LOUISIANA COMMISSION ON LAW ENFORCEMENT AND ADMINISTRATION OF CRIMINAL JUSTICE

APPLICATION AND REVIEW SUMMARY

APPLICATION NUMBER: C10-3-004

APPLICANT: CASA of West Central Louisiana, Inc.

PROJECT TITLE: CASA Program

PROJECT FUNDS :

FUND:	$ 23,550	80.00%	
MATCH:	$ 5,888	20.00%	
TOTAL:	$ 29,438	100.00%	

PROJECT DURATION: 12 months

START DATE: 10/01/2010

END DATE: 09/30/2011

Continuation of C04-3-003

PROJECT SUMMARY:

Court Appointed Special Advocates (CASA) Program works to ensure that every child in Vernon Parish has an advocate who is a sworn officer of the court to speak for the child in the court, school, mental health, DCFS, and legal systems as well as with other community providers. The advocate promotes the best interest of the child. The agency's mission is to make sure children are in safe, permanent, and nurturing homes without further child abuse and neglect. The advocate supervisor will supervise the advocates as they advocate for children who are deemed by the court as "a child in need of care" and placed in foster care. The advocate supervisor ensures the advocates provide the judge with a court report with recommendations based on the advocates findings.

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.
3. PRE-AWARD COSTS ALLOWABLE FROM 10/01/2010.
4. NO RELEASE OF FUNDS BY LCLE UNTIL PRIOR PROJECT C09-3-003 IS FINALIZED.
5. ALL TRAVEL EXPENDITURES MUST BE IN ACCORDANCE WITH STATE TRAVEL REGULATIONS.

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: C10-3-004 CVA Purpose Area: 3

1. TITLE OF PROJECT
CASA Program

2. ☐ NEW PROJECT
☒ CONTINUATION PROJECT OF: C09-3-003

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:	$23,550
Cash Match	0
In-Kind Match:	$5,888
Total Project:	**$29,438**

5A. APPLICANT AGENCY INFORMATION
Agency Name: CASA West CenLA, Inc.
Physical Address: 1118 N. Pine Street Suite G
City: DeRidder Zip: 70634-2830
Mailing Address: P.O. Box 146
City: DeRidder Zip: 70634-2834
Phone: (337) 462-4667 FAX: (337) 462-1554
Email: ghodnett@casawestcenla.org

5B. AUTHORIZED OFFICIAL OF APPLICANT AGENCY
Authorized Official: Gayle Hodnett
Title: Executive Director
Agency Name: CASA West CenLA, Inc.
Address: 1118 N. Pine Street
City: DeRidder Zip: 70634-2830
Phone: (337) 462-4667 FAX: (337) 462-1554
Email: ghodnett@casawestcenla.org

Fed Employer Tax Id: 82 - 0554504 DUNS: 121 - 4661 CCR CAGE/NCAGE: 60Y06 CCR Expiration Date: 6/8/2011

6. IMPLEMENTING AGENCY
Name: Gayle Hodnett
Title: Executive Director
Agency: CASA West CenLA, Inc.
Address: 1118 N. Pine Street Suite G
City: DeRidder Zip: 70634-2830
Phone: (337) 462-4667 FAX: (337) 462-1554
Email: ghodnett@casawestcenla.org

7. PROJECT DIRECTOR
Name: Gayle Hodnett
Title: Executive Director
Agency: CASA West CenLA, Inc.
Address: 1118 N. Pine Street Suite G
City: DeRidder Zip: 70634-2830
Phone: (337) 462-4667 FAX: (337) 462-1554
Email: ghodnett@casawestcenla.org

8. FINANCIAL OFFICER
Name: Kay Wilbanks
Title: Vice President
Agency: Merchants and Farmers Bank
Address: 501 S. 5th Street
City: Leesville Zip: 71496-1151
Phone: (337) 238-6216 FAX: (337) 462-1554
Email: kay@merchantsandfarmsers.com

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

Court Appointed Special Advocates (CASA) Program, CASA West CenLA, Inc,, works to ensure that every child in Vernon Parish has an advocate who is a sworn officer of the court to speak for the child in the court, school, mental health, DCFS, and legal systems as well as with other community providers. The advocate promotes the best interest of the child. The agency's mission is to make sure children are in safe. permanent, and lnurturing homes without further child avbuse and neglect. The advocate supervisor will supervise the advocate as they advocate for children who are deemed by the court as a "child in need of care" and placed in foster care. The advocate supervisor ensures the advocates provide the judge with a court report with recommendations based on the advocates findings.

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: Gayle Hodnett Title: Executive Director
Phone: (337) 462-4667 Fax: (337) 462-1554 E-Mail: ghodnett@casawestcenla.org

PROJECT BUDGET SUMMARY

BUDGET CATEGORIES	FEDERAL FUNDS	CASH MATCH	IN-KIND MATCH	SECTION TOTAL
SECTION 100. PERSONNEL	$17,297	$0	$2,400	**$19,697**
SECTION 200. FRINGE BENEFITS	$5,153	$0	N/A	**$5,153**
SECTION 300. TRAVEL	$1,100	$0	$0	**$1,100**
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	$3,488	**$3,488**
TOTAL:	**$23,550**	**$0**	**$5,888**	**$29,438**

Provide Source of *Cash* Match:

Provide Source of *In-Kind* Match: The landlord of the office provides the agency with in-kind rent. Adams Pest Control provides monthly pest control services, and two volunteer are used in the project.

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
		FT				$0.00	☒	☐
		FT				$0.00	☐	☐
		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:						$0.00	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
Advocate Supervisor		PT	$13.86	24.00	100.00%	52.00	$17,297.28	☒	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
							$0.00	☐	☐
SUBTOTAL AMOUNT OF PART-TIME AND/OR OVERTIME EMPLOYEES SALARIES:							$17,297.28	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
Kay Wilbanks	120.00	$10.00	$1,200.00
Carol Feldpausch	120.00	$10.00	$1,200.00
SUBTOTAL AMOUNT OF VOLUNTEERS IN-KIND SALARIES:			$2,400.00

SECTION 100. PERSONNEL SUMMARY	
FEDERAL FUNDS	$17,297
CASH MATCH	$0
IN-KIND MATCH	$2,400
PERSONNEL TOTAL	$19,697

SECTIO. ,00. PERSONNEL (Continued) – BRIEFLY XPLAIN

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

☐ Yes ☐ No Are resumes for each position attached? If not, explain: Current position is vacant with hire date of Oct 15th

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

According to National CASA Standards, the agency cannot serve children without a CASA Advocate Supervisor supervising CASA Advocates who advocate for the child's best interest. Therefore, to serve the remaining children who are in foster care with CASA advocates, we must meet these requirements.

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

A throurgh review of the Louisiana CASA Programs was completed 2 years ago to ensure the salary range for the Advocate is within is in the correct salary range. The part-time position is paid per hour based on the full time position's hourly pay.

C) Project duties of each position requested:

1. Review new children appointments to assign Advocate
2. Develop initial advocate case plan and on-going strategies for advocacy.
3. Attend Court hearings with advocate
4. Attend all DCFS meetings with advocate
5. Provide assistance and consultation for advocates as needed and requested
6. Assist Advocate with court reports and distribute to court
7. Maintain updated case documents in children and advocate files.
8. Assist in Advocate recruitment as needed.
9. Assist in Advocate monthly/quartely in-service training

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 agency is currently advertising for the current grant position. Upon hire, the person will continue in this current project request.

SECT. . 200. FRINGE BENEFITS (Employer's Sh. e 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.	.062		$17,297	$1,072	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.	.0145		$17,297	$250	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.	171.00	12.00	100.00%	$2,052	5.				$0
2.				$0	6.				$0
3.				$0	7.				$0
4.				$0	8.				$0
WORKMAN'S COMPENSATION	RATE		SALARY	TOTAL	WORKMAN'S COMPENSATION	RATE		SALARY	TOTAL
1.	0.003		$17,297	$51	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.	0.020	CHECK TYPE:	$17,297	$345	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.	0.080		$17,297	$1,383	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):	$5,153				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): $5,153

SECTION 200. FRINGE BENEFITS SUMMARY	
FEDERAL FUNDS	$5,153
CASH MATCH	$0
TOTAL FRINGE BENEFITS	$5,153

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	$260 X12 months	12.00	$260.00	$3,120.00	☐	☐	☒
Pest Control Service	$30.66 per month x 12 months	12.00	$30.66	$367.92	☐	☐	☒
				$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 OTHER DIRECT COSTS:	$3,487.92			

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

BRIEFLY EXPLAIN:

A) Need for each type listed; and

The rent is to have office space in Vernon Parish for Advocate Supervisors to meet with CASA Advocates, provide inservice training hours; housing of volunteer and children files.

The pest control service is to ensure the pests in the area such as roaches, spiders, mice, and etc. are not a part of the office space to insure clean working environment for staff and volunteers.

B) Its relationship to project.

The office space and the pest control service is directly related to the service provide for the children. The local office space is to ensure timely courts are given to the court; phone calls made to appropriate agencies;and the presence in the community is vital for continued volunteer recruitment and appointment of children by the judges to the agency.

SECTION 800. OTHER DIRECT COSTS SUMMARY	
FEDERAL FUNDS	$0
CASH MATCH	$0
IN-KIND MATCH	$3,488
OTHER DIRECT COSTS TOTAL	$3,488

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.

Children are being abused at a rate of one child every forty-eight minutes; every hour and three minutes, a child is confirmed neglected in Louisiana accourding to Louisiana CASA Association in their 2009 statistics. In Vernon Parish, there are 50 children in foster care who have been abused or neglected according to Larry Rooker, Vernon Parish Manager for Department of Children and Family Services (DCFS) on 9/27/10. Beauregard Parish located south of Vernon Paish has 57 children, according to Donna McCullough, Beauregard Parish Manager for DCFS as of 9/27/10 and Allen Parish to the east has 29 children in foster care, according to Dawn Bectom, DCFS Regional Administrator as of 8/18/10. In comparision to these surrounding parishes of the same size, Vernon Parish is second in having the highest number of children who have been abused and neglected and placed in foster care. Currently, CASA advocates serve 32 of the 50 children in care. Larry Rooker, Vernon Parish Manager of DCFS stated 9/27/10, "When will you (CASA West CenLA, Inc.) be able to assign a CASA Advocate for all the children we have in state's custody in Vernon Parish?"

The project need is to move children from foster care to safe, permanent, and nurturing homes as quickly as possible. In order to meet this need, the agency has to provide a part-time CASA Advocate Supervisor with assigned CASA Advocates serving the children who are in foster care in Vernon Parish without a CASA Advocate. In order to meet the need, a part-time CASA Advocate Supervisor will supervise 18 advocates to serve the 18 children in Vernon Parish who do not have a voice in court. The part- time CASA Advocate Supervisor will assist, supervise, and train the CASA Advocates to speak for the children in court to ensure the children move from foster care into a safe, permanent, and nurturing homes as quickly as possible.
The agency is currently at maximum advocates serving 32 of the 50 children. To serve more children, the agency has to meet National CASA Standards which limits the number of CASA Advocates per CASA Advocate Supervisor. With the addition of the part-time Advocate Supervisor, the agency will have the capacity to supervise 18 advocates to speak in court for each of the remaining 18 children who are in foster care. According to National CASA Association's 2009 statistics a child is "two times more likely to spend less time in the foster care system with a CASA Advocate". With that said, children will be place in a permanent, nurturing, and safe homes free from future child abuse and neglect more quickly than a child without an advocate. A permanent placement gives the children the the opportunity to dream dreams for their tomorrows while with their "forever families"where they are free to live without the fear of more abuse or neglect.

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

The National CASA Association began 34 years ago in Seattle, Washington by a judge who found he did not have enough information to make a forever decision about where children who had been abused and neglected would be placed. Approximately three years ago, Judge Vernon Clark, 30th Judicial District Court, expressed the identification of the gap of services when he stated, "We (judges and lawyers in the court) did not know we didn't know. We found the CASA Advocate Court Report brought to the court gives more current information than what we realized was available to the court for the decisions regarding services these children in foster care needed and about placement. We (judges and lawyers) read the CASA Advocate Court Report before we read information given to us by the Department of Children and Families because it is more up to date and filled with pertinent information for making the decisions we as judges must make for these children". He continues today to make this same statement to the CASA Advocates he swears-in as officers of the court to encourage them in their work for the court. Prior to CASA Advocates being the voice in court for the children and bringing the information of what is in the best interest of the child based on the facts to the court, there was only one view point given to the judge. CASA Advocates bring recommendations based in facts of what is needed for the child. The CASA Advocates are the eyes and ears for the judges in the community as they investigate what is in the best interest of the child.

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: Provide a part-time advocate supervisor to supervise 15 CASA advocates
Goal #2: Provide 15 CASA Adocates to provide advocacy for the children to inform the court.
Goal #3: Provide 18 children in the foster care system with 15 CASA Advocates to be the voice of the child in court for determining a safe, permanent, nurturing home.

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: Hire, train one part-time Advocate supervisor for Vernon Parish by October 30, 2010.
Objective #2: Part-time Advocate Supervisor will work with the 30th JDC and the Leesville City Court to identify 15 children to appoint to the CASA Program during the project period of October 1, 2010- September 30, 2011

Goal #2:
Objective #1: Recruite 15 CASA Advocates during the projeft period of October 1, 2010- September 30, 2011.
Objective #2: Train and Swear-in 15 CASA Advocate that are assigned a child's case. October 1, 2010- September 30, 2011

Goal #3:
Objective #1: Advocate for 15 appointed children by being their voice in court for the child's best interest during the project period of October 1, 2010- September 30, 2011
Objective #2: Give court report to the judges for 15 children at each hearing through project period October 1, 2010-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.

Goal #1;
Objective #1:
Activities: Advertise, hire , and train a part-time Advocate Supervisor by Oct 30, 2010.
Objective #2:
Activities: Schedule meetings at a minimum of quartely with judges in the 30th JDC and Leesville City Court and child's lawyer to encourage appointment of 18 children to CASA Program from November 1, 2010-September 30, 2011.

Goal #2:
Objective #1:
Activities:
1. Advertise the need for CASA Advocates in Leesville Leader and the Guardian (Ft. Polk Paper) newspapers 2 to 4 times a month beginning October 1, 2010-September 30, 2011.
2. Live weekly interview on KJAE 93.5 on the "Swap Shop" and 300 PSA spots monthly.
3. Live monthly interview on KVVP 105 on the "Diner"
4. Post 50 training fliers for upcoming training in community businesses per quarter.

Objectivew #2:
Activities: Hold quartely trainings for 5 CASA Advocates that includes 30 + hours of training by National CASA Standarized training manual and local court attendance for juvenile cases. Hold quartely swearing-in by a judge for 5 CASA Advocates at the completion of each training class.

Goal #3:
Objective #1:
Activities: Advocate for 15 children appointed by the court by interviewing all parties involved in the child's case. Review all DCFS Documents; ensure child's case plan is being met by DCFS; attend all Family Team Conferences as scheduled; vist child in foster care home and/or parents home if in trial placement; attend all hearing to be the voice for the child in court November 1, 2010-September 39.2011.
Objective #2:
Activities: Assemble all finding in the court report that gives up to date information for 15 appointed children to the court at each hearing every six months or more if determined by the judge. Make recommendations to the courtat each hearing for the child's best interest with the goal of placement in a safe, permenant, nurturing home at each hearing for each of the 15 children from November 1, 2010-September 30, 2011.

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): CASA Advocacy for children

☐ 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: PHONE: ( ) - EMAIL:

☒ Yes ☐ No 2. Does this individual also serve as agency's point of contact for LAVNS? If not, please provide name and contact information:

NAME: PHONE: ( ) - EMAIL:

☐ Yes ☐ No 3. Has this individual attended trainings provided by LCLE to learn how victims are served by LAVNS? If no, agency will request LAVNS training from LCLE within 30 days of award. NOTE: More information regarding the LAVNS program, including training information, can be found at: http://lcle.la.gov/programs/lavns.asp.

☐ Yes ☐ No 4. Does the agency have posters displayed for promoting LAVNS and brochures readily available to victims? If no, please go to the LCLE website to request free LAVNS materials at: www.lcle.la.gov/lavns.

G. CRIME VICTIMS REPARATIONS (CVR)

☐ Yes ☐ No 1. Is same individual responsible for assisting victims in regard to services available through the CVR program? If not, please provide name and contact information:

NAME: PHONE: ( ) - EMAIL:

☐ Yes ☐ No 2. Does the agency know who the Crime Victims Reparations (CVR) Claims Investigator is at the Parish Sheriff's Office?

☐ Yes ☐ No 3. Does the agency have posters displayed for promoting CVR and brochures readily available to victims? If no, please fax a written request (contact person, agency name, mailing address) for free CVR posters and brochures to 225-925-6159. NOTE: More information regarding the CVR program, including applications and other forms, can be found at: http://lcle.la.gov/programs/cvr.asp

H. [illegible]IOR RESULTS (For Continuation Projects [illegible]ly)

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.)

The agency provided services for 23 children in Vernon Parish which exceeded our goal by one child. There were 14 successful placements in safe, permanent, and nutruing homes during the pervious project. The agency trained and sworn-in 13 advocates with two ready as of 9/27/10 and 5 in current training class giving us 20 toal missing the goal by 1 and the dates by three weeks. I has been a continious hurtle to over come the turn over rate due to loosing employees in this grant to Ft. Polk. It has been a difficult task to find a part time person who lives in Vernon Parish to fill the position. The agency advertized in three local papers, radio spots weekly for months to fill the position only to loose the person to a full time Ft. Polk position. This problem continues at the writing of this grant.

2. Did the project work as expected? Explain.

Yes as long as we had a person in the position. The Advocate Supervisor was able to supervise CASA Advocates that provided court reports to the judges and speak for the children in court.

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?

We are changing the number of children and advocates because of the number of children in foster care that are not served.

I. E[illegible]UATION AND DISSEMINATION OF REI[illegible]TING

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?

CASA Advocate Supervisor
The data will come from the monthly reports that are generated by the CASA Advocates.These reports give all information regarding advocacy for the children.

2. When will the data be collected?

The Advocate Supervisor will compile all monthly reports into a monthly performance indicator form.

3. Who will collect and analyze the data?

The Executive Director will collect and analyze the monthly performance indicators and report to the board of directors monthly.

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

Name: Gayle Hodnett Phone: (337) 462-4667 Email: ghodnett@casawestcenla.org

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

The Advocate Supervisor will meet twice monthly with the Advocate Supervisor to determine if the children's movement through the court system is progressing in a timely manner. A review of the monthly performance indicators will determine if the strategy should be revised and how to make the revision.

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 Louisiana Supreme Court and CASA Board of Directors will receive monthly performance indicators and Louisiana Commission on Law Enforcement will receive quartely reports and expenditure monthly reports.

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 agency is apply receiving funding from the Combined Federal Campaign, United Way of Central Louisiana. Also, the position will be requested to be funded by the CASA-Assistance Program from the Louisiana Supreme Court.

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.

The project will be housed in the office in Leesville, LA with other CASA Advocates. The agency pays rent from another funder and the owner of the building donates half of the rent to the agency as their support of the program. All office equipment, operating expenses, and supplies are provided by another funder. There are two other part-time Advocate Supervisors in the same office. The Advocate Supervisor for the project has access to and support from all CASA staff. The pest control for the office is an in-kind donation by a local provider.

L. AUDIT REQUIREMENTS

All applications **must** check one:

☐ This organization/agency expends $500,000 or more in federal funds (during the fiscal year of the organization/agency from any and all sources including the amount of this application) **AND MUST SUBMIT THE FOLLOWING INFORMATION:**

1. Date of last audit
2. Dates covered by last audit:
3. Date of next audit:
4. Dates to be covered by next audit:
5. Date next audit will be forwarded to LCLE:

☒ This organization/agency expends less than $500,000 in federal funds from all sources during the fiscal year of the organization/agency.

M. VOLUNTEERS

☒ Yes ☐ No Are you using volunteers as match?
If yes, describe the duties and functions performed by the volunteers. Indicate the number of volunteer hours per duty-function for this application (this can be an estimate). Volunteers' duties must directly relate to the focus of this project and information stated in Section 100 Personnel.

☒ Yes ☐ No Are volunteers screened in compliance with the Louisiana Child Protection Act (LRS 15:587.1) as appropriate?

The volunteers used in this project are called CASA Advocate. They provide approximately ten hours per month advocating for their assigned children. They provide court reports to the judges, lawyers, and the Department of Children and Families based on the investigative work/advocacy for their assigned child/ren. They visit the children in the foster homes and schools; talk with teachers, mental health professionals, school counselors, doctors, child's lawyer, and any one involved with the children; attend all court hearings, school meetings, Family Team Confernces at the Department of Children and Families Services. The CASA Advocates make recommendations to the judges on the needs of the child and placement.

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.

The children served are in state's custody when appointed to the CASA program and the CASA Advocates work directly with the Foster Care Worker to ensure the children apply for victim compensation. The CASA Advocate discusses with the Foster Care Worker when they are initially appointed.

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.

The agency sits on the multi-disiplinary team in Leesville which includes the distrist attorney's office, school board, physicians, DCFS, police department, sheriff's office, and CASA. The agency is currently developing a collobrative agreement with the Garrison Commander at Ft. Polk Army Post to recruit volunteers on post.

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.

The children served are in state's custody and at the point of removal by the state and placement in foster care, the state is required to report to law enforcement. Should the CASA Advocate learn of any further victimization not originally reported, the CASA Advocate and the Advocate Supervisor will inform the Department of Children and Families of the new disclosure immediately and they will launch an investigation and make reports to law enforcement.

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.

Each staff member and CASA Advocate of the agency is screened in three ways.
1. A set of finger prints are sent to the FBI for approval to work with children.
2. A check of the Department of Children and Families Services data base is conducted to determine if the staff/CASA Advocate has a history of child abuse and if the staff or CASA Advocate has lived in another state within the last five years a check is completed in the state of last residence to determine if there is a history of child abuse.
3. A check is completed through the Sheriff's Department for criminal history and sexual prediator in the state and also in other states in the system.
Once all areas are cleared, the person can be hired or complete the CASA Advocate training.