

LOUISIANA COMMISSION ON LAW ENFORCEMENT
AND ADMINISTRATION OF CRIMINAL JUSTICE

APPLICATION AND REVIEW
SUMMARY

APPLICATION NUMBER: C12-7-014

APPLICANT: Family Service Of Greater New Orleans

PROJECT TITLE: Victim Assistance Program

PROJECT FUNDS :

FUND:	\$ <u>27,673</u>	80.00%	PROJECT DURATION:	<u>12</u> months
MATCH:	\$ <u>6,918</u>	20.00%	START DATE:	<u>10/01/2012</u>
TOTAL:	\$ <u>34,591</u>	100.00%	END DATE:	<u>09/30/2013</u>

Continuation of C98-7-008

PROJECT SUMMARY:

Family Service of Greater New Orleans seeks to continue to provide services to primary and secondary victims of crime in order to stabilize their lives after victimization by providing psychotherapy services. Goals of the program are to facilitate resolution of trauma, provide psychoeducational interventions and to expand awareness of services available, including the Crime Victims Reparations Fund and the Louisiana Automated Victims Notification System (LAVNS). Family Service only utilizes treatment models that are evidence-based and have been thoroughly researched, such as cognitive-behavioral therapy. Through the use of the evidence-based models, clients are provided with the tools necessary to reprocess the traumatic event, change patterns of thinking, and improve overall quality of life for victims of crime.

RECOMMENDATION : FUND X DENY

SPECIAL CONDITIONS :

1. NO DRAWDOWN OF FUNDS (AWARD) UNTIL APPLICATION IS REVIEWED AND APPROVED BY LCLE STAFF.



LOUISIANA COMMISSION
ON LAW ENFORCEMENT
AND THE ADMINISTRATION
OF CRIMINAL JUSTICE

CRIME VICTIM ASSISTANCE
FORMULA GRANT PROGRAM

CFDA #16.575

FOR LCLE USE ONLY:

Project ID: C12-7-014

CVA Purpose Area: 1, 2, 3 & 4

1. TITLE OF PROJECT Victim Assistance Program - Jefferson	2. <input type="checkbox"/> NEW PROJECT <input checked="" type="checkbox"/> CONTINUATION PROJECT OF: C11-7-013
3. PROJECT DURATION Total Length: 12 Months (Not to exceed 12 Months) Desired Start Date: 10/1/2012 Desired End Date: 9/30/2013	4. PROJECT FUNDS Federal Funds: \$27,673 Cash Match In-Kind Match: \$6,918 Total Project: \$34,591
5A. APPLICANT AGENCY INFORMATION Agency Name: Family Service of Greater New Orleans Physical Address: 2515 Canal St., Suite 201 City: New Orleans, LA Zip: 70119-6437 Mailing Address: 2515 Canal St., Suite 201 City: New Orleans Zip: 70119-6437 Phone: (504) 822-0800 FAX: (504) 822-0831 Email: family@fsgno.org	5B. AUTHORIZED OFFICIAL OF APPLICANT AGENCY Authorized Official: Ronald P. McClain, JD, LCSW Title: President/CEO Agency Name: Family Service of Greater New Orleans Address: 2515 Canal Street; Suite 201 City: New Orleans 70119-6437 Phone: (504) 822-0800 FAX: (504) 822-0831 Email: rmccclain@fsgno.org

Fed Employer Tax Id: 72 - 0408931

DUNS: 122622723 -

CCR CAGE/NCAGE: 5DPM2

CCR Expiration Date: 1/9/2013

6. IMPLEMENTING AGENCY Name: Ronald P. McClain, JD, LCSW Title: President/CEO Agency: Family Service of GNO Address: 2515 Canal Street; Suite 201 City: New Orleans Zip: 70119-6437 Phone: (504) 822-0800 FAX: (504) 822-0831 Email: rmccclain@fsgno.org	7. PROJECT DIRECTOR Name: Dave Haynik, LCSW Title: Clinical Administrator Agency: Family Service of GNO Address: 2515 Canal Street; Suite 201 City: New Orleans Zip: 70119-6437 Phone: (504) 827-4015 FAX: (504) 822-0831 Email: dhaynik@fsgno.org	8. FINANCIAL OFFICER Name: Jim Hubbard Title: Vice President of Finance Agency: Family Service of GNO Address: 2515 Canal Street; Suite 201 City: New Orleans Zip: 70119-6437 Phone: (504) 822-0800 FAX: (504) 822-0831 Email: jhubbard@fsgno.org
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9. BRIEF PROJECT DESCRIPTION: (Please do not exceed space provided below.)

Family Service of Greater New Orleans seeks to continue to provide services to assist primary and secondary victims of crime in order to stabilize their lives after victimization by providing psychotherapy services. Goals of the program are to facilitate resolution of trauma, provide psychoeducational interventions and to expand awareness of services available, including the Crime Victims Reparations Fund and the Louisiana Automated Victims Notification System (LAVNS). Family Service only utilizes treatment models that are evidence-based and have been thoroughly research, such as cognitive-behavioral therapy. Through the use of the evidence-based models, clients are provided with the tools necessary to reprocess the traumatic event, change patterns of thinking, and improve overall quality of life for victims of Crime.

Pre award costs are requested to October 1, 2012.

2012 OCT -4 AM 9:28

LA COMMISSION
LAW ENFORCEMENT

CVA - 1

Revised JULY 2010

VOCA PURPOSE AREAS

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

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

State Type of Previously Underserved: Adult survivors of abuse, racial and ethnic minority.

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: Dave Haynik

Title: Vice President of Programs

Phone: (504) 827-4015

Fax: (504) 822-0831

E-Mail: dhaynik@fsgno.org

PROJECT BUDGET SUMMARY

BUDGET CATEGORIES	FEDERAL FUNDS	CASH MATCH	IN-KIND MATCH	SECTION TOTAL
SECTION 100. PERSONNEL	\$23,514	\$0	\$6,918	\$30,432
SECTION 200. FRINGE BENEFITS	\$3,688	\$0	N/A	\$3,688
SECTION 300. TRAVEL	\$0	\$0	\$0	\$0
SECTION 400. EQUIPMENT	\$0	\$0	\$0	\$0
SECTION 500. SUPPLIES	\$471	\$0	\$0	\$471
SECTION 600. CONTRACTUAL	\$0	\$0	N/A	\$0
SECTION 700. RENOVATION COSTS	\$0	\$0	\$0	\$0
SECTION 800. OTHER DIRECT COSTS	\$0	\$0	\$0	\$0
TOTAL:	\$27,673	\$0	\$6,918	\$34,591

Provide Source of Cash Match: NA

Provide Source of In-Kind Match: Masters Level Social Worker and Counselor Interns (volunteers).

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
Vice President of Programs	Dave Haynik	FT	\$5,833.33	4.00%	12.00	\$2,799.99	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Clinical Director	Jennifer Bobeck	FT	\$3,750.00	10.00%	12.00	\$4,500.00	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Clinician	Ruth Austin	FT	\$2,826.00	15.00%	12.00	\$5,086.80	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Clinician	Lynne Capone	FT	\$3,265.00	15.00%	12.00	\$5,877.00	<input type="checkbox"/>	<input type="checkbox"/>
Clinician	Sarah Shelton	FT	\$2,917.00	15.00%	12.00	\$5,250.60	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
		FT				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
SUBTOTAL AMOUNT OF FULL-TIME EMPLOYEES SALARIES:						\$23,514.39	F = Fed Funds C = Cash Match	

PART-TIME OR OVERTIME EMPLOYEES:

POSITION TITLE	EMPLOYEE NAME	PT OT	ACTUAL EMPLOYEE HOURLY SALARY RATE	NUMBER OF HOURS	TIME DEVOTED TO PROJECT	NUMBER OF WEEKS	TOTAL SALARY PAID BY GRANT	PAID WITH	
								F	C
							\$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"/>
							\$0.00	<input type="checkbox"/>	<input type="checkbox"/>
SUBTOTAL AMOUNT OF PART-TIME AND/OR OVERTIME EMPLOYEES SALARIES:							\$0.00	F = Fed Funds C = Cash Match	

VOLUNTEERS:

DUTIES: List ONLY volunteers used as In-Kind Match. Duties must directly relate to the focus of this project. For further information and direction, please refer to the application instructions.	NO. OF HOURS	VALUED RATE OF HOURLY PAY	IN-KIND TOTAL
Masters Level Student Interns provide clinical counseling services to primary and secondary victims of crime in Jefferson Parish. They complete intake assessments and ongoing treatment.	691.80	\$10.00	\$6,918.00
			\$0.00
SUBTOTAL AMOUNT OF VOLUNTEERS IN-KIND SALARIES:			\$6,918.00

SECTION 100. PERSONNEL SUMMARY	
FEDERAL FUNDS	\$23,514
CASH MATCH	
IN-KIND MATCH	\$6,918
PERSONNEL TOTAL	\$30,432

SECTION 100. PERSONNEL (Continued) – BRIEFLY EXPLAIN

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

Yes No Are resumes for each position attached? If not, explain:

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

The Vice President of Programs provides oversight to all aspects of the program. The Vice President of Programs completes administrative tasks, ensures appropriate services are being delivered to clients, and reviews outcomes and goals.

The Clinical Director provides direct supervision to the clinicians working within the program, including student interns. The Clinical Director also provides direct service to clients. The Clinical Director conducts marketing activities within the community.

The clinicians provide the direct therapeutic services to the clients served.

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

Salaries are based upon position duties, experience, levels of responsibility and credentials. Family Service utilizes a system that helps promote equality among paid staff and provides a range of salaries depending upon the above criteria.

C) Project duties of each position requested:

The Vice President of Programs provides oversight to all aspects of the program. The Vice President of Programs completes administrative tasks, ensures appropriate services are being delivered to clients, and reviews outcomes and goals.

The Clinical Director provides direct supervision to the clinicians working within the program, including student interns. The Clinical Director also provides direct service to clients. The Clinical Director conducts marketing activities within the community.

The full time clinicians provide the direct therapeutic services to the clients served.

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.]

Ruth Austin, Lynne Capone, Sarah Shelton and Dave Haynik are all existing personnel from the previous subgrant. Jennifer Bobeck is the new Clinical Director at the East Jefferson Office. Her previous position at the St. Bernard Office has been backfilled.

SECTION 200. FRINGE BENEFITS (Employer's Share Only)

Enter the Individual Name(s) of the employees receiving fringe benefits for each position funded through this grant. There are two sets of each benefit below to allow budgeting for eight employees. For further information and direction, please refer to the application instructions.

Check: All Fringe Benefits Will Be Paid by Applicant Agency

Additional Fringe Benefits Will Be Paid by Applicant Agency

EMPLOYEES' NAMES:					EMPLOYEES' NAMES: (Continued)						
SOCIAL SECURITY		RATE		SALARY	TOTAL	SOCIAL SECURITY		RATE		SALARY	TOTAL
1. Dave Haynik	.062			\$2,800	\$174	5. Sarah Shelton	.062			\$5,251	\$326
2. Jennifer Bobeck	.062			\$4,500	\$279	6.	.062				\$0
3. Ruth Austin	.062			\$5,087	\$315	7.	.062				\$0
4. Lynne Capone	.062			\$5,877	\$364	8.	.062				\$0
MEDICARE		RATE		SALARY	TOTAL	MEDICARE		RATE		SALARY	TOTAL
1. Dave Haynik	.0145			\$2,800	\$41	5. Sarah Shelton	.0145			\$5,251	\$76
2. Jennifer Bobeck	.0145			\$4,500	\$65	6.	.0145				\$0
3. Ruth Austin	.0145			\$5,087	\$74	7.	.0145				\$0
4. Lynne Capone	.0145			\$5,877	\$85	8.	.0145				\$0
HEALTH/LIFE INSURANCE		RATE	MONTHS	TIME DEVOTED TO PROJECT	TOTAL	HEALTH/LIFE INSURANCE		RATE	MONTHS	TIME DEVOTED TO PROJECT	TOTAL
Provide monthly insurance rates						Provide monthly insurance rates					
1. Ruth Austin	230.31	12.00	15.00%		\$415	5.					\$0
2. Jennifer Bobeck	240.35	12.00	10.00%		\$288	6.					\$0
3. Sarah Shelton	240.35	12.00	15.00%		\$433	7.					\$0
4.					\$0	8.					\$0
WORKMAN'S COMPENSATION		RATE		SALARY	TOTAL	WORKMAN'S COMPENSATION		RATE		SALARY	TOTAL
1. Dave Haynik	0.023			\$2,800	\$64	5. Sarah Shelton	0.023			\$5,251	\$121
2. Jennifer Bobeck	0.023			\$4,500	\$104	6.					\$0
3. Ruth Austin	0.023			\$5,087	\$117	7.					\$0
4. Lynne Capone	0.023			\$5,877	\$135	8.					\$0
UNEMPLOYMENT TAX		RATE	TYPE	SALARY	TOTAL	UNEMPLOYMENT TAX		RATE	TYPE	SALARY	TOTAL
Based on first \$7,000 or Less						Based on first \$7,000 or Less					
1.			CHECK TYPE:		\$0	5.			CHECK TYPE:		\$0
2.					\$0	6.					\$0
3.			<input type="checkbox"/> FUTA		\$0	7.			<input type="checkbox"/> FUTA		\$0
4.			<input type="checkbox"/> SUTA		\$0	8.			<input type="checkbox"/> SUTA		\$0
PUBLIC/PRIVATE RETIREMENT		RATE		SALARY	TOTAL	PUBLIC/PRIVATE RETIREMENT		RATE		SALARY	TOTAL
1.					\$0	5.					\$0
2.					\$0	6.					\$0
3.					\$0	7.					\$0
4.					\$0	8.					\$0
OTHER: Group Life and LTD		RATE		SALARY	TOTAL	OTHER:		RATE		SALARY	TOTAL
1. Dave Haynik	0.009			\$2,800	\$25	5. Sarah Shelton	0.009			\$5,251	\$47
2. Jennifer Bobeck	0.009			\$4,500	\$41	6.					
3. Ruth Austin	0.009			\$5,087	\$46	7.					
4. Lynne Capone	0.009			\$5,877	\$53	8.					
FRINGE BENEFITS TOTAL (A):					\$3,118	FRINGE BENEFITS TOTAL (B):					\$570

PLEASE NOTE: IF MORE THAN EIGHT EMPLOYEES CHARGED TO THIS PROJECT, PLEASE COMPLETE AN ADDENDUM PAGE.

Fringe Benefits Total (A+B): \$3,688

DH - 304
 JB - 777
 RA - 552
 LR - 637
 SS - 510

SECTION 200. FRINGE BENEFITS SUMMARY	
FEDERAL FUNDS	\$3,688
CASH MATCH	
TOTAL FRINGE BENEFITS	\$3,688

SECTION 500. SUPPLIES (Continued)

SECTION B: Use this section only for Publications, workbooks, curriculum guides, videotapes, etc. Under type choose: P – Publications; W – Workbooks; CG – Curriculum Guides; V – Videotapes; O – Other. Itemize each item separately. Include tax and shipping costs in Unit Price, when applicable.

TYPE	TITLE OF PUBLICATIONS/FILMS	QUANTITY	UNIT PRICE	TOTAL COST	PAID WITH		
					F	C	IK
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
				\$0.00	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SUBTOTAL OF SECTION B SUPPLIES:				\$0.00	<small>F = Federal Funds C = Cash Match IK = In-Kind Match</small>		

BRIEFLY EXPLAIN:

A) The use of each request and its relationship to the project. Also explain the choice of materials, e.g. based on previous experiences or research showing its effectiveness, etc.:

SECTION 500. SUPPLIES SUMMARY	
FEDERAL FUNDS	\$471
CASH MATCH	
IN-KIND MATCH	
SUPPLIES TOTAL	\$471

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.

According to the Jefferson Parish Sheriff's Office website (www.jpso.com), Jefferson Parish has reported a total of 9,578 crimes between January 1, 2012 and August 31, 2012. While this number is slightly lower than the previous year for the same period of time, the high crime rate that exists in New Orleans has a ripple effect throughout the nearby communities. The State of Louisiana also exceeds national averages for violent crime. According to FBI Statistics, residents in Louisiana have a 1 in 182 chance of becoming a victim of violent crime (Retrieved from <http://www.neighborhoodscout.com/la/crime/> on 9/27/12). The FBI reports that the mean of violent crime incident per 1,000 individuals is 5.49, where the national average is only 4.0. According to "A Portrait of Louisiana" by the Louisiana Development Project, 2009, Louisiana has more than double the national average of murders per 100,000 people. With violent crime and exposure to disasters, stress reactions can occur and sometimes lead to posttraumatic stress disorder (PTSD). Looking at poverty and violence, it is clear that additional supports are needed within the community provide mental health services, safety and community cohesion. Providing easily accessible mental health services through the collaboration of the Louisiana Commission on Law Enforcement, those that have been exposed to the high levels of violence can seek treatment for related symptoms of stress and anxiety. Family Service's Mission Statement of "...strengthens the emotional health and fosters the self-sufficiency of families and individuals," describes the work and the benefit of providing the services mentioned within this application. According to Melinda Smith, M.A., and Jeanne Segal, Ph.D., authors of "Post Traumatic Stress Disorder" on www.helpguide.org, early treatment of PTSD can help improve family life, physical health and overall functioning (2011). Family Service can provide the early treatment recommended by being accessible to the community. Family Service has offices on both banks of the Mississippi River in Jefferson Parish and utilizes trained and qualified clinicians to work with the underserved population of victims of crime.

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

It can be challenging to find services that are free to the client and are specifically designated to those who have been victims. Based on "A Portrait of Louisiana" by the Louisiana Development Project, 2009, one of the recommendations is to improve the access to mental health services. The gap identified is accessible and affordable mental health services that will allow people to process their victimization and integrate their experience into productive lives. Family Service fills this gap in the community need, especially with the collaboration of the Louisiana Commission on Law Enforcement, by providing no cost services by staff trained to deal with trauma. By continuing to fill this gap, the Jefferson Parish Community can continue to strengthen and develop more resiliency to crime and trauma.

B. GOALS

GOALS: The primary mission of all projects is to have a positive impact on the victims, not just to accumulate statistics on how many are served. Based on the problem identified, BRIEFY state what the project hopes to accomplish. Do this by providing a clear statement of the effect this project will have on the problem.

Family Service of Greater New Orleans, Jefferson Offices, will improve the behavioral health and foster the self-sufficiency of 100 unduplicated adults, adolescents, and child victims between October 1, 2012 - September 30, 2013.

C. OBJECTIVES

OBJECTIVES: Provide at least TWO (2) measurable objectives for EACH goal. Objectives need to be measurable, observable aspects of the program. Identify who, what will change and by how much. Use absolute numbers, not percentages and be sure to include a baseline number.

1. Family Service of Greater New Orleans will provide 750 hours of therapeutic interventions to 100 unduplicated victims of crime in order to improve behavioral health functioning.
2. Family Service of Greater New Orleans will demonstrate an overall increase in mental health functioning through the use of evidence based practices by 10% as measured by the Mental Health Inventory 5, an evidence based outcome measurement tool.

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.

In order to strengthen the emotional health and foster the autonomy of the victims served in the program, the following intervention process will be implemented.

1. An intake assessment will be used by the clinicians and volunteer interns throughout the grant period as victims of crime present in order to establish each client's eligibility for the Victims of Crime Program. The client will also be assessed for either individual or family therapy.
2. Clinicians and volunteer interns will implement the use of evidence-based treatment models to work with clients experience symptoms resulting from victimization.
3. Clients served by the program may attend an average of twelve individual or family sessions, but the length of treatment is determined by the agreed-upon treatment plan that is developed.
4. Outcome measurement tools will be given to each client at the first counseling session, the fourth session and quarterly thereafter to measure clients' progress toward the goal of returning to a healthy level of functioning.
5. The Program Supervisor will contact local schools, agency representatives and attend community meetings in order to disseminate information regarding the program.
6. Referrals will be accepted from local schools, agencies, and community organizations.

The activities undertaken to achieve the goals 7 objectives are on going through out the grant period of 10/1/12 – 9/30/13.

D-2. TRAINING PROJECTS

Complete this page in lieu of Section D – Activities/Methods. This page is to be completed only if this application is for the training of individuals involved in the criminal justice system. DO NOT use this for in-house training.

1. Training Curriculum (topics to be included):

NA

2. Type of personnel to be trained:

NA

3. Number of personnel to be trained: NA

4. Geographical locations of trainees (who will be invited):

NA

5. Dates and hours of training: NA

6. Location of training: NA

7. Explanation supporting the effectiveness of the training program including how the program will meet the identified need.

NA

H. PRIOR RESULTS (For Continuation Projects Only)

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

As of August 26, 2011, Family Service has provided services to a total of 90 unduplicated victims of crime in Jefferson Parish. A total of 1236 hours of service have been provided to the victims receiving service. The hours of service demonstrated is twice the amount of hours provided from the previous year. The goal of 750 hours was well exceeded. With 90 clients receiving services, the goal of 100 was close to being met. The number of clients receiving services the current year is over 35 more clients than the previous year. It is expected that this level of service provision will continue to maintain and increase.

Of the clients who have completed that pre and post tests, an average increase of 19% was noted, as reported by the Performance and Quality Improvement Quarterly Report.

2. Did the project work as expected? Explain.

Yes. The program has increased the numbers served over the previous year and the level of improvement was demonstrated to have exceeded expectations based on the outcome measurement tools. New clients are continuing to be referred to Family Service to utilize the VOCA Program, they are engaging in services for longer periods of time and the outcomes are improving.

3. Have the original goals and objectives been revised? Yes No

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

I. EVALUATION AND DISSEMINATION OF REPORTING

A COPY OF YOUR EVALUATION FORMS USED FOR THIS PROJECT MUST BE INCLUDED.

1. From who will the data be collected – what is the source?

The clients complete the Mental Health Inventory 5.

2. When will the data be collected?

At the first session, fourth session, quarterly and case closing.

3. Who will collect and analyze the data?

The Performance and Quality Improvement (PQI) Coordinator collects that data, analyzes the data, and then reports on it.

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

Name: Jennifer Bobeck, LPC

Phone: (504) 733-4033

Email: jbobeck@fsgno.org

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

The Vice President of Programs will review the data reported on and make changes as necessary. The Vice President of Programs will work with the Clinical Director to ensure that the project's strategy is valid and effective.

6. Name the recipients who will receive the project's results and the schedule of reporting (i.e. monthly, quarterly, yearly). Recipients MUST state the Louisiana Commission on Law Enforcement will receive Quarterly Progress Reports and expenditure reports quarterly/monthly as specified at award time. Recipients should also include, if applicable, board of directors, applicant agency (if different from implementing agency), courts with jurisdiction, etc.

The Louisiana Commission on Law Enforcement will receive quarterly reports to update them of the progress of the VOCA Program. The Louisiana Commission on Law Enforcement will also receive either monthly or quarterly expenditure reports.

The entire staff of Family Service of Greater New Orleans will receive the Performance and Quality Improvement Quarterly Report, which provides data on the entire organization. This information is also provided to the Board of Directors.

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.

Family Service of Greater New Orleans is always seeking additional funding to help support client service programs. United Way continues to fund Family Service for the Counseling Programs. Family Service has received funding from the Carter Foundation, the Azby Foundation, and the Harper/Glittenger Foundation to help support counseling programs.

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.

Services are provided at the East and West Jefferson Offices of Family Service of Greater New Orleans. The offices provides a quiet, confidential, and safe place for clients to process their trauma. Computers and made available for the staff. A receptionist is staffed at the East Jefferson site full time to check clients in and receive phone calls.

L. AUDIT REQUIREMENTS

All applications must check one:

- This organization/agency expends \$500,000 or more in federal funds (during the fiscal year of the organization/agency from any and all sources including the amount of this application) **AND MUST SUBMIT THE FOLLOWING INFORMATION:**
1. Date of last audit
 2. Dates covered by last audit:
 3. Date of next audit:
 4. Dates to be covered by next audit:
 5. Date next audit will be forwarded to LCLE:
- This organization/agency expends less than \$500,000 in federal funds from all sources during the fiscal year of the organization/agency.

M. VOLUNTEERS

- Yes No Are you using volunteers as match?
If yes, describe the duties and functions performed by the volunteers. Indicate the number of volunteer hours per duty-function for this application (this can be an estimate). Volunteers' duties must directly relate to the focus of this project and information stated in Section 100 Personnel.
- Yes No Are volunteers screened in compliance with the Louisiana Child Protection Act (LRS 15:587.1) as appropriate?

All volunteers utilized by this program are Masters Level Counselors or Social Workers. Volunteers working within the VOCA program perform two essential job categories:

1. Counselors: Volunteers will assist clinicians by providing therapeutic services for victims of crime.
2. Educators: Volunteers will provide information and psychoeducation for crime victims during the course of therapy.

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.

Family Service currently assists clients in the filing of Louisiana Crime Victim's Reparations Program claims. Clients are informed about the program and provided with the person's name and telephone number at the appropriate agency. Subsequent to the client's submission of claim forms, Family Service clinicians complete the Crime Victims Reparation Mental Health Treatment Plan and all required reviews and updates.

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.

Family Service has participated in several community collaboratives such as the Crime Victims' Rights Week Planning Committee, and the Regional Domestic Violence Planning Committee. Family Service is also currently represented on the Jefferson Parish Mental Health Task Force as well as the Anti-Stalking Advisory Committee. Furthermore, Family Service collaborates with Jefferson Parish Juvenile Services, the Department of Children and Family Services and the local law enforcement.

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.

During the course of services, the clients will increase their awareness of options for reporting crimes to law enforcement. They will receive specific information regarding appropriate contacts according to their type of victimization.

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.

Family Service is in compliance with the Louisiana Child Protection Act (LRS: 15:587.1).