

APPLICATION NUMBER: C11-8-009

APPLICANT: Child Advocacy Services, Inc.

PROJECT TITLE: Child Advocacy Program

RTA
RC
07/20/12

PROJECT FUNDS :

FUND: \$ 50,000 80.00%

MATCH: \$ 12,500 20.00%

TOTAL: \$ 62,500 100.00%

PROJECT DURATION: 12 months

START DATE: 06/01/2012

END DATE: 05/31/2013

Continuation of C09-8-018

PROJECT SUMMARY:

Child Advocacy Services Children's Advocacy Center (CAC) Program provides a safe environment where children who have disclosed sexual or severe physical abuse can be interviewed by a trained forensic interviewer. A multi-disciplinary team of professionals observe the interview via closed-circuit television while the child's statements are preserved by videotape for further investigation to reduce the frequency of questioning for children and families. Additionally, advocacy and clinical services are offered through the CAC Program on a referral basis to victims and non-offending family members, as well as outside community members. The CAC Program is requesting funding to continue services in our Gonzales office to serve the 23rd Judicial District and conduct forensic interviews, provide counseling, offer advocacy and coordinate assistance to investigations for child victims of abuse.

RECOMMENDATION : FUND DENY

SPECIAL CONDITIONS :

OK RC 07/20/12

NO DRAWDOWN OF FUNDS (AWARD) BY LCLE UNTIL APPLICANT RESPONSE TO LCLE LETTER OF 07/18/2012 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: C11-8-009

CVA Purpose Area: 1E3

1. TITLE OF PROJECT

Child Advocacy Program

2. NEW PROJECT

CONTINUATION PROJECT OF: C10-8-008

3. PROJECT DURATION

Total Length: 12 Months (Not to exceed 12 Months)

Desired Start Date: 6/1/2012

Desired End Date: 5/31/2013

4. PROJECT FUNDS

Federal Funds: \$50,000

Cash Match: \$3,300

In-Kind Match: \$9,200

Total Project: \$62,500

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: 2/16/2013

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: Joelle Henderson

Title: Director of Clinical Services

Agency: Child Advocacy Services

Address: 1504 W. Church Street

City: Hammod

Zip: 70401-2907

Phone: (985) 902-9583

FAX: (985) 345-4689

Email: jhenderson@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.)

Child Advocacy Services Children's Advocacy Center (CAC) Program provides a safe environment where children who have disclosed sexual or severe physical abuse can be interviewed by a trained forensic interviewer. A multi-disciplinary team of professionals observe the interview via closed-circuit television while the child's statements are preserved by videotape for further investigation to reduce the frequency of questioning for children and families. Additionally, advocacy, clinical services, and prevention education are offered through the CAC Program on a referral basis to victims and non-offending family members, as well as outside community members. This project will provide forensic interviews, clinical services, and prevention education training for children and families who are victims of child abuse. These services include advocacy, individual/family/group counseling on a referral basis, and educational resources to victims and non-offending family members.

2012 JUN 15 AM 9:54

LA COMMISSION
LAW ENFORCEMENT

CVA - 1

Revised JULY 2010

VOCA PURPOSE AREAS

Please Check Type of Victimization Served (Check all that apply):	
<input checked="" type="checkbox"/>	Sexual Assault
<input type="checkbox"/>	Domestic Abuse
<input checked="" type="checkbox"/>	Child Abuse
<input type="checkbox"/>	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?	<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: 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	\$39,620	\$0	\$4,700	\$44,320
SECTION 200. FRINGE BENEFITS	\$10,380	\$0	N/A	\$10,380
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	\$3,300	\$4,500	\$7,800
TOTAL:	\$50,000	\$3,300	\$9,200	\$62,500

Provide Source of Cash Match: Non-grant contributions.

Provide Source of In-Kind Match: Donated use of office space.

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
Clinical Services Coordinat	Terica Toliver	FT	\$2,940.17	54.48%	12.00	\$19,221.65	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Clinical Services Coordinat	Sarah Gazzo	FT	\$2,666.66	63.75%	12.00	\$20,399.94	<input checked="" type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
SUBTOTAL AMOUNT OF FULL-TIME EMPLOYEES SALARIES:						\$39,621.59	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
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
							\$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:							\$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
Volunteers will provide counseling services, case management/victim's advocacy; attend trainings; provide assistance/support services to victims of abuse; attend meetings/court hearings; report to the judge and recommend what is in the child's best interest.	470.00	\$10.00	\$4,700.00
			\$0.00
SUBTOTAL AMOUNT OF VOLUNTEERS IN-KIND SALARIES:			\$4,700.00

SECTION 100. PERSONNEL SUMMARY	
FEDERAL FUNDS	\$39,620
CASH MATCH	\$0
IN-KIND MATCH	\$4,700
PERSONNEL TOTAL	\$44,320

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:

Services of a Clinical Services Coordinator are needed to conduct forensic interviews, provide therapeutic counseling to children and families who have been victims of child abuse, offer victim's advocacy, and increase prevention education to reduce child abuse. A Clinical Services Coordinator maintains a Master's Degree and has either obtained or is working towards securing their clinical licensure through direct supervision.

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

The severity and potential long term effects of child abuse (physical, sexual, and mental) demand a trained and qualified social/mental health professional with a Master's degree; consequently the salary requested herein for the Clinical Services Coordinator is comparable to similar positions in the surrounding community. The salary range for this position is \$30,000 - \$40,000. Child Advocacy Services maintains a Board of Directors approved salary range and a position salary schedule which is reviewed annually.

C) Project duties of each position requested:

Duties of the Clinical Services Coordinator include conducting forensic interviews to child victims of sexual and/or severe physical abuse, provide counseling to child victims and their non-offending family members, and provide direct services through individual and family counseling for victims referred to our agency. Duties of the CSC directly involve client issues ranging from children and family victimization issues experienced by divorce, abuse, family separation, substance abuse, sexual and/or physical abuse, neglect, social impacts, mental health problems, or other dysfunctional behaviors. The counselor will also participate in community partnerships to strengthen services to 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 Clinical Services Coordinator positions will be filled by existing staff who fill the same positions under current grants (Sub-grants # C10-8-008 and C09-8-022).

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. Terica Toliver	.062		\$19,220	\$1,191	5.	.062			\$0
2. Sarah Gazzo	.062		\$20,400	\$1,264	6.	.062			\$0
3.	.062			\$0	7.	.062			\$0
4.	.062			\$0	8.	.062			\$0
MEDICARE	RATE		SALARY	TOTAL	MEDICARE	RATE		SALARY	TOTAL
1. Terica Toliver	.0145		\$19,220	\$278	5.	.0145			\$0
2. Sarah Gazzo	.0145		\$20,400	\$295	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. Terica Toliver	564.43	12.00	54.48%	\$3,690	5.				\$0
2. Sarah Gazzo	338.42	12.00	63.75%	\$2,588	6.				\$0
3.				\$0	7.				\$0
4.				\$0	8.				\$0
WORKMAN'S COMPENSATION	RATE		SALARY	TOTAL	WORKMAN'S COMPENSATION	RATE		SALARY	TOTAL
1. Terica Toliver	0.019		\$19,220	\$365	5.				\$0
2. Sarah Gazzo	0.019		\$20,400	\$387	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. Terica Toliver	0.023	CHECK TYPE:	\$7,000	\$161	5.		CHECK TYPE:		\$0
2. Sarah Gazzo	0.023		\$7,000	\$161	6.				\$0
3.		<input type="checkbox"/> FUTA		\$0	7.		<input type="checkbox"/> FUTA		\$0
4.		<input checked="" 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):				\$10,380	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): \$10,380

SECTION 200. FRINGE BENEFITS SUMMARY	
FEDERAL FUNDS	\$10,380
CASH MATCH	
TOTAL FRINGE BENEFITS	\$10,380

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 - Gonzales	20% of \$750 per month	12.00	\$150.00	\$1,800.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rent - Luling	50% of \$750 per month	12.00	\$375.00	\$4,500.00	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Utilities - Luling	50% of \$250 per month	12.00	\$125.00	\$1,500.00	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SUBTOTAL OF OTHER DIRECT COSTS:				\$7,800.00			

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

BRIEFLY EXPLAIN:
A) Need for each type listed; and
Rent and telephone costs for these offices are needed to provide services to victims of child abuse.

B) Its relationship to project.
The Gonzales and Luling Office space is directly used to provide interview and counseling space to child victims of abuse. Telephones are used to contact clients to schedule services.

SECTION 800. OTHER DIRECT COSTS SUMMARY	
FEDERAL FUNDS	\$0
CASH MATCH	\$3,300
IN-KIND MATCH	\$4,500
OTHER DIRECT COSTS TOTAL	\$7,800

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: Despite increased statewide attention surrounding child abuse and victimization, our local communities, schools, and professionals seem blinded by the reality and need for further prevention and intervention efforts. Continued services are critical to enhance awareness and the overall education on the need to prevent child abuse and victimization. Most often, child protection and victim safety is focused on existing mandated reporters and those professionals already in the field. Little or no resources are in place to target specifically other adults, family, and general community citizens as to their individual responsibilities to assist in preventing these incidents. Additionally, very few intervention or clinical services are readily accessible to children and families who have experienced incidents of abuse and neglect. Prior to a Children's Advocacy Center, there was no multi-disciplinary response to the investigation of child sexual abuse cases or case coordination and follow-up enabling children and families to be aware of and access services needed. These child victims were subjected to repeated interviews by child protection, Law Enforcement, the District Attorney's Office, doctors, mental health, and more. These multiple interviews led to difficulty for the District Attorney's office when it came time to prosecute these cases. The District Attorney's Office had also expressed concern with the quality of interviews prior to the use of the Children's Advocacy Center.

NEED: CAS CAC program was able to continue offering forensic interviews, provide individual and family counseling, and offer victim's advocacy in the 23rd JDC through LCLE after ARRA funding expired in May of 2010. Of the 507 interviews conducted in 2011 from all four of our CAC sites, the 23rd conducted 89 of these interviews and provided 193 hours of advocacy and/or counseling. In the River Parishes of St. Charles and St. John, Clinical Services Coordinators provided over 516 hours of advocacy and/or counseling. These services continuing as a local resource have demonstrated to be the most effective use of funding and greatest programming model for victim's services.

In addition to increasing forensic interviews for sexually abused children, counseling resources to children and families referred to the CAC program and maintaining full-time services in this region is needed. This project will continue the availability to provide these desperately needed mental health services to victims from interns placed from local universities. Also, it provides for greater coordination of follow-up, victim's advocacy, resource development, and service referrals to children through our existing multi-disciplinary team. Furthermore, it will enhance the information about child abuse and neglect needed to create a greater understanding of the problem so that those children who are being abused and/or neglected can receive the services they require, as well as work toward coordinating any existing resources to support the family in an effort to prevent further abuse.

Counseling is provided for as long as the family is in need. Through this proposal, Child Advocacy Services will be able to continue offering counseling services to answer the local needs for children and families.

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

CAS Children's Advocacy Center provides forensic interviews for the 23rd JDC including Ascension, Assumption, and St. James Parishes. This interview site was established in 2005 utilizing full-time staff from the Livingston Parish and Tangipahoa Parish sites. In 2009, this position was filled with a full-time regional staff member based in the 23rd JDC with the ARRA Stimulus funding. Since this time, the number of forensic interviews conducted in the 23rd JDC continues to increase. Additionally, clinical services including victim's advocacy and counseling in Ascension Parish is limited and clients have to travel into Baton Rouge to receive services. Having a local presence in the parish is more convenient and services are being utilized more frequently when needed.

Child Advocacy Services serves as the single service source in the 29th and 40th Judicial Districts for the Court Appointed Special Advocates (CASA) programs and ancillary services to the local Children's Advocacy Center (CAC) program. CAS maintains CAC services as an accredited center in four additional outlying areas to this region. St. Charles, St. John, and St. James Parishes 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.

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 reduce the number of statements collected from children in each incident of sexual or physical abuse.

Goal 2: Offer clinical services to victims referred to the CAC program.

Goal 3: To provide advocacy to child victims and their families.

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 1: Provide forensic interviews for 70 victims by May 31, 2013.

Objective 2: Provide program education and referral resources to 70 child victims and 70 non-offending family members by May 31, 2013.

Objective 3: To facilitate multi-disciplinary team response to at least 80% of child abuse cases referred for interview by May 31, 2013.

GOAL 1:

Objective 1: Provide 400 units of counseling to assist with recovery from the effects of trauma resulting from abuse by May 31, 2013 .

Objective 2: Provide 400 units of counseling to individuals and families to assist with coping tools to address issues in the client's life that may re-emerge related to past trauma by May 31, 2013.

Goal 3:

Objective 1: Facilitate resource and referral offerings to 90% of CAC Program participants by May 31, 2013.

Objective 2: Conduct monthly multi-disciplinary team meeting case reviews to 90% of program referrals by May 31, 2013.

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.

The methods indicated below are the indicators to fulfilling the services projected for the project goals and objectives. These methods are ongoing throughout the entire duration of the project. These methods are monitored and executed by the Director of Clinical Services or the Clinical Services Coordinator.

Goal 1:

- Objective 1: A. Provide forensic interview to child victims of abuse in a timely manner.
B. Provide MDT members opportunity to have input during forensic interview.
C. Provide confidential access to video/audio tapes to MDT members.

- Objective 2: A. Assist family with access to local resources through appropriate referral system.
B. Provide access to Victim's Assistance Program through the MDT process.

- Objective 3: A. Facilitate monthly meetings with multi-disciplinary team of professionals to staff cases.
B. Enter case information into MDT Database for follow-up and review.

Goal 2:

- Objective 1: A trained counselor will provide weekly counseling to clients who have been victims of abuse. The counselor will accept clients referred to the program through sources such as the Department of Children and Family Services, law enforcement, and local schools.

- Objective 2: A trained counselor will provide victims' advocacy and safety planning to all clients who have been victims of abuse.

Goal 3:

- Objective 1: Provide resource information to victims and non-offending family members.

- Objective 2: Collaborate with MDT members to ensure needs of victims and families are met.

The activities undertaken to achieve the goals and objectives are on-going throughout the grant period of 6/1/2012 to 5/31/2013.

D-2. TRAINING PROJECTS

Complete this page in lieu of Section D – Activities/Methods. This page is to be completed only if this application is for the training of individuals involved in the criminal justice system. DO NOT use this for in-house training.

1. Training Curriculum (topics to be included):

No training of individuals is being conducted through this project. See direct service activities in Section D.

2. Type of personnel to be trained:

3. Number of personnel to be trained:

4. Geographical locations of trainees (who will be invited):

5. Dates and hours of training:

6. Location of training:

7. Explanation supporting the effectiveness of the training program including how the program will meet the identified need.

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.)

In 2011, the Children's Advocacy Center (CAC) Program assisted in the achievement of several positive outcomes. In the 23rd JDC, forensic interviews were provided for 89 sexually assaulted children and 17 children and families received over 193 hours of clinical services. In the River Parishes of St. Charles and St. John, over 77 children and families received nearly 516 hours of clinical services. Additionally, adults received information regarding services to prevent child abuse and victimization.

2. Did the project work as expected? Explain.

Child Advocacy Services monitors and evaluates its services through our Client 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?

The objectives have been changed in order to provide more accurate and quantifiable information on the core project activities.

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?

Victims will complete a client satisfaction survey and self-report progress upon service completion. Of 70 victims anticipated to receive counseling, a random sample will be selected to report services satisfaction. It is expected that 70% will report service satisfaction.

2. When will the data be collected?

Clients and adults receiving services will be provided a survey upon their termination or at their end of service period. Additionally, surveys are randomly submitted to clients and adults at the end of the calendar year. Stakeholder and program partners are also asked to complete satisfaction surveys in each service area.

3. Who will collect and analyze the data?

Director of Clinical Services

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

Name: Joelle Henderson

Phone: (985) 902-9583

Email: jhenderson@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.



Satisfaction Survey

Please circle or write the program/service you are evaluating:



Please indicate your opinion on the following areas by rating them on this scale:
 4 = Excellent, 3 = Satisfactory 2 = Average, 1 = Poor

Setting/ Environment	Scale				
Comfortable	1	2	3	4	
Organized	1	2	3	4	
Appropriate	1	2	3	4	
Functional	1	2	3	4	
Service Provider	Scale				
Helpful	1	2	3	4	
Knowledgeable	1	2	3	4	
Professional	1	2	3	4	
Open to Questions and Feedback	1	2	3	4	
Services Rendered	Scale				
Valuable	1	2	3	4	
Informative	1	2	3	4	
Supportive to Personal Needs	1	2	3	4	
Met expectations	1	2	3	4	
Handouts/Materials/Slides	1	2	3	4	N/A

In the space below or on back, please share any additional comments you may have:

Please complete the following OPTIONAL information to help us better evaluate our services:

Age:	
Gender:	
Service:	
Program:	Provider:

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.

Prior to conclusion of federal support for this program, every effort will be made to secure funding from other sources. These include local and state governments, local and regional funding agencies, foundations, individuals and corporations as well as special fundraising events.

K. RESOURCES

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

CAS currently maintains a full-time office in Gonzales serving Ascension Parish. This local office is fully operational and its existing resources will be used through this project to enhance the services being offered in this region.

In our Luling office, a 2,000 sq. ft. facility has been completely renovated and furnished as a child friendly place where this project can be implemented. This facility was donated by a local family to the local Sheriff's Office to be utilized for community services. The Sheriff's Office allows CAS to occupy this facility through a partnership agreement to serve the local community. Equipment is in place for staff and volunteers to carry out their designated duties.

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 | 2/6/2012 |
| 2. Dates covered by last audit: | 1/1/2011 - 12/31/2011 |
| 3. Date of next audit: | February 2013 |
| 4. Dates to be covered by next audit: | 1/1/2012 - 12/31/2012 |
| 5. Date next audit will be forwarded to LCLE: | April 2013 |

- 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 will provide counseling services, case management/victim's advocacy; attend trainings; provide assistance/support services to victims of abuse; attend meetings/court hearings; report to the judge and recommend what is in the child's best interest.

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.

Child Advocacy Services is aware of the Crime Victim's Reparation program administered by the Louisiana Commission on Law Enforcement and locally by the sheriff's office. Each victim will be informed of the services available for crime victims through each sheriff's office. In addition, we will assist the victim and their family in contacting the Victim's Assistance Coordinator in the District Attorney's Office. Each of these members participate on our MDT team and supports our programming efforts through our CAC Program.

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.

Child Advocacy Services CAC has established a cooperative inter-agency agreement with Law Enforcement, Department of Children and Family Services, District Attorney's Office, and medical and mental health representatives.

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.

Child Advocacy Services CAC operates within a multi-disciplinary team concept inclusive of law enforcement and will encourage all victims to report all offenses to law enforcement. Generally it is expected that law enforcement will be aware of the situation prior to agency involvement. Should this not be the case, victims will be encouraged to report the offense and the agency will comply with the Juvenile Code insofar as is mandated. Additional prevention education efforts are maintained through CAS with its published resource entitled Recognize, React, Report. This child friendly resource is used as a prevention method to encourage reporting at the local community level to Law Enforcement and the Department of Children and Family Services.

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.

All volunteers and staff are required to sign a release that allows program staff to request criminal records checks from the Louisiana State Crime Lab and a Child Abuse Registry check by the Department of Children and Family Services. The CAC does not accept applicants if they have been convicted of, or have charges pending for, a felony or misdemeanor involving a sex offense, child abuse or neglect, or related acts that would pose risks to children or to the CAC program's credibility.