

LOUISIANA COMMISSION ON LAW ENFORCEMENT

LCLE USE ONLY

Applicant Hereby Applies to the LCLE for Financial Support for the Within-Described Project:

Receipt Date	Award Date	Subgrant Number(s)
		-- 1168

1. Type of Funds for which you are applying	STOP Violence Against Women Act (Federal 16.588 STOP)		
2. Applicant	Name Of Applicant: Southeast Spouse Abuse Program		
	Federal I.D: 521243258	Parish: Tangipahoa	
	Street Address Line 1: 46497 North Morrison Boulevard		
	Address Line 2:	Address Line 3: PO Box 1946	
	City: Hammond	State: LA	Zip: 70404-1946
3. Recipient Agencies	Southeast Spouse Abuse Program		
4. Project Director	Name: Ms. Mary Corban		Title: Executive Director
	Agency:		
	Street Address Line 1: confidential location		
	Address Line 2:	Address Line 3:	
	City: Hammond	State: LA	Zip: 70404
5. Financial Officer	Name: Chief Paul Scott Jones		Title:
	Agency:		
	Street Address Line 1: P.O. Box 1946		
	Address Line 2:	Address Line 3:	
	City: Hammond	State: LA	Zip: 70404
6. Contact	Name: Ms. Mary Corban		Title: Executive Director
	Agency:		
	Street Address Line 1: confidential location		
	Address Line 2:	Address Line 3:	
	City: Hammond	State: LA	Zip: 70404
7. Brief Summary of Project (Do Not Exceed Space Provided)	Short Title (May not exceed 50 characters) Domestic Violence Program		
	Southeast Spouse Abuse Program/dba/Southeast Advocates for Family Empowerment (SAFE) provides 24-hour crisis intervention, direct and referral services to survivors who self-identify as being victims of domestic violence and their dependent children in four parishes: Tangipahoa, Livingston, Washington, and St. Helena.		
	Phone: 985-542-8384		
	Fax: 985-429-1288 x429		
	Email: exdirssap82@gmail.com		

8. Subgrant Budget TOTAL BUDGET BY CATEGORY

BUDGET CATEGORY	AMOUNT
PERSONNEL	13,734.00
EMPLOYEE BENEFITS	2,851.00
TRAVEL (INCLUDING TRAINING)	0.00
EQUIPMENT	0.00
SUPPLIES & OPERATING EXPENSES	0.00
CONSULTANTS	0.00
CONSTRUCTION	0.00
OTHER	0.00
TOTAL	16,585.00

9. TOTAL BUDGET BY FUND SOURCE

FUND SOURCE	AMOUNT	PERCENT
FEDERAL	16,585.00	100%
STATE	0.00	
PROJECT INCOME	0.00	
INTEREST	0.00	
STATE MATCH	0.00	
CASH MATCH (NEW APPROP.)	0.00	
IN-KIND MATCH	0.00	
PROJECT INCOME MATCH	0.00	
TOTAL	16,585.00	100%

10. Project Start Date: 3/1/2013

Project End Date: 2/28/2014

11. IN WITNESS WHEREOF, the Applicant has caused this subgrant application to be executed, attested, and ensealed by its proper officials, pursuant to legal action authorizing the same to be done.

DATE

Southeast Spouse Abuse Program
NAME OF APPLICANT AGENCY

SIGNATURE OF AUTHORIZED OFFICIAL

TITLE OF AUTHORIZED OFFICIAL

NOTE: The original copy must be signed in blue ink.
Titles of all signatories must be inserted.

LCLE USE ONLY

In response to this application, LCLE funds are hereby obligated for the project described by the subgrantee in the referenced application, subject to applicant acceptance.

EXECUTIVE DIRECTOR

DATE

Louisiana Commission on Law Enforcement

12. BUDGET DETAILS**A. MASTER BUDGETS**

BY RECIPIENT AGENCY	YEAR 1	TOTAL
Southeast Spouse Abuse Program	16,585.00	16,585.00
Total:	16,585.00	16,585.00

Applicant Agency: Southeast Spouse Abuse Program

BY CATEGORY	YEAR 1	TOTAL
PERSONNEL	13,734.00	13,734.00
EMPLOYEE BENEFITS	2,851.00	2,851.00
TRAVEL (INCLUDING TRAINING)	0.00	0.00
EQUIPMENT	0.00	0.00
SUPPLIES & OPERATING EXPENSES	0.00	0.00
CONSULTANTS	0.00	0.00
CONSTRUCTION	0.00	0.00
OTHER	0.00	0.00
Total:	16,585.00	16,585.00

BY SOURCE	YEAR 1	TOTAL
FEDERAL	16,585.00	16,585.00
STATE	0.00	0.00
PROJECT INCOME	0.00	0.00
INTEREST	0.00	0.00
STATE MATCH	0.00	0.00
CASH MATCH (NEW APPROP.)	0.00	0.00
IN-KIND MATCH	0.00	0.00
PROJECT INCOME MATCH	0.00	0.00
Total:	16,585.00	16,585.00

12. BUDGET DETAILS**A. MASTER****Line Item Details for: Southeast Spouse Abuse Program****YEAR 1****PERSONNEL**

		<u>COST</u>
Position:	Adult/Outreach Advocate	
Name:	Kaitlin Tregle	
Computation:	54.5 % of salary	13,734.00
Personnel - Year 1 Total:		13,734.00

EMPLOYEE BENEFITS

		<u>COST</u>
Position:	Adult/Outreach Advocate	
Name:	Kaitlin Tregle	
Computation:	54.5% of benefits	2,851.00
Employee Benefits - Year 1 Total:		2,851.00

TRAVEL (INCLUDING TRAINING)

		<u>COST</u>
Purpose of Travel:		
Location:		
Item:		
Computation:		0.00
Travel (Including Training) - Year 1 Total:		0.00

EQUIPMENT

		<u>COST</u>
Item:		
Item:		
Quantity:		0.00
Equipment - Year 1 Total:		0.00

12. BUDGET DETAILS

A. MASTER

Line Item Details for: Southeast Spouse Abuse Program

SUPPLIES & OPERATING EXPENSES

	<u>COST</u>
Supply Item:	
Computation:	0.00
<hr/>	
Supplies & Operating Expenses - Year 1 Total:	0.00

CONSULTANTS - CONSULTANT

	<u>COST</u>
Name / Position:	
Service Provided:	
Computation:	0.00
<hr/>	
Consultants - Consultant - Year 1 Total:	0.00

CONSULTANTS - TRAVEL

	<u>COST</u>
Consultant:	
Location:	
Item:	
Computation:	0.00
<hr/>	
Consultants - Travel - Year 1 Total:	0.00

CONSULTANTS - PRODUCT/SERVICE

	<u>COST</u>
Consultant:	
Item:	
Computation:	0.00
<hr/>	
Consultants - Product/Service - Year 1 Total:	0.00

YEAR 1 TOTAL: 16,585.00

13. SECTIONS:

A. LCLE Budget Summary With Cash & InKind Match

1. Please itemize the Budget Category expenditures.

(Please verify that the Total Amount equals the Calculated Paid Amount.)

ID	Budget Category	Total Amount	Amount Paid with Federal Dollars	Amount Paid with Cash Match	Amount Paid with In-Kind Match	Calculated Paid Amounts
1.1	Personnel	13,734	13,734	0	0	13,734
1.2	Employee Benefits	2,851	2,851	0	0	2,851
Total: Σ		16,585	16,585	0	0	16,585

13. SECTIONS:**B. LCLE Budget - Personnel****PERSONNEL BUDGET JUSTIFICATION**

1. Are personnel costs requested?

Yes

2. Are employees screened and in compliance with the Louisiana Child Protection Act (LA RS 15:5871.1)?

Yes

3. Are job descriptions for each position attached?

Yes

4. Are resumes for each position attached?

Yes

4.1. If no, explain why.

5. Explain the need for each position and justify the need for any overtime if requested.

SAFE covers a large geographic area in southeast Louisiana, 2517 square miles, and includes Tangipahoa, Livingston, St. Helena and Washington Parishes. Over 90% of this area in Louisiana is rural, small towns and villages with the exceptions of the City of Denham Springs and the City of Hammond. SAFE's services are needed on a regular basis for individuals and families in these remote areas. Without SAFE's services, which are supportive, unintrusive, free and confidential, provided in these areas on a regular basis, violence would continue to perpetuate in the environment where abuse victims are unaware of available services. SAFE staff are needed in these areas because of the high volume and severity of domestic violence cases to increase awareness and educate the community on the services we provide. There are no opportunities for overtime in the proposed position. This position is a carryover from the last grant, no new positions are proposed.

6. Explain the basis of determining the salary for each position.

Salaries are reviewed annually by SAFE's Board of Directors and every effort is made to keep the range of similar job descriptions in the State of Louisiana in an effort to attract and retain individuals with the highest degree of knowledge and skills and ethics.

7. Explain the project duties for each position.

Advocates are responsible to provide direct and referral services to survivors of domestic violence and their dependent children either in person or by phone in the following settings: the main office, court, or in outreach locations within SAFE's four parish service area; Tangipahoa, Livingston, Washington and St. Helena Parishes. Services include, but are not limited to, crisis intervention, safety planning, victim empowerment, education on domestic violence, individual and group counseling, assistance with transportation, assistance with protective orders, including technical assistance, escort to court, and advocacy; CVR referral and assistance with application, LAVNS referral, as well as information and referral to other specific needs. In an effort to expand services and provide greater accessibility to victims and their dependent children, both advocates will spend a substantial part of their time in the outreach parishes. Advocates assigned to this project provide educational and information presentations in the communities we serve and collaborate with local court systems, law enforcement and other social service agencies on an ongoing basis to promote safety and enhance services.

8. Indicate if personnel will be new or existing personnel. If existing, indicate if the 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.]

Kaitlin Tregle is an existing personnel. Kaitlin provides the necessary services to fulfill the obligations of this grant and the other grants that fund her full-time position.

9. Are volunteers used in this project?

No

9.1. Is this a VOCA-funded project?

No

9.1.1. If yes, explain the need for an exemption to the requirement of using volunteers.

9.2. Are the volunteers used as in-kind match?

No

9.3. Are volunteers screened in compliance with the Louisiana Child Protection Act (LA R.S. 15:586.1)?

Yes

9.4. Are volunteers screened in compliance with the Louisiana Adult Protective Services Law (LA R.S. 1501-1511)?

Yes

9.5. Briefly describe the duties and functions of the volunteers. Indicate the number of hours per duty-function for this project. Duties must directly relate to the focus of this project.

9.6. Are job descriptions for volunteers attached?

No

9.7. Are timesheets kept on volunteers?

No

LCLE BUDGET - PERSONNEL related attachments:

File Name:

- ✦ Adult Advocate 1.docx
- ✦ KTRResume.doc

File Description:

- Adult Advocate Job Descriptions
- Kaitlin Tregle Resume

13. SECTIONS:

C. LCLE Budget - Fringe Benefits

FRINGE BENEFITS JUSTIFICATION

1. Is personnel costs requested?

Yes

2. Please check the appropriate response regarding fringe benefits.

Additional fringe benefits will be provided by the Applicant Agency.

13. SECTIONS:

D. STOP Budget Travel

TRAVEL

Travel is allowed for personnel listed in the Personnel Section of application. Mileage is unallowable in agency-owned vehicles. Charges cannot exceed established agency travel reates, but in no case can travel expenses exceed the current Louisiana Travel Guidelines. **Out-of-state travel rquires prior approval from LCLE.**

1. Is travel expenses being requested

No

2. Are requested travel expenses for local travel?

A response to this question is optional and no answer was provided.

2.1. State who will travel and the purpose for local travel

3. Are requested funds for non-local in-state and/or out-of-state travel?

No

3.1. State who will travel and the purpose of the non-local in-state and/or out-of-state travel.

NOTE: Out-of-state travel requires prior approval from LCLE. Only 50% of the out-of-state travel costs are allowed. This is inclusive only to the 48 contiguous states. Hawaii, Alaska and international travel is prohibited.

13. SECTIONS:

E. LCLE Budget - Equipment

EQUIPMENT JUSTIFICATION

1. Is equipment requested for this project?

No

1.1. If yes, explain the need for each equipment item requested.

1.2. Explain the procurement procedures.

1.3. Explain the equipment's relationship to this project.

2. Is this a request for sole source?

No

2.1. If yes, explain why sole source is needed. Also, refer to instructions on requesting sole source.

NOTE: Sole Source request must be attached to this application.

13. SECTIONS:

F. LCLE Budget - Supplies & Operating Expenses

SUPPLIES & OPERATING EXPENSES JUSTIFICATION

1. Are supplies requested for this project?

No

1.1. If yes, explain the need and use of each major supply type requested.

1.2. Explain the relationship of the supplies to this project.

2. Are operating expenses requested for this project?

No

2.1. If yes, explain the need of each operating expense requested.

2.2. Explain the relationship of the operating expenses to this project.

13. SECTIONS:

G. LCLE Budget - Consultant

CONSULTANTS JUSTIFICATION

Compensation for individual consultant services is to be reasonable and consistent with that paid for similar services in the market place. Travel, lodging, and meals, if applicable, should be figured in addition to compensation. All expenses must be included in the **LCLE approved contract**.

1. Are consultants requested for this project?

No

2. Explain the purpose of each consultant or other contractual services requested.

3. Explain why each service requested is necessary and cost effective for this project.

4. Explain the procurement procedures and basis for determining rate of pay.

5. Is this request for sole source?

No

5.1. If yes, explain why sole source is needed. Also refer to instructions on requesting sole source.

NOTE: You must attach the sole source request to this application.

13. SECTIONS:**H. STOP Purpose Areas****VAWA PURPOSE AREAS**

Choose "Yes" for 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.

No

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.

No

3. Developing and implementing more effective police, court, and prosecution policies, protocols, orders, and services specifically devoted to preventing, identifying, and responding to violent crimes against women, including the crimes of sexual assault and domestic violence.

No

4. Developing, installing, or expanding data collection and communication systems, including computerized systems, linking police, prosecutors, and 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.

No

5. Developing, enlarging, or strengthening victim services programs, including sexual assault, domestic violence, and dating violence programs, developing or improving 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 crimes of sexual assault and domestic violence.

Yes

6. Developing, enlarging, or strengthening programs addressing stalking.

No

7. Developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes in dealing with violent crimes against women, including the crimes of sexual assault and domestic violence.

No

8. Supporting formal and informal Statewide, multidisciplinary 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.

No

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.

No

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 or assault and targeting outreach and support, counseling, and other victim services to such older and disabled individuals.

No

11. Providing assistance to victims of domestic violence and sexual assault in immigration matters.

No

12. Maintaining core victim services and criminal justice initiatives while supporting complementary new initiatives and emergency services for victims and their families.

No

13. Supporting the placement of special victim assistants (to be known as "Jessica Gonzales Victim Assistants") in local law enforcement agencies to serve as liaisons between law enforcement agencies to serve as liaisons between victims of domestic violence, dating violence, sexual assault, and stalking and personnel in local law enforcement agencies in order to improve the enforcement of protection orders. Jessica Gonzales Victim Assistants shall have expertise in domestic violence, dating violence, sexual assault, or stalking and may undertake the following activities -

- Developing, in collaboration with prosecutors, courts, and victim service providers, standardized response policies for local law enforcement agencies, including triage protocols to ensure that dangerous or potentially lethal cases are identified and prioritized;
- Notifying persons seeking enforcement of protection orders as to what responses will be provided by the relevant law enforcement agency;
- Referring persons seeking enforcement of protection orders to supplementary services (such as emergency shelter programs, hotlines, or legal assistance services); and
- Taking other appropriate action to assist or secure the safety of the person seeking enforcement of a protection order.

No

14. Providing funding to law enforcement agencies, nonprofit, nongovernmental victim services providers, and State, Tribal, Territorial, and local governments (which funding stream shall be known as the Crystal Judson Domestic Violence Protocol Program) to promote -

- the development and implementation of training for local victim domestic violence service providers, and to fund victim services personnel, to be known as "Crystal Judson Victim Advocates," to provide supportive services and advocacy for victims of domestic violence committed by law enforcement personnel;
- the implementation of protocols within law enforcement agencies to ensure consistent and effective responses to the commission of domestic violence by personnel within such agencies such as the model policy promulgated by the International Association of Chiefs of Police ("Domestic Violence by Police Officers: A Policy of the IACP, Police Response to Violence Against Women Project" July 2003); and
- the development of such protocols in collaboration with State, Tribal, Territorial and local victim services providers and domestic violence coalitions.

No

13. SECTIONS:

I. LCLE Program Narrative

PROBLEM DEFINITION

1. Are you a Law Enforcement agency?

No

1.1. If Yes, was the previous calendar year's (January-December) Uniform Crime Report data submitted?

A response to this question is optional and no answer was provided.

1.2. If not submitted, please state the date when the UCR data will be submitted.

2. 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 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.

The National Coalition Against Domestic Violence states that 1 in 4 women in Louisiana will be survivors of domestic violence at some point in their lifetime (www.ncadv.org, May 16, 2009). According to the 2012 Violence Policy Center (VCP) annual report, Louisiana ranks number four (4) in the nation in the rate of female homicides involving one female murder victim and one male offender with a rate of 1.86 per 100,000. In cases where the victim offender relationship could be identified, 94% were murdered by someone they knew. Of these, 65% were wives or intimate acquaintances of their killers. Nationally, the rate of women killed by men in a single victim/single offender instances was 1.22 per 100,000. The startling statistics validate that domestic violence is a prevailing social, health, and economic problem in Louisiana and it is vital that we continue the effort to end domestic violence.

Domestic violence is a pattern of assaultive and coercive behaviors that adults or adolescents use against their current or former intimate partners. Domestic violence occurs in intimate relationships where the perpetrator and the victim are currently or previously have been dating, living together, married or divorced (www.mocadv.org/Resources/PDFs/dv101.pdf). Domestic violence is an epidemic that shows no prejudices; individuals, regardless of race, nationality, age, education level, income level, abilities, etc... Approximately 85% of the victims of domestic violence are women (www.peaceathome.org).

SAFE's statistics validate the problem of domestic violence in our four (4) parish service area. From the period of July 1, 2011 through June 30, 2012 SAFE advocates answered 3,178 crisis/hotline calls; provided 3023 shelter/lodging nights to victims and their children; provided assistance with 426 protective orders and provided community education and public awareness to 869 participants.

The circumstances and needs of survivors vary. Some are fleeing violent situations; some are looking for ways to escape their situations, some have been gone from the violence for many years, while others are coming to us only for support and do not want to leave the abuser for one reason or the other. The needs can vary also for each battered individual; some are seeking safety and shelter from the abuser; others are looking for supportive individual and group sessions, technical assistance with protective orders, transportation, emergency or transitional housing, advocacy, referrals, education, safety planning, emergency financial assistance, and services for their children. Needs of the target population have increased dramatically primarily due to the economic downturn necessitating greater need for emergency financial assistance to help with the basic necessities such as food, clothing, shelter, and assistance paying rent and utilities. The agency has also noted that the frequency and severity of incidents of domestic violence are increasing as evidence by the increase in the number of requests for assistance with protective orders and reports of the types of domestic violence escalating from verbal and emotional abuse to acts of physical violence.

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

According to the 2010 US Census significant demographic changes have occurred in the agency's service area and highlight the need for increased services to underserved populations as evidenced in the increase in the Hispanic and Two or More Races populations in all four (4) parishes in our service area, in addition to the increase of the African American population in two parishes (Tangipahoa and St. Helena). Moreover, three (3) of the four (4) parishes (Livingston is the exception) report the percentage of persons below the poverty level is higher than the State of Louisiana and United States as a whole. In addition to excessive poverty, the majority of our service is rural. Availability of services are extremely limited specifically transportation and affordable housing. SAFE survivors have indicated that lack of transportation is a significant barrier to accessing needed services.

These statistics and information demonstrate the gap in and tremendous need for services provided to domestic violence victims by the agency: to respond to their emotional and physical needs; to assist victims with stabilizing their lives after victimization; to assist victims with understanding and participating in the criminal justice system; and to provide victims with a measure of safety and security. To bridge this gap, providing outreach services in all four parishes is essential to ensure accessibility to victims where they reside.

13. SECTIONS:

J. LCLE Goals

GOALS

I. 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.

The mission of Southeast Advocates for Family Empowerment (SAFE) is to promote social change by providing services which empower battered and abused individuals and their dependent children to achieve safe, violence-free lives, to partner with the community by providing information and education geared toward the elimination of domestic violence, the achievement of peace in relationships and the establishment of a system to hold perpetrators accountable.

Goal 1: To empower victims and their dependent children through services to achieve safe, violence-free lives.

13. SECTIONS:

K. LCLE Objectives

OBJECTIVES

1. Provide at least TWO (2) measureable objectives for EACH goal. Objectives need to be measureable, 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.**

Objective 1:

Of 500 unduplicated adult survivors of domestic violence served, 475 will develop a viable safety plan and plan of action geared toward establishing themselves and their dependent children in a violence -free enviroment.

Objective 2:

Of 105 adult survivors of domestic violence served, 100 will secure housing and establish a safe, independent, and violence-free life for themselves and their dependent children.

13. SECTIONS:

L. LCLE Activities

<u>ACTIVITIES</u>

I. 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 the entire grant period. This must relate back to the Goals and Objectives described earlier for your project. If this is a training project, please state below that you are completing the Training Program information.

Activities/Methods for Objective 1:

1. Trained paid staff will provide crisis intervention via 24 hour weekend, night and holiday on-call coverage offering safety planning and assistance in developing a plan of action inclusive of emergency lodging, transportation assistance and use of 911. Other supportive services will include individual and group supportive and informational counseling.
2. Paid staff will make referrals to the Crime Victims Reparations Program and assist with the application process. Referrals will be made to other programs offering services not provided by SAFE and will provide technical assistance with preparation of protective orders and court escort.
3. SAFE will provide vouchers and gas cards for transportation to survivors seeking activities to promote self-sufficiency, including efforts to support the criminal prosecution process.
4. SAFE will provide hotel lodging to those in need of an immediate safety avenue with a working plan to enter a shelter or transfer to another location within a defined time frame. The agency will work with law enforcement and local taxi services when no other resources are available.
5. It is anticipated that 95% of all callers will receive safety planning.

Timetable for Activities/Methods for Objective 1, for program dates 3/1/2013-2/28/2014 :

1. Advocates will provide a minimum of one (1) weekly group and up to four (4) hours of individual sessions with extensions as requested by the victim.
2. Each quarter a minimum of 65 unduplicated victims will be provided safety planning and assistance with a plan of action for establishing a violence-free living environment.

Activities/Methods for Objective 2:

1. Advocates will provide housing lists of all housing authorities in the four parish area in conjunction with a list of required documentation for consideration and the application process to all survivors seeking housing.
2. SAFE will provide housing orientation sessions making available information on housing requirements, review of needs assessment, and clarification of expectations and explanation of roles of the agency in the housing program. All survivors on the housing list will be encouraged to attend these sessions in order to remain eligible for housing.
3. Safe will identify and view properties throughout the four parish area developing a solid base of housing possibilities for lease and referral to survivors able to afford on their own.
4. SAFE will monitor progress of each participant in the housing program by conducting a visit to each unit at least monthly and will staff weekly and update a plan of habitation as needed.
5. SAFE will provide written and verbal advocacy to other housing avenues, such as shelters, as applicable and will provide information that empowers the individual to self-advocate.
6. SAFE maintains statistics on each call from survivors which are tallied at the end of each month for cumulative monthly and annual reporting. All referrals are listed per survivor file and the cumulative number is kept for statistical purposes; safety plans are revisited at each contact and revised as situations change in each contact note. Survivors are counseled to encourage internalization of this plan to increase personal and family safety.
7. SAFE will receive feedback on exit forms provided to all housing participants and to other (when possible) not using services after six months. Financial records are kept on those survivors receiving assistance in housing whether in agency housing or other community housing. The agency also keeps records of those receiving assistance in transferring to another location for housing or shelter.

Timetable for Activities/Methods for Objective 2, for program dates 3/1/2013-2/28/2014 :

1. Advocates will conduct home visits at least monthly to assist survivors with developing and implementing a plan for self-sufficiency.
2. Each quarter advocates will assist a minimum of 25 adult survivors with securing a safe, violence-free living environment.

13. SECTIONS:

M. LCLE Training Project

Training Projects

Complete this page in lieu of 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 form for in-house training.

1. Is this a training project?

No

2. Provide a brief concise description of the curriculum (topics to be included).

3. List the type of personnel to be trained.

4. How many individuals expected to be trained?

5. Identify the geographical location(s) of the trainees (who will be invited).

6. Dates and hours of the training

7. Identify the location of the training.

8. Provide a brief concise justification supporting the effectiveness of the training in addressing the identified need.

13. SECTIONS:**N. LCLE Prior Results**

PRIOR RESULTS
(For Continuation Projects Only)

1. Is this a continuation project?

Yes

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

SAFE has exceeded the objectives set in the previous application in regard to unduplicated adult survivors receiving immediate safety planning and planning for establishing a violence-free environment for themselves and their dependent children. During the period from March 1, 2012 to December 31, 2012 SAFE provided services to 709 unduplicated domestic violence victims. Only two months before of the end of the grant period the measurable outcomes have far exceeded the proposed 260. In addition, 100% of victims were provided safety planning.

SAFE has also exceeded the objectives set in the previous application in regard to assisting domestic violence victims and their dependent children secure housing and establish a safe, independent, and violence-free life. During the period from March 1, 2012 through December 31, 2012 SAFE provided housing assistance either through SAFE's transitional housing or emergency shelters or referrals to other housing alternatives, such as other domestic violence shelters, family and friends etc.. to 1,033 adults. Two months before the end of the grant period the measurable outcomes have far exceeded the proposed 100.

3. Did the project work as expected? Please explain why.

The project did work as expected, actually better than expected, as evidenced by the number of direct services provided to victims of domestic violence and their children.

4. Have the original goals and objectives been revised?

No

4.1. If Yes, explain what changes will be made in the continuation of this project and why?

13. SECTIONS:

O. STOP Demographics

DEMOGRAPHICS

1. Type of Authorized Agency

Non-profit organization

2. Identify the best description of the organization receiving funding.

Domestic Violence Program

3. Is this a faith-based organization?

No

4. Is this a culturally-specific community-based organization?

No

5. Congressional District that this project serves

1

6

6. Geographical area to be served.

Rural

7. State the physical address(es) where services are provided.

The physical addresses are confidential. SAFE maintains a post office box for all mail as referenced on the beginning of the application.

13. SECTIONS:

P. LCLE Evaluation

EVALUATION AND DISSEMINATION OF REPORTING

1. Pre-test, post-test and/or evaluation form(s) are attached.

Yes

1.1. If no, explain why.

2. From who will the data be collected - what is the source?

Data will be collected from victims of domestic violence through phone calls requesting services, face to face contact to complete intake forms, requests for housing assistance and emergency shelters, referrals to other services, etc. Data will also be collected with other community partners.

3. When will the data be collected?

Data is collected on a daily basis and submitted weekly. Reports are prepared weekly reflecting direct and indirect services provided to survivors and their dependent children. Community outreach activities and volunteer hours are also reported on a weekly basis.

4. Who will collect and analyze the data?

Designated staff will compile data into a report reflecting the week's activities. The Executive Director and Direct Service Supervisor reviews and analyzes the reports in order to improve service delivery.

5. Who will be responsible for submitting the data for the Quarterly and Annual Progress/Monitoring reports? Please state their name and contact information below.

ID	Name	Phone Number	Email Address
5.1	Mary Corban	985-542-8384	exdirssap82@gmail.com

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

After evaluating weekly reports, the Executive Director and Direct Service Supervisor will determine compliance with stated goals and objectives. Revisions will be made as needed in the service delivery policies and procedures to ensure quality services are provided at all times.

In the event of unforeseen situations or need for additional direction to ensure compliance with grant requirements, the SAFE Board of Directors will be consulted.

7. 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/Monitoring 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 reports, monthly expenditure reports and a final report on the subgrant project will be submitted to the Louisiana Commission on Law Enforcement as required by the grant. Reports will also be made available to SAFE's Board of Directors, United Way, HUD, the LA Department of Children and Family Services and other agencies that work cooperatively with the agency. Information is shared during quality assurance visits and during quarterly meetings with other domestic violence programs who work in collaboration to improve services to victims of domestic violence.

LCLE EVALUATION related attachments:

File Name:

File Description:

✂ court eval.doc

✂ SurvivorGroupSurveys2012.docx

✂ SurvivorSurveys2011.docx

Court Evaluation

Support Group Evaluation

Survivor Evaluation

13. SECTIONS:

Q. LCLE Resources

RESOURCES

I. 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.

SAFE employs 9 staff who have designated offices at the main office in Hammond. In addition, SAFE has secured an office at the Denham Spring Police Department. The outreach office provides all services to ensure victims of domestic violence can access services in the parishes in which they live. In St. Helena and Washington Parishes our community partners will offer our staff confidential office space on an "as needed basis" to meet with victims of domestic violence. All Adult/Outreach Advocates provide services in all four (4) outreach parishes weekly, which is in addition to the time they spend in court every week assisting victims of domestic violence. The advocate position funded in this grant will travel to all four parishes in the agency's service area.

13. SECTIONS:**R. LCLE Collaboration/Consultation****COLLABORATION/CONSULTATION**

Law enforcement, prosecution, the courts, probation and parole agencies, and community providers must consult with each other.

1. Describe the process used to consult, coordinate, and collaborate with each agency.

Adult Advocates/Outreach staff attend court weekly within SAFE's service area to provide immediate assistance and access to services. Agency staff regularly attends community coalition and other scheduled meetings within our service area to collaborate with other community providers, raise awareness of the prevalence of domestic violence, and inform the community about the agency's services. In addition, agency staff coordinate with law enforcement, court personnel, and hospital personnel on an ongoing basis to provide services when victims of domestic violence are in need of the agency's services. During the grant period agency advocates are traveling to area hospitals and local law enforcement agencies 24 hours per day, as requested, to provide immediate assistance to victims of domestic violence.

SAFE continues to actively engage the community through the Coordinated Community Response Team (CCRT) - a coordination and collaboration of community providers to victims of domestic violence to enhance victim safety and hold offenders accountable. SAFE hosted four (4) CCRT team meetings, one in each parish in the agency's service area; CCRT kickoff meetings with other criminal justice system/public and providers in the community. SAFE will continue to work toward fulfilling the agency's mission of social change by assuming the lead role in coordinating this community effort by holding quarterly CCRT meetings in each parish in our four (4) parish service area.

2. The following support documents are attached.

Three current letters of support.

LCLE COLLABORATION/CONSULTATION related attachments:

File Name:

- ✘ VOA letter of support.pdf
- ✘ City of Hammond letter of support.pdf
- ✘ Southeasten Letter of support.pdf

File Description:

VOA letter of support
City of Hammond
SLU Letter

13. SECTIONS:

S. LCLE Audit Requirements

AUDIT REQUIREMENTS

1. Does your organization/agency expend \$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)?

Yes

Please provide the following information if your organization/agency expends \$500,000 or more in Federal funds for the fiscal year being audited:

1.1. Date of last audit

12/15/2012

1.1.1. audit period beginning:

7/1/2011

1.1.2. audit period ending:

6/30/2012

1.2. Date of next audit

11/15/2013

1.2.1. audit period beginning:

7/1/2012

1.2.2. audit period ending:

6/30/2013

1.3. Date next audit will be forwarded to LCLE

12/16/2013

13. SECTIONS:

T. STOP LAVNS & CVR

<p>LOUISIANA AUTOMATED VICTIM NOTIFICATION SYSTEM (LAVNS)</p> <p>and</p> <p>CRIME VICTIMS REPARATIONS (CVR)</p>
--

<p>1. Provide the individual, their telephone and email responsible for assisting victims in regard to accessing using the LAVNS system.</p>
--

Katina Smith
 985-542-8384
 klsmithsap82@gmail.com

<p>2. Does this individual also serve as the agency's point of contact for LAVNS?</p>

Yes

<p>2.1. If not, please provide the name, telephone and email.</p>

<p>3. Has this individual received training by LCLE to learn how victims are served by LAVNS?</p>

Yes

<p>3.1. If no, will the agency request LAVNS training from LCLE within 30 days of the award? NOTE: More information regarding LAVNS program, including training information, can be found at: http://lcle.la.gov/programs/lavns.asp.</p>
--

A response to this question is optional and no answer was provided.

<p>4. Does the agency have posters displayed for promoting LAVNS and brochures readily available to victims?</p>
--

If no, please go to the LCLE website to request **free** LAVNS materials at: www.lcle.la.gov/lavns.

Yes

<p>5. Is the individual identified above, the same individual responsible for assisting victims in regard to services available through the Crime Victims Reparations (CVR) program?</p>
--

Yes

<p>5.1. If no, please provide the name, telephone and email.</p>
--

<p>6. Does the agency know who the CVR Claims Investigator is at the Parish Sheriff's Office?</p>

Yes

<p>7. Does the agency have posters displayed for promoting CVR and brochures readily available to victims?</p>
--

If no, please visit LCLE's website for additional information on the CVR program, applications and other forms at: www.lcle.la.gov/programs/cvr.asp.

Yes

13. SECTIONS:

U. LCLE Civil Rights

CIVIL RIGHTS

Congress links federal financial assistance with federal civil rights laws. Your agency must ensure protections and guarantees of nondiscrimination. This information is required for the agency receiving a grant from the Louisiana Commission on Law Enforcement and Administration of Criminal Justice (LCLE). You may be asked to provide copies of documentation during a site visit or desk audit.

1. CIVIL RIGHTS CONTACT PERSON - Identify the designated individual who has lead responsibility in insuring that all applicable civil rights requirements are met.

Katina Smith

1.1. Civil Rights Contact Person's Email

klsmithsap82@gmail.com

1.2. Civil Rights Contact Person's Telephone Number

985-542-8384

2. TRAINING - The Office for Civil Rights online training has been completed. The online training can be obtained at www.ojp.usdoj.gov/about/ocr/assistance.htm.

Yes

3. EQUAL EMPLOYMENT OPPORTUNITY PLAN (EEOP) - Is the agency required to submit an EEOP short form to the U.S. Department of Justice?

No

3.1. If YES, please identify the date the plan was prepared and the physical location of the plan.

3.2. If NO, you must complete, sign, and attach the Equal Employment Opportunity Plan (EEOP) Certification.

I would attach the form, however there is no place to attach the form on this page.

4. NOTICE - Describe how the agency provides notification that the agency does not discriminate on the basis of race, color, national origin, religion, sex, sexual orientation, disability, and age in the delivery of services and employment practices. Check all boxes that apply. You may be asked to provide copies of written policies or procedures.

4.1. Program Participants and Beneficiaries (posters, brochures, program materials, etc.)

Verbal Orientation

Written Orientation / Program Manual

4.1.1. Describe Other

Did not check off other.

4.2. Employees (policies, posters, recruitment materials, etc.)

Human Resource Policy

Position Announcements

4.2.1. Describe Other

Did not check off other.

5. COMPLAINTS - Describe how the agency informs program beneficiaries how to file complaints alleging discrimination. Check all boxes that apply.

Program Handbook

Written Orientation

Policies

5.1. Describe Other

Did not check off other.

6. RESOLUTION - Describe the agency's grievance procedures that incorporate due process standards for prompt and equitable resolution of complaints alleging discrimination in employment practices and delivery of services. Check all boxes that apply.

6.1. Employment

Human Resource Policies

6.1.1. Describe Other

Did not check off other.

6.1.2. Describe Procedure

From the Policy: The organization will not discriminate in employee recruitment, selection, treatment, advancement, compensation or other conditions or privileges of employment on the basis of race, sex, color, national origin, creed, age (40 and over), religion, marital status, disability, sexual orientation, political affiliation, or any other basis prohibited by law. SSAP prohibits retaliation against anyone who has filed a complaint of unlawful discrimination or harassment.

6.2. Delivery of Services

Program Manual

Agency Policies

6.2.1. Describe Other

Did not check off other.

6.2.2. Describe Procedure

From the Manual: Equal Opportunity in the Provision of Services: Southeast Spouse Abuse Program makes no distinction in the provision of assistance to eligible persons because of race, color, religion, sex, sexual orientation, national origin, age, handicap, or any other consideration prohibited by law.

7. LIMITED ENGLISH PROFICIENCY (LEP) - Describe steps to provide meaningful access to programs who have LEP.

Consider these factors to determine the appropriate level of *reasonable* steps:

- a. The *number or proportion* of LEP persons served or encountered in the eligible service population.
- b. The *frequency* with which LEP individuals come in contact with the program.
- c. The *nature and importance* of the program, activity, or service provided by the program.
- d. The *resources* available to the recipient.

7.1. Does the four factors analysis warrant LEP services?

No

7.1.1. If YES, check all boxes that apply

A response to this question is optional and no answers were selected.

7.1.2. Describe Other

Did not check off other.

8. RELIGIOUS ACTIVITIES - Describe whether the agency conducts religious activities as part of programs or services. If so, please address the following and attach written policies or procedures.

8.1. Do you conduct religious activities as part of the program?

No

8.1.1. If YES, please certify:

A response to this question is optional and no answers were selected.

SUBSTANTIAL FINDINGS OF DISCRIMINATION - In the event a Federal or State court or Federal or State Administrative Agency (LCLE) makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origina, sex, sexual orientation, disability, or age against a recipient of funds, the recipient will forward a copy of the finding to the Louisiana Commission on Law Enforcement and the Office for Civil Rights, Office of Justice Programs. Submit any adverse findings within the past three (3) years of the project adward date to the Office for Civil Rights.

9. TECHNICAL ASSISTANCE - Would you like technical assistance with any of these areas?

Limited English Proficiency (LEP)

13. SECTIONS:**V. LCLE EEOP****EQUAL EMPLOYMENT OPPORTUNITY PROGRAM (EEOP)**

Federal regulations require recipients of financial assistance from the Office of Justice Programs (OJP), its component agencies, and the Office of Community Oriented Policing Services (COPS) to prepare, maintain on file, submit to OJP for review, and implement an Equal Employment Opportunity Plan (EEOP) in accordance with 28 C.F.R. §§ 42.301-.308. The regulations exempt some recipients from all of the EEOP requirements. Other recipients, according to the regulations, must prepare, maintain on file and implement an EEOP, but they do not need to submit the EEOP to OJP for review. Recipients that claim a complete exemption from the EEOP requirement must complete **Section A** of the attached form. Recipients that claim the limited exemption from the submission requirement must complete **Section B** of the attached form. **A recipient should complete either Section A or Section B, not both.** If a recipient receives multiple OJP or COPS grants, please complete a form for each grant, ensuring that any EEOP recipient certifies as completed and on file (if applicable) has been prepared within two years of the latest grant. Please send the completed form(s) to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7th Street, N.W., Washington, D.C. 20531. For assistance in completing this form, please call (202) 307-0690 or TTY (202) 307-2027.

1. SECTION A - Declaration Claiming Complete Exemption from the EEOP Requirement.

1.1. This agency claims a complete exemption from the EEOP requirement.

Yes

1.1.1. This agency (check all the boxes that apply)

Has less than 50 employees.

Is a non-profit organization

1.2. The EEOP Certification Form for this project has been submitted to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, 810 7th Street, N.W., Washington, D.C. 20531.

Yes

1.2.1. Date submitted

3/19/2012

1.2.2. If NO, please state when the EEOP will be submitted. LCLE must be notified when the EEOP is submitted.

2. SECTION B - Declaration Claiming Exemption from the EEOP Submission Requirement and Certifying that an EEOP is on File for Review.

2.1. This agency has 50 or more employees and is receiving a single award or subaward for \$25,000 or more, but less than \$500,000, have formulated an EEOP in accordance with 28 C.F.R. 42:301, et seq., subpart E. The EEOP has been formulated and signed into effect within the past two years by the proper authority and that it is available for review. The EEOP is on file in the office for review by the public and employee or for review or audit by officials of LCLE or the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations.

No

2.1.1. The EEOP is on file and can be viewed at:

13. SECTIONS:

W. LCLE FFATA

FEDERAL FUNDING ACCOUNTABILITY AND TRANSPARENCY ACT (FFATA) COMPENSATION QUESTIONNAIRE

If there are any changes to this questionnaire, you must notify LCLE in writing.

1. In your business or organization's previous fiscal year, did your business or organization (including parent organization, all branches, and all affiliates worldwide) receive

(1) 80 percent or more your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements;

AND

(2) \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

No

If the answer to Question #1 is **NO**, **STOP** you are not required to provide the data requested below.

2. If the answer to Question #1 is **YES**, does the public have access to information about the compensation of the senior executives in your business or organization (including parent organization, all branches, and all affiliates worldwide) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m (a), 78o(d) or section 6104 of the Internal Revenue Code of 1986?

A response to this question is optional and no answer was provided.

3. If the answer to Question #2 is **YES**, provide link to SEC: <http://www.sec.gov/>

4. If the answer to Question #2 is **NO**, please provide the name and amount of the top 5 highly compensated officials of the sub-awardee organization. This will be the same compensation information that appears in sub-awardee's Central Contractor Registration (CCR) profile, as applicable.

ID	Name	Annual Income
----	------	---------------

13. SECTIONS:

X. LCLE Non Profit

PRIVATE NON-PROFIT AGENCY CHECKLIST

The following items must be included with submission of this application for direct funding of private non-profit agencies. This information does not have to be submitted to LCLE for governmental applicants proposing to pass through some or all of the funds to a non-profit agency.

1. ATTACHMENT 1 - A copy of the most recent audited financial report, which must not be more than one year old; or a letter stating that the most report is on filed with LCLE.

Yes

2. ATTACHMENT 2 - A list of the members of the Board of Directors, stating each member's position.

Yes

3. ATTACHMENT 3 - A copy of the Louisiana Secretary of State Commerical Division stating that the organization is active and in good standing.

Yes

4. ATTACHMENT 4 - A copy of the by-laws of the organization, clearly defining the line of authority and responsibility moving between the Board and staff, outlining the hiring practices of the organization, and demonstrating the management and controls maintained by the Board; or for continuation subgrants, a letter from the Board Secretary certifying that the by-laws previously submitted are still in effect or copies of the latest amendments and changes.

Yes

5. ATTACHMENT 5 - Evidence that the Project Director, Financial Officer, and Board Officers and any employee that is responsible for the receipt and expenditure of funds are included in an employee dishonesty insurance policy for 30% of the funds requested or 10% of the organization's budget, whichever is greater.

Yes

6. ATTACHMENT 6 - A written statement that a checking account for subgrant funds will be arranged so that at least two (2) signatures are required for issuance of checks, and a list of those individuals who have such authority.

Yes

LCLE NON PROFIT related attachments:

File Name:

- ✂ 6-30-12 AUDIT REPORT.pdf
- ✂ SAFE Board of Directors.docx
- ✂ By-law ammendment 4-18-01.doc
- ✂ SAFE's Crime Policy 1.pdf
- ✂ Secretary of State .pdf
- ✂ SAFE Checking Authorization letter.pdf

File Description:

- 2012 Audit
- SAFE Board of Directors
- SAFE By-Laws
- SAFE's Crime Policy
- Secretary of State
- SAFE Authorization Letter

13. SECTIONS:

Y. STOP Certified Assurances

**VIOLENCE AGAINST WOMEN ACT (VAWA) FORMULA GRANT PROGRAM
CERTIFIED ASSURANCES**

Abbreviations:	
CFR Code of Federal Regulations	OMB Federal Office of Management and Budget
LCLE Louisiana Commission on Law Enforcement	USC United States Code
PL Public Law	VAWA Violence Against Women Act
OJP Office of Justice Programs	VAWO Violence Against Women Office

THE APPLICANT UNDERSTANDS, AND AGREES, THAT RECEIPT OF A SUBGRANT AS A RESULT OF THIS APPLICATION SUBJECTS THE APPLICANT TO THE FOLLOWING CERTIFIED ASSURANCES 1 THROUGH 77:

1. **ALLOWABLE COSTS.** The applicant certifies that any allowable costs incurred under any subgrant shall be determined in accordance with the general principles of allowable costs and standards for selected cost items set forth in 2 CFR Part 225 – “Cost Principals for State, Local, and Indian Tribal Governments” (formerly OMB Circular A-87) or 2 CFR Part 230 – “Cost Principals for Non-Profit Organizations” (formerly OMB Circular A-122), as well as the current edition of the OJP Financial Guide, and LCLE Policies.
2. **ASSOCIATION OF COMMUNITY ORGANIZATIONS FOR REFORM NOW (ACORN).** The applicant understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of any contract or subaward to either the Association of Community Organizations for Reform Now (ACORN) or its subsidiaries, without prior written approval of OJP. (Federal Memorandum M-10-02 dated October 7, 2009, issued pursuant to Section 163 of the Continuing Appropriations Resolution, 2010, Division B of PL. # 111-68 (CR), as well as State of Louisiana Executive Order BJ 09-16 dated September 17, 2009.)
3. **AUDIT CONTRACTS.** The applicant understands and agrees that every contract, agreement or understanding to make a study or prepare a report on behalf of a state agency official, by a private firm, consultant or individual who receives compensation thereof from state, federal, local or other public funds from whatever source, shall contain or be deemed to contain an authorization for the legislative auditor to audit the records of such firm, consultant or individual pertaining to such study or report.
4. **AUDIT AND INSPECTION.** The applicant understands and agrees that Office of Justice Programs, Office on Violence Against Women, Louisiana Commission on Law Enforcement, or any of their duly authorized representatives shall have access, for purposes of audit and examination, to any books, documents, papers, computer software, or records of the subgrantee, and to relevant books and records of contractors.
5. **AUDIT REQUIREMENTS.** The Applicant agrees to abide by the requirements of the OMB Circular A-133 entitled “Audits of States, Local Governments, and Non-Profit Organizations.” The effective date of the new OMB Circular A-133 is July 1, 1996, and shall apply to audits for fiscal years beginning after June 30, 1996. The audit reports for June 1997 are the first to come under this Circular. The threshold for the single audit requirement is as follows:

If you have expended \$300,000 (\$500,000 for fiscal years ending after December 31, 2003) or more in a year in Federal awards, you are required to have a single or program specific (if certain criteria are met) audit conducted for that year in accordance with the provisions of the OMB Circular A-133.

If an audit discloses findings or recommendations, then a corrective action plan must be submitted along with the audit report and it must include the following:

- a) The name and telephone number of the contact person responsible for the corrective action plan.

- b) Specific steps taken to comply with the recommendations.
- c) Timetable for performance and /or implementation dates for each recommendation.
- d) Descriptions of monitoring to be conducted to ensure implementation.

A copy of the resultant audit report, if applicable, management letter issued by the auditor, corrective action plan and any written responses to the aforementioned should be forwarded to the Louisiana Commission on Law Enforcement. The audit report with attachments should be sent within 30 days after the completion of the audit, but no later than 9 months after the end of the audited period.

6. **CENTRAL CONTRACTOR REGISTRATION (CCR).** The applicant understands and agrees that it has and will maintain the Central Contractor Registration (CCR) registration. This is mandated by the Federal Funds Accountability and Transparency Act of 2006. Information can be obtained at www.sam.gov.

7. **CIVIL RIGHTS REQUIREMENTS.** Recipients of funds must comply with any applicable nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968; the Violence Against Women Act of 1994, P.L. 103-322, the Violence Against Women Act of 2000, P.L. 106-386, and the Violence Against Women and Department of Justice Reauthorization Act of 2005, P.L. 109-162; the Juvenile Justice and Delinquency Prevention Act of 1974; Title VI of the Civil Rights Act of 1964; Section 504 of the Rehabilitation Act of 1973; Title II of the Americans with Disabilities Act of 1990; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; the Department of Justice Non-Discrimination Regulations at 28 C.F.R. Part 42, Subparts C, D, G, and I; 28 C.F.R. Part 35; and 28 C.F.R. Part 54.

8. **COMMINGLING OF FUNDS.** The applicant certifies and agrees there will be no commingling of funds on either a program-by-program basis or a project-by-project basis. Funds specifically budgeted and/or received for one project may not be used to support another.

9. **COMPETITIVE PROCUREMENT.** The applicant certifies that procurement of contract services and equipment shall be on a competitive basis in accordance with applicable federal, state, or local procurement regulations, and consistent with policies established by LCLE. Non-competitive procurement (sole source) must receive prior approval from LCLE. Contractors that develop or draft specifications, requirements, statements of work, and/or Request for Proposals (RFPs) for a proposed procurement shall be excluded from bidding or submitting a proposal to compete for the award of such procurement. An exemption to this regulation requires the prior approval of LCLE and is only given in unusual circumstances, such as when a non-profit organization is acting as the agent of the state or local unit of government. Any request for exemption must be submitted in writing to LCLE.

Any state agency or agency of a political subdivision of the state which is using appropriated federal funds must comply with Section 6002 of RCRA. Section 6002 requires that preference be given in procurement programs to the purchase of specific products containing recycled materials identified in guidelines developed by the Environmental Protection Agency (EPA).

10. **COMPLIANCE WITH OTHER STATUTORY REQUIREMENTS.** The applicant certifies that it will comply with all lawful requirements imposed by the awarding Federal agency, specifically including any applicable regulations such as 28 C.F.R. Part 18 – Office of Justice Programs Hearing and Appeal Procedures; 28 C.F.R. Part 22 Confidentiality of Identifiable Research and Statistical Information; 28 C.F.R. Part 23 Criminal Intelligence Systems Operating Policies; 28 C.F.R. Part 30 Intergovernmental Review of Department of Justice Programs and Activities; 28 C.F.R. Part 35 Nondiscrimination on the Basis of Disabilities in State and Local Government Services; 28 C.F.R. Part 42 Non Discrimination; Equal Employment Opportunity; Policies and Procedures; 28 C.F.R. Part 61 Procedures for Implementing the National Environmental Policy Act; 28 C.F.R. Part 63 Flood Plan Management and Wetland Protection Procedures, and the Award Term for Trafficking Persons in 2 C.F.R. § 175.15(b).

11. **COMPLIANCE WITH POLICY.** The applicant certifies that this subgrant shall be subject to the policies and regulations established by the Office of Justice Programs (OJP), the Office on Violence Against Women (OVW), the Louisiana Commission on Law Enforcement (LCLE), and the Victim Services

ADVISORY BOARD

The applicant assures compliance with the applicable guidelines, provisions, policies and requirements authorized by the Violence Against Women Act of 1994, P.L. 103-322, the Violence Against Women Act of 2000, P.L. 106-386, the Omnibus Crime Control and Safe Streets Act of 1968, 42 U.S.C. 3711 et. Seq., the Violence Against Women and Department of Justice Reauthorization Act of 2005, P.L. 109-162, OVW's implementing regulations at 28 CFR Part 90, the current edition of the Office on Violence Against Women (OVW) Financial Grants Management Guide, (and the applicable program guidelines and regulations), as required.

12. **CONFIDENTIALITY REQUIREMENTS.** The applicant agrees to comply with all confidentiality requirements of 42 U.S.C. Section 3789g and 28 C.F.R. Part 22 that are applicable to collection, use, and revelation of data or information. Applicant further agrees, as a condition of subgrant approval, to submit a Privacy Certificate that is in accord with requirements of 28 C.F.R. Part 22 and, in particular, section 22.23.

13. **CRIME REPORTING.** The law enforcement applicant agrees to begin or continue participating in the Uniform Crime Reporting (UCR) Program or the Louisiana Incident Based Reporting System (LIBRS) Programs of LCLE.

14. **CRIME VICTIMS REPARATIONS PROGRAM.** The applicant certifies that it will be responsible for providing assistance to victims in regard to services available through the Crime Victims Reparations Program as appropriate.

LOUISIANA COMMISSION ON LAW ENFORCEMENT

LCLE USE ONLY

Applicant Hereby Applies to the LCLE for Financial Support for the Within-Described Project:

Receipt Date	Award Date	Subgrant Number(s)
		-- 1168

1. Type of Funds for which you are applying	STOP Violence Against Women Act (Federal 16.588 STOP)		
2. Applicant	Name Of Applicant: Southeast Spouse Abuse Program		
	Federal I.D: 521243258	Parish: Tangipahoa	
	Street Address Line 1: 46497 North Morrison Boulevard		
	Address Line 2:	Address Line 3: PO Box 1946	
	City: Hammond	State: LA	Zip: 70404-1946
3. Recipient Agencies	Southeast Spouse Abuse Program		
4. Project Director	Name: Ms. Mary Corban		Title: Executive Director
	Agency:		
	Street Address Line 1: confidential location		
	Address Line 2:	Address Line 3:	
	City: Hammond	State: LA	Zip: 70404
	Phone: 985-542-8384	Fax: 985-429-1288 x429	Email: exdirssap82@gmail.com
5. Financial Officer	Name: Chief Paul Scott Jones		Title:
	Agency:		
	Street Address Line 1: P.O. Box 1946		
	Address Line 2:	Address Line 3:	
	City: Hammond	State: LA	Zip: 70404
	Phone: 225-268-2386	Fax:	Email: sjones@dspd.net
6. Contact	Name: Ms. Mary Corban		Title: Executive Director
	Agency:		
	Street Address Line 1: confidential location		
	Address Line 2:	Address Line 3:	
	City: Hammond	State: LA	Zip: 70404
	Phone: 985-542-8384	Fax: 985-429-1288-429	Email: exdirssap82@gmail.com

7. Brief Summary of Project	Short Title (May not exceed 50 characters) Domestic Violence Program
(Do Not Exceed Space Provided)	Southeast Spouse Abuse Program/dba/Southeast Advocates for Family Empowerment (SAFE) provides 24-hour crisis intervention, direct and referral services to survivors who self-identify as being victims of domestic violence and their dependent children in four parishes: Tangipahoa, Livingston, Washington, and St. Helena.

8. Subgrant Budget TOTAL BUDGET BY CATEGORY

BUDGET CATEGORY	AMOUNT
PERSONNEL	13,734.00
EMPLOYEE BENEFITS	2,851.00
TRAVEL (INCLUDING TRAINING)	0.00
EQUIPMENT	0.00
SUPPLIES & OPERATING EXPENSES	0.00
CONSULTANTS	0.00
CONSTRUCTION	0.00
OTHER	0.00
TOTAL	16,585.00

9. TOTAL BUDGET BY FUND SOURCE

FUND SOURCE	AMOUNT	PERCENT
FEDERAL	16,585.00	100%
STATE	0.00	
PROJECT INCOME	0.00	
INTEREST	0.00	
STATE MATCH	0.00	
CASH MATCH (NEW APPROP.)	0.00	
IN-KIND MATCH	0.00	
PROJECT INCOME MATCH	0.00	
TOTAL	16,585.00	100%

10. Project Start Date: 3/1/2013 Project End Date: 2/28/2014

11. IN WITNESS WHEREOF, the Applicant has caused this subgrant application to be executed, attested, and ensealed by its proper officials, pursuant to legal action authorizing the same to be done.

DATE

SIGNATURE OF AUTHORIZED OFFICIAL

TITLE OF AUTHORIZED OFFICIAL

Southeast Spouse Abuse Program
NAME OF APPLICANT AGENCY

NOTE: The original copy must be signed in blue ink.
Titles of all signatories must be inserted.

LACLE USE ONLY

In response to this application, LACLE funds are hereby obligated for the project described by the subgrantee in the referenced application, subject to applicant acceptance.

EXECUTIVE DIRECTOR

Louisiana Commission on Law Enforcement

DATE

12. BUDGET DETAILS

A. MASTER BUDGETS

BY RECIPIENT AGENCY	YEAR 1	TOTAL
Southeast Spouse Abuse Program	16,585.00	16,585.00
Total:	16,585.00	16,585.00

Applicant Agency: Southeast Spouse Abuse Program

BY CATEGORY	YEAR 1	TOTAL
PERSONNEL	13,734.00	13,734.00
EMPLOYEE BENEFITS	2,851.00	2,851.00
TRAVEL (INCLUDING TRAINING)	0.00	0.00
EQUIPMENT	0.00	0.00
SUPPLIES & OPERATING EXPENSES	0.00	0.00
CONSULTANTS	0.00	0.00
CONSTRUCTION	0.00	0.00
OTHER	0.00	0.00
Total:	16,585.00	16,585.00

BY SOURCE	YEAR 1	TOTAL
FEDERAL	16,585.00	16,585.00
STATE	0.00	0.00
PROJECT INCOME	0.00	0.00
INTEREST	0.00	0.00
STATE MATCH	0.00	0.00
CASH MATCH (NEW APPROP.)	0.00	0.00
IN-KIND MATCH	0.00	0.00
PROJECT INCOME MATCH	0.00	0.00
Total:	16,585.00	16,585.00

12. BUDGET DETAILS

A. MASTER

Line Item Details for: Southeast Spouse Abuse Program

YEAR 1

PERSONNEL

Position:	Adult/Outreach Advocate	<u>COST</u>
Name:	Kaitlin Tregle	
Computation:	54.5 % of salary	13,734.00

Personnel - Year 1 Total: 13,734.00

EMPLOYEE BENEFITS

Position:	Adult/Outreach Advocate	<u>COST</u>
Name:	Kaitlin Tregle	
Computation:	54.5% of benefits	2,851.00

Employee Benefits - Year 1 Total: 2,851.00

TRAVEL (INCLUDING TRAINING)

TRAVEL (INCLUDING TRAINING)

	<u>COST</u>
Purpose of Travel:	
Location:	
Item:	
Computation:	0.00
<hr/>	
Travel (Including Training) - Year 1 Total:	0.00

EQUIPMENT

	<u>COST</u>
Item:	
Item:	
Quantity:	0.00
<hr/>	
Equipment - Year 1 Total:	0.00

SUPPLIES & OPERATING EXPENSES

	<u>COST</u>
Supply Item:	
Computation:	0.00
<hr/>	
Supplies & Operating Expenses - Year 1 Total:	0.00

CONSULTANTS - CONSULTANT

	<u>COST</u>
Name / Position:	
Service Provided:	
Computation:	0.00
<hr/>	
Consultants - Consultant - Year 1 Total:	0.00

CONSULTANTS - TRAVEL

	<u>COST</u>
Consultant:	
Location:	
Item:	
Computation:	0.00
<hr/>	
Consultants - Travel - Year 1 Total:	0.00

CONSULTANTS - PRODUCT/SERVICE

	<u>COST</u>
Consultant:	

Item:

Computation:

0.00

Consultants - Product/Service - Year 1 Total:

0.00

YEAR 1 TOTAL: 16,585.00

13. SECTIONS:

A. LCLE Budget Summary With Cash & InKind Match

1. Please itemize the Budget Category expenditures.

(Please verify that the Total Amount equals the Calculated Paid Amount.)

ID	Budget Category	Total Amount	Amount Paid with Federal Dollars	Amount Paid with Cash Match	Amount Paid with In-Kind Match	Calculated Paid Amounts
1.1	Personnel	13,734	13,734	0	0	13,734
1.2	Employee Benefits	2,851	2,851	0	0	2,851
Total: Σ		16,585	16,585	0	0	16,585

13. SECTIONS:

B. LCLE Budget - Personnel

PERSONNEL BUDGET JUSTIFICATION

1. Are personnel costs requested?

Yes

2. Are employees screened and in compliance with the Louisiana Child Protection Act (LA RS 15:5871.1)?

Yes

3. Are job descriptions for each position attached?

Yes

4. Are resumes for each position attached?

Yes

4.1. If no, explain why.

5. Explain the need for each position and justify the need for any overtime if requested.

SAFE covers a large geographic area in southeast Louisiana, 2517 square miles, and includes Tangipahoa, Livingston, St. Helena and Washington Parishes. Over 90% of this area in Louisiana is rural, small towns and villages with the exceptions of the City of Denham Springs and the City of Hammond. SAFE's services are needed on a regular basis for individuals and families in these remote areas. Without SAFE's services, which are supportive, unintrusive, free and confidential, provided in these areas on a regular basis, violence would continue to perpetuate in the environment where abuse victims are unaware of available services. SAFE staff are needed in these areas because of the high volume and severity of domestic violence cases to increase awareness and educate the community on the services we provide. There are no opportunities for overtime in the proposed position. This position is a carryover from the last grant, no new positions are proposed.

6. Explain the basis of determining the salary for each position.

Salaries are reviewed annually by SAFE's Board of Directors and every effort is made to keep the range of similar job descriptions in the State of Louisiana in an effort to attract and retain individuals with the highest degree of knowledge and skills and ethics.

7. Explain the project duties for each position.

Advocates are responsible to provide direct and referral services to survivors of domestic violence and their dependent children either in person or by phone in the following settings: the main office, court, or in outreach locations within SAFE's four parish service area; Tangipahoa, Livingston, Washington and St. Helena Parishes. Services include, but are not limited to, crisis intervention, safety planning, victim empowerment, education on domestic violence, individual and group counseling, assistance with transportation, assistance with protective orders, including technical assistance, escort to court, and advocacy; CVR referral and assistance with application, LAVNS referral, as well as information and referral to other specific needs. In an effort to expand services and provide greater accessibility to victims and their dependent children, both advocates will spend a substantial part of their time in the outreach parishes. Advocates assigned to this project provide educational and information presentations in the communities we serve and collaborate with local court systems, law enforcement and other social service agencies on an ongoing basis to promote safety and enhance services.

8. Indicate if personnel will be new or existing personnel. If existing, indicate if the 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.]

Kaitlin Tregle is an existing personnel. Kaitlin provides the necessary services to fulfill the obligations of this grant and the other grants that fund her full-time position.

9. Are volunteers used in this project?

No

9.1. Is this a VOCA-funded project?

No

9.1.1. If yes, explain the need for an exemption to the requirement of using volunteers.

9.2. Are the volunteers used as in-kind match?

No

9.3. Are volunteers screened in compliance with the Louisiana Child Protection Act (LA R.S. 15:586.1)?

Yes

9.4. Are volunteers screened in compliance with the Louisiana Adult Protective Services Law (LA R.S. 1501-1511)?

Yes

9.5. Briefly describe the duties and functions of the volunteers. Indicate the number of hours per duty-function for this project. Duties must directly relate to the focus of this project.

9.6. Are job descriptions for volunteers attached?

No

9.7. Are timesheets kept on volunteers?

No

LCLE BUDGET - PERSONNEL related attachments:

File Name:

✦ Adult Advocate 1.docx

✦ KTResume.doc

File Description:

Adult Advocate Job Descriptions

Kaitlin Tregle Resume

13. SECTIONS:

C. LCLE Budget - Fringe Benefits

FRINGE BENEFITS JUSTIFICATION

1. Is personnel costs requested?

Yes

2. Please check the appropriate response regarding fringe benefits.

Additional fringe benefits will be provided by the Applicant Agency.

13. SECTIONS:

D. STOP Budget Travel

TRAVEL
Travel is allowed for personnel listed in the Personnel Section of application. Mileage is unallowable in agency-owned vehicles. Charges cannot exceed established agency travel rates, but in no case can travel expenses exceed the current Louisiana Travel Guidelines. **Out-of-state travel requires prior approval from LCLE.**

1. Is travel expenses being requested

No

2. Are requested travel expenses for local travel?

A response to this question is optional and no answer was provided.

2.1. State who will travel and the purpose for local travel

3. Are requested funds for non-local in-state and/or out-of-state travel?

No

3.1. State who will travel and the purpose of the non-local in-state and/or out-of-state travel.

NOTE: Out-of-state travel requires prior approval from LCLE. Only 50% of the out-of-state travel costs are allowed. This is inclusive only to the 48 contiguous states. Hawaii, Alaska and international travel is prohibited.

13. SECTIONS:

E. LCLE Budget - Equipment

EQUIPMENT JUSTIFICATION

1. Is equipment requested for this project?

No

1.1. If yes, explain the need for each equipment item requested.

1.2. Explain the procurement procedures.

1.3. Explain the equipment's relationship to this project.

2. Is this a request for sole source?

No

2.1. If yes, explain why sole source is needed. Also, refer to instructions on requesting sole source.

NOTE: Sole Source request must be attached to this application.

13. SECTIONS:

F. LCLE Budget - Supplies & Operating Expenses

SUPPLIES & OPERATING EXPENSES JUSTIFICATION

1. Are supplies requested for this project?

No

1.1. If yes, explain the need and use of each major supply type requested.

1.2. Explain the relationship of the supplies to this project.

2. Are operating expenses requested for this project?

No

2.1. If yes, explain the need of each operating expense requested.

2.2. Explain the relationship of the operating expenses to this project.

13. SECTIONS:

G. LCLE Budget - Consultant

CONSULTANT JUSTIFICATION

CONSULTANTS JUSTIFICATION

Compensation for individual consultant services is to be reasonable and consistent with that paid for similar services in the market place. Travel, lodging, and meals, if applicable, should be figured in addition to compensation. All expenses must be included in the **LCLE approved contract**.

1. Are consultants requested for this project?

No

2. Explain the purpose of each consultant or other contractual services requested.

3. Explain why each service requested is necessary and cost effective for this project.

4. Explain the procurement procedures and basis for determining rate of pay.

5. Is this request for sole source?

No

5.1. If yes, explain why sole source is needed. Also refer to instructions on requesting sole source.

NOTE: You must attach the sole source request to this application.

4.0 SECTIONS

15. SECTIONS:

H. STOP Purpose Areas

VAWA PURPOSE AREAS

Choose "Yes" for 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.

No

2. Developing training or expanding units of law enforcement officers, judges, other court personnel, and prosecutors specifically targeting violent crimes

2. Developing, training, or expanding state or local law enforcement officers, judges, state court personnel, and prosecutors specifically regarding violent crimes against women including sexual assault and domestic violence.

No

3. Developing and implementing more effective police, court, and prosecution policies, protocols, orders, and services specifically devoted to preventing, identifying, and responding to violent crimes against women, including the crimes of sexual assault and domestic violence.

No

4. Developing, installing, or expanding data collection and communication systems, including computerized systems, linking police, prosecutors, and 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.

No

5. Developing, enlarging, or strengthening victim services programs, including sexual assault, domestic violence, and dating violence programs, developing or improving 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 crimes of sexual assault and domestic violence.

Yes

6. Developing, enlarging, or strengthening programs addressing stalking.

No

7. Developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes in dealing with violent crimes against women, including the crimes of sexual assault and domestic violence.

No

8. Supporting formal and informal Statewide, multidisciplinary 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.

No

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.

No

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 or assault and targeting outreach and support, counseling, and other victim services to such older and disabled individuals.

No

11. Providing assistance to victims of domestic violence and sexual assault in immigration matters.

No

12. Maintaining core victim services and criminal justice initiatives while supporting complementary new initiatives and emergency services for victims and their

families.

No

13. Supporting the placement of special victim assistants (to be known as "Jessica Gonzales Victim Assistants") in local law enforcement agencies to serve as liaisons between law enforcement agencies to serve as liaisons between victims of domestic violence, dating violence, sexual assault, and stalking and personnel in local law enforcement agencies in order to improve the enforcement of protection orders. Jessica Gonzales Victim Assistants shall have expertise in domestic violence, dating violence, sexual assault, or stalking and may undertake the following activities -

- Developing, in collaboration with prosecutors, courts, and victim service providers, standardized response policies for local law enforcement agencies, including triage protocols to ensure that dangerous or potentially lethal cases are identified and prioritized;
- Notifying persons seeking enforcement of protection orders as to what responses will be provided by the relevant law enforcement agency;
- Referring persons seeking enforcement of protection orders to supplementary services (such as emergency shelter programs, hotlines, or legal assistance services); and
- Taking other appropriate action to assist or secure the safety of the person seeking enforcement of a protection order.

No

14. Providing funding to law enforcement agencies, nonprofit, nongovernmental victim services providers, and State, Tribal, Territorial, and local governments (which funding stream shall be known as the Crystal Judson Domestic Violence Protocol Program) to promote -

- the development and implementation of training for local victim domestic violence service providers, and to fund victim services personnel, to be known as "Crystal Judson Victim Advocates," to provide supportive services and advocacy for victims of domestic violence committed by law enforcement personnel;
- the implementation of protocols within law enforcement agencies to ensure consistent and effective responses to the commission of domestic violence by

personnel within such agencies such as the model policy promulgated by the International Association of Chiefs of Police ("Domestic Violence by Police Officers: A Policy of the IACP, Police Response to Violence Against Women Project" July 2003); and

- the development of such protocols in collaboration with State, Tribal, Territorial and local victim services providers and domestic violence coalitions.

No

13. SECTIONS:

I. LCLE Program Narrative

PROBLEM DEFINITION

1. Are you a Law Enforcement agency?

No

1.1. If Yes, was the previous calendar year's (January-December) Uniform Crime Report data submitted?

A response to this question is optional and no answer was provided.

1.2. If not submitted, please state the date when the UCR data will be submitted.

2. 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 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.

The National Coalition Against Domestic Violence states that 1 in 4 women in Louisiana will be survivors of domestic violence at some point in their lifetime (www.ncadv.org, May 16, 2009). According to the 2012 Violence Policy Center (VCP) annual report, Louisiana ranks number four (4) in the nation in the rate of female homicides involving one female murder victim and one male offender with a rate of 1.86 per 100,000. In cases where the victim offender relationship could be identified, 94% were murdered by someone they knew. Of these, 65% were wives or intimate acquaintances of their