

LOUISIANA COMMISSION ON LAW ENFORCEMENT
AND ADMINISTRATION OF CRIMINAL JUSTICE

APPLICATION AND REVIEW
SUMMARY

APPLICATION NUMBER: C11-9-002

APPLICANT: Catholic Charities Archdiocese Of N. O.

PROJECT TITLE: Domestic Violence Legal Assistance

PROJECT FUNDS :

FUND: \$ 170,000 80.00%

MATCH: \$ 42,500 20.00%

TOTAL: \$ 212,500 100.00%

PROJECT DURATION: 12 months

START DATE: 10/01/2011

END DATE: 09/30/2012

Continuation of C88-9-001

PROJECT SUMMARY:

Project SAVE (Stopping Abuse Through Victim Empowerment) operates a non-profit law firm within Catholic Charities providing free emergency legal assistance to adult and children victims of domestic violence in Orleans Parish. These legal services include initial evaluation and consultation with the client, preparing and filing Petitions for Protection from Abuse, and trial preparation and representation at Civil District Court. Attorneys assist survivors in obtaining temporary restraining orders and Protective Orders that may include the following temporary relief; child custody, visitation, child support, use of community property, use of the home, and temporary spousal support.

RECOMMENDATION : FUND X DENY

SPECIAL CONDITIONS :

1. NO RELEASE OF 10% TOTAL FEDERAL FUNDS BY LCLE UNTIL MONITORING REVIEW IS RECEIVED BY LCLE.
2. NO DRAWDOWN OF FUNDS (AWARD) UNTIL APPLICATION IS REVIEWED AND APPROVED BY LCLE STAFF.



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

**CRIME VICTIM ASSISTANCE
FORMULA GRANT PROGRAM**

CFDA #16.575

FOR LCLE USE ONLY: Project ID: C11-9-002 CVA Purpose Area: 2

1. TITLE OF PROJECT Project SAVE (Domestic Violence Legal Assistance)		2. <input type="checkbox"/> NEW PROJECT <input checked="" type="checkbox"/> CONTINUATION PROJECT OF: C10-9-003	
3. PROJECT DURATION Total Length: 12 Months (Not to exceed 12 Months) Desired Start Date: 10/1/2011 Desired End Date: 9/30/2012		4. PROJECT FUNDS Federal Funds: \$170,000 Cash Match: \$17,175 In-Kind Match: \$25,325 Total Project: \$212,500	
5A. APPLICANT AGENCY INFORMATION Agency Name: Catholic Charities, Archdiocese of N.O. Physical Address: 1000 Howard Avenue City: New Orleans Zip: 70113-1916 Mailing Address: 1000 Howard Avenue City: New Orleans Zip: 70113-1916 Phone: (504) 523-3755 FAX: (504) 310-6877 Email: gwadge@ccano.org		5B. AUTHORIZED OFFICIAL OF APPLICANT AGENCY Authorized Official: Gordon Wadge Title: President and CEO Agency Name: Catholic Charities, Archdiocese of N.O. Address: 1000 Howard Avenue City: New Orleans Zip: 70113-1916 Phone: (504) 596-3099 FAX: (504) 523-2789 Email: gwadge@ccano.org	

Fed Employer Tax Id: 72 - 0408911 DUNS: 79517 - 1297 CCR CAGENCEAGE: 1L6S9 CCR Expiration Date: 1/13/2012

6. IMPLEMENTING AGENCY Name: Gordon R. Wadge Title: CEO and President Agency: Catholic Charities, Arch. of N.O. Address: 1000 Howard Avenue City: New Orleans Zip: 70113-1916 Phone: (504) 592-5683 FAX: (504) 523-2789 Email: gwadge@ccano.org	7. PROJECT DIRECTOR Name: Allyson Tuttle, JD Title: Director Agency: Project SAVE Address: 1000 Howard Avenue City: New Orleans Zip: 70113-1916 Phone: (504) 310-6871 FAX: (504) 310-6877 Email: atuttle@ccano.org	8. FINANCIAL OFFICER Name: Cheryl LaBorde, CPA Title: CFO Agency: Catholic Charities, Arch. of N.O. Address: 1000 Howard Avenue City: New Orleans Zip: 70113-1916 Phone: (504) 310-8720 FAX: (504) 523-2789 Email: cdllaborde@ccano.org
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9. BRIEF PROJECT DESCRIPTION: (Please do not exceed space provided below.)

Project SAVE (Stopping Abuse Through Victim Empowerment) an agency of Catholic Charities Archdiocese of New Orleans and provides free emergency legal assistance to adult and child victims of domestic violence in Orleans Parish. These legal services include initial evaluation and consultation with the client, preparing and filing Petitions for Protection from Abuse, and trial preparation and representation at Civil District Court. Attorneys assist survivors in obtaining temporary restraining orders and Protective orders that may include the following temporary relief: child custody, child visitation, child support, use of community property, use of the home, and temporary spousal support.

CVA - 1

Revised JULY 2010

VOCA PURPOSE AREAS

Please Check Type of Victimization Served (Check all that apply):

<input type="checkbox"/>	Sexual Assault
<input checked="" type="checkbox"/>	Domestic Abuse
<input type="checkbox"/>	Child Abuse
<input type="checkbox"/>	Previously Underserved

State Type of Previously Underserved:

PROJECT BUDGET SUMMARY

INSTRUCTIONS: The Checklist is self-explanatory. In Project Summary, applicable budget category totals will be automatically entered from each of the Detailed Project Budget Summaries. Provide source of Cash and/or In-Kind Match. In last table, check the type of victimization types that this project will address.

CHECKLIST:

	YES:	NO:
Are all budgeted items allowable per Program Guidelines?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Were instructions followed to determine allowable personnel/contractual costs?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Are all line item computations correct?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Do line items add to category totals?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Have category totals been rounded to nearest dollar?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Each category amount listed in the table below must equal category totals shown on Pages 3 through 11.

Person Completing Budget Section: Allyson Tuttle Title: Director
Phone: (504) 310-6871 Fax: (504) 310-6877 E-Mail: atuttle@ccano.org

PROJECT BUDGET SUMMARY

BUDGET CATEGORIES	FEDERAL FUNDS	CASH MATCH	IN-KIND MATCH	SECTION TOTAL
SECTION 100. PERSONNEL	\$140,581	\$6,211	\$25,325	\$172,117
SECTION 200. FRINGE BENEFITS	\$29,419	\$971	N/A	\$30,390
SECTION 300. TRAVEL	\$0	\$0	\$0	\$0
SECTION 400. EQUIPMENT	\$0	\$0	\$0	\$0
SECTION 500. SUPPLIES	\$0	\$1,884	\$0	\$1,884
SECTION 600. CONTRACTUAL	\$0	\$0	N/A	\$0
SECTION 700. RENOVATION COSTS	\$0	\$0	\$0	\$0
SECTION 800. OTHER DIRECT COSTS	\$0	\$8,109	\$0	\$8,109
TOTAL:	\$170,000	\$17,175	\$25,325	\$212,500

Provide Source of Cash Match: IOLTA, United Way, cash donations

Provide Source of In-Kind Match: Volunteer law students and general volunteers.

CVA - 2

Revised JULY 2010

SECTION 100. PERSONNEL

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

FULL-TIME EMPLOYEES:

POSITION TITLE	EMPLOYEE NAME	FT	ACTUAL MONTHLY SALARY	TIME DEVOTED TO PROJECT	NUMBER OF MONTHS	TOTAL SALARY PAID BY GRANT	PAID WITH	
							F	C
Domestic Abuse Advocate I	Joan Miller, JD	FT	\$3,976.00	100.00%	4.00	\$15,904.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Domestic Abuse Advocate I	Joan Miller, JD	FT	\$4,096.00	100.00%	8.00	\$32,768.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Domestic Abuse Advocate III	Allyson Tuttle, JD	FT	\$4,501.00	100.00%	4.00	\$18,004.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Domestic Abuse Advocate III	Allyson Tuttle, JD	FT	\$4,637.00	100.00%	8.00	\$37,096.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Office Manager	Vicki Gordy	FT	\$2,597.00	100.00%	4.00	\$10,388.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Office Manager	Vicki Gordy	FT	\$2,675.00	100.00%	8.00	\$21,400.00	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Director	Mary Claire Landry	FT	\$6,343.00	8.00%	4.00	\$2,029.76	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Director	Mary Claire Landry	FT	\$6,533.00	8.00%	8.00	\$4,181.12	<input type="checkbox"/>	<input checked="" type="checkbox"/>
SUBTOTAL AMOUNT OF FULL-TIME EMPLOYEES SALARIES:						\$141,770.88		

F = Fed Funds
C = Cash Match

PART-TIME OR OVERTIME EMPLOYEES:

POSITION TITLE	EMPLOYEE NAME	FT 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
Domestic Abuse Advocate II	Mark Vicknair, JD	PT	\$20.92	8.00	100.00%	30.00	\$5,020.80	<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"/>
							\$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:							\$5,020.80		

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
Law students assist attorneys with filing pleadings with court, assist with clerical work, and assist clients with paperwork and filing petitions. Law student interns typically earn at least \$25 per hour for their services as they are considered skilled and having specialized expertise in the field of law.	773.00	\$25.00	\$19,325.00
Volunteers to assist with Child care for victims attending appointments with attorneys, support for court hearings, assistance with research projects and coordination of civil legal services.	600.00	\$10.00	\$6,000.00
SUBTOTAL AMOUNT OF VOLUNTEERS IN-KIND SALARIES:			\$25,325.00

SECTION 100. PERSONNEL SUMMARY

FEDERAL FUNDS	\$140,581
CASH MATCH	\$6,211
IN-KIND MATCH	\$25,325
PERSONNEL TOTAL	\$172,117

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:

Domestic Abuse Advocate I- The attorneys have scheduled over 280 appointments with victims of domestic violence during the previous grant period. Project SAVE continues to increase the number of services provided since we are now an on-site partner with the New Orleans Family Justice Center.

Domestic Abuse Advocate II- The attorneys have provided representation and consultation for over 550 primary and secondary victims of domestic violence in Orleans Parish during the previous grant period.

Domestic Abuse Advocate III- The attorneys have obtained over 300 restraining orders and protective orders from abuse for adults and children who live in violence and fear for their safety. The attorneys have also provided legal representation for victims at more than 250 hearings at Civil District Court in Orleans Parish over the past grant period.

Law Clerk- The law clerk has assisted attorneys in filing over 700 pleadings in cases seeking protection from abuse.

Director- The director provides input and direction in maintaining focus and stability for the entire staff on a regular basis.

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

Domestic Abuse Advocate I- Salary \$48,672. Salary is based upon legal experience and experience handling domestic abuse cases. Domestic Abuse Advocate II- Salary \$11,105. Salary based upon legal experience and time litigating domestic violence cases.

Domestic Abuse Advocate III- Salary \$55,100. Salary based upon legal experience, supervisory experience, and experience litigating domestic violence cases.

Law Clerk- Salary \$ 31,788. Salary based upon experience and expertise in legal support services and office management.

Director Salary \$6,211. Salary is based upon experience and time spent on directing program per grant proposal.

The salaries are computed at the current rate for four months and include a 3% increase for the remaining eight months. The salaries are an hourly rate, so it is difficult to round the figures when computing salaries.

C) Project duties of each position requested:

Domestic Abuse Advocate I- Duties include initial legal consultation, evaluation of domestic violence legal issues and civil legal representation for victims of domestic violence in Orleans Parish.

Domestic Abuse Advocate II- Duties include legal consultation, evaluation of domestic violence legal issues, and legal representation for protective order hearing.

Domestic Abuse Advocate III- Duties include legal consultation, evaluation of domestic abuse legal issues, and supervision of Domestic Abuse Advocates I and II and Law Clerk.

Law Clerk- Duties include processing pleadings, filing pleadings, preparing and mailing correspondence to clients and opposing counsel, maintaining flow of paperwork, screening/scheduling appointments, compiling and organizing statistical data.

Director- Duties include meeting with staff and administration to advise, direct, and oversee operations and services provided for under the grant.

D) Indicate if personnel will be new or existing personnel. If existing, indicate if position has been backfilled. If this is a continuation application, indicate the personnel's original status. (Existing personnel is an employee that currently works for the agency, but will now be working on grant activities. If so, the position from which the employee was moved must be filled. If employee is same from the previous grant, indicate if the employee was originally hired for that position.)

All positions are filled by existing personnel.

PROGRAM NARRATIVE

A. PROBLEM DEFINITION

1. Identify the nature and magnitude of the specific problem existing in your particular community that needs to be addressed through this proposed project. Document the need, not the symptoms or solutions. Be sure to include current valid local data to support the justification. Give the source and date of your information. State the needs of your agency and the needs of the victims in your area as related to this problem and justify the need for the proposed project.

Domestic violence affects not only individual families, but the community as a whole. Fortunately, Louisiana's domestic violence laws are strong and protect victims when those victims can access our court systems. Many victims, however, are unable to navigate the court system and are often intimidated by the prospect of having to face their abuser in court. The importance of having legal representation for Protective Order hearings is critical. Project SAVE gives victims of domestic violence access to legal protection and helps to empower those who would otherwise not have a voice. Project SAVE has a proven track record in their success of obtaining protection from the court for their clients. Project SAVE's statistics show that a client is more likely to obtain protection from the court when they are represented by an attorney. In fact, from January, 2011 through July, 2011 Project SAVE had a 93% success rate in obtaining protection for their clients.

Attorneys represent adults and children who are victims of domestic violence in obtaining temporary restraining orders and orders of protection which include temporary relief with child support, custody, and use of property. Although Project SAVE does not have an income eligibility requirement, over 95% of our clients are at, or below the poverty level. Without Project SAVE, these individuals could not afford to hire an attorney to represent them.

According to Project SAVE's statistics and record keeping, during the 2010-2011 grant period Project SAVE attorneys filed over 700 pleadings on behalf of victims of domestic violence at Civil District Court. We obtained over 300 orders of protection and attended over 270 hearings. These attorneys provided legal assistance to more than 550 primary and secondary victims of domestic violence. The attorneys also gave over 1000 referrals and information to clients to other social service agencies so that the clients will have the legal help as well as the assistance of social service agencies to escape the cycle of violence.

Project SAVE provides quality legal representation and is successful in obtaining relief for their clients. Many victims of domestic violence try to represent themselves in civil court, but there is clearly a benefit in having attorney representation. Without L.CLE funding, Project SAVE will cease to exist and hundreds of victims of domestic violence will no longer have representation in court.

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 a lack of resources to provide legal representation to victims of domestic violence in Civil District Court in Orleans Parish. According to Civil Court statistics, only 30% of Petitioners are represented by counsel in cases involving domestic violence restraining order cases. We are currently studying statistics and outcomes from Civil District Court to determine the obstacles in obtaining an attorney. Based on Project SAVE statistics, attorneys from Project SAVE currently have a 93% rate of success in obtaining protection from the Court for their clients. Based on Civil Court statistics, the success rate in obtaining protection is drastically lower for litigants representing themselves in Court.

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: Offer free emergency civil legal services to 500 (primary and secondary) victims of domestic violence in Orleans Parish

GOAL 2: Assess and identify legal remedies and other resources available to 400 (primary and secondary) domestic violence victims.

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: Attorneys will offer 300 appointment slots for clients during the grant period.

Objective 2: Attorneys will prepare or amend 700 pleadings and file them with Civil District Court. These pleadings will include, but will not be limited to, Petitions, temporary restraining orders, motions to re-set, and motions to withdraw.

GOAL 2

Objective 1: Attorneys will meet with 250 survivors and provide a legal consultation.

Objective 2: Attorneys will give each client at least one referral to a legal service organization, social service agency, or some other agency providing services to victims of domestic violence.

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
Method: Attorneys will block out time each week for appointments with domestic violence victims.
Timetable: Every week, attorneys will schedule time to see clients. This will be from October 1, 2011 through September 30, 2012.

Objective 2
Method: Attorneys will prepare/amend petitions for temporary restraining orders; paralegal/law clerk will file the pleadings. Trained volunteers will assist in the process.
Timetable: Attorneys will perform these activities every week from October 1, 2011 through September 30, 2012.

Goal 2:
Objective 1
Method: Paralegal/Law Clerk will schedule client appointments. Attorneys will screen for jurisdiction, domestic violence related issues and other legal issues that the client may be facing.
Timetable: The law clerk will perform these tasks every day from October 1, 2011 through September 30, 2012.

Objective 2
Method: Staff/survivor will continue to collaborate with other agencies that specialize in various services which meet the needs of victims of domestic violence.
Timetable: The staff will collaborate with other agencies on a weekly basis from October 1, 2011 through September 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 Organization:

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 type="checkbox"/> Sexual Assault Program |
| <input checked="" 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: Allyson Tuttle PHONE: (504) 310-6871 EMAIL: atuttle@archdiocese-no.org

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

NAME: PHONE: () - EMAIL:

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

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

G. CRIME VICTIMS REPARATIONS (CVR)

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

NAME: PHONE: () - EMAIL:

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

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

II. OUTCOMES (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.)

The measurable outcomes included the number of primary and secondary victims served, the number and type of services provided, the number of volunteers utilized, and the number of conferences and trainings attended by staff. Project SAVE has also tracked how many appointment slots have been offered, how many pleadings have been prepared and filed, how many survivors attorneys have met with, and how many outgoing referrals were made.

GOAL 1:

Objective 1 was exceeded because Project SAVE offered more than 350 appointment slots during the grant period and the objective called for 350 appointment slots during the grant period.

Objective 2 was not fully met because Project SAVE prepared or amended approximately (August, 2011 and September, 2011 stats are not completed) 750 pleadings during the grant period and the objective was to prepare or amend 850 pleadings during the grant period.

GOAL 2:

Objective 1 was met and exceeded because Project SAVE attorneys met with over 240 new clients during the grant period and the objective was to meet with 200 survivors.

Objective 2 was met and exceeded since Project SAVE gave over 1,000 outgoing referrals and information to domestic violence victims and the objective was to give at least one outgoing referral to each client (approximately 250).

2. Did the project work as expected? Explain.

Yes, based on Project SAVE's statistics, Project SAVE has met or exceeded all, but one of the measurable outcomes as outlined as objectives in the previous grant application. We will look at the number of pleadings produced and see if there is any room for improvement. The project worked as expected because we successfully met our objectives and were able to give quality legal services to victims of domestic violence.

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?

III. EVALUATION AND DISSEMINATION OF RESULTS

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?

The data will be collected from the attorneys. Some data is also collected from the clients.

2. When will the data be collected?

The data is collected on a daily basis and collated for monthly and quarterly reports.

3. Who will collect and analyze the data?

Project SAVE's office manager, Vicki Gordy, will collect the data and will analyze it with Allyson Tuttle, director of Project SAVE.

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

Name: Allyson Tuttle

Phone: (504) 310-6871

Email: atuttle@ccano.org

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

Following evaluation of the data, Allyson Tuttle will meet the staff to evaluate the goals and identify ways in which to improve our services and possibly revise our strategies.

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 monthly reports are distributed to Project SAVE staff, our Catholic Charities' Domestic Violence Services Director, and LCLE. The monthly reports include: the activity report, the client profile report, the referral report, the outcomes report, and the police report. These reports are all prepared by our office manager, Vicki Gordy. The quarterly reports are distributed to staff, Catholic Charities Domestic Violence Services Director, and LCLE. LCLE also receives Project SAVE's quarterly expenditure reports. The yearly report is distributed to staff, Catholic Charities' Director of Domestic Violence Services.

J. CONTINUATION

Yes No Do you plan to continue this project at the conclusion of federal support?
Since continued VOCA funding is limited and not assured, alternate funding sources should be sought. Name the sources and potential sources of continued funding for this project at the conclusion of Federal support.

Project SAVE will apply for funding from private foundations and the Louisiana Bar Foundation.

K. RESOURCES

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

Our offices are located at 1000 Howard Avenue, New Orleans, LA.

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: 6/30/10
- 2. Dates covered by last audit: 7/09-6/10
- 3. Date of next audit: 6/30/11
- 4. Dates to be covered by next audit: 7/1/10-6/30/11
- 5. Date next audit will be forwarded to LCLE: 10/11

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

M. VOLUNTEERS

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

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

Volunteers are screened and trained in compliance with the La. Child Protection Act. Law student attorneys are used to assist with civil legal filings and work with the victims. Other volunteers are used to support the activities of the programs and the operations of the New Orleans Family Justice Center, such as watching and offering children's activities during legal appointments, etc.

N. REQUIRED COMPONENTS

1. Subgrantees are required to help victims apply for victim compensation. Describe a specific plan on how applicant has or will interface with the Louisiana Crime Victims Reparations Program.

Applicant will attend LCLE training to further expand knowledge of CVR program and will disseminate the information to the other employees. Each client is given a CVR brochure and each attorney will speak to the client about the program and how to apply. The Project SAVE representative is familiar with the Orleans Parish CVR representative, but will reach out to the CVR representative in an effort to become reacquainted.

2. Describe how applicant has/will coordinate activities with other criminal justice system/private service providers in the community. If you have obtained cooperative agreements, a copy may be attached to the application in addition to the brief description.

Project SAVE is an on-site participating program of the New Orleans Family Justice Center which provides comprehensive services to victims of domestic violence. Other FJC collaborators include the New Orleans Police Department, the Orleans Parish District Attorney's Office, Southeast Louisiana Legal Services, Tulane University Law School, and Crescent House. Project SAVE is in communication with these organizations on a regular basis to coordinate our activities in an effort to improve service delivery to victims of domestic violence. Meetings between these agencies are scheduled and attended on a regular basis and Project SAVE attorneys interact with associates from these agencies on a daily basis in an effort to provide wrap-around services to our clients.

3. Indicate how the applicant will address the issue of encouraging the victims to report to law enforcement. Policies and procedures may be attached to the application in addition to the brief description.

Project SAVE has a good working relationship with the New Orleans Police Department and works closely with the domestic violence detectives. The Project SAVE attorneys speak to each client about reporting crimes to law enforcement and the importance of doing so. The attorneys explain to the client how this process will work and the benefit of doing so. The attorneys are also able to connect the victim directly to a domestic violence detective who is specially trained in this field.

4. State that the applicant will comply with the Louisiana Child Protection Act (LRS 15:587.1) as appropriate. The Louisiana Child Protection Act refers to screening prospective employees, NOT reporting instances of child abuse.

Project SAVE will comply with the Louisiana Child Protection Act in screening prospective employees.