LOUISIANA COMMISSION ON LAW ENFORCEMENT AND ADMINISTRATION OF CRIMINAL JUSTICE

APPLICATION AND REVIEW SUMMARY

APPLICATION NUMBER: C10-5-010

APPLICANT: Child Advocacy Services, Inc.

PROJECT TITLE: CASA Program

PROJECT FUNDS :

FUND:	$ 32,000	80.00%	
MATCH:	$ 8,000	20.00%	
TOTAL:	$ 40,000	100.00%	

Continuation of C97-5-009

PROJECT DURATION: 12 months

START DATE: 10/01/2010

END DATE: 09/30/2011

PROJECT SUMMARY:

Court Appointed Special Advocates (CASA) recruits, trains and supervises volunteers who serve as powerful voices for abused and neglected children as they navigate through the court system. CASAs are community members appointed by a judge to advocate, on a one-on-one basis for children in need of care. CASAs report to the judge as well as others in the child welfare system on the chld's behalf. A CASA stands beside the child with the primary goal of helping them reach a safe and permanent home.

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

SPECIAL CONDITIONS :

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

LOUISIANA COMMISSION ON LAW ENFORCEMENT AND THE ADMINISTRATION OF CRIMINAL JUSTICE

CRIME VICTIM ASSISTANCE FORMULA GRANT PROGRAM

CFDA #16.575

FOR LCLE USE ONLY: Project ID: C10-5-010 CVA Purpose Area: 3

1. TITLE OF PROJECT
CASA Program

2. ☐ **NEW PROJECT**
☒ **CONTINUATION PROJECT OF: C09-5-009**

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:	$32,000
Cash Match	$0
In-Kind Match:	$8,000
Total Project:	**$40,000**

5A. APPLICANT AGENCY INFORMATION
Agency Name: Child Advocacy Services
Physical Address: 1504 W. Church Street
City: Hammond Zip: 70401- 2907
Mailing Address: 1504 W. Church Street
City: Hammond Zip: 70401- 2907
Phone: (985) 902-9583 FAX: (985) 345-4689
Email: drichardson@childadv.net

5B. AUTHORIZED OFFICIAL OF APPLICANT AGENCY
Authorized Official: Rob Carlisle
Title: Chief Executive Officer
Agency Name: Child Advocacy Services
Address: 1504 W. Church Street
City: Hammond Zip: 70401- 2907
Phone: (985) 902-9583 FAX: (985) 345-4689
Email: rcarlisle@childadv.net

Fed Employer Tax Id: 72 - 1262466 DUNS: 179442926 - CCR CAGE/NCAGE: 49BQ4 CCR Expiration Date: 1/29/2011

6. IMPLEMENTING AGENCY
Name: Rob Carlisle
Title: Chief Executive Officer
Agency: Child Advocacy Services
Address: 1504 W. Church Street
City: Hammond Zip: 70401- 2907
Phone: (985) 902-9583 FAX: (985) 345-4689
Email: rcarlisle@childadv.net

7. PROJECT DIRECTOR
Name: LaKisha Penn
Title: CASA Program Director
Agency: Child Advocacy Services
Address: 1504 W. Church Street
City: Hammond Zip: 70401- 2907
Phone: (985) 902-9583 FAX: (985) 345-4689
Email: lpenn@childadv.net

8. FINANCIAL OFFICER
Name: Bonnie Kreamer
Title: Chief Financial Officer
Agency: Child Advocacy Services
Address: 1504 W. Church Street
City: Hammond Zip: 70401- 2907
Phone: (985) 902-9583 FAX: (985) 345-4689
Email: bkreamer@childadv.net

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

Court Appointed Special Advocates (CASA) recruits, trains, and supervises volunteers who serve as powerful voices for abused and neglected children as they navigate through the court system. CASA's are community members appointed by a judge to advocate, on a one-on-one basis, for children in need of care. CASA's report to the judge as well as others in the child welfare system on the child's behalf. A CASA stands beside the child with the primary goal of helping them reach a safe and permanent home.

VOCA PURPOSE AREAS

Please Check Type of Victimization Served (Check all that apply):

☐	Sexual Assault
☐	Domestic Abuse
☒	Child Abuse
☐	Previously Underserved

State Type of Previously Underserved:

PROJECT BUDGET SUMMARY

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

CHECKLIST:

	YES:	NO:
Are all budgeted items allowable per Program Guidelines?	☒	☐
Were instructions followed to determine allowable personnel/contractual costs?	☒	☐
Are all line item computations correct?	☒	☐
Do line items add to category totals?	☒	☐
Have category totals been rounded to nearest dollar?	☒	☐

Each category amount listed in the table below must equal category totals shown on Pages 3 through 11.

Person Completing Budget Section: Bonnie Kreamer Title: Chief Financial Officer
Phone: (985) 902-9583 Fax: (985) 345-4689 E-Mail: bkreamer@childadv.net

PROJECT BUDGET SUMMARY

BUDGET CATEGORIES	FEDERAL FUNDS	CASH MATCH	IN-KIND MATCH	SECTION TOTAL
SECTION 100. PERSONNEL	$27,570	$0	$8,000	$35,570
SECTION 200. FRINGE BENEFITS	$4,430	$0	N/A	$4,430
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:	$32,000	$0	$8,000	$40,000

Provide Source of *Cash* Match:

Provide Source of *In-Kind* Match: Volunteer hours.

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
Advocate Coordinator	Lori Banks	FT	$2,170.42	74.87%	12.00	$19,499.92	☒	☐
Advocate Coordinator	Veronica London	FT	$2,237.92	30.05%	12.00	$8,069.93	☒	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
		FT				$0.00	☐	☐
SUBTOTAL AMOUNT OF FULL-TIME EMPLOYEES SALARIES:						$27,569.85	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
Dispense assistance and life-sustaining support services to victims of abuse by speaking with those parties involved in the child's life, attending staffings, meetings, and court hearings, reporting to the judge and recommending what is in the child's best interest.	800.00	$10.00	$8,000.00
			$0.00
SUBTOTAL AMOUNT OF VOLUNTEERS IN-KIND SALARIES:			$8,000.00

SECTION 100. PERSONNEL SUMMARY	
FEDERAL FUNDS	$27,570
CASH MATCH	$0
IN-KIND MATCH	$8,000
PERSONNEL TOTAL	$35,570

SECTION 100. PERSONNEL (Continued) – BRIEFLY EXPLAIN

☒ Yes ☐ No Are job descriptions for each position attached? If not, explain:

☒ Yes ☐ No Are resumes for each position attached? If not, explain:

A) Need for each position shown above; justify need for overtime:

The CASA Advocate Coordinator provides direct services and support to CASA Advocate Supervisors for recruiting, training, and supervising everyday citizens to volunteer as advocates for abused and neglected children. Advocate Coordinators conduct volunteer screenings including criminal background checks, coordinate pre-training interviews, facilitate volunteer training, obtain personal reference checks, and assist in case assignments and planning. They assist in providing volunteer training and support in carrying out services for children and families.

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

Salary is determined by qualifications and comparative analysis of similar positions in our area. Child Advocacy Services maintains a Board of Directors approved employee salary range which is compared to both outside public and private organizations and reviewed annually. The salary range for the Advocate Coordinator position is $15,000 - $27,000.

C) Project duties of each position requested:

The CASA Advocate Coordinator provides direct service assistance to volunteer advocates and clients through service planning, volunteer follow-up, and ongoing communication. The Advocate Coordinator receives the volunteer application and conducts the initial screening by completing a criminal background check and personal reference verification. The Advocate Coordinator facilitates the transition of the volunteer to an Advocate Supervisor and insures the completion of a 40-hour training that includes information about the court system, child protection, child development, and additional topics. The Advocate Coordinator continues to provide ongoing coordination and services to the volunteer through their case assignment by entering monthly tracking reports and services, event communication, and additional continuing education information. Additionally, the Advocate Coordinator works with the Advocate Supervisor in reviewing case planning and volunteer services through court reports to the presiding judge and collateral agencies. Advocate Coordinators attend staffings with Advocate Supervisors and assist with locating community resources for child 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.]

The CASA Advocate Coordinator positions will be filled by existing staff who fill the same position under the current grant (Sub-grant # C09-5-009).

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. Lori Banks	.062		$19,500	$1,209	5.	.062			$0
2. Veronica London	.062		$8,070	$500	6.	.062			$0
3.	.062			$0	7.	.062			$0
4.	.062			$0	8.	.062			$0
MEDICARE	RATE		SALARY	TOTAL	MEDICARE	RATE		SALARY	TOTAL
1. Lori Banks	.0145		$19,500	$282	5.	.0145			$0
2. Veronica London	.0145		$8,070	$117	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. Lori Banks	0.00	0.00	0.00%	$0	5.				$0
2. Veronica London	521.00	12.00	30.05%	$1,878	6.				$0
3.				$0	7.				$0
4.				$0	8.				$0
WORKMAN'S COMPENSATION	RATE		SALARY	TOTAL	WORKMAN'S COMPENSATION	RATE		SALARY	TOTAL
1. Lori Banks	0.010		$19,500	$195	5.				$0
2. Veronica London	0.010		$8,070	$80	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. Lori Banks	0.022	CHECK TYPE:	$7,700	$169	5.		CHECK TYPE:		$0
2. Veronica London	0.022		$0	$0	6.				$0
3.		☐ FUTA		$0	7.		☐ FUTA		$0
4.		☒ SUTA		$0	8.		☐ SUTA		$0
PUBLIC/PRIVATE RETIREMENT	RATE		SALARY	TOTAL	PUBLIC/PRIVATE RETIREMENT	RATE		SALARY	TOTAL
1.				$0	5.				$0
2.				$0	6.				$0
3.				$0	7.				$0
4.				$0	8.				$0
OTHER:	RATE		SALARY	TOTAL	OTHER:	RATE		SALARY	TOTAL
1.				$0	5.				$0
2.				$0	6.				$0
3.				$0	7.				$0
4.				$0	8.				$0
FRINGE BENEFITS TOTAL (A):				$4,430	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): $4,430

SECTION 200. FRINGE BENEFITS SUMMARY	
FEDERAL FUNDS	$4,430
CASH MATCH	$0
TOTAL FRINGE BENEFITS	$4,430

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.

PROBLEM: Children are entering the foster care system everyday across this state because of some act of abuse against them. The Court is required to appoint independent counsel for the child, but many of these attorneys have heavy caseloads and little time to meet with these children outside of the courtroom. Child protection workers are also overburdened with cases due to the increase in child abuse/neglect reporting. Because of this, many children fall through the cracks. Placement changes are happening at an alarming rate, giving the already victimized child a reduced sense of security. In 2009, Child Advocacy Services provided advocates for 452 children. On average there are about 150 child victims living in foster care each month, and the average time these children are spending in foster care ranges from 36 to 39 months. However, according to recent statistics, this number is cut in half when the child has been appointed a CASA. Because the maximum caseload of CASA volunteers is two, they are able to give more time and attention to ensure that children reach permanence as quickly as possible.

NEED: More volunteers are needed to provide individualized advocacy to all children in foster care. The CASA Program Director is needed to provide supervision and support to regional offices serving children in the 20th, 21st, 23rd, 29th, and 40th Judicial Districts who do not currently have an advocate.

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

Child Advocacy Services serves as the single service source in the 20th, 21st, 23rd, 29th, and 40th Judicial Districts for the Court Appointed Special Advocates (CASA) programs and Children's Advocacy Center (CAC) program. CAS maintains CASA services as an accredited member of the National CASA Association and Louisiana CASA Association in these regions. Parishes in these Judicial Districts are very unique to one another and the gaps which exist are related to the rural make-up, geographic distances, and lack of local services in each of these areas. These gaps create several challenges for any services to continue routinely. Recently, economic strains have increased these challenges even more and many services are no longer available in these local communities. Since many families cannot afford to travel further distances to metropolitan areas to receive services, they often do not pursue them. CAS has a proven record for being able to continue these services through our existing structure and local programming efforts. We offer resources, clinical services, and advocacy to children and family victims of abuse and neglect. Additionally, prevention education is offered to offer a balance to our intervention efforts and potentially reduce the need for increased intervention 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, BRIEFY state what the project hopes to accomplish. Do this by providing a clear statement of the effect this project will have on the problem.

GOAL 1: To create community awareness of the need for child advocates/CASA volunteers beginning October 1, 2010.

GOAL 2: To train community volunteers to serve as Court Appointed Special Advocates beginning October 1, 2010.

GOAL 3: To provide quality CASA volunteer supervision in court for abused/neglected children beginning October 1, 2010.

GOAL 4: To provide 250 children with volunteer advocates beginning October 1, 2010.

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:
OBJECTIVE: To recruit 50 additional community members to be trained as CASA volunteers by September 30, 2011.

GOAL 2:
OBJECTIVE: To conduct six (6) 40-hour training sessions by September 30, 2011.

GOAL 3:
OBJECTIVE: To provide adequate and effective supervision of 120 CASA volunteers in accordance with National CASA Association recommended management practices and procedures by September 30, 2011.

GOAL 4:
OBJECTIVE: To monitor all juvenile court hearings and assign advocates to 50 new cases by September 30, 2011.

D. ACTIVITIES / METHODS

List the specific activities and/or services to be provided that will accomplish the objectives. Must include a timetable for achieving the various components of your project. Timetable must cover entire grant period. This must relate back to the Goals and Objectives. If this is a training project, omit this page and complete D-2 Training Programs.

Objective 1: A. Target all ethnic/cultural groups to create a diverse volunteer pool.
B. Distribute public service announcements to radio, television and other news media.
C. Encourage volunteers/board members to recruit, speak to professionals in our field.
D. Compile statistical data on recruitment efforts.

Objective 2: A. Continue to develop and refine a standardized training program in accordance with National CASA standards.
B. Process applications on all volunteers including appropriate Sheriff and background checks, fingerprint processing.
C. Provide and review a copy of job description, professional conduct standards, and Pledge of Confidentiality.
D. Compile statistical data on training evaluation and success.

Objective 3: A. Make personal contact with volunteer at least monthly.
B. Review all court reports before submitting to court.
C. Attend all court hearings with volunteers.
D. Provide in-service training.

Objective 4: A. Accept appointments from all sitting juvenile court judges.
B. Match and assign appropriate volunteers to child victims of abuse.
C. Facilitate swearing in and court ordered appointment for volunteers.

All objectives will be achieved between 10/1/10 - 9/30/11.

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: LaKisha Penn PHONE: (985) 902-9583 EMAIL: lpenn@childadv.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: Joelle Henderson, LPC PHONE: (985) 902-9583 EMAIL: jhenderson@childadv.net

☒ 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.)

All previous outcomes projected in prior applications have been satisfied. Upon each project completion, outcomes are compared to the original objectives to verify these benchmarks are being met. Additionally, annual surveys are disseminated to volunteers, Judges, and children being served by the program to receive external favorability. Compilation summaries are completed and reviewed by the program director and the feedback is shared with our staff and Board of Directors. Our 2010 Judges Survey compilation indicated a 93% favorability to the CASA role for children being served in the communtiy.

2. Did the project work as expected? Explain.

Child Advocacy Services monitors and evaluates its services through our annual Satisfaction Survey. Surveys in these communities indicated a high favorability for the project services being offered. Additionally, referrals and requests for services have continued to be made and exceed our resource capacity. Our ongoing partner and stakeholder relationships also have continued to demonstrate great success. The services offered through this project continue to demonstrate effectiveness as a valuable services component in these communities.

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?

Clients and adults as well as collaborative agencies will be provided a Satisfaction Survey in each service area.

2. When will the data be collected?

Satisfaction Surveys will be conducted/distributed annually. It is expected that 75% will report service satisfaction.

3. Who will collect and analyze the data?

CASA Program Director

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

Name: Lakisha Penn Phone: (985) 902-9583 Email: lpenn@childadv.net

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

Client satisfaction and program service outcomes are reported to the organization's CEO. The CEO reports this data to the Board of Directors for further review and consideration. Modifications or revisions to programming are made subject to local trends, community need, and further assessments made from survey evaluations.

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.

The results of this project will be made to the Louisiana Commission on Law Enforcement in the form of required and requested reports and documentation. Necessary and relevant information will be made to the agency's Board of Directors and to any other appropriate funding agency.