

LOUISIANA COMMISSION ON LAW ENFORCEMENT  
AND ADMINISTRATION OF CRIMINAL JUSTICE

APPLICATION AND REVIEW  
SUMMARY

APPLICATION NUMBER: C10-5-022

APPLICANT: St. Tammany Childrens Advocacy Center

PROJECT TITLE: Child Advocacy Program

PROJECT FUNDS :

FUND:	\$ <u>17,299</u>	80.00%
MATCH:	\$ <u>4,325</u>	20.00%
TOTAL:	\$ <u>21,624</u>	100.00%

PROJECT DURATION: 12 months

START DATE: 07/01/2012

END DATE: 06/30/2013

Continuation of C01-5-002

PROJECT SUMMARY:

This funding will pay a portion of the salary of our Forensic Interviewer. This is a full-time staff position. This position calls for someone specifically trained to interview abused children, who understands and follows the legal protocol established for these interviews, and who ensures that every agency investigating crimes against children in St. Tammany Parish has access to the services of the Children's Advocacy Center within the time-frame needed by the investigating agencies.

RECOMMENDATION : FUND X DENY    

SPECIAL CONDITIONS :

1. 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: C10-5-022

CVA Purpose Area: 3

1. TITLE OF PROJECT

Child Advocacy Program Washington Parish

2.  NEW PROJECT

CONTINUATION PROJECT OF: C - -

3. PROJECT DURATION

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

Desired Start Date: 7/1/2012

Desired End Date: 6/30/2013

4. PROJECT FUNDS

Federal Funds: \$17,299

Cash Match \$4,325

In-Kind Match:

Total Project: \$21,624

5A. APPLICANT AGENCY INFORMATION

Agency Name: St. Tammany Children's Advocacy Center

Physical Address: 223 W. 28<sup>th</sup> Avenue

City: Covington

Zip: 70433-2119

Mailing Address: P.O. Box 1852

City: Covington, LA

Zip: 70434-1852

Phone: (985) 892-3885

FAX: (985) 892-3875

Email: liz@cachehouse.org

5B. AUTHORIZED OFFICIAL OF APPLICANT AGENCY

Authorized Official: Jesse Hartley

Title: Executive Director

Agency Name: St. Tammany Children's Advocacy Center

Address: P.O. Box 1852

City: Covington, LA

Zip: 70434-1852

Phone: (985) 892-3885

FAX: (985) 892-3875

Email: jesse@cachehouse.org

Fed Employer Tax Id: 72 - 1271514

DUNS: 961488392 -

CCR CAGE/NCAGE: SF0F6

CCR Expiration Date: 4/12/2013

6. IMPLEMENTING AGENCY

Name: Jesse Hartley

Title: Executive Director

Agency: St. Tammany Children's Advocacy

Address: P.O. Box 1852

City: Covington, LA Zip: 70434-1852

Phone: (985) 892-3885 FAX: (985) 892-3875

Email: jesse@cachehouse.org

7. PROJECT DIRECTOR

Name: Jesse Hartley

Title: Executive Director

Agency: St. Tammany Children's Advocacy

Address: P.O. Box 1852

City: Covington, LA Zip: 70434-1852

Phone: (985) 892-3885 FAX: (985) 892-3875

Email: jesse@cachehouse.org

8. FINANCIAL OFFICER

Name: Elizabeth Taurman

Title: Development Director

Agency: St. Tammany Children's Advocacy

Address: P.O. Box 1852

City: Covington, LA Zip: 70434-1852

Phone: (985) 892-3885 FAX: (985) 892-3875

Email: liz@cachehouse.org

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

This funding will pay a portion of the salary of our forensic interviewer. This is a full-time staff position. This position calls for someone specifically trained to interview abused children, who understands and follows the legal protocol established for these interviews, and who ensures that every agency investigating crimes against children in St. Tammany Parish has access to the services of the Children's Advocacy Center within the time-frame needed by the investigating agencies.

2012 JUN -5 P 1:41  
LA COMMISSION  
LAW ENFORCEMENT

CVA - 1

Revised JULY 2010



**SECTION 100. PERSONNEL**

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

**FULL-TIME EMPLOYEES:**

POSITION TITLE	EMPLOYEE NAME	FT	ACTUAL MONTHLY SALARY	TIME DEVOTED TO PROJECT	NUMBER OF MONTHS	TOTAL SALARY PAID BY GRANT	PAID WITH	
							F	C
Sr. Forensic Interviewer	JoBeth Rickels	FT	\$3,750.00	48.06%	12.00	\$21,627.00	<input checked="" type="checkbox"/>	<input checked="" 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"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
SUBTOTAL AMOUNT OF FULL-TIME EMPLOYEES SALARIES:						\$21,627.00	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	C
None							\$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
Not Applicable for this application			\$0.00
			\$0.00
SUBTOTAL AMOUNT OF VOLUNTEERS IN-KIND SALARIES:			\$0.00

SECTION 100. PERSONNEL SUMMARY	
FEDERAL FUNDS	\$17,299
CASH MATCH	4,325
IN-KIND MATCH	
<b>PERSONNEL TOTAL</b>	<b>\$21,624</b>

**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 forensic interview is the heart of what we do at the Children's Advocacy Center. Our facilities are designed to make a child feel comfortable and safe enough to reveal the truth about what happened. Our forensic interviewer is specially trained to conduct non-leading interviews in an age-appropriate manner for the child involved and to foster an environment of safety and trust. The investigating agencies watch the interview in process through a closed-circuit screen in another room and are able to ask the interviewer of anything needed before the interview concludes. Through this process, a child victim is not interviewed several times by multiple agencies. The recorded interview is admissible in court.

Children's Advocacy Centers are part of the multi-disciplinary approach to investigations of crimes against children. Our forensic interviewer convenes the monthly meetings of the multi-disciplinary team (law enforcement, child protection services, the District Attorney's Office, and CAC interviewer and our therapist in Bogalusa) and chairs those meetings, which are held at our site. This process enables the team members to share information and to keep each other apprised of developments on all open cases.

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

Our Sr. Forensic Interviewer's salary is based on national and regional salary surveys. Forensic Interviewer's salaries are typically based on their years of experience, level of training, and education. Her salary is equivalent with interviewers who possess the same years of experience, have completed advanced-level trainings, and hold a master's degree.

C) Project duties of each position requested:

- Conducts sensitive and thorough forensic interviews with children regarding allegations of abuse for whom investigations have been opened by Law Enforcement and/or Department of Child and Family Services.
- Works with multi-disciplinary team members (law enforcement, child protection services of the Department of Child and Family Services, and the District Attorney's Office) in child abuse cases by facilitating the coordination of the investigating team's efforts and providing an objective venue for open discussions among team members. Convenes and chairs monthly multi-disciplinary team meetings for this purpose.
- Provides expert testimony as requested by the District Attorney's Office as to the CAC's interviewing protocol, the interviewer's training and abilities, the forensic interview format used in a specific case, and the individual issues involving a child's case.
- Ensures quality and continuity of forensic interviewing services, which includes training and developing backup forensic interviewing support.
- Provides crisis intervention and support to child victim and their family members as needed.
- Stays informed on the latest child abuse issues, research, protocols and interviewing techniques.
- Maintains required paperwork pertaining to forensic interviews for archiving in each child's record. This also includes review and update of current computer database. The database documents and is capable of producing reports on the number of interviews and outcomes for each child including: placement (custody).

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 position is held by JoBeth Rickels. In the past, this position has been funded in small part through the National Children's Advocacy Center and largely through a local donor. The local donor is no longer able to fund it at all. Our forensic interviewing of children from Washington Parish has increased since opening our site in Bogalusa.

**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.	.062			\$0	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			\$0	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.				\$0	5.				\$0
2.				\$0	6.				\$0
3.				\$0	7.				\$0
4.				\$0	8.				\$0
WORKMAN'S COMPENSATION	RATE		SALARY	TOTAL	WORKMAN'S COMPENSATION	RATE		SALARY	TOTAL
1.				\$0	5.				\$0
2.				\$0	6.				\$0
3.				\$0	7.				\$0
4.				\$0	8.				\$0
UNEMPLOYMENT TAX Based on first \$7,000 or Less	RATE	TYPE	SALARY	TOTAL	UNEMPLOYMENT TAX Based on first \$7,000 or Less	RATE	TYPE	SALARY	TOTAL
1.		CHECK TYPE:		\$0	5.		CHECK TYPE:		\$0
2.				\$0	6.				\$0
3.		<input type="checkbox"/> FUTA		\$0	7.		<input type="checkbox"/> FUTA		\$0
4.		<input type="checkbox"/> SUTA		\$0	8.		<input type="checkbox"/> SUTA		\$0
PUBLIC/PRIVATE RETIREMENT	RATE		SALARY	TOTAL	PUBLIC/PRIVATE RETIREMENT	RATE		SALARY	TOTAL
1.				\$0	5.				\$0
2.				\$0	6.				\$0
3.				\$0	7.				\$0
4.				\$0	8.				\$0
OTHER:	RATE		SALARY	TOTAL	OTHER:	RATE		SALARY	TOTAL
1.				\$0	5.				\$0
2.				\$0	6.				\$0
3.				\$0	7.				\$0
4.				\$0	8.				\$0
FRINGE BENEFITS TOTAL (A):				\$0	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): \$0**

SECTION 200. FRINGE BENEFITS SUMMARY	
FEDERAL FUNDS	
CASH MATCH	
<b>TOTAL FRINGE BENEFITS</b>	<b>\$0</b>

## 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.

Our Children's Advocacy Center serves the entire 22nd Judicial District, composed of all of St. Tammany and Washington Parishes.

Prior to our establishing our Bogalusa site, some of the children from Washington Parish could not be interviewed at the CAC in Covington because they lacked transportation for the trip. Those children had to be interviewed by law enforcement or child protection services in Washington Parish at the offices of the investigating agencies. These agencies lack the services that CAC's offer to children. This was a concern to the investigating agencies. Even those who were interviewed in Covington could not return for weekly counseling services because of the distance.

In 2009, we were offered a site in Bogalusa. Within a year it was remodeled. Through grants, we were able to purchase and install the equipment for the interviewing and viewing rooms and furnish the center. We began our interview services there in the fall of 2009 and a few months later, through an agreement with a therapist practicing in Bogalusa, we began counseling there. We offer the same services there as we do in Covington.

In 2010, 45 children from Washington Parish were interviewed in Bogalusa; in 2011, 50 children from Washington Parish were interviewed there. Many of them return for counseling as well. By having a Bogalusa site, we have eliminated the transportation problem for children from Washington Parish and we have raised awareness of child sexual abuse through our presence in the community.

The Sr. Interviewer also hosts the Multi-Disciplinary Team meetings in Bogalusa, making it more convenient for the investigating agencies from Washington Parish to attend.

Awareness of child sexual abuse in a community often reduces the incidences of abuse. We have an adult education initiative to bring about awareness of child sexual abuse and to teach community members how to recognize, steps to prevent abuse, and how to be a voice for children. Several staff and board members, including our forensic interviewer, are facilitators of this program.

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

Our mission is to improve community response to child abuse by partnering with a team of professionals to facilitate collaborative investigations. Prior to implementation of Children's Advocacy Centers, every agency involved in the investigation of child abuse interviewed a child – often more than once - as they attempted to gather information for their own segment of the investigation. The social service and the criminal justice systems were not working together in an effective manner. This model led to the child interacting with multiple professionals and discussing the details of their abuse on many different occasions and in a variety of settings. The repeated interviewing and unfriendly manner of the settings the child visited negatively affected court outcomes and the ambiguity of the role of each agency sometimes lead to children “falling through the cracks” and not receiving proper follow up services. This added to the child's emotional distress and created a segmented, repetitious, and often frightening experience for the child victims. The concept of Children's Advocacy Centers changed forever the way child abuse investigations are handled.

Our Children's Advocacy Center does the interviewing for all the investigating agencies in St. Tammany and Washington Parishes, and also courtesy interviews for the FBI and for investigating agencies outside our parishes if the child is now living here. We are a “neutral” agency, not prosecutory, and as such our intent is to provide the avenue or environment for a child to tell the truth. Our services mean that each agency does not need to have an employee who is a specially trained forensic interviewer for children, the video recording equipment, a special room for children to be interviewed in; nor do they incur the cost to keep an interviewer trained in this protocol and in current best practices.

Both centers have licensed counselors who offer therapy to the child victim and non-offending caregiver(s).

## **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.

To ensure that every agency investigating crimes against children in Washington Parish has access to the services of the Children's Advocacy Center, within the time-frame needed by the investigating agencies, during normal working hours 52 weeks a year.

## **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.

- 1) Full-time staff interviewer - to conduct 50 forensic interviews with child abuse victims
- 2) To provide evidence obtained from forensic interviews to relevant criminal justice agencies for 50 cases.

#### **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.

We conduct the interviews of child abuse cases and video record the interview.

We have a full-time staff person who is a trained interviewer. We have a backup interviewer to ensure that we have coverage 52 weeks/year during normal working hours and as needed for emergencies outside normal work hours. We also have access to interviewers at other CACs whom we can rely on if needed.

Our interviewer and backup interviewer keep their skills honed through regularly-scheduled "peer reviews" hosted through our state CAC, and they attend professional trainings and seminars annually.

We have an office coordinator who schedules appointments upon calls from the investigating agencies. If she is not available to answer the call, our calendar is set up so that any staff person can schedule an interview.

Law enforcement agencies are given a copy of the recorded interview for their investigative use. A second copy of the interview is kept in our safe for the District Attorney's Office if needed.

The activities undertaken to achieve the goals and objectives are on going throughout the grant period of 7/1/2012 to 6/30/2013.

## 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):

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.)

2. Did the project work as expected? Explain.

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?

Our CAC has been selected for a pilot program from our state organization to collect feedback on our services. The form that will be used will be ready within a month. We will collect information from the caregivers of the children and from the Multi-Disciplinary Team.

2. When will the data be collected?

The data will be collected from caregivers immediately after their child has been interviewed. A second survey will be made 60 days after a child has been to our center. The survey will be administered by our volunteer intern.

3. Who will collect and analyze the data?

The data will be analyzed by our state organization and by one of the staff members not directly involved in the interview process.

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

Name: Elizabeth Taurman

Phone: (985) 892-3885

Email: liz@cachehouse.org

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

The Board of Directors, the Executive Director, the interviewer, and our office coordinator will review the results and make policy and procedural changes as needed.

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.

Quarterly Progress and Expenditure Reports will be submitted to the Louisiana Commission on Law Enforcement.

The Board of Directors, the Executive Director, interviewer, and office coordinator will receive the results of the evaluation of our services. Our report to the state CAC (ACLA) will be made every six months.

## 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.

We have in place some public funding through the municipalities we serve. We also fundraise throughout the year with special events, grants, and business and individual sponsors of our programs and services.

## 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.

Our facility in Bogalusa is dedicated to us through the generosity and as an outreach mission of the First Baptist Church of Bogalusa. Our facility in Covington is owned by us through a generous donation from the St. Tammany Homebuilders Association. All of our interview equipment is owned and maintained by us. We have a system that makes two copies of each interview; one we keep and the other goes to law enforcement. In addition, we store all our confidential records on each interview through NCA Track, which is a secure system housed in Oakridge, Tennessee.

## 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?

Due to the confidential nature of child abuse, volunteers are not used as match or as part of the VOCA funded portion of our program. Volunteers are utilized by the CAC in areas not directly related to child abuse victims.

## 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.

An investigation has already begun on the crimes committed against the children we see. Our District Attorney's Office has a Crime Victim Reparations Program, which our Victim Advocate and our therapist both talk with the caregivers about.

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.

Children's Advocacy Centers are part of the multi-disciplinary approach to investigations of crimes against children. Our forensic interviewer convenes the monthly meetings of the Multi-Disciplinary Team (law enforcement, child protection services, the District Attorney's Office and CAC interviewer and therapist) and chairs those meetings. This process enables the team members to share information and keep each other apprised of developments on all open cases.

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 crimes are already under investigation when the victim comes to us.

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.

The St. Tammany Children's Advocacy Center will comply with the Louisiana Child Protection Act.