

LOUISIANA COMMISSION ON LAW ENFORCEMENT
AND ADMINISTRATION OF CRIMINAL JUSTICE

APPLICATION AND REVIEW
SUMMARY

APPLICATION NUMBER: M10-8-021

APPLICANT: Adapt, Inc.

PROJECT TITLE: Sexual Assault Program

PROJECT FUNDS :

FUND: \$ 12,416 100.00%

PROJECT DURATION: 12 months

MATCH: \$ 0 0.00%

START DATE: 05/01/2011

TOTAL: \$ 12,416 100.00%

END DATE: 04/30/2012

Continuation of M96-5-008

PROJECT SUMMARY:

ADAPT/Washington Parish Sexual Assault Center will enlarge and strengthen its victim service program by assisting at least 30 new women victims of sexual assault by maintaining a 24/7 crisis hotline and hospital emergency room law enforcement escort advocates, and by coordination victim services on their behalf. This will be accomplished by paying contracted crisis line/escort advocates a minimal incentive to ensure the 24/7 availability of services. The project director will provide services to or on behalf of sexual assault victims and their families including crisis intervention and counseling.

RECOMMENDATION: FUND X DENY

SPECIAL CONDITIONS :

- 50
1. NO DRAWDOWN OF FUNDS (AWARD) BY LCLE UNTIL APPLICANT RESPONSE TO LCLE LETTER OF 04/05/2011 IS REVIEWED AND APPROVED BY LCLE STAFF.



**LOUISIANA COMMISSION
ON LAW ENFORCEMENT
AND THE ADMINISTRATION
OF CRIMINAL JUSTICE**

**S.T.O.P. VIOLENCE AGAINST
WOMEN FORMULA GRANT
PROGRAM**

CFDA #16.588

FOR LCLE USE ONLY:

Project ID: M10-8-021

VAWA Purpose Area: 5

1. TITLE OF PROJECT Sexual Assault Program		2. <input type="checkbox"/> NEW PROJECT <input checked="" type="checkbox"/> CONTINUATION PROJECT OF: M09 - 8 - 021	
3. PROJECT DURATION Total Length: 12 Months (Not to exceed 12 Months) Desired Start Date: 5/1/2011 Desired End Date: 4/30/2012		4. PROJECT FUNDS Federal Funds: \$12,416 Cash Match: \$0 In-Kind Match: \$0 Total Project: \$12,416	
5A. APPLICANT AGENCY INFORMATION Agency Name: ADAPT, Inc. Physical Address: 216 Memphis Street City: Bogalusa, LA Zip: 70427-3844 Mailing Address: 216 Memphis Street City: Bogalusa, LA Zip: 70427-3844 Phone: (985) 735-0160 FAX: (985) 735-0970 Email: adapt_inc@bellsouth.net		5B. AUTHORIZED OFFICIAL OF APPLICANT AGENCY Authorized Official: Sandra Bloom Title: Vice-President, Board of Directors Agency Name: ADAPT, Inc. Address: 216 Memphis Street City: Bogalusa, LA Zip: 70427-3844 Phone: (985) 735-0160 FAX: (985) 735-0970 Email: adapt_inc@bellsouth.net	
Fed Employer Tax Id: 72 - 1274844 DUNS: 966950370 -		CCR CAGE/CAGE: 5ZUY2 CCR Expiration Date: 5/11/2011	

6. IMPLEMENTING AGENCY Name: Sandra Bloom Title: Vice-President, Board of Directors Agency: ADAPT, Inc. Address: 216 Memphis Street City: Bogalusa, LA Zip: 70427-3844 Phone: (985) 735-0160 FAX: (985) 735-0970 Email: adapt_inc@bellsouth.net	7. PROJECT DIRECTOR Name: Charlette Fornea Title: Project Director Agency: ADAPT, Inc. Address: 216 Memphis Street City: Bogalusa, LA Zip: 70427-3844 Phone: (985) 735-0160 FAX: (985) 735-0970 Email: cfornea_lpc@yahoo.com	8. FINANCIAL OFFICER Name: Michelle Knight Title: Treasurer Agency: ADAPT, Inc. Address: 216 Memphis Street City: Bogalusa, LA Zip: 70427-3844 Phone: (985) 735-0160 FAX: (985) 735-0970 Email: adapt_inc@bellsouth.net
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9. BRIEF PROJECT DESCRIPTION: (Please do not exceed space provided below.)
ADAPT/Washington Parish Sexual Assault Center will enlarge and strengthen its victim service program by assisting at least 30 new women victims of sexual assault by maintaining a 24/7 crisis hotline and hospital ER room/law enforcement escort advocates, and by coordination victim services on their behalf. This will be accomplished by paying contracted crisis line/escort advocates a minimal incentive to ensure the 24/7 availability of services. The project director will provide services to or on behalf of sexual assault victims and their families including crisis intervention and counseling.

2011 JAN 12 PM 3:28
LA COMMISSION
LAW ENFORCEMENT

VAWA PURPOSE AREAS

Check the VAWA Purpose Area(s) that this project will address. You will be required to report performance on each chosen purpose area.

- 1. Training law enforcement officers, judges, other court personnel, and prosecutors to more effectively identify and respond to violent crimes against women, including the crimes of sexual assault, domestic violence, and dating violence.
- 2. Developing, training, or expanding units of law enforcement officers, judges, other court personnel, and prosecutors specifically targeting violent crimes against women, including sexual assault and domestic violence.
- 3. Developing and implementing more effective police, court, and prosecution policies, protocols, orders, and services devoted to preventing, identifying, and responding to violent crimes against women, including the crimes against women, including sexual assault and domestic violence.
- 4. Developing, installing, or expanding data collection and communication systems, including computerized systems, linking police, prosecutions, and the courts or for the purpose of identifying and tracking arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women, including the crimes of sexual assault and domestic violence, including the reporting of such information to the National Instant Criminal Background Check System.
- 5. Developing, enlarging, or strengthening victim services programs, including sexual assault and domestic violence, and dating violence programs; developing or improving the delivery of victim services to underserved populations; providing specialized domestic violence court advocates in courts where a significant number of protection orders are granted; and increasing reporting and reducing attrition rates for cases involving violent crimes against women, including sexual assault and domestic violence.
- 6. Developing, enlarging, or strengthening programs addressing stalking.
- 7. Developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes dealing with violent crimes against women, including the crimes of sexual assault and domestic violence.
- 8. Supporting formal and informal statewide, multi-disciplinary efforts, to the extent not supported by state funds, to coordinate the response of state law enforcement agencies, prosecutors, courts, victim services agencies, and other state agencies and departments, to violent crimes against women, including the crimes of sexual assault, domestic violence, and dating violence.
- 9. Training of sexual assault forensic medical personnel examiners in the collection and preservation of evidence, analysis, prevention, and providing expert testimony and treatment of trauma related to sexual assault.
- 10. Developing, enlarging, or strengthening programs to assist law enforcement, prosecutors, courts, and others to address the needs and circumstances of older and disabled women who are victims of domestic violence or sexual assault, including recognizing, investigating, and prosecuting instances of such violence of assault and targeting outreach and support, counseling, and other victim services to such older and disabled individuals.
- 11. Providing assistance to victims of domestic violence and sexual assault in immigration matters.
- 12. Maintaining core victim services and criminal justice initiatives while supporting complementary new initiatives and emergency services for victims and their families.
- 13. Provide for special victim assistants in law enforcement agencies to serve as liaisons between victims and law enforcement in order to improve the enforcement of protection orders. (Jessica Gonzales Victim Assistants)
- 14. Improving responses to police-perpetrated domestic violence. (Crystal Judson Domestic Violence Protocol Program)

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, enter the percentage of STOP funds directed to each area that this project will address.

CHECKLIST:

Are all budgeted items allowable per Program Guidelines?	YES: <input checked="" type="checkbox"/>	NO: <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 in each budget section.

Person Completing Budget Section: Charlette Fomea Title: Project Director
 Phone: (985) 735-0160 Fax: (985) 735-0970 E-Mail: adapt_inc@bellsouth.net

PROJECT BUDGET SUMMARY

BUDGET CATEGORY	FEDERAL FUNDS	CASH MATCH	IN-KIND MATCH	SECTION TOTAL
SECTION 100 PERSONNEL	\$6,916	\$0	\$0	\$6,916
SECTION 200 FRINGE BENEFITS	\$720	\$0	N/A	\$720
SECTION 300 TRAVEL	\$248	\$0	\$0	\$248
SECTION 400 EQUIPMENT	\$0	\$0	\$0	\$0
SECTION 500 SUPPLIES	\$145	\$0	\$0	\$145
SECTION 600 CONTRACTUAL	\$800	\$0	N/A	\$800
SECTION 800 OTHER DIRECT COSTS	\$3,587	\$0	\$0	\$3,587
TOTAL:	\$12,416	\$0	\$0	\$12,416

Provide Source of Cash Match: 0.00

Provide Source of In-Kind Match: None Required

USE OF STOP FUNDS IN PERCENTAGES

Type of Victimization Served:	Percentage of STOP Funds Used:
Sexual Assault	100%
Domestic Violence/Dating Violence	0%
Stalking	0%
Total (must equal 100 percent)	100%

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 instruction:

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	
		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"/>	
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	
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	C
Program Director	Charlette Fomea	PT	\$28.00	246.50	2.00%	50.10	\$6,915.80	<input checked="" 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:							\$6,915.80	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
N/A			\$0.00
			\$0.00
SUBTOTAL AMOUNT OF VOLUNTEERS IN-KIND SALARIES:			\$0.00

SECTION 100. PERSONNEL SUMMARY	
FEDERAL FUNDS	\$6,916
CASH MATCH	\$0
IN-KIND MATCH	\$0
PERSONNEL TOTAL	\$6,916

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:

No positions are new. All have been backfilled. We do not pay for overtime. The director position is needed in order to provide counseling services to victims, to promote interagency coordination among law enforcement, medical, and judicial systems on behalf of the victim, to ensure emergency care and proper evidence collection, and to train and supervise staff and volunteers.

Director will receive \$6,916

Total for 100 Personnel is \$6,916

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

1. The director of the Washington Parish Sexual Assault Center will be paid a monthly salary of \$576.33/Month for a total of twelve months during this grant period = \$6,916/Fund Year.
2. 2% of the Director's time (approximately 20.58 hours/month) shall be spent:
 - A. Providing direct services to sexual assault victims and their families
 - B. Providing coordination of services on victims' behalf
 - C. Providing training, evaluation, scheduling crisis line/hospital escorts, and monitoring victim services
3. Time & Attendance records shall be maintained.

C) Project duties of each position requested:

1. Director (backfilled):
 - A. Will provide supervision of staff and volunteers.
 - B. Will provide continuing education, training, & evaluation of staff and volunteers.
 - C. Will coordinate month-to-month schedules to assure manning of the 24/7 telephone crisis line.
 - D. Will collect, review, and analyze all agency reports and phone contacts.
 - E. Will maintain records which include names, duties, and functions performed, number of volunteer hours and dates worked, and value of duty performed.
 - F. Will assist in providing direct victim services; such as crisis intervention, intake, information, education, referral, counseling, advocacy, and emotional support.

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 is moved must be filled. If employee is the same from the previous grant, indicate if the employee was originally hired for that position.]

We are requesting to continue funding the position of director of the Washington Parish Sexual Assault Center. This position is existing and has been backfilled. Mrs. Fornea is the existing director and has successfully served as Director of the Washington Parish Sexual Assault Center for the past twenty (20) years. She was also the founder of this organization. She is a Licensed Professional Counselor and a National Board Certified Counselor who is an experienced therapist and is qualified by the state to provide assessment, counseling and supervision of mental health professionals.

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. Charlotte Fornea	.062		\$6,916	\$428	5.	.062			\$0
2.	.062		\$0		6.	.062			\$0
3.	.062		\$0		7.	.062			\$0
4.	.062		\$0		8.	.062			\$0
MEDICARE					MEDICARE				
	RATE		SALARY	TOTAL		RATE		SALARY	TOTAL
1. Charlotte Fornea	.0145		\$6,916	\$100	5.	.0145			\$0
2.	.0145		\$0		6.	.0145			\$0
3.	.0145		\$0		7.	.0145			\$0
4.	.0145		\$0		8.	.0145			\$0
HEALTH LIFE INSURANCE					HEALTH LIFE INSURANCE				
Provide monthly insurance rates	RATE	MONTHS	TIME DEVOTED TO PROJECT	TOTAL	Provide monthly insurance rates	RATE	MONTHS	TIME DEVOTED TO PROJECT	TOTAL
1. N/A				\$0	5.				\$0
2.				\$0	6.				\$0
3.				\$0	7.				\$0
4.				\$0	8.				\$0
WORKMAN'S COMPENSATION					WORKMAN'S COMPENSATION				
	RATE		SALARY	TOTAL		RATE		SALARY	TOTAL
1. Charlotte Fornea	0.024		\$6,916	\$165	5.				\$0
2.			\$0		6.				\$0
3.			\$0		7.				\$0
4.			\$0		8.				\$0
UNEMPLOYMENT TAX					UNEMPLOYMENT TAX				
Based on first \$7,000 or Less	RATE	TYPE	SALARY	TOTAL	Based on first \$7,000 or Less	RATE	TYPE	SALARY	TOTAL
1. Charlotte Fornea	0.012	CHECK TYPE:	\$2,301	\$27	5.		CHECK TYPE:		\$0
2.			\$0		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					PUBLIC/PRIVATE RETIREMENT				
	RATE		SALARY	TOTAL		RATE		SALARY	TOTAL
1. N/A				\$0	5.				\$0
2.				\$0	6.				\$0
3.				\$0	7.				\$0
4.				\$0	8.				\$0
OTHER:					OTHER:				
	RATE		SALARY	TOTAL		RATE		SALARY	TOTAL
1.				\$0	5.				\$0
2.				\$0	6.				\$0
3.				\$0	7.				\$0
4.				\$0	8.				\$0
FRINGE BENEFITS TOTAL (A):				\$720	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): \$720

SECTION 200. FRINGE BENEFITS SUMMARY	
FEDERAL FUNDS	\$720
CASH MATCH	\$0
TOTAL FRINGE BENEFITS	\$720

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
Telephone/fax/internet	Pro-rata share is 11% of \$4,500	8.00	\$61.87	\$494.96	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Utilities: Elec., gas, etc.	Pro-rata share is 11% of \$5,175	8.00	\$71.15	\$569.20	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rent	Pro-rata share is 11% of \$9,000	8.00	\$123.75	\$990.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Bookkeeping/CPA services	Pro-rata share is 11% of \$5,175	8.00	\$71.15	\$569.20	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Liability Insurance	Pro-rata share is 11% of \$1,875	1.00	\$206.25	\$206.25	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Washington Parish Commissio	Actual cost of dues	1.00	\$10.00	\$10.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintenance of build/equipm	Pro-rata share is 11% of \$2,250	8.00	\$30.93	\$247.44	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LANO dues	Actual cost of dues	1.00	\$250.00	\$250.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LASACT dues	Actual cost of dues	1.00	\$250.00	\$250.00	<input checked="" 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:				\$3,587.05			

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

BRIEFLY EXPLAIN:

A) Need for each type listed; and

The pro-rata share of other direct costs for this project is 11% of 75% of the total estimated yearly expense. The Rape Crisis Center occupies 75% of the total office space at ADAPT. This project is 11% of the WPRCC budget that allows for other direct costs. Telephone/fax/internet services is estimated at 11% of 75% of the total usage (\$6,000) in order to maintain crisis line and assist victims. All other costs are estimated at 11% of the 75% pro rata share. Utilities (total cost \$6,900) & rent (\$12,000) are needed to provide a safe environment conducive to providing services to victims of sexual assault. Bookkeeping/CPA services (\$6,900) are needed to assist with filing required state and federal reports and taxes, and conducting mandatory audits, payroll and software support, and monthly statements. D&O, professional, and office liability insurance (\$2,500) is needed to protect our officers, staff, and the public. Lack of sufficient funds require us to ask for only 8 months.

B) Its relationship to project.

Building and equipment maintenance (\$1,400) will keepour computers and copier in repair and the office space clean. Membership in the Washington Parish Commission on Human Services (\$10) is needed in identifying community resources. Membership in LANO (\$250) is needed to obtain affordable liability insurance and as a valuable resource for running non-profit organizations. LASACT (\$250) membership is needed as a training resource and for help with victims dealing with substance abuse.

All Other Direct Costs relate directly and are necessary in order to fulfill this project's goals and objectives. They ensure sexual assault victims a confidential, emotionally supportive environment in which they are most likely to benefit from coordination of services and to return to their former level of functioning before the crime was committed. Victims are more likely to report to law enforcement if they know that someone is

SECTION 800. OTHER DIRECT COSTS SUMMARY	
FEDERAL FUNDS	\$3,587
CASH MATCH	\$0
IN-KIND MATCH	\$0
OTHER DIRECT COSTS TOTAL	\$3,587

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, and the symptoms or solutions. Be sure to include current valid local data or state data, if local data is not available, 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.

By June 30, 2011, the M08-8-034 grant project assisted 58 new victims and 46 carryover victims since September 2009. This includes both primary and secondary victims. This project deals only with women and adolescent victims of sexual assault and not children or male victims. On a whole, the WPRCC assisted an average of 7 new victims each month during the past year for a total of 80 new victims served. In addition, we assisted an average of 17 carry over victims each month. We assisted a total of approximately 101 victims during that time. We manned the telephone crisis line 24/7. In the past 12 months we have assisted 24 victims at the hospital with the rape kit examination. There are many more who chose not to report. We do all of this with three staff members with the approximate total of 2 FTE's and 4 very active volunteers. The problem is that we have very limited resources with which to fight the problem of sexual assault in our parish. In order to provide adequate follow-up and counseling services, we must maintain an office space conducive to healing the emotional wounds that sexual assault inflict. This means that we have other direct costs such as rent, telephone, utilities, insurance, supplies, and bookkeeping. We maintain memberships in several organizations in order to participate within the community in identifying gaps in services and researching resources. This is invaluable for interagency coordination for the benefit of victims of violent crime, such as sexual assault.

These services are desperately needed to continue in our parish. There is a sexual perpetrator prisoner release half-way house here that continues to cause many problems in the community because of repeat offending. Plans are to increase the number of beds to 46 and to relocate prisoners from neighboring states here. These parolees are not adequately supervised, and I can only see many more sexual assaults in the future.

Washington Parish is comprised of two small towns and a number of small communities with a total population of approximately 43,926 (2010 census). Due to the high risk make-ups of the parish, rural, high unemployment (10%), single-parent families, economically deprived (72%) identified by the local school system, the area suffers a large number of citizens who experience major crisis in their lives. The lack of available services produces people who contemplate suicides, running away, substance abuse, and breaking the law. Sometimes frustration and anger cause people to commit sexual assault. Often times, sexual assault causes running away, suicide, or substance abuse in the lives of the victims. The teen pregnancy rate is 16.6%; 42% of all births in Washington Parish are to teen mothers.

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

There is no other agency in Washington Parish that specifically responds to victims of sexual assault or attempted sexual assault. These victims needed advocacy at the hospital and throughout law enforcement procedures and ensuing court. They needed interagency coordination. They needed a watchdog to make agencies accountable to their victim's rights and to ensure timeliness. Before ADAPT/Washington Parish Sexual Assault Center was formed, sexual assault victims were reluctant to report because of lack of services in our parish and because of lack of victim sensitivity on behalf of both law enforcement and medical service providers. Furthermore, these victims then had no follow-up services that would help restore them to their previous levels of functioning. There were no counseling services available, nor crisis hot-line, nor hospital/law enforcement advocate escorts. The Washington Parish Sexual Assault Center has tried to fill these gaps in services through this very much needed funding.

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, BRIEFLY 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: WPRCC's goal is to assist victims of sexual assault or attempted sexual assault throughout the reporting process and with follow-up services that will assist them in returning to the level of their functioning prior to the assault.

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: To contract with at least one trained telephone crisis advocate to provide 100 hours of manning the hotline.

Goal 1, Objective 2: To provide emotional support and coordination of services to 30 women victims of sexual assault in order to assist them in returning to their former level of functioning as sensitively as possible.

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: Schedule and monitor the crisis line 24/7 (By May 1, 2011 ongoing through April 30, 2012)

Goal 1, Objective 2: Provide emotional support, counseling, interagency coordination, information, referral, and/or crisis intervention to 30 women victims of sexual assault. (June 1, 2011 ongoing through April 30, 2012)

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.

- | | |
|---|---|
| <input type="checkbox"/> Community-Based Organization | <input type="checkbox"/> Prosecution |
| <input type="checkbox"/> Court | <input checked="" type="checkbox"/> Sexual Assault Program |
| <input type="checkbox"/> Domestic Violence Program | <input type="checkbox"/> Sexual Assault State Coalition |
| <input type="checkbox"/> Domestic Violence State Coalition | <input type="checkbox"/> Tribal Coalition |
| <input type="checkbox"/> Dual Program (Sexual Assault and Domestic Violence) | <input type="checkbox"/> Tribal Government |
| <input type="checkbox"/> Dual State Coalition (Sexual Assault and Domestic Violence) | <input type="checkbox"/> Tribal Sexual Assault and/or Domestic Violence Program |
| <input type="checkbox"/> Government Agency (Department of Human Services, Bureau of Health) | <input type="checkbox"/> Unit of Local Government |
| <input type="checkbox"/> Law Enforcement | <input type="checkbox"/> University/School |
| <input type="checkbox"/> Probation, Parole, or Other Correctional Agency | <input type="checkbox"/> Other (Specify): |

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

F. LOUISIANA AUTOMATED VICTIM NOTIFICATION SYSTEM (LAVNS)

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

NAME: Pam Helton PHONE: (985) 735-0160 EMAIL: adapt_inc@bellsouth.net

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

NAME: 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](http://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: Melissa Creel PHONE: (985) 735-0160 EMAIL: adapt_inc@bellsouth.net

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

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

H. PRIOR RESULTS (For Continuation Projects Only)

1. Based on the objectives of the previous application, what were the measurable outcomes? (Refer to the previous project's performance stated in the quarterly progress reports and other additional information.)

ADAPT Washington Parish Sexual Assault Center has exceeded its previous goal of providing services to 25 women victims of sexual assault. According to our on-going documentation and logs, our quarterly progress reports to LCLE, and our monthly performance reports to AFASA by assisting 53 women victims the year before. In addition, during the same period we provided 10 victims with hospital escorts, and 20 with criminal justice advocacy. We have maintained a 24/7 crisis hotline, and have participated in monthly Multi-disciplinary Team Meetings with coordinating agencies to ensure that victims are provided appropriate and timely services. Every year that we have provided these services, we have exceeded our target goals.

2. Did the project work as expected? Explain.

Yes. We know that it takes a coordinated effort of services in order to provide adequately for victims of sexual assault. Therefore, our project includes assistance to the 24/7 crisis hotline, 24/7 hospital/law enforcement victim advocacy, and for crisis intervention, emotional support, interagency coordination, and to a positive, sensitive victim environment. Because of this three-pronged approach, we have been very successful in helping victims to recover from the trauma of being raped or attempted rape.

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?

Primary data is collected from victims, their significant others, law enforcement, medical personnel, and other social services agencies. We encourage victims to complete satisfaction surveys on at least two occasions: at the beginning and at 1 month.(See enclosed.)

2. When will the data be collected?

Data is collected at first contact and on each subsequent contact. All contacts and the information gained each time are documented because the nature of the crime does not always reveal all the information at the very beginning of services. We encourage victims to complete a confidential survey on

3. Who will collect and analyze the data?

The Crisis Team collects data according to their job and function at the time of victim contact. The Project Director will analyze the data and make appropriate referrals to services, provide follow-up with the victim and other agencies as indicated.

4. Who will be responsible for submitting the data for the VAWA Annual Report: State name and contact information,

Name: Charlette Fomea Phone: (985) 732-4961 Email: cfomea_lpc@yahoo.com

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

After the data has been analyzed, the Project Director will make initiate necessary changes to project strategies as indicated. All revisions are data driven.

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 Director will administer the program and report to the Board of Directors. The Board of Directors will make any decisions regarding matters which involves the basic philosophy and/or policy of the program.

The Washington Parish Sexual Assault Crisis Center/ADAPT, Inc. will complete and submit monthly expenditure reports, Quarterly Progress Reports, and an annual progress report on the prescribed forms to the Louisiana Commission on Law Enforcement. The ADAPT Board of Directors will also review quarterly financial and progress reports. the Louisiana Foundation Against Sexual Assault will receive monthly statistical progress reports and copies of the quarterly progress reports.

J. CONTINUATION

Yes No Do you plan to continue this project at the conclusion of federal support? Since continued STOP 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.

As long as VAWA Funds are available, the Washington Parish Sexual Assault Crisis Center will continue to apply to the Louisiana Commission on Law Enforcement for assistance with this program. In addition, ADAPT, Inc. will attempt to locate other sources of funding, such as United Way and the Louisiana Foundation Against Sexual Assault.

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.

Office space for the purpose of coordination, training and implementation of services to victims of rape or attempted rape is leased by ADAPT, Inc. The Washington Parish Sexual Assault Crisis Center is located at 216 Memphis Street, Bogalusa, Louisiana, approximately 1 block from the Washington Parish Sheriff's Office substation and across the street from Bogalusa City Court. The suite consists of three offices, a large group therapy room, a play therapy room, a bathroom, and a storage room. The total amount of space allotted to the Sexual Assault Crisis Center is approximately 2,145 square feet.

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 to be performed by the volunteers. Indicate the number of volunteer hours per duty-function for this application (this can be an estimate). If volunteers are used as match, their 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?

No match is required this fund year. In general, we utilize volunteers who man the 24/7 crisis hotline as our match.

N. CONSULTATION

Law enforcement, prosecution, the courts, probation and parole agencies and victim services providers must consult with each other. Briefly describe the process used to consult, coordinate, and collaborate with each agency. Attach original current letters of support and/or written cooperative agreements indicating awareness and cooperation/role with this project.

We will continue to coordinate our services with the criminal justice system, law enforcement, child's advocacy center, and other social service providers, public and private, through monthly Multi-Disciplinary Team meetings and through on-site advocacy efforts on a case by case basis. We also provide information and referral to other agencies as needed. We staff and provide technical support to hospital, law enforcement, and other first responder personnel on a 24-hour availability. We work with the school-based health centers to assist and advise them on sexual assault cases as needed.

The Washington Parish Sexual Assault Crisis Center will work with all five law enforcement agencies and the two hospitals within Washington Parish by providing each agency with an escort duty calendar and trained escorts/counselors who will respond immediately upon notification of rape, attempted rape, or if a victim presents herself to us first and wished to report. We will make available rape evidence collection training and victim sensitivity training to both volunteers and law enforcement officials. We will make referrals to other social service agencies, and network so that no duplication of services will exist. Letters of support and cooperation are attached.

Rutha Chatwood

From: Rutha Chatwood
Sent: Tuesday, April 05, 2011 5:43 PM
To: Judy Benitez; Martha Angelette
Cc: cfornea
Subject: M10-8-021; ADAPT, Inc.; "Sexual Assault Program"

April 5 2011

Ms. Charlette Fornea
ADAPT, Inc.
c/o Ms. Judy Benitez
Louisiana Foundation Against Sexual Assault
1250 S W Railroad Avenue, Suite 170
Hammond, LA 70403-5011

RE: M10-8-021; ADAPT, Inc.; "Sexual Assault Program"

Dear Ms. Fornea:

This office has received the above referenced application. The application will be presented at the Victim Service Advisory Board and the Commission meetings scheduled for May 25, and 26, 2011, respectively. Since this application request is to continue this project and is under \$20,000, you are only required to attend the Victim Services Advisory Board meeting.

Based on my review of the application, the following issues must be addressed and resolved. Additional issues may arise between the review process and the Advisory Board and Commission meetings. If so, you will be given every opportunity and assistance to address and/or resolve any additional issues to avoid delaying the application to be presented.

1. Page: Section 100. Personnel: The project period is for 12 months, which is a 52-week period. Please correct the number of weeks budgeted in the Part-Time/Overtime Employees table to reflect entire project period.

Please email or mail ONLY the changes as directed on the appropriate application pages and return only those pages for which changes or additional information was requested to the District Office. Please do not fax replies, as they are not always legible. All pages resubmitted must be complete in all aspects, including signatures, initials, dates, and responses. This information is due to LCLE by **Friday, April 22, 2011**. Please contact Ms. Judy Benitez at the Louisiana Foundation Against Sexual Assault Coalition if you have any questions or concerns.

Sincerely,

Rutha Chatwood
Victim Services Program Manager
LA Commission on Law Enforcement
P. O. Box 3133
Baton Rouge, LA 70821-3133
Phone: -225-342-1625
Fax: -225-342-1846
Email: rutha.chatwood@lcle.la.gov