

LOUISIANA COMMISSION ON LAW ENFORCEMENT
AND ADMINISTRATION OF CRIMINAL JUSTICE

APPLICATION AND REVIEW
SUMMARY

APPLICATION NUMBER: J10-9-001

APPLICANT: Boys & Girls Club of Southeast Louisiana

PROJECT TITLE: Report/Resource Center

PROJECT FUNDS :

FUND:	\$	<u>64,472</u>	100.00%
MATCH:	\$	<u>0</u>	0.00%
TOTAL:	\$	<u>64,472</u>	100.00%

PROJECT DURATION: 12 months

START DATE: 01/01/2011

END DATE: 12/31/2011

Continuation of NEW

PROJECT SUMMARY:

Each day, program participants will spend 45 to 60 minutes in tutorials to increase the academic performance of the individual youth; or, one-on-one, or in small group discussions. These discussions will vary widely from proper and expected behaviors to possible occupations. Youth will guide the discussion topics but staff will ensure the topics pertaining to issues facing the target youth will be part of the discussion topics. The tutorials provided will allow youth to engage in stimulating, cognitive work outside the classroom and provide alternative activities on a daily basis to reinforce positive behaviors and practice learned social skills. Each program site serves at-risk youth with demographics reflecting the following: 99.8% of youth from the Iberville Housing Complex are of ethnic minorities and 84% are living in poverty; 99.9% of youth from the NFL-YET Club site are of ethnic minorities and 76.6% are living in poverty; 51% of youth from the Westbank site are of ethnic minorities and 20% are living in poverty; 33% youth from the Slidell site are of ethnic minorities and 43.9% are living in poverty.

Youth who spend time with a caring adult learn transferable skills to use in their daily lives. Additionally, there is a documented correlation between the number of high structured activities and opportunities children experience while growing up, and the increased successes and decreased problems they have during adolescence. This is true regardless of their families' economic status. The Prevention Program will provide daily tutorials and mentoring to 80 targeted youth and provide these youth a myriad of alternative activities.

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**

TITLE II (JJDP)
FORMULA
BLOCK GRANT
PROGRAM

CFDA #16.540

FOR LCLE USE ONLY: Project ID: J10.9.001 Federal Standard Purpose Area:

1. TITLE OF PROJECT Report/Resource Center 2. NEW PROJECT
IBOK - Take Back our Kids CONTINUATION PROJECT OF J - -

3. PROJECT DURATION
Total Length: 12 Months (Not to exceed 12 Months)
Desired Start Date: 1/1/2011
Desired End Date: 12/31/2011

4. PROJECT FUNDS
Federal Funds Requested: \$64,472

5A. APPLICANT AGENCY
Agency Name: Boys & Girls Clubs of Southeast Louisiana
Physical Address: 650 Poydras St Ste 1000
City: New Orleans Zip: 70130-6101
Mailing Address: 650 Poydras St., Ste. 1000
City: New Orleans Zip: 70130-6101
Phone: (504) 566-0707 FAX: (504) 566-7436
Email: jcordova@bgcseia.org

5B. AUTHORIZED OFFICIAL OF APPLICANT AGENCY
Authorized Official: Joe Cordova
Title: CEO
Agency Name: Boys & Girls Clubs of Southeast Louisiana
Address: 650 Poydras Street, Suite 1000
City: New Orleans Zip: 70130-6101
Phone: (504) 566-0707 FAX: (504) 566-7436
Email: jcordova@bgcseia.org

Federal Employer Tax ID #: 72-0648695 DUNS: 94916422 CCR/NCAAGE: 52VW8 CCR Expiration Date: 3/4/2011

6. IMPLEMENTING AGENCY Name: <u>Joe Cordova</u> Title: <u>CEO</u> Agency: <u>Boys & Girls Clubs of Southeast LA</u> Address: <u>650 Poydras Street, Suite 1000</u> City: <u>New Orleans</u> Zip: <u>70130-6101</u> Phone: <u>(504) 566-0707</u> FAX: <u>(504) 566-7436</u> Email: <u>jcordova@bgcseia.org</u>	7. PROJECT DIRECTOR Name: <u>Joe Cordova</u> Title: <u>Program Director</u> Agency: <u>Boys & Girls Clubs of SELA</u> Address: <u>650 Poydras Street, Suite 1000</u> City: <u>New Orleans</u> Zip: <u>70130-6101</u> Phone: <u>(504) 566-0707</u> FAX: <u>(504) 566-7436</u> Email: <u>jcordova@bgcseia.org</u>	8. FINANCIAL OFFICER Name: <u>Lise Edwards</u> Title: <u>Accountant</u> Agency Name: <u>Boys & Girls Clubs of Southeast Louisiana</u> Address: <u>650 Poydras Street, Suite 1000</u> City: <u>New Orleans</u> Zip: <u>70130-6101</u> Phone: <u>(504) 566-0707</u> FAX: <u>(504) 566-7436</u> Email: <u>ledwards@bgcseia.org</u>
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9. BRIEF PROJECT DESCRIPTION: *(Please do not exceed space provided below.)*

Each day, program participants will spend 45 minutes to one hour in tutorials to increase the academic performance of the individual youth; or, one-on-one or in small group discussions. These discussions will vary widely... from proper and expected behaviors to possible occupations. Youth will guide the discussion topics but staff will ensure the topics pertaining to issues facing the target youth will be part of the discussion topics. The tutorials provided will allow youth to engage in stimulating, cognitive work outside the classroom and provide alternative activities on a daily basis to reinforce positive behaviors and practice learned social skills. Each program site serves at-risk youth with demographics reflecting the following: 99.8% of youth from the Iberville Housing Complex site are of ethnic minorities, and 84% are living in poverty; 99.9% of youth from the NFL-YET Club site are of ethnic minorities, and 76.6% are living in poverty; 51% of youth from the Westbank site are of ethnic minorities, and 20% are living in poverty; 33% of youth from the Slidell site are of ethnic minorities, and 43.9% are living in poverty.

Youth who spend time with a caring adult learn transferable skills to use in their daily lives. Additionally, there is a documented correlation between the number of high structured activities and opportunities children experience while growing up, and the increased successes and decreased problems they have during adolescence. This is true regardless of their families' economic status. The Prevention Program will provide daily tutorials and mentoring to the 80 targeted youth and provide these youth a myriad of alternative activities.

FEDERAL STANDARD PROGRAM AREAS

Check the Federal Standard Program Area that this project will address.

- Standard Program Area
- 1 Aftercare/Re-entry
 - 2 Alternatives to Detention
 - 3 Child Abuse and Neglect Program
 - 4 Children of Incarcerated Parents
 - 5 Community Assessment Centers (CAC)
 - 6 Compliance Monitoring N/A
 - 7 Court Services
 - 8 Deinstitutionalization of Status Offenders (DSO)
 - 9 Delinquency Prevention
 - 10 Disproportionate Minority Contact (DMC)
 - 11 Diversion
 - 12 Gangs
 - 13 Gender-Specific Services
 - 14 Graduated Sanctions
 - 15 Gun Programs
 - 16 Hate Crimes
 - 17 Jail Removal
 - 18 Job Training
 - 19 Juvenile Justice System Improvement:
 - Ombudsman Services
 - Services
 - Legal
 - MIS
 - 20 Mental Health Services
 - 21 Mentoring
 - 22 Native American Programs
 - 23 Planning and Administration N/A
 - 24 Probation
 - 25 Restitution/Community Service
 - 26 Rural Area Juvenile Programs
 - 27 School Programs:
 - Law-Related Education
 - School Counseling
 - Special Education
 - Alternatives to Suspensions & Expulsions
 - After-School
 - In School
 - 28 Separation of Juveniles from Adult Offenders
 - 29 Serious Crimes
 - 30 Sex Offender Program
 - 31 State Advisory Group Allocation N/A
 - 32 Substance Abuse:
 - Treatment
 - Prevention
 - Control
 - 33 Youth Advocacy
 - 34 Youth Courts
 - 35 Strategic Community Action Planning

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.

CHECKLIST:

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

Each category amount listed in the table below must equal category totals shown on the Budget Sections.

Person Completing Budget Section: Arika Ancar Title: Executive Assistant
 Phone: (504) 566-0707 Fax: (504) 566-7436 E-Mail: arika@bgcsela.org

PROJECT BUDGET SUMMARY

BUDGET CATEGORY	SECTION TOTAL
Section 100. Personnel	\$39,999
Section 200. Fringe Benefits	\$7,420
Section 300. Travel	\$3,000
Section 400. Equipment	\$4,971
Section 500. Supplies	\$9,035
Section 600. Contractual	\$0
Section 800. Other Direct Costs	\$450
TOTAL	\$64,425

FUNDING HISTORY

	Subgrant Number	Amount	Duration (Months)
Year 1	J - -		
Year 2	J - -		
Year 3	J - -		
	Total	\$0	0

CONGRESSIONAL DISTRICT(S) THAT REPRESENT THIS PROJECT.

1 2 3 4 5 6 7 All (Statewide Project)

SECTION 100. PERSONNEL

Enter only the Title Position(s) and Individual Name(s) of the employees for each position funded through this grant. For further information and direction, please refer to the application instructions.

FULL TIME POSITIONS

POSITION TITLE	EMPLOYEE NAME	FT	ACTUAL MONTHLY SALARY	TIME DEVOTED TO PROJECT	NUMBER OF MONTHS	TOTAL SALARY PAID BY GRANT
Program Director	TBD	FT	\$3,333.33	100.00%	12.00	\$39,999.96
		FT				\$0.00
		FT				\$0.00
		FT				\$0.00
		FT				\$0.00
		FT				\$0.00
		FT				\$0.00
		FT				\$0.00
SUBTOTAL AMOUNT OF FULL-TIME EMPLOYEES SALARIES:						\$39,999.96

PART TIME AND/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
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
							\$0.00
SUBTOTAL AMOUNT OF PART-TIME AND/OR OVERTIME EMPLOYEES SALARIES:							\$0.00

SECTION 100. PERSONNEL TOTAL	\$39,999
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SECTION 100. PERSONNEL (Continued) - BRIEFLY EXPLAIN:

Yes No Are job descriptions for each position attached?

Yes No Are resumes for each position attached? If not, explain Person has not been hired yet.

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

Program Director will work with existing Club staff to incorporate the Prevention Program in all areas of the Club's daily programs and recruit mentors to interact with youth participants.

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

Salary is based on experience and is in line with other job descriptions that are similar.

C) Project duties of each position requested:

The Project Director will track the progress of each participant to ensure the program's intent on increasing the academic performance of youth participants and/or increasing positive behaviors skills are on target.

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

Employee will be new.

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 (8) employees. Check either box if Federal funds are partially being requested or not being requested.

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. TBD	0.62		\$40,000	\$2,480	5.	0.62			\$0
2.	0.62			\$0	6.	0.62			\$0
3.	0.62			\$0	7.	0.62			\$0
4.	0.62			\$0	8.	0.62			\$0
MEDICARE	RATE		SALARY	TOTAL	MEDICARE	RATE		SALARY	TOTAL
1. TBD	.0145		\$40,000	\$580	5.	.0145			\$0
2.	.0145			\$0	6.	.0145			\$0
3.	.0145			\$0	7.	.0145			\$0
4.	.0145			\$0	8.	.0145			\$0
HEALTH/LIFE INSURANCE	RATE	MONTHS	TIME DEVOTED TO PROJECT	TOTAL	HEALTH/LIFE INSURANCE	RATE	MONTHS	TIME DEVOTED TO PROJECT	TOTAL
1. TBD	360.00	12.00	75.00%	\$3,240	5.				\$0
2.				\$0	6.				\$0
3.				\$0	7.				\$0
4.				\$0	8.				\$0
WORKMAN'S COMPENSATION	RATE		SALARY	TOTAL	WORKMAN'S COMPENSATION	RATE		SALARY	TOTAL
1.	0.006		\$40,000	\$240	5.				\$0
2.				\$0	6.				\$0
3.				\$0	7.				\$0
4.				\$0	8.				\$0
UNEMPLOYMENT TAX	RATE	TYPE	SALARY	TOTAL	UNEMPLOYMENT TAX	RATE	TYPE	SALARY	TOTAL
1.	0.022	CHECK TYPE	\$40,000	\$880	5.		CHECK TYPE		\$0
2.				\$0	6.				\$0
3.		<input type="checkbox"/> PUTA		\$0	7.		<input type="checkbox"/> PUTA		\$0
4.		<input checked="" type="checkbox"/> SUTA		\$0	8.		<input type="checkbox"/> SUTA		\$0
PUBLIC/PRIVATE RETIREMENT	RATE		SALARY	TOTAL	PUBLIC/PRIVATE RETIREMENT	RATE		SALARY	TOTAL
1.				\$0	5.				\$0
2.				\$0	6.				\$0
3.				\$0	7.				\$0
4.				\$0	8.				\$0
OTHER:	RATE		SALARY	TOTAL	OTHER:	RATE		SALARY	TOTAL
1.				\$0	5.				\$0
2.				\$0	6.				\$0
3.				\$0	7.				\$0
4.				\$0	8.				\$0
FRINGE BENEFITS TOTAL (A):				\$7,420	FRINGE BENEFITS TOTAL (B):				\$0

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

Fringe Benefits Total (A-B): \$7,420

SECTION 200. FRINGE BENEFITS TOTAL \$7,420

SECTION 300. TRAVEL

Justify travel expenses of project personnel. Mileage is allowable in agency-owned vehicles. Charges not to exceed established agency travel rates, but in no case can travel expenses exceed current Louisiana Travel Guidelines. *Out-of-state travel requires prior approval from LCLE.*

LOCAL TRAVEL

LOCAL TRAVEL: NAME/POSITION/PURPOSE OF TRAVEL	Miles Per Month	Number of Months	Total Mileage	Rate	Total Cost This Item
Name: TBD Title: Program Director Purpose: To visit all four sites to oversee Prevention Program	500	12	6,000	0.50	\$3,000.00
Name: Title: Purpose:			0		\$0.00
Name: Title: Purpose:			0		\$0.00
Name: Title: Purpose:			0		\$0.00
SUBCATEGORY LOCAL TOTAL					\$3,000.00

NON-LOCAL IN-STATE/OUT-OF-STATE TRAVEL (OUT-OF-STATE TRAVEL REQUIRES PRIOR APPROVAL FROM LCLE) NAME/POSITION/TITLE/PURPOSE OF TRAVEL	TRAVEL DESTINATION	TRAVEL DATES:	
		FROM	TO
NAME: TITLE: PURPOSE:			

CONTINUED FROM ABOVE TABLE	MILEAGE RATE	TOTAL MILES	MILES COST	NO. OF DAYS	NO. OF MEALS	MEAL COSTS	APRIVATE COSTS	LODGING COSTS (Include Tax)	OTHER TRAVEL COSTS	TOTAL COSTS
NAME:			\$0							\$0.00
NAME:			\$0							\$0.00
NAME:			\$0							\$0.00
SUBTOTAL FOR NON-LOCAL IN-STATE AND OUT-OF-STATE TRAVEL COST:										\$0.00

SECTION 300. TRAVEL TOTAL **\$3,000**

SECTION 400. EQUIPMENT

List each item separately. The unit cost should include tax and shipping and handling when applicable. Do not use brand names. Sole source requires LCLE's approval. Submit a Sole Source Justification if applicable (available from District Program Director).

TYPE OF EQUIPMENT	QUANTITY	UNIT PRICE	TOTAL COST
Desktop Computers	5.00	\$650.00	\$3,250.00
Computer Table	4.00	\$154.00	\$616.00
Chairs	4.00	\$65.00	\$260.00
USB Cable	5.00	\$25.00	\$125.00
Copier	1.00	\$630.00	\$630.00
Computer Disc	3.00	\$30.00	\$90.00
			\$0.00
			\$0.00
			\$0.00
			\$0.00
EQUIPMENT TOTAL			\$4,971.00

EXPLAIN:

A. Justify the need for each equipment item requested. (*NOTE: If computer equipment (hardware and/or software) is requested, complete the Standard Computer Checklist that is included with the application instructions.)

Today's digital age requires everyone to have some level of computer literacy. These targeted youth have no access to computers but at the Club sites.

B. Indicate procurement method

We will get three bids for computer purchase.

C. Relationship to project.

These computers are needed for the youth participants to do their homework and as part of our computer education class.

SECTION 400. EQUIPMENT TOTAL **\$4,971**

SECTION 400. COMPUTER QUESTIONNAIRE

If a computer and/or computer software is requested, the following must be completed. Please do not exceed spaces provided.

1. How will the purchase of computer equipment and/or software enhance the program to be funded?

At the end of the project year, one of our goals is to have a measureable increase in academic performance. These computers will have a vital positive impact on obtaining this goal.

2. How will the computer(s) be integrated into and/or enhance your current system?

The mentoring program involves all aspects of Club activities and these computers will allow us to expand the participants' awareness of the global community.

3. What is the cost of each of the following:

A. Installation?

0

B. Staff training to use the computer equipment?

0

C. The on-going operational costs, such as maintenance agreements, supplies, etc.?

2500

4. How will additional costs be supported?

Maintenance, supplies will be funded through corporate donations and/or volunteer services through colleges and universities.

SECTION 500. SUPPLIES

SECTION A: List all other supplies, including office supplies (pens, pencils, paper, etc.), postage, blank cassette tapes, student supplies, etc. If office supplies average \$50 per month or less (\$600 maximum amount for a 12-month grant period), do not itemize items. List as "Basic Supply Allowance" under "Type", "Q", under "Quantity" and the dollar amount under "Total Cost". The unit cost should include tax and shipping and handling when applicable.

TYPE OF SUPPLIES	QUANTITY	UNIT PRICE	TOTAL COST
Assorted Printer Ink	16.00	\$36.00	\$576.00
Copy Paper	8.00	\$40.00	\$320.00
Pens/Pencils	8.00	\$9.00	\$72.00
Wall Maps	4.00	\$130.00	\$520.00
File Pockets/Folders	8.00	\$29.00	\$232.00
Bulletin Boards	4.00	\$200.00	\$800.00
Pushpins	5.00	\$2.00	\$10.00
Laminating Machine	4.00	\$146.00	\$584.00
Laminating Pouches	4.00	\$31.00	\$124.00
Flash Cards	8.00	\$7.00	\$56.00
Writing Tablets	67.00	\$3.00	\$201.00
Rulers	100.00	\$0.45	\$45.00
			\$0.00
			\$0.00
			\$0.00
SECTION A TOTAL			\$3,540.00

BRIEFLY EXPLAIN:

A) Need for and use of each major supply type requested:

Printer Ink - For printing of work done by participants (ex. homework, program assignments)
 Bulletin Boards - To post pertinent information regarding Club activities
 Laminating Machines - Used for participants Club identification.

B) Relationship to this project:

All these items are required to successfully run the mentoring and prevention programs.

SECTION 500. SUPPLIES (Continued)

SECTION B: Use this section only for Publications, workbooks, curriculum guides, videotapes, etc. Under type use: P - publications; W - workbooks; CG - curriculum guides; V - videotapes; O - other. Itemize each separately. The unit cost should include tax and shipping and handling when applicable.

Type	Title of Publications / Films	Quantity	Unit Price	Total Cost
W	Worksheets	31,250.00	\$0.15	\$4,687.50
CG	Goals for Graduation	8.00	\$18.00	\$144.00
CG	Passport to Manhood Manual	8.00	\$30.00	\$240.00
CG	Passport Packs	8.00	\$8.00	\$64.00
CG	Street Smart Manual	8.00	\$15.00	\$120.00
CG	Smart Girls Manual	8.00	\$30.00	\$240.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
SECTION B TOTAL				\$5,495.50

EXPLAIN: Explain 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.

These manuals are a part of our curriculum which is geared toward prevention methods that will ensure that all sites are following the prescribed methodology.

SECTION A TOTAL	\$3,540
SECTION B TOTAL	\$5,495
SECTION 500. SUPPLIES TOTAL	\$9,035

SECTION 800. OTHER DIRECT COSTS

Itemize each type: e.g. audit, rent (show square footage and cost per square foot), phone charges, utilities, printing, duplicating, registration fees, etc. Prorate telephone and utility bills. Show method of determining cost. Please refer to application instructions for direction.

TYPE OF OTHER DIRECT COSTS	METHOD OF DETERMINING COST	QUANTITY	UNIT COST	TOTAL COST
Background Screening	From current vendor's invoice	25.00	\$18.00	\$450.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
CATEGORY TOTAL				\$450.00

BRIEFLY EXPLAIN:

A) Need for each type listed, and

Our policy requires all volunteers to go through a thorough background check.

B) Relationship to project:

Because mentors will be working closely with participants, the need for a background screening is required.

SECTION 800. OTHER DIRECT COSTS TOTAL	\$450
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PROGRAM NARRATIVE

A. PROBLEM DEFINITION

1. Identify the nature and magnitude of the specific problems existing in your community that needs to be addressed through this proposed project. Document the need, not the symptoms or solutions. Provide background information that supports the need for the proposed program/service. 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.

	Iberville	NFL YET	Gretna	Slidell
% of youth ethnic minorities	99.8	99.9	51.1	33
% of adults over age 25 in target area having less than high school diploma or GED	57	52.9	30.7	29.3
% of youth living in poverty	84	76.6	20	43.9

Source: U.S. Census Bureau, American Fact Finder, Census tract 48, 69, 409 & City of Gretna. Accessed 9/2010

At a recent meeting with District Attorneys' from the state of Louisiana, it was revealed that juvenile crime in the state is rising and becoming more violent (September 30, 2010).

Youth who spend time with a caring adult learn transferable skills to use in their daily lives. Additionally, there is a documented correlation between the number of high structured activities and opportunities children experience while growing up, and the increased successes and decreased problems they have during adolescence. This is true regardless of their families' economic status. The Prevention Program will provide daily tutorials and mentoring to the 80 targeted youth and provide these youth a myriad of alternative activities.

Staff of the program will include one Project Director which will work with existing Club staff to incorporate the Prevention Program in all areas of the Club's daily programs and recruit mentors to interact with youth participants. The Project Director will track the progress of each participant to ensure the program's intent increasing the academic performance of youth participants and/or increasing positive behavior skills of target youth.

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

Youth are influenced by their environment which often does not provide a consistent message or a clear expectation from family and society. Elementary and middle school age youth are at a critical stage of emotional and intellectual development, yet, have not been provided the skills to make mature choices. Youth need clear guidelines that define expectations and consequences of choices. Seldom is academic achievement stressed in their families as often there is no expectation of academic success. With 57% of adults over the age of 25, living in the target area, having less than a high school diploma, often youth do not believe their future will be any different. Youth need life skills training; academic assistance and positive alternative activities to help them handle the pressures associated with the difficult transition to adulthood. The professional staff focuses on these issues on a daily basis and provides positive role models to the youth participants.

B. GOALS

GOALS: The primary mission of all projects is to have a positive impact on the community and youth, 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 how this project will impact the problem or how the program/practice is a model program/practice.

The overall goal of the program is to: reduce juvenile delinquency; and/or improve academic performance; and/or reduce the dropout rate through small group and one-on-one tutoring and mentoring. The proposed program will serve a target area that encompasses four subareas of the Greater New Orleans area at Club sites: two-inner city locations including the Iberville Housing Complex and the NFL YET site, located at 1140 S. Broad Street; the Gretna program site; and the Slidell program site. By the end of the project year, there will be a measurable increase in academic performance and/or positive behaviors exhibited by youth participants.

C. OBJECTIVES

OBJECTIVES: Provide at least TWO (2) measurable objectives for EACH goal. Objective need to be measurable, observable aspects of the program (e.g., recidivism, school discipline referrals, etc.). Identify what will change, when, and by how much. Use absolute numbers, not percentages, and be sure to include a baseline number.

- 1) Select eighty (80) youth identified as being at-risk who are not performing at grade level; or, at-risk for dropping out of school; or, exhibiting inappropriate behaviors at school, home or program site and are ethnically, environmentally, and economically representative of the target area for participation in the program and for each to receive at least 150 hours of services during the project year.
- 2) By the end of the project year, fifty-two (52) participants who were not performing at grade level will be doing so; or, students who were identified of being at-risk for dropping out of school will remain in school; or, students who were exhibiting inappropriate behaviors at school, home or program site will begin demonstrating positive behaviors by the end of the project year.

D. ACTIVITIES

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 complete D-2 Training Projects

Power Hour - Homework Help Program 1 hr day + 4 days x 22 wks = 88 program hours
Computer Lab 1 hr day - 4 days x 30 wks = 120 program hours

Prevention Programs - Smart Girls 1 hr day x 2 days x 30 wks = 60 program hours
Passport To Manhood 1 hr day x 2 days x 30 wks = 60 program hours
Street Smart 1 hr wk x 30 wks = 30 program hours
Goals for Graduation 1 hr wk x 30 wks = 30 program hours

Recreational Programs - Gamesroom Activities 1 hr day x 5 days x 30 wks = 150 program hours

E. METHODS

Identify and describe how you will achieve each of your stated project objectives. Methods must correlate with the stated Goals and Objectives.

1. When will the service be provided (daily, weekly, monthly) and/or what are the hours of operation?

Club hours are: 2:30 P.M. - 7:00 P.M. Monday thru Friday
Summer hours 9:00 A.M. - 6:00 P.M. Monday thru Friday

2. How are youth referred to and enrolled in the program? (Describe specific procedures.)

We recruit from area schools, churches, sports league, and youth groups.

3. For what period of time are youth in the program and how are youth released from the program?

Our membership year is from January 1 through December 31st.

4. Describe the overall project model, format, and/or curriculum.

Power Hour - Homework assistance programs in all Clubs utilizing volunteers from area schools-teens in leadership clubs at area high schools, teachers, local universities-fraternities and sororities organizations, education majors, etc. and older club members assisting club members in completing homework assignments, one-on-one tutoring inside the club facility, encouraging younger members to succeed in school.

SMART Moves - Members will participate in Stay Smart, Smart Girls and Passport to Manhood. Mentors including volunteers, local law enforcement, health and medical personnel, university fraternities, community leaders, and staff will guide members in the effects of alcohol, tobacco and other drugs, adolescent sexual involvement, developing and improving skills around making decisions, resisting social and peer pressures, coping with the stress of growing up and the social changes taking place in their lives

5. Indicate the source of the program or curriculum. Provide documentation for all projects.

OJJDP Blueprints SAMHSA Other, state:

Name the program/curriculum:

F. PERFORMANCE MEASUREMENTS

Performance indicators/performance measures must include OJJDP's appropriate mandatory (bold) and at least TWO non-mandatory output and outcome indicators as stated in the OJJDP Logic Model. See application instructions. REMEMBER: This information will be reflected in the quarterly progress reports and must coincide with project goals and objectives. You can include other performance measurements pertaining to your project that is not included in the OJJDP Logic Model.

- 75% of youth will increase their academic performance
- 75% of youth will not be involved in the juvenile system.

H. DEMOGRAPHICS

1. Type of Organization:

- | | |
|--|--|
| <p><u>Applicant Agency</u></p> <input type="checkbox"/> Faith-based organization
<input type="checkbox"/> Juvenile Justice
<input checked="" type="checkbox"/> Non-profit community-based organization
<input type="checkbox"/> Other community-based organization
<input type="checkbox"/> Other government agency
<input type="checkbox"/> Police/other law enforcement
<input type="checkbox"/> School/Other education
<input type="checkbox"/> Unit of Local Government | <p><u>Implementing Agency</u></p> <input type="checkbox"/> Faith-based organization
<input type="checkbox"/> Juvenile Justice
<input type="checkbox"/> Non-profit community-based organization
<input type="checkbox"/> Other community-based organization
<input type="checkbox"/> Other government agency
<input type="checkbox"/> Police/other law enforcement
<input type="checkbox"/> School/Other education
<input type="checkbox"/> Unit of Local Government |
|--|--|

2. Geographical Area:

- Rural
 Suburban
 Urban
 Tribal
 Statewide

List the physical address(es) where service are provided:

Iberville Branch - 1431 Iberville Street, New Orleans, LA 70112
 NFL-YET Branch - 1140 South Broad Street, New Orleans, LA 70125
 Slidell Branch - 705 Dewey Drive, Slidell, LA 70458 Westbank Branch - 900 10th Street, Gretna, LA 70053

Describe the geographical area that the project serves:

All of our sites are situated in a low income, at-risk, below poverty level

If this is a Training Project, STOP HERE and complete D.1 - Training Projects.

3A. Provide an estimated number of how many juveniles will be served. The total amounts under Race and Gender must equal the estimated total juveniles to be served) NOTE: This data below must correlate with the objectives for this application.

Youth population is not directly served by this project. This is a system improvement typed project.

Estimated Total Juveniles To Be Served	Race						Gender		
	Age Range	White	Black	Hispanic	Asian	Native American	Other	Male	Female
150	6 - 18	30	80	15				85	65

3B. Primary Status of Juveniles to be served (check all that apply):

- | | | | |
|---|--|--|--|
| Justice Related Criteria | | Other | |
| <input checked="" type="checkbox"/> At-Risk Population (no prior offense) | <input type="checkbox"/> Sex Offenders | <input type="checkbox"/> Mental Health | |
| <input type="checkbox"/> First Time Offenders | <input type="checkbox"/> Status Offenders | <input type="checkbox"/> Substance Abuse | |
| <input type="checkbox"/> Repeat Offenders | <input type="checkbox"/> Violent Offenders | <input checked="" type="checkbox"/> Truant/Dropout | |

J. EVALUATION AND DISSEMINATION OF REPORTING

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

1. From whom will the data be collected - what is the source?

We will collect report cards from each of the participants to see improvement and monitor the incidents of youth involved in the juvenile justice system.

2. When will the data be collected?

Report cards will be collected every nine weeks or depending on the reporting system of the schools.

3. Who will collect and analyze the data?

Unit Directors will collect data at each site and compile information and send to Project Director.

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

Evaluations will be conducted throughout the project year to provide progress reports assessing the specific activity or service designed to achieve project objectives. These evaluations will allow the Project Director to shape services and amend strategies where appropriate. The Project Director will conduct the evaluation of project activities and services to include, but not be limited to, the following:

The Project Director will evaluate the results of contacts and services on a monthly basis.

The Project Director will generate reports measuring progress toward the accomplishment of each objective. These reports will provide information containing the delivery of services for each participant and include the individual progress made.

5. 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 in award letter. Recipients should also include, if applicable, board of directors, applicant agency (if different from implementing agency), courts with jurisdiction, etc.

Progress reports will be made quarterly to the Louisiana Commission on Law Enforcement. Expenditure reports will be provided as outlined in the award letter. Copies of each Progress Report will be provided to the CEO of Boys & Girls Clubs by the Project Director. This will enable the CEO to further evaluate the results to determine if any changes in the delivery of services are needed to accomplish successful outcomes on all program objectives.

K. COLLABORATION AND/OR PARTICIPATING AGENCIES

Describe how the project activities will be coordinated with other juvenile justice system agencies and providers in the community. A letter of support from the local Children & Youth Planning Board or other stakeholder collaborative is strongly recommended.

We have an ongoing relationship with:

After School Project
New Orleans Police Department
New Orleans Saints
New Orleans Hornets
New Orleans College Prep
Milestone Sabis Academy
Wilson Elementary

Name the key leaders who are supportive of this project and describe their contributions to this project. Attach original, current letters of support and/or written cooperative agreements identifying gaps in services, and indicating awareness and cooperation with this project.

Councilwoman, Kristin Palmer
Council President, Arnie Fielkow
Principal, College Prep, Ben Kleiban

L. RESOURCES

Describe the facilities and additional resources available to the subgrantee for the project. Include the physical facility(ies), where service is provided. If applicable, list other resources available to project, i.e., equipment, supplies, staff, and/or volunteers.

Our facilities include a computer lab, learning center, social recreation rooms, teen center

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M. CONTINUATION OF PROGRAM

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

We will attempt to identify funding sources by contacting local foundations to request funding.

N. AUDIT REQUIREMENTS

All applicants 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.

Kathy Guidry

From: Kathy Guidry
Sent: Monday, January 31, 2011 3:29 PM
To: 'Tuwan Brown'; 'Maria-Kay Chetta'
Subject: J10-9-001, Boys & Girls Clubs of Southwest Louisiana, Report/Resource Center
Attachments: J10-9-001 Vendor Locator Form.pdf; J10-9-001 PMT.pdf

Importance: High

Mr. Joe Cordova
Boys & Girls Clubs of Southwest Louisiana
c/o City of New Orleans Office of Criminal Justice Coordination
1300 Perdido St., Suite 8E15
New Orleans, LA 70112-2125

Re: J10-9-001, Report/Resource Center

Dear Mr. Cordova:

This office has received the above application. This application will be presented to the JJDP Advisory Board and Louisiana Commission on Law Enforcement at **10:00 a.m. on Wednesday and Thursday, February 23 & 24, 2011** respectively. **A representative of this project must attend both meetings.** The meeting will be at the **Belle of Baton Rouge Hotel, 102 France Street in Baton Rouge.** If you need hotel accommodations, you can contact the hotel at 1-800-266-2692 or direct 225-378-6174. Please reference the Louisiana Commission on Law Enforcement group block. The room rate is \$101 single/double occupancy plus tax.

Based on the preliminary review of the referenced application, the following issues need to be addressed and/or resolved. Additional issues may arise between the agency review process and the Commission meetings. If so, you will be given every opportunity and assistance to address and/or resolve any additional issues to avoid delaying the award process.

1. Pg. 1 –
 - a. First time non profit recipients of Federal funds from this office must provide the following:
 - i. Verification of your DUNS and CCR/NCAGE numbers and expiration date. The CCR website could not locate the DUNS number provided in the application.
 - ii. Obtain and submit a copy of a surety bond in the amount of the Federal funds requested.
 - iii. Must maintain its corporate status with the Louisiana Secretary of State's Commercial Division in good standing during the life of the grant.
 - iv. Organizational chart showing where the project is located.
 - v. ~~Completion of Vendor Locator form (attached)~~
 - vi. Completion of I-9 Employer Eligibility Verification.
2. Pg. 2, Federal Standard Program Areas – Based on the goals and objectives, it appears that this project falls under Program Area 27 School Program – After School.

3. Pg. 3, Project Budget Summary – This project was allocated \$\$64,472; however the figures actually totals \$64,875. Please review all budget categories and make the necessary corrections.
4. Pg. 4 Section 100. Personnel – Are these activities currently being provided at the four sites? If so, who is currently overseeing the project; what funding sources are being used; and explain why the need to hire a new person. The job descriptions must include the salary range.
5. Pg. 7, Section 300 Travel – The state rate for mileage is 48 cents per mile.
6. Pg. 8, Section 800 Equipment –
 - a. This project will include four separate sites. Where will this equipment be housed?
 - b. Justification for each item is needed.
 - c. You need to briefly state your procurement method—how do you obtain the three bids?
 - d. Computer Questionnaire #2 – It would appear that the other activities, mainly academics, would use the computers. How does a mentoring program use computer when this should have people volunteering to be mentors not a computer?
7. Pg. 10, Section 500 Supplies – The laminating machine needs to be moved to equipment. Justification for all supplies is required. Where will the supplies be housed? Will the supplies be distributed to the four different sites?
8. Pg. 13, Section 800 Other Direct Costs – What agency provides criminal background information?
9. Pg. 14, A. Program Definition #2 – It states that there is a gap for elementary and middle school age youth; however, other parts of the application refer to high school youth. Please clarify.
10. Pg. 15, B. Goals – Please remove the last two sentences. These are activities that will help you achieve the first statement.
11. Pg. 16, C. Objectives – It appears that the four sites are established sites that have been providing services/activities to the youth in the area. Are these activities currently being provided at the four sites? If so, how were they funded previously? If these activities have been provided, what is the baseline for each objective? Does Objective 2 mean 52 of the 80 will not be performing at grade level at the end of the project? If so, then this project only anticipates that 28 (35%) will successfully complete this project. The number of youth to be served must coincide with #3A on page 21.
12. Pg. 16, D. Activities – A brief description of each activity is needed. Homework Help is only for 22 weeks. The school term is longer than 22 weeks.
13. Pg. 18, E. Methods –
 - a. #2 – Please elaborate how you recruit from each named organization.
 - b. #3 – An explanation is needed how a youth is removed from the program.
 - c. #4 – A copy of your curriculum is required.
 - d. #5 – Please identify the OJJD Model Program.
14. Pg. 19, F. Performance Measurements – Please refer to the attached OJJD's School Program PMT Chart, which has been revised. This program area can address either intervention-type activities (identified as *) and/or prevention-type activities (identified by **). Since this appears to be strictly

prevention-type activities, you are only required to report the measurements directed to prevention-type activities. All mandatory output and outcome (in bold) measurements must be reported. You must choose at least two non-mandatory measurements from the output and outcome lists. Each measurement must be stated as it appears on OJJDP's chart. The actual data will be required when submitting the quarterly progress reports. Staff suggests the following:

- a. Output measurements
 - i. #9 – Number of program youth served
 - ii. #10 – Number of service hours completed
 - iii. #11 – Average length of stay in program
- b. Outcome measurements
 - i. #1 – Number and percent of program youth who offend during the reporting period (both short and long term)
 - ii. #3A – Number and percent of program youth exhibiting change in school attendance.
 - iii. #3B - Number and percent of program youth exhibiting change in GPA.
 - iv. #3C - Number and percent of program youth exhibiting change in social competence.
 - v. #4 – Number and percent of program youth completing program requirements.
 - vi. #2 – Number and percent of program youth suspended from school
 - vii. #6 – Number and percent of program youth satisfied with program.

15. Pg. 21, H. Demographics

- a. #1 Type of Organization – The box 'non-profit community-based organization' under Implementing Agency needs to be checked.
- b. #3A – Youth to be served
 - i. The estimated number of youth to be served must coincide with the objectives stated on page 16.
 - ii. The age range states 6-18; however, question 2 describing the gap talks only of elementary and middle school age youth.
 - iii. The race breakdown does not equal 150 youth.

16. Pg. 23, J. Evaluation and Dissemination of Reporting #4 – Will the project director make the sole decision on how updates/revisions to the project's strategy? Or, will there be other individuals involved in the decision-making?

17. Pg. 24, K. Collaboration and/or Participating Agencies –

- a. Need to state how this project is coordinated with the agencies listed.
- b. Letters of support from each individual listed is needed.

18. Pg. 34, Certification of District Office is required.

Please MAIL ONLY the changes as directed on the appropriate application pages and return only those pages for which changes or additional information was requested to the District Office. All pages resubmitted must be complete in all aspects, including signatures, initials, dates, and responses. This information is due to LCLE by February 11, 2011. Please contact me at (225) 342-1829 or kathy.guidry@lcle.la.gov if you have any questions pertaining to this letter.

Sincerely
Katherine C. Guidry