exceed established agency travel rates, but in no case can this exceed current Louisiana Travel Guideline rates. ***Only 50% of out-of-state travel reimbursement and requires prior approval from LCLE.***

LOCAL TRAVEL: NAME/POSITION TITLE/PURPOSE OF TRAVEL	MILEAGE RATE	TOTAL MILES	TOTAL COST	PAID WITH F	C	IK
NAME: Carrie Wilson TITLE: Project LAST Social Worker PURPOSE: Direct service coordination (school, home, & collateral visi	$0.48	2,600.00	$1,248.00	☒	☐	☐
NAME: TITLE: PURPOSE:			$0.00	☐	☐	☐
NAME: TITLE: PURPOSE:			$0.00	☐	☐	☐
NAME: TITLE: PURPOSE:			$0.00	☐	☐	☐
SUBTOTAL FOR LOCAL TRAVEL:			$1,248.00	F = Federal Funds C = Cash Match IK = In-Kind Match		

NON-LOCAL IN-STATE/OUT-OF-STATE TRAVEL (OUT-OF-STATE TRAVEL REQUIRES PRIOR APPROVAL FROM LCLE) NAME/POSITION TITLE/PURPOSE OF TRAVEL	TRAVEL DESTINATION	TRAVEL DATES: FROM	TO	PAID WITH F	C	IK
NAME: TITLE: PURPOSE:				☐	☐	☐
NAME: TITLE: PURPOSE:				☐	☐	☐
NAME: TITLE: PURPOSE:				☐	☐	☐

CONTINUED FROM ABOVE TABLE	MILEAGE RATE	TOTAL MILES	MILES COST	NO. OF DAYS	NO. OF MEALS	MEAL COSTS	AIRFARE COSTS	LODGING COSTS (Include Tax)	OTHER TRAVEL COSTS	TOTAL COSTS	PAID WITH F	C	IK
NAME:			$0.00							$0.00	☒	☐	☐
NAME:			$0.00							$0.00	☒	☐	☐
NAME:			$0.00							$0.00	☒	☐	☐
SUBTOTAL FOR NON LOCAL IN-STATE AND OUT-OF-STATE TRAVEL COST:										$0.00	F = Federal Funds C = Cash Match IK = In-Kind Match		

SECTION 300. TRAVEL SUMMARY	
FEDERAL FUNDS	$1,248
CASH MATCH	$0
IN-KIND MATCH	$0
TRAVEL TOTAL	$1,248

SECTION 500. SUPPLIES

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

TYPE OF SUPPLIES	QUANTITY	UNIT PRICE	TOTAL COST	PAID WITH F	C	IK
Basic Supply Allowance	1.00	$400.00	$400.00	☒	☐	☐
Evaluative Tool - Child Behavior Checklist	1.00	$25.00	$25.00	☒	☐	☐
Evaluative Tool - Parenting Stress Index	1.00	$25.00	$25.00	☒	☐	☐
Postage	100.00	$0.44	$44.00	☒	☐	☐
Art Therapy - Markers	10.00	$3.00	$30.00	☒	☐	☐
Art Therapy - Colored Pencils	8.00	$3.00	$24.00	☒	☐	☐
Narrative Therapy - Binder Pouch	7.00	$2.00	$14.00	☒	☐	☐
Art Therapy - Crayons	8.00	$3.00	$24.00	☒	☐	☐
Play Therapy - Play Dough	2.00	$4.00	$8.00	☒	☐	☐
Therapy Games - Anger Management, Impulse Control	1.00	$50.00	$50.00	☒	☐	☐
Art Therapy - Watercolor Paints	1.00	$10.00	$10.00	☒	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
			$0.00	☐	☐	☐
SUBTOTAL OF SECTION A SUPPLIES:			$654.00	F = Federal Funds C = Cash Match IK = In-Kind Match		

BRIEFLY EXPLAIN:

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

Office supplies: Based on the yearly alottment of $600 ($50 per month). Office supplies are needed to conduct business on behalf of crime victims. Postage will be used to correspond with crime victims and on their behalf, and to provide outreach to victims of crime. Postage is calculated at the new rate starting May 11, 2009. We have consistently used therapeutic art supplies in the past to stimulate grief and trauma interventions with children of all ages (to debrief trauma clients, set weekly tasks, decrease traumatic symptoms, to express grief reactions, to further intervention). Using play materials and therapeutic games (play therapy) is extremely effective with grieving and traumatized children/youth. These materials are also needed when conducting grief and trauma groups with an estimated 6 child victims per group. The evaluative tools are administered at the beginnning and end of therapy in order for assessment and evaluating the effectiveness of counseling services.

B) Its relationship to this project.

All supplies will be used in the delivery of direct services to crime victims.

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	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
SUBTOTAL OF SECTION B SUPPLIES:				$0.00	F = Federal Funds C = Cash Match IK = In-Kind Match		

BRIEFLY EXPLAIN:

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

SECTION 500. SUPPLIES SUMMARY	
FEDERAL FUNDS	$654
CASH MATCH	$0
IN-KIND MATCH	$0
SUPPLIES TOTAL	**$654**

SECTION 800. OTHER DIRECT COSTS

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

TYPE OF OTHER DIRECT COST	METHOD OF DETERMINING COST	QUANTITY	UNIT PRICE	TOTAL COST	PAID WITH F	C	IK
Rent	385.23 sq ft used @ $12.46/sq ft	0.55	$4,800.00	$2,640.00	☒	☐	☐
Telephone/Internet	$40/month based on current rates	0.55	$480.00	$264.00	☒	☐	☐
Printing	Based on current printing rates	250.00	$1.00	$250.00	☒	☐	☐
Conference for C. Wilson	$150 per conference held locally	2.00	$150.00	$300.00	☒	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
				$0.00	☐	☐	☐
SUBTOTAL OF OTHER DIRECT COSTS:				$3,454.00			

F = Federal Funds
C = Cash Match
IK = In-Kind Match

BRIEFLY EXPLAIN:

A) Need for each type listed; and

Rent: Office space allows the employees unders this grant space for desk, chair, file cabinet, copier, computer and other essential equipment to conduct crime victims' services. The above costs represents the rent costs for 1 Social Worker. Children's Bureau will cover the rent costs of the other employees under this grant. Square footage at the time of this subgrant will be 7,910. Usage is 385.23 SF per 1 employee/year @ $12.46 per SF.

Telephone: Telephones are necessary to make contact with clients and other community agencies. The above costs represent the telephone costs for a 55% FTE. Children's Bureau will cover the telephone costs of the other employees under this grant.

Printing: Brochures are used for outreach to crime victims.

B) Its relationship to project.

See above.

Conference registration fees are also included under Other Direct Costs. It is required that all social workers receive 20 hours of continuing education in order to practice social worker; therefore, it is necessary that the Social Workers on this grant attend professional conferences. It is estimated that each will attend 2 one day trainings with the average conference registration fee being $150.

SECTION 800. OTHER DIRECT COSTS SUMMARY	
FEDERAL FUNDS	$3,454
CASH MATCH	$0
IN-KIND MATCH	0
OTHER DIRECT COSTS TOTAL	$3,454

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.

Too many of our children, especially those who are impoverished and living in urban areas, are exposed to violence on a daily basis. These children subsequently experience long-lasting and sometimes severe emotional consequences.The 2008 National Survey of Children's Exposure to Violence (NatSCEV), found that over 60% of youth surveyed have been exposed to some type of violence in the past year; a higher rate of exposure to violence than adults experience. In regards to lifetime exposure, the study found that more than 50% of children surveyed had been assaulted in their lifetime; 21.6% had been bullied; 9.8% sexually assaulted, 18.6% suffered from child maltreatment; and 37.8% witnessed violence against another person. Nearly 65% of children surveyed reported more than one victimization in their lifetime.

In our efforts working with children in public schools, Children's Bureau has seen even higher rates of children's exposure to violence. In a 2008 randomized comparison group study of our Project LAST (Loss and Survival Team) Grief and Trauma Intervention (GTI), Children's Bureau assessed 122 public school children in grades 2 through 6. Data collected from the "Things I have Seen and Heard" survey indicate that most of the children (92.65%) reported witnessing some type of community violence, with 70.5% having seen someone beat up, 32% having seeing someone shot, 27.95% having seen a dead body outside or in the home, 15.6% having seen someone get stabbed, and 5.7% having seen someone in their home get shot or stabbed.

Community violence continues to impact children and families in Jefferson Parish. In the past 4 years (2006-09), there have been 198 murders; 2,294 roberries; 6,989 assaults; and 307 rapes reported by the Jefferson Parish Sheriff's Office . JPSO crime statistics also show a 37.8% increase in the murder rate for 2009 compared to that of 2008. Increases in 2009 were also seen in the categories of rape (+11.4%) and assaults (+9.8%).

There exists a desperate need for mental health, support and advocacy services for children and families who are survivors of homicide victims and/or witnesses or victims of violent crime. While many children faced with loss and exposed to violence are quite resilient, some children are at risk for biological, social, emotional, and behavioral problems, resulting in serious consequences for these children, our schools and community. Violence exposure has been linked to symptoms of anxiety, depression and aggressive behaviors in school aged children. Children may also experience symptoms of posttraumatic stress, which has significant impact on their well-being. Symptoms of posttraumatic stress include intrusive distressing thoughts; recurrent distressing dreams and sleep disturbances; diminished interest in activities; avoidance of people, places, or things that remind them about what happened; feelings of detachment; hopelessness about one's future; desires for revenge; guilt; angry outbursts; disturbances in impulse control . Our own research has shown that bereaved children may also experience posttraumatic stress, as well as traumatic grief, depression, anxiety, and social adjustment problems.

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

Exposure to murder and other types of violence leave many children and families to cope with the aftermath of violence. As stated above, the murder of a loved one and/or exposure to community violence can have a long lasting, negative impact on children and families, and can interfere with their school performance, family functioning and social relationships. Unfortunately, there are not enough specialized mental health services available to address the needs of all of the children and families who have been impacted by violence. As a result of facing a budget deficity for 2010-2011, Jefferson Parish Public Schools has had to cut its school social workers resulting in fewer mental health services being available to school children . In addition, Louisiana is one of the few states in the country that does not allow Medicaid to cover social work mental health services, which leaves very little funding available for agencies to serve this population. Even with the funding that we are currently receiving to serve this population, Children's Bureau continues to have a waiting list of families who are requesting mental health services related to violence exposure.

This proposal seeks funding so that Children's Bureau can continue to address the needs of children and families who are survivors of homicide victims and/or witnesses to violent crime. This proposal requests the equivalent of 0.55 social workers to serve this population.

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.

The project goals are as follows:

Goal #1: To support and empower children and families in their time of crisis, directly resulting from the homicide of a close family member or loved one and/or as the result of being a victim or witness of a violent crime.

Goal #2: To identify child and youth victims of crime and proved assessment and treatment if needed.

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.**

Project Goal 1:To support and empower children and families in their time of crisis, directly resulting from the homicide of a close family member or loved one and/or as the result of being a victim or witness of a violent crime.

Objective 1: To provide grief and trauma treatment to 24 identified child clients and their families (an estimated 72 crome victims provided with group, individual and/or family therapy). Twenty-four identified child clients and their families will be served by the end of the contract year. Number of clients served are evaluated and reported to LCLE quarterly and at the end of the contract year.

Objective 2: To monitor 24 identifed child clients and their families for retaliatroy actsof violence necessitating police intervention. At the end of the contract year, 24 identified child clients and their families will have been monitored for retaliatory acts of violence.

Objective 3: To attain 75% of all treatment goals established (estimated 54 out of 72 goals set). Treatment goals are reviewed every three months with clients. Goals set/met are evaluated upon case closure.

Objective 4: 75% of children (18 children) who complete treatment will show a reduction in dysfunctional (or negative) grief and trauma symptoms.

Project Goal #2: To identify child and youth victims of crime and proved assessment and treatment if needed.

Objective 1: To contact 4 schools and/or child service providers in high crime areas to inform them about victim services and/or conduct assessment to children and youth who have been exposed to violent crime. All new contacts will be reported to LCLE on a quarterly basis.

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.

Families are referred to Project LAST by school social workers, other social service agencies, health units, and mental health clinics. Families in need of services complete a phone intake and are then assigned to a social worker. Services are community based so are conducted in homes, schools, and other safe community locations.

The major interventions will be therapeutic groups and individual/family therapy. The therapeutic groups consist of 10 sessions and are specifically designed to reduce traumatic reactions associated with the traumatic event, to provide education about traumatic and grief reactions, and to offer a safe environment for the youth to share some of his/her thoughts and feelings about the traumatic event. Children who are identified at the end of the group as needing additional mental health services will be referred for individual/family therapy services. If determined in the assessment process that group services will not meet the needs of a child or if a family requests individual/family services, then individual/family therapy will be provided. An individualized treatment plan will be developed and services will continue until the client and therapist determine that the treatment goals of the individual plan have been met (minimum 8 sessions).

Services provided by Project LAST are evidence based and grounded in the latest up-to-date trauma research and practice. In 2002, the National Institute of Mental Health cited Project LAST groups with youth as an effective intervention for victims and/or survivors of violence. This citation was based on a pilot study of the Project LAST group model which was published in the November 2001 Journal of the American Academy of Child and Adolescent Psychiatry (Salloum, Avery and McClain, 2001). The article was based on outcome data of Project LAST grief and trauma group interventions that occurred between 1997 and 2001. The study measured the effectiveness of a psychotherapy group model to decrease trauma symptoms among child survivors of homicide. The study found that after the group ended, participants reported a significant decrease in trauma symptoms and that group therapy may be helpful in reducing trauma symptoms among inner-city, African American youth. The child participants in the groups were all from the Greater New Orleans' area. Children's Bureau continues to make adapatations to the group model based on further analysis of the data from the pilot study (Salloum, 2005) and on the research to date of group interventions for children experiencing grief and trauma. A revised model targeting elementary aged children was implemented and tested in Spring 2006. Results suggest that this intervention using either group or individual treatment modality may be effective for addressing childhood grief and trauma post-disaster (Salloum & Overstreet (in press).

A count of all LCLE Jefferson Parish crime victims who are receiving Project LAST therapy and support during the grant period will be kept. In addition, those victims who are currently receiving LAST services under the current subgrant and need to continue with weekly therapy sessions will be added to the total. Demographich data on families served will be collected. In order to determine attainment of treatment goalss, at the end of either group or individual/family services, clients will discuss and/or rate the progress of the goals set for treatment. If the goal is at least 50% met, it will be listed as attained.

Project LAST will provide outreach to schools and community groups to ensure families have access to Project LAST services. Brochures will be sent out and/or delivered to at least 20 school social workers or community agencies that are serving children to inform them about Project LAST servcies.

Of those families who participate in clinical services, pre- and post-tests will be administered to all identified child victims to determine whether or not a child's functioning has improved over the course of therapy.

Timeline:
October 1, 2010 - September 30, 2011: Provide home and school-based Project LAST services to 24 identified child-clients
October 1, 2010- September 30, 2011: Outreach to 4 school social workers and/or child-serving community agencies.
October 1, 2010 - September 30, 2011: Administer pre-tests to every child receiving services, and post-tests to every child who completes Project LAST Services.
January 10, 2011: Quarter 1 report due.
April 10, 2011: Quarter 2 report due.
July 10, 2011: Quarter 3 report due.
October 10, 2011: Quarter 4 report due.

E. DEMOGRAPHICS

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

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

2. Type of Organizations:

Applicant Agency: ☐ Law Enforcement ☐ Prosecution ☐ Court ☒ Non-Profit Organization ☐ Tribal Government

Check the one answer that best describes the organization receiving VOCA Formula Grant Program funds.

- ☒ Community-Based Organization
- ☐ Court
- ☐ Domestic Violence Program
- ☐ Domestic Violence State Coalition
- ☐ Dual Program (Sexual Assault and Domestic Violence)
- ☐ Dual State Coalition (Sexual Assault and Domestic Violence)
- ☐ Government Agency (Department of Human Services, Bureau of Health)
- ☐ Law Enforcement
- ☐ Probation, Parole, or Other Correctional Agency
- ☐ Prosecution
- ☐ Sexual Assault Program
- ☐ Sexual Assault State Coalition
- ☐ Tribal Coalition
- ☐ Tribal Government
- ☐ Tribal Sexual Assault and/or Domestic Violence Program
- ☐ Unit of Local Government
- ☐ University/School
- ☐ Other (Specify):

☐ Yes ☒ No Is this a faith-based organization?

☐ Yes ☒ No Is this a culturally specific community-based organization?

F. LOUISIANA AUTOMATED VICTIM NOTIFICATION SYSTEM (LAVNS)

1. Name of the individual responsible for assisting victims in regard to accessing and using the LAVNS system:

NAME: Carrie Wilson PHONE: (504) 525-2366 EMAIL: cwilson@childrens-bureau.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: Carlolice Shepherd PHONE: (504) 525-2366 EMAIL: cwilson@childrens-bureau.com

☐ 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.)

Project Goal 1:To support and empower children and families in their time of crisis, directly resulting from the homicide of a close family member or loved one and/or as the result of being a victim or witness of a violent crime.
Objective 1: To provide grief and trauma treatment to 24 identified children and their families (estimated 72 individuals).
Results: As of 6/30/10, the project has provided services to 21 children and their families representing 58 individuals. This project is on track to meet this objective.
Objective 2: To monitor 24 child clients and their families for retaliatory acts of violence necessitating police intervention.
Results: As of 6/30/10, there were no retaliatory acts of violence necessitating police intervention.
Objective 3: 75% (54 of 72) of all goals established will be attained.
Results: As of 6/30/10, 97% of treatment goals have been met.
Objective 4: 75% of children (18) who complete treatment will show a reduction in dysfunctional grief and trauma symptoms.
Results: As of 6/30/10, 77% have shown a reduction.
Project Goal 2: To identify child and youth victims of crime and provide assessment and treatment if needed.
Objective 1: To contact 4 schools and/or child service providers in high crime areas to inform them about victim services and/or conduct assessments of children and youth who have been exposed to violence.
Results, as of 8/26/10, 6 organizations have been contacted.

2. Did the project work as expected? Explain.

The project has worked as expected. Children's Bureau has nearly 20 years of experience in working with crime victims and has consistently collected data on these outcomes for the past 15 years. Our targets are based upon the analysis of 15 years worth of data. Project LAST utilizes its own Grief and Trauma Intervention model (GTI) which has been found to be effective in decreasing post-traumatic stress, depression symptoms, traumatic grief and global distress in child participants. The first pilot test of the GTI for children was with 102 children (ages 7 to 12) who were experiencing grief and trauma due to having someone close murdered and/or having witnessing community violence. This was the first and only study to date to focus on treatment for child survivors of homicide victims. Results suggest that there was a significant decrease in posttraumatic stress from pre-test to post-test (d = .49).

The second evaluation of the GTI occurred five months after Hurricane Katrina, working with children who were experiencing grief, loss, and moderate symptoms of posttraumatic stress due to Hurricane Katrina, exposure to violence and other traumatic events. Measures of disaster-related exposure, posttraumatic stress symptoms, depression, traumatic grief, and distress were administered at pre-intervention, post-intervention, and 3 weeks post-intervention. There was a significant decrease in all outcome measures over time.

Finally, a third study was conducted with 72 children three years post Hurricane Katrina. Many of the children had endured not only the chronic stressors associated with the recovery of Hurricane Katrina but also were experiencing posttraumatic stress due to violence and death. Preliminary analysis suggest that GTI was effective and that the reduction of improvements in posttraumatic stress symptoms, depression, global distress and traumatic grief were maintained when measured three months post intervention. Also, children's perceived social support increased after participating in both types of GTI.

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?

Data will be collected from the children and families who participate in the Project LAST Program.

2. When will the data be collected?

Data will be collected at the beginning and end of treatment.

3. Who will collect and analyze the data?

The Project LAST Social Workers will collect the data and the President/CEO will provide the analysis of the data.

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

Name: Paulette Carter Phone: (504) 525-2366 Email: pcarter@childrens-bureau.com

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

The President/CEO and Director of Project LAST will conduct and review the quarterly data analysis to determine if the program is on target for meeting its objectives. The analysis will not only include a count of the number of children and families who have received services, but also on whether or not children who have completed services are showing improvement. Program changes will be made based upon the findings from this analysis.

Children's Bureau operates under a framework in which practice informs the research and the research informs the practice, resulting in a theoretically grounded yet practical interventions for "real world" settings. Our Grief and Trauma Intervention model was developed under this framework, and there are 3 published articles from peer-reviewed journals that demonstrate this:

Salloum, A. (2008). Group therapy for children experiencing grief and trauma due to homicide and violence: A pilot study. Research on Social Work Pracitce, 18(3), 198-211.dio:10.1177/1049731507307808.
Salloum, A. and Overstreet, S. (2008). Evaluation of individual and group grief and trauma interventions for children post disaster. Journal of Clinical Child and Adolescent Psychology, 37(3), 495-507. doi:10.1080/15374410802148194
Salloum, A., Garfield, L., Irwin, A., Anderson, A., & Francois, A. (2009) Grief and trauma group therapy with children after Hurricane Katrina. Social Work with Groups, 32(1-2), 67-79. doi: 10.1080/01609510802290958

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.

Recipients who will receive the project's results are: Louisiana Commission on Law Enforcement, Jefferson Parish Community Justice Agency, Children's Bureau's Continuous Quality Improvement Coordinator, and Children's Bureau Board of Directors.

Children's Bureau conducts an quarterly data analysis for the periods of January-March, April-June, July-September, and October-December. Children's Bureau will submit quarterly and expenditure reports to LCLE as specified at award time.

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 United Way, Office of Public Health, local and national foundations dealing with children's mental health, corporations and other local and federal funding sources will be approached or have been approached for continued funding to enhance the core direct services of this project.

K. RESOURCES

Describe the facilities and additional resources available to this project. Include the physical facility where services are provided. If applicable, list other resources available to this project, i.e. equipment, supplies, staff, etc.

Children's Bureau maintains its office space at 400 Lafayette Street, Suite 140, in the New Orleans Central Business District. Children's Bureau occupies a space of 7910 square feet. Therapists and volunteers have access to all areas of equipment of Children's Bureau which include play therapy rooms, a conference room, locked file rooms, computers, fax machines, telephones, and other necessary office equipment. A benefit of our current location is its easy accessibility by public transportation.

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	10/21/2009
2.	Dates covered by last audit:	7/1/2008-6/30/10
3.	Date of next audit:	10/21/2010
4.	Dates to be covered by next audit:	7/1/2009-6/30/10
5.	Date next audit will be forwarded to LCLE:	11/1/10

☐ 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?

A total of 76.3 volunteer hours (match) will be used to assist the crime victims served under this grant. The duties and responsibilities of the LAST Volunteer will be to provide support to crime victims (50 hrs.), respite activities for grieving children and their families (10 hrs.), administrative support and outreach (10 hrs.) and criminal justice support (3.4 hours). Volunteers are recruited from the community, professional organizations, local universities, and fraternal societies. Families enrolled in Project LAST will receive a volunteer if needed. Volunteers are expected to commit a minimum of 8 hours of face-to-face contact per month when assigned to a family. Students from local Universities may also intern with Project LAST families. A second group of volunteers consist of the voluntary Board and committee members who plan services that directly benefit victims of crime.

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.

All potential clients (adults) are given informational brochures from the Crime Victims Reparations Board which details the Crime Victims Reparations Act (Act 250 of 1982). Further assessment is done with each client to determine if they are eligible for benefits under this act. If so, the social worker encourages them to apply for reimbursement funds and aids the client in completing the application process. The first step in that process is to directly contact the Louisiana Crime Victims Reparations Program. To ensure that each client receives this information, Crime Victims Reparations Program Brochures are kept with bank LAST files that are used when new client agrees to services.

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.

Project LAST has a longstanding history of working with many service providers in the community. We will continue to work with crime victim services providers such as the District Attorney's Office and with child/youth providers such as school social workers, Jefferson Parish Human Services Authority, and the juvenile justice system. A majority of families who have been referred to Children's Bureau are referred by the school, and, in order to conduct our Project LAST groups at a school, a Memorandum of Understanding is developed between the school and Children's Bureau to ensure that we are working together to provide services to children.

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.

Due to the seriousness of the crime of homicide, the great majority (possibly all) of the homicide incidents will automatically have been reported to the police. In case there are any homicides and/or other violent crimes that have not been reported to the police, the social worker will encourage the client to report by explaining that: 1) It is a requirement of the Reparations Program before any assistance can be received, and 2) It is important for the authorities to know what has happened and to be aware of community crime patterns.

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.

Children's Bureau is in compliance with the LA Child Protections Act (LRS:15:587.1) and other laws regarding professional contact with children. The Agency utilizes the services of Confidential Research Services, LLC, which is recognized by the LA State Police as an "approved authorized agency", to conduct background screenings for all candidates for employment. Candidates for employment are required to sign authorizations for Confidential Research Services, LLC to obtain his/her statewide and parish criminal history records. Confidential Research Services, LLC also conducts a search of records covering forty-nine (49) states to determine whether or not the candidate for employment has been convicted of a sexual crime. The criminal records of any individual who has been convicted of a criminal act, including criminal acts against children or those of any individual who has been convicted of sexual misconduct [with children] will be reported to Children's Bureau through its current agreement with Confidential Resources, LLC. The agency will continue its policy of total compliance with the Act in its activities in the Project LAST program.