



Travis County Commissioners Court Agenda Request

Meeting Date: 12/27/2011, 9:00 AM, Voting Session

Prepared By/Phone Number: Travis R. Gatlin, Planning and Budget Office, 854-9065

Elected/Appointed Official/Dept. Head: Leroy Nellis, Acting County Executive
Planning and Budget

Commissioners Court Sponsor: Judge Biscoe

AGENDA LANGUAGE:

Review and approve requests regarding grant programs, applications, contracts and permissions to continue:

- A. Ratification of a new application submitted by the Travis County Historical Commission to the Texas Historical Commission to receive National Park Service resources for public outreach and educational curricula for the Ransom and Sarah Williams Farmstead Project in south Travis County. If awarded, funds for the grant match will be required;
- B. Permission to continue the Comprehensive Energy Assistance Program and use Health and Human Services and Veterans Service's budget for related operating expenses until the forthcoming FY 12 agreement is fully executed; and
- C. Permission to continue the Casey Family Programs Community and Family Reintegration Project in Health and Human Services and Veterans Service until the forthcoming FY 12 agreement is fully executed.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

There are three items in this week's grant packet. Item A is the ratification of a new application for the Travis County Historical Commission to receive resources for a project in south Travis County. If awarded, the \$7,500 grant will require a matching \$7,500 contribution from the County. These matching funds are not budgeted and the Allocated Reserve is the most likely funding source should the item be approved. Items B and C request permission to continue existing Health and Human Services and Veterans Service programs until the current year agreements are received and executed. The department will temporarily use existing General Fund internal resources that will be reclassified against the grants once the agreements are in place and funds are certified.

STAFF RECOMMENDATIONS:

PBO recommends approval of all items

ISSUES AND OPPORTUNITIES:

Additional information is provided on each item's grant summary sheet.

FISCAL IMPACT AND SOURCE OF FUNDING:

Item A requires a \$7,500 match from the County should grant be awarded. It is unclear at this point if the match could be required in FY 12 or FY 13. Items B and C will temporarily use internal resources for the permission to continue these programs while awaiting the current year contracts.

REQUIRED AUTHORIZATIONS:

Planning and Budget Office
County Judge's Office

Leroy Nellis
Cheryl Aker

GRANT APPLICATIONS, CONTRACTS AND PERMISSIONS TO CONTINUE
FY 2012

The following list represents those actions required by the Commissioners Court for departments to apply for, accept, or continue to operate grant programs. This regular agenda item contains this summary sheet, as well as backup material that is attached for clarification.

Dept	Grant Title	Grant Period	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	PBO Notes	Auditor's Assessment	Page #
A	17 Ransom and Sarah Williams Farmstead Educational Outreach Project	10/1/2011-9/30/2012	\$7,500	\$0	\$7,500	\$0	\$15,000	-	R	S	8
Dept	Grant Title	Grant Term on Application	Personnel Cost	Operating Transfer	Total Request	PTC Expiration Date	Filled FTE	Auditor's Assessment	Page #		
Permission to Continue											
B	58 Comprehensive Energy Assistance Program	1/1/2012-12/31/2012	\$29,196	\$29,196	\$58,392	3/31/2012	4	R	EC	29	
C	58 Comprehensive Energy Assistance Program*	1/1/2012-12/31/2012	\$15,196	\$15,196	\$30,392	3/31/2012	1	R	EC	29	
C	58 Casey Family Programs Community and Family Reintegration Project	1/1/2012-12/31/2012	\$15,196	\$15,196	\$30,392	3/31/2012	1	R	S	37	

* This portion of the request will temporarily use General Fund resources for grant program related operating expenses. Expenses will be made in the General Fund and reclassified against the grant once funds are available.

PBO Notes: County Auditor's Complexity Assessment measuring Impact to their Office's Resources/Workload

- R - PBO recommends approval.
- NR - PBO does not recommend approval
- D - PBO recommends item be discussed.
- S - Simple
- MC - Moderately Complex
- C - Complex
- EC - Extremely Complex

**FY 2012 Grant Summary Report
Grant Applications approved by Commissioners Court**

The following is a list of grants for which application has been submitted since October 1, 2011, and the notification of award has not yet been received.

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
24	Formula Grant - Indigent Defense Grant Program	10/01/2011-9/30/2012	TBD	\$0	\$0	\$0	TBD	-	10/18/2011
49	Little Webberville Park Boat Ramp Renovation Grant	6/01/2012-05/31/2015	\$77,502	\$0	\$25,834	\$0	\$103,336	-	10/25/2011
49	Webberville Park Boat Renovation Grant	6/01/2012-5/31/2015	\$129,793	\$0	\$43,624	\$0	\$173,417	-	10/25/2011
49	Dink Pearson Park Boat Ramp Grant	6/01/2013-5/31/2016	\$500,000	\$0	\$166,667	\$0	\$666,667	-	10/25/2011
58	AmeriCorps	8/1/2012-7/31/2013	\$298,671	\$0	\$437,941	\$73,677	\$810,289	28	11/1/2011
37	Travis County Sheriff's Office Response Equipment (ARRA)	12/1/2011-5/31/2012	\$100,000	\$0	\$0	\$0	\$100,000	-	12/13/2011
			\$1,105,966	\$0	\$674,066	\$73,677	\$1,853,709	28.00	

*Amended from original agreement.

**FY 2012 Grant Summary Report
Grants Approved by Commissioners Court**

The following is a list of grants that have been received by Travis County since October 1, 2011

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
24	Drug Diversion Court	9/01/2011-8/31/2012	\$132,702	\$0	\$0	\$0	\$132,702	1.00	10/4/2011
24	Travis County Veteran's Court	9/01/2011-8/31/2012	\$155,000	\$0	\$0	\$0	\$155,000	2.00	10/4/2011
22	Family Drug Treatment Court	9/01/2011-8/31/2012	\$119,185	\$0	\$0	\$0	\$119,185	1.00	10/4/2011
39	DWI Court	9/01/2011-8/31/2012	\$231,620	\$0	\$0	\$0	\$231,620	4.00	10/4/2011
49	Low-Income Repair Assistance, Retrofit, and Accelerated Vehicle Retirement Program (LIRAP) Local Initiatives Projects*	5/06/2008-8/31/2013	\$1,650,140	\$0	\$0	\$155,101	\$1,805,241	-	10/4/2011
45	Travis County Psychology Internship Program	9/01/2011-8/31/2016	\$464,733	\$99,779	\$0	\$0	\$564,512	-	10/11/2011
58	Comprehensive Energy Assistance Program*	1/01/2011-12/31/2011	\$5,519,883	\$0	\$0	\$0	\$5,519,883	-	10/18/2011
37	Austin/Travis County Human Trafficking LE Task Force*	1/01/2011-9/30/2012	\$15,000	\$0	\$0	\$0	\$15,000	-	10/18/2011
24	Drug Diversion Court*	9/01/2010-8/31/2011	\$188,422	\$0	\$19,132	\$0	\$207,554	1.00	10/18/2011
37	2012 Target & Blue Law Enforcement Grant	10/1/2011-9/30/2012	\$500	\$0	\$0	\$0	\$500	-	10/25/2011
45	Juvenile Services Solicitation for the Front End Therapeutic Services Program	9/1/2011-8/31/2012	\$21,000	\$0	\$0	\$0	\$21,000	-	10/25/2011
45	Travis County Eagle Resource Project	9/1/2011-8/31/2012	\$39,907	\$0	\$0	\$0	\$39,907	-	10/25/2011
58	Travis County Family Drug Treatment Court - Children's Continuum	10/1/2011 - 9/30/2014	\$550,000	\$0	\$28,012	\$155,321	\$733,333	4.00	11/1/2011
47	Emergency Management Performance Grant	10/1/2010-3/31/2012	\$78,753	\$78,753	\$0	\$0	\$157,506	3.00	11/8/2011
37	State Criminal Alien Assistance Program (SCAAP)	7/1/2009-6/30/2010	\$683,501	\$0	\$0	\$0	\$683,501	-	11/22/2011

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
58	Comprehensive Energy Assistance Program*	1/1/2011-12/31/2011	\$5,519,883	\$0	\$0	\$0	\$5,519,883	-	11/22/2011
47	Urban Area Security Initiative*	8/1/2010-13/31/2012	\$250,000	\$0	\$0	\$0	\$250,000	1.00	11/22/2011
45	Leadership Academy Dual Diagnosis Unit-Residential Substance Abuse Treatment Program	10/1/2011-9/30/2012	\$142,535	\$47,512	\$0	\$0	\$190,047	1.82	11/29/2011
58	Seniors and Volunteers for Childhood Immunization (SVCI)	9/1/2011-8/31/2012	\$8,846	\$0	\$0	\$0	\$8,846	0.20	11/29/2011
58	Coming of Age (DADS)	9/1/2011-8/31/2012	\$24,484	\$24,484	\$0	\$0	\$48,968	-	11/29/2011
58	Coming of Age (CNCS)*	10/1/2010-3/31/2012	\$75,743	\$22,723	\$0	\$0	\$98,466	0.59	11/29/2011
58	Emergency Food and Shelter Program, Phase 30	1/1/2012-12/31/2012	\$100,000	\$0	\$0	\$0	\$100,000	-	12/6/2011
34	Bulletproof Vest Partnership - CN4	4/1/2011-9/30/2012	\$493	\$493	\$0	\$0	\$986	-	12/13/2011
			\$15,972,330	\$273,744	\$47,144	\$310,422	\$16,603,640	19.61	

*Amended from original agreement.

FY 2012 Grants Summary Report*

Permission to Continue

*Also includes any pending items from FY 11

Dept Grant	Name of Grant Term per Application	Personnel Cost	Amount requested for PTC		Total Request	Filled FTEs	PTC Expiration Date	Cm. Ct. PTC Approval Date	Cm. Ct. Contract Approval Date	Has the General Fund been Reimbursed?
			Operating Transfer							
Totals										
		\$0	\$0	\$0	\$0					

TRAVIS COUNTY FY 09 - FY 14 PLANNING TOOL FOR AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) AND LARGE MULTI-YEAR GRANT CONTRACTS

The potential impact in future years to the County is shown for planning purposes only. County funding determinations will be made annually by the Commissioners Court based on the availability funding and progress of the program. ARRA Grants are highlighted in bold. Future year amounts are estimated if not known and impact amounts may be reduced if additional Non-County funding is identified. Amounts shown in a particular year may not represent the actual grant term allocation since terms may overlap the County's Fiscal Year.

Dept	Grant Title	FY 09		FY 10		FY 11		FY 12		FY 13		FY 14	
		Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact	Grant Award	Add. County Impact
Criminal Justice Planning	Travis County Mental Public Defenders Office. To establish the nation's first stand alone Mental Health Public Defenders Office. Full impact in FY 12 when grant is no longer available.	\$ 375,000	\$ 250,000	\$ 250,000	\$ 375,000	\$ 125,000	\$ 500,000	\$ -	\$ 625,000	\$ -	\$ 625,000	\$ -	\$ 625,000
Criminal Justice Planning	Office of Parental Representation. County impact is intended to be offset by reductions to Civil Indigent Attorney Fees. Full impact in FY 12 when grant is no longer available. Impact amounts will be updated to take into account internal reallocations and any potential costs/savings to indigent attorneys fees that are centrally budgeted.	\$ 300,000	\$ 307,743	\$ 100,000	\$ 102,360	\$ 50,000	\$ 152,360	\$ -	\$ 152,360	\$ -	\$ 152,360	\$ -	\$ 152,360
Criminal Justice Planning	Office of Child Representation. County impact is intended to be offset by reductions to Civil Indigent Attorney Fees. FY 11 is last year of grant. Impact amounts will be updated to take into account internal reallocations and any potential costs/savings to indigent attorneys fees that are centrally budgeted.	\$ 300,000	\$ 301,812	\$ 100,000	\$ 102,358	\$ 50,000	\$ 152,359	\$ -	\$ 152,359	\$ -	\$ 152,359	\$ -	\$ 152,359
Criminal Justice Planning	Travis County Information Management Strategy for Criminal Justice (ARRA). Includes technology funding for (Constables, Records Management, Adult Probation, Juvenile Probation, Court Administration, County Attorney's Office, District Attorney's Office and Menor Police Department).	\$ -	\$ -	\$ 487,359	\$ -	\$ -	\$ 26,432	\$ -	\$ 26,432	\$ -	\$ 26,432	\$ -	\$ 26,432
Facilities Management	Energy Efficiency and Conservation Block Grant (ARRA). For Retrofit of the Travis County Executive Office Building HVAC System. One-time grant and includes a \$1.2 million County contribution in FY 10 to complete project.	\$ -	\$ -	\$ 2,207,900	\$ 1,292,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Travis County Sheriff's Office	2009 Byrne Justice Assistance Grant (ARRA). One-time grant for one-time capital purchases. Does not require a County match or program to continue after grant term ends on 9/30/12.	\$ -	\$ -	\$ 123,750	\$ -	\$ 165,000	\$ -	\$ 165,000	\$ -	\$ -	\$ -	\$ -	\$ -
Travis County Sheriff's Office/County Attorney's Office	Recovery Act - STOP Violence Against Women Act. TC Expedited Victims Restoration Grant (ARRA). One-time ARRA funding for laptops for TCSO and one-time funding for a Victim Counselor, laptop computer, and operating expenses for the County Attorney's Office. Grant ends March 2011, but for simplification purposes the award is shown fully in 2010. No County match or commitment after grant ends.	\$ -	\$ -	\$ 64,599	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Community Supervision and Corrections	Recovery Act Combating Criminal Narcotics Activity Stemming from the Southern Border of the US: Enhancing Southern Border Jails, Community Corrections and Detention Operations. (ARRA) Grant will supplement department's state funding to help keep all current probation officer positions. This two year funding goes to the State and there is no County obligation or impact. Full amount of grant is believed to be spent by FY 11.	\$ -	\$ -	\$ 143,750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
District Attorney	Interlocal Agreement for the Austin/Travis County Family Violence Protection Team. Includes funding for the District Attorney's Office, County Attorney's Office, Travis County Sheriff's Office, and Constable Pct 5. Grant is coordinated by the City of Austin. It is possible that the responsibility to apply for the Grant may fall to the County for FY 11 and beyond.	\$ 342,793	\$ -	\$ 342,793	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transportation and Natural Resources	Local Transportation Project - Advanced Funding Agreement (ARRA). ARRA funding to upgrade 4 roads by milling and overlaying roadway. Grant is a one-time grant with the potential for estimated \$13,741 contribution from the Road and Bridge Fund.	\$ -	\$ 687,047	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health and Human Services	2009 Phase 27 ARRA Emergency Food and Shelter Program. The grant is a one-year one-time grant for emergency utility assistance that does not require a County match or program to continue after termination.	\$ 41,666	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health and Human Services	Americorps. Grant match is handled internally within the existing budget of the Texas AgriLife Extension Service. Assumes grant will continue each year.	\$ 288,139	\$ -	\$ 298,297	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health and Human Services	Parenting in Recovery. FY 09 is Year Two of a Potential Five Year Grant. The full impact will occur in FY 13 when grant funding is no longer available.	\$ 500,000	\$ 77,726	\$ 500,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000	\$ 80,000
Health and Human Services	ARRA Texas Weatherization Assistance Program. Provide weatherization services to low income households	\$ -	\$ 2,311,350	TBD	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health and Human Services	Community Development Block Grant ARRA (CDBG-R) Funds to be used for approx 39 water connections for Plainview Estates.	\$ 90,000	\$ -	\$ 136,300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Health and Human Services	Community Development Block Grant (CDBG). Impact amounts are based on the amounts added for staff added in HHS and County Auditor's Office to support the grant. The Auditor's staff person also supports other large federal grants, but is only listed here for simplification. Actual amounts may vary by year. Assumes grant will continue each year.	\$ 833,133	\$ 223,908	\$ 866,380	\$ 223,908	\$ 223,908	\$ 223,908	\$ 223,908	\$ 223,908	\$ 223,908	\$ 223,908	\$ 223,908	\$ 223,908	\$ 223,908	\$ 223,908	\$ 223,908	\$ 223,908	\$ 223,908	\$ 223,908	\$ 223,908
Health and Human Services	Community Putting Prevention to Work (Tobacco Free Worksite Policy). Interlocal with the City of Austin to receive ARRA funds to develop a tobacco free worksite policy for County facilities. Includes 1.5 FTE to support program. In addition, there are existing resources provided by the State that are available through the employee clinic to help employee to quit tobacco use. Ends Feb 2012.	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Totals		\$ 3,070,731	\$ 1,161,189	\$ 8,619,525	\$ 2,175,626	\$ 7,252,569	\$ 1,135,059	\$ 2,272,470	\$ 1,260,059	\$ 1,507,470	\$ 1,760,059	\$ 1,490,480	\$ 1,760,059	\$ 1,760,059	\$ 1,760,059	\$ 1,760,059	\$ 1,760,059	\$ 1,760,059	\$ 1,760,059	\$ 1,760,059

County impact includes the grant match amount that is not internally funded or costs that required a budget increase and the amount that may be required by the County upon termination of the grant. This amount does not include all costs related to the administration of the grant that are incurred by the County. Existing grants with approved contracts for the current year with pending applications for the following year are shown only on the contracts sheet to avoid duplication.

GRANT SUMMARY SHEET

Check One:	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input checked="" type="checkbox"/>	Continuation Grant: <input type="checkbox"/>
Department/Division:	Historical Commission	
Contact Person/Title:	Barry Hutcheson	
Phone Number:	512-892-4938	

Grant Title:	Ransom and Sarah Williams Farmstead Educational Outreach Project			
Grant Period:	From:	October 1, 2011	To:	September 30, 2013
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input checked="" type="checkbox"/>	
Grantor:	Texas Historical Commission			
Will County provide grants funds to a subrecipient?			Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>
Are the grant funds pass-through another agency? If yes list originating agency below			Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>
Originating Grantor:	US Department of the Interior, National Park Service			

Budget Categories	Grant Funds	County Cost Share	County Contribution	In-Kind	TOTAL
Personnel:	0	0	0	0	\$0
Operating:	7,500	0	7,500	0	\$15,000
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	0	0	0	0	\$0
Total:	\$7,500	\$0	\$7,500	\$0	\$15,000
FTEs:	0.00	0.00	0.00	0.00	0.00

Permission to Continue Information					
Funding Source (Account number)	Personnel Cost	Operating Transfer	Estimated Total	Filled FTE	PTC Expiration Date
	0	0	\$0	0.00	

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	EH	
County Attorney	<input checked="" type="checkbox"/>	MG	

Performance Measures Applicable Depart. Measures	Projected FY 12 Measure	Progress To Date:				Projected FY 13 Measure
		12/31/11	3/31/12	6/30/12	9/30/12	
Measures For Grant						
See Application for proposed outcomes						
Outcome Impact Description						
Outcome Impact Description						
Outcome Impact Description						

PBO Recommendation:

This is an application for a educational outreach program to be conducted by the Travis County Historical Commission. This grant application has already been submitted to the Texas Historical Commission to meet the deadline. PBO is requesting that Commissioners Court ratify that application submission.

This grant requires a \$7,500 cash match. The department does not have sufficient internal funding to cover that match. Should this grant be awarded, PBO would recommend transferring \$7,500 from Allocated Reserve if the funds are needed in FY12. If payment is not required until FY13, the funds will be added to the department's target budget. PBO recommends approval of the ratification of this grant application.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing program?

This grant application is to provide funding for public outreach and educational curricula for the Ransom and Sarah Williams farmstead project in south Travis County. The Travis County Certified Local Government has participated in the CLG grant program since receiving our designation in 2004. We began that year with our first grant application, a cultural resources project to supplement previous work by others in East Austin. We have successfully followed that project with two in northeastern Travis County: one in the city of Manor and one in the rural area of the county north and east of Manor. Our fourth project is a resource survey in the Webberville corridor of eastern Travis County, an area bounded by US 290 on the north, State Highway 130 on the west, the Colorado River on the south, and the Bastrop County line on the east. We hope to extend our on-going survey work to this area to identify its cultural resources ahead of additional County growth and development. We are also working to extend our vision by encompassing projects located inside Travis County that require technical and/or financial assistance.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

This specific grant terminates with the completion of the project. Future projects are developed on a regular basis and will require grant support from the County and/or other local sources to meet the needed match for grant funds.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

A county match is required, funded through budget changes to the County Historical Commission.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

No, not budgeted

5. County Commitment to the Program Upon Discontinuation of Grant by Grantor: Will the program discontinue upon discontinuance of the grant funding? (Yes/No) If No: What is the proposed funding mechanism: (1) Request additional funding (2) Use departmental resources. If (2) is answered, provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

No. The Travis County Historical Commission will, on occasion, request monies to match federal project grants for our Certified Local Government responsibilities.

6. If this is a new program, please provide information why the County should expand into this area.

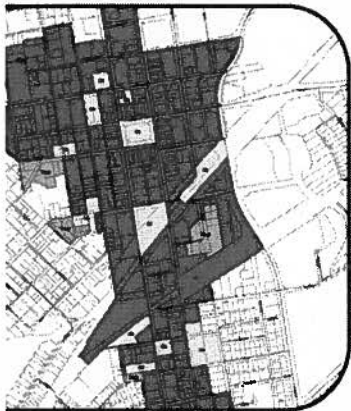
This will be the fifth county historical project contracted for and completed under the CLG program coordinated by the Travis County Historical Commission. We anticipate additional projects in the future.

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

The CLG work is encouraged and supported by the Texas Historical Commission to fulfill the historic preservation goals for Travis County and the state.

CERTIFIED LOCAL GOVERNMENT

GRANT MANUAL AND APPLICATION ★ FISCAL YEAR 2012



This grant manual has been financed in part with Federal funds from the National Park Service, U.S. Department of the Interior and administered by the Texas Historical Commission. However, the contents and opinions do not necessarily reflect the views or policies of the Department of the Interior.

APPLICATION DEADLINE: FRIDAY, NOVEMBER 4, 2011

This program receives federal financial assistance for identification and protection of historic properties. Under Title VI of the Civil Rights Act of 1964 and Section 504 of the Rehabilitation Act of 1973, and the Age Discrimination Act of 1975, as amended, the Department of the Interior prohibits discrimination on the basis of race, color, national origin, or disability or age in its federally assisted programs. If you believe you have been discriminated against in any program, activity, or facility as described above or you desire further information, please write to:



Office for Equal Opportunity
National Park Service
1849 C Street, N.W.

TEXAS HISTORICAL COMMISSION, D.C. 20240
real places telling real stories



**TEXAS HISTORICAL COMMISSION
CERTIFIED LOCAL GOVERNMENT GRANT MANUAL**

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INTRODUCTION

Certified Local Government (CLG) grants provide funding to participating city and county governments to develop and sustain an effective local preservation program critical to preserving local historic resources. The Texas Historical Commission (THC), the state agency for historic preservation, administers the Texas CLG grant program utilizing federal funding it receives from the U.S. Department of Interior, National Park Service (NPS) Historic Preservation Fund Program. Under this program the NPS requires that at least ten percent (10%) of Texas' annual federal allocation be subgranted exclusively to participating Certified Local Governments (CLGs). The program serves as a great resource for participating county and city governments to offset the costs of self-sustaining preservation and planning-related projects. Currently, there are 66 CLGs in Texas. Contingent on resolution of the federal budget, we anticipate approximately \$100,000 to \$120,000 will be available for this round of grants.

ADMINISTRATIVE INFORMATION

Administration

Grants will be administered in accordance with the National Park Service Historic Preservation Fund Grant Manual, June 2007; Texas Administrative Code Title 13, Part 2, Chapter 15.6, *Rules and Procedures for Certified Local Governments*; and this manual.

Grant Period

The grant period is October 1, 2011 to September 30, 2013. Project planning, including drafting any applicable RFPs, may begin before your grant request is awarded and a grant agreement signed, **however**, you cannot begin actual work or be reimbursed for costs incurred prior to submitting a signed grant contract to the THC. Despite the official grant period beginning October 1st, grants will be awarded in 2012 following funding notification from the National Park Service.

Application Package

The grant application is included in this manual. A CLG may submit more than one grant application; however a separate application package must be submitted for each project request. A complete application submittal package consists of 1 unbound hard copy accompanied by a digital copy submitted on CD or electronically via E-mail of the following documents:

- Application Form (with original signatures)
- Budget Worksheet
- Resumes of all individuals responsible for project oversight (including City or County staff, consultant, contractors, etc.)
- Any applicable cost estimates, maps, drawings, photographs, or **Determination of Eligibility statement** (as required for all survey and National Register nomination grant requests). Contact Greg Smith, National Register Coordinator at 512.463.6013 or via email at greg.smith@thc.state.tx.us.

Submittal Deadline

A complete grant application package must be received **no later than 5 p.m. Friday, November 4, 2011.**

One electronic copy of the application must be submitted via e-mail and one printed copy must be delivered to:

HAND DELIVER OR COURIER SERVICE

Texas Historical Commission
Community Heritage Development Division
ATTN: Matt Synatschk, CLG Coordinator
1304 Colorado Street
Austin, Texas 78701

U.S. MAIL

Texas Historical Commission
Community Heritage Development Division
ATTN: Matt Synatschk, CLG Coordinator
PO Box 12276
Austin, Texas 78711-2276

WHO MAY APPLY

Only those city, county governments or Native American Tribes that have been individually "certified" by the National Park Service **before** September 1, 2011 are eligible to apply for CLG grants. Refer to www.thc.state.tx.us/certifiedlocgov/clgpartic.shtml for a complete list of all CLGs in Texas. The following entities may also be eligible:

- An organization such as a non-CLG city or another unit of local government, a commercial firm, a non-profit entity or educational institution that has been delegated as a third-party to administer the grant on behalf of the CLG. The contributed services of the third party to the CLG may be counted toward the matching share requirements of the grant. (must provide a letter of support from the CLG)

ELIGIBLE PROJECTS

Activities eligible for CLG grant funding must be tied to the statewide comprehensive preservation planning process. A copy of the Texas Historical Commission Statewide Preservation Plan can be found on our web site at: www.thc.state.tx.us/statewideplan/swpdefault.shtml. In an effort to encourage local governments to develop and sustain an effective local preservation program critical to preserving local historic resources, **priority for funding shall be given to those projects that directly relate to the following work categories:**

- Architectural, historical, archeological surveys/inventories and oral histories
- Preparation of nominations to the National Register of Historic Places
- Preparation of a local preservation plan
- Writing or amending preservation ordinance
- Development of local design guidelines
- Research and development of local preservation incentive program
- Travel/training expenses for hosting a regional preservation-related workshop

The above list should not dissuade an applicant from applying for assistance towards other eligible projects such as:

- Research and development of historic context information
- Development of educational publications and activities, slide shows, videos, web sites, etc.
- Publication of historic context information
- Development of publication of walking/driving tours
- Development of architectural drawings and specifications
- Preparation of facade studies or condition assessments
- Projects may be prepared by consultants or developed with in-house expertise
- Rehabilitation or restoration of properties individually listed in the National Register of Historic Places or contributing to a National Register historic district
- Travel/training expenses for individual commission members and staff*

* Because the THC is required to distribute CLG funds among the maximum number of eligible local jurisdictions, please note that individual travel/training grant requests will only be considered under exceptional or unusual circumstances.

MATCHING FUNDS

Proposed projects are required to provide a local match for grant monies budgeted on a one-to-one (dollar for dollar) match equal to a 50-50 ratio for the total cost of the project. The local match may be any combination of cash and verifiable in-kind services. Projects may utilize all or partial match of verifiable in-kind services and/or goods as long as the local match equals a 50-50 ratio for the total cost of the project. In order to maximize the limited CLG grant funds, the THC may give preference to applications demonstrating a higher cash match. The THC reserves the right to waive the local match requirements, in full or part, at its sole discretion. The THC also reserves the right to fund grant requests in part or in full based on the review criteria outlined in the application

manual, and the amount of federal funding available. Final decisions will also take into consideration the annual performance of each CLG applying for assistance.

Only non-federal monies may be used as a match, with the exception of Community Development Block Grants. All projects shall comply with federal requirements for state and local financial responsibility as stipulated in the Texas Administrative Code Title 13, Part 2, Chapter 15.6, *Rules and Procedures for Certified Local Governments* (See www.thc.state.tx.us/rulesregs/rrstate.shtml). Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination in federally-assisted programs on the basis of race, color, national origin, age or handicap.

In extending this grant opportunity to your project, THC assumes the responsibility for ensuring that public money will be spent appropriately and with the maximum effectiveness. The THC is held accountable by the NPS for compliance with all applicable federal laws and regulations.

GRANT TIMELINE

- September 1, 2011** Applications for the Federal Fiscal 2012 CLG grant period are made available.
- November 4, 2011** Deadline for receipt of Applications and supporting materials to THC **no later than 5 p.m. Friday, November 4, 2011.**
- November 2011** Review of applications by an interdisciplinary committee of THC staff.
- January 2012** Review of interdisciplinary committee recommendations on all applications made by THC commissioners.
- February 2012** THC sends Preliminary Notification to grant recipients that will include grant contract and a request for a revised/amended project proposal and budget (if applicable).
- April 2012** Deadline for submittal of signed contracts, final project proposals, budgets, etc. from selected applicants to THC **no later than 60 days from the date of Preliminary Notification letter.** Project planning, including drafting any applicable RFPs, may begin before your grant request is awarded and a grant agreement signed, **however**, you cannot begin actual work or be reimbursed for costs incurred prior to submitting a signed grant contract to the THC. Recipients shall also submit quarterly reports indicating the project status to the THC as requested during the grant period.
- September 30, 2013** Deadline for the completion of all work eligible for reimbursement.
- October 31, 2013** Deadline for the submittal of final reimbursement requests for all eligible work completed **no later than September 30, 2013.** The final 25 percent of the grant award will be retained until certification of the completed project and receipt of the final report.

APPLICATION

A signed Application Form and all supporting materials must be submitted to the THC **no later than November 4, 2011.** CLGs may submit more than one application for separate projects within the same grant period. Those CLGs which have not applied previously for assistance are strongly encouraged to apply.

SCORING CRITERIA

As increased participation in the CLG program fosters greater demand for grants, not all proposals will receive funding in fiscal year 2012. It is imperative for the THC to assign priorities as part of the review of proposed CLG grant funded projects. Applications will be rated by an interdisciplinary committee of THC staff using the following criteria:

- (1) **PERFORMANCE, ADMINISTRATION AND GEOGRAPHIC DISTRIBUTION (15 points)**. Each CLG will be reviewed for overall performance in adequately fulfilling its annual responsibilities of the CLG program and to the equitable statewide distribution of funds overall. Higher consideration will be given to CLGs in good standing meeting reporting and training requirements, CLG's that have successfully completed a grant and new CLG's receiving certification within the last two fiscal years.
- (2) **PROJECT SCOPE (Total 70 points)**. Summarize in the application a detailed description of proposed project clearly and concisely. Indicate the relationship of the proposed project to defined preservation needs or issues in the local community and its relevance to the established local preservation program. Be sure to answer each of the following sections outlined below within the Project Scope narrative:
 - i. **PROJECT NEED (15 points)**: Does the application demonstrate a clear understanding of the identified preservation need? Is the need relevant to the local government's preservation program? How necessary are CLG funds in order to accomplish the proposed project? How does the project benefit the community? Is the stated need verifiable with documented factual information?
 - ii. **PROJECT OBJECTIVES (15 points)**: What activities will be necessary to complete the proposed project? How effective does the proposed project address the identified needs? Are the project objectives quantifiable? Who will be responsible for doing the work and were resumes provided? Is the proposed timeline or schedule reasonable?
 - iii. **SIGNIFICANCE AND IMPACT (15 points)**: Does the project involve a threatened or potentially threatened resource? Will the project result in a National Register nomination or Survey/Inventory? Does the project directly address a deficiency in the local preservation program? Does the project address or benefit an underrepresented group within the community? How well will the project develop historic contexts or educate and inform broad sectors of the public?
 - iv. **BUDGET AND COST EFFECTIVENESS (15 points)**: Is the proposed budget consistent with the planned objectives? Are the costs reasonable and sufficient to successfully accomplish the project? What is the applicant source and commitment of matching funds? Does the application clearly indicate how all of these figures were calculated? Is the proposed project the most cost effective way of addressing those needs?
 - v. **PUBLIC INVOLVEMENT AND DELIVERABLES (10 points)**: How will the public be involved in the proposed project? How will this project enhance the local preservation ethic?
- (3) **CONSISTENT WITH GOALS AND OBJECTIVES OF THE STATEWIDE COMPREHENSIVE PRESERVATION PLANNING PROCESS (Total 15 points)**. CLG funded projects should meet at least one of the goals outlined in the Texas Historical Commission's Statewide Preservation Plan. It is not necessary for your project to address all the goals listed in the Statewide Preservation Plan. In addition, CLG funded projects must advance local preservation efforts in your community. Applications will be reviewed according to the following eight major goals of the Plan:

- **SURVEY AND ONLINE INVENTORY:** Texans undertake a comprehensive survey to document the state's diverse historic and cultural resources resulting in a publicly accessible online inventory.
- **EMPHASIZE CULTURAL LANDSCAPES:** Preservation practices are enhanced by emphasizing cultural landscapes.
- **IMPLEMENT POLICIES AND INCENTIVES:** Cities, counties and the state implement preservation policies and incentives to effectively manage historic assets.
- **LEVERAGE ECONOMIC DEVELOPMENT TOOLS FOR PRESERVATION:** Communities leverage preservation-based and traditional economic development tools to revitalize historic areas.
- **LEARN AND EXPERIENCE HISTORY THROUGH PLACE:** Texas residents and guests learn and experience the state's diverse history through formal education, recreation, and everyday interactions with historic places.
- **CONNECT PRESERVATION TO RELATED FIELDS:** Preservation is connected and integrated into related fields and activities, building a broader, stronger, and more diverse community.
- **CULTIVATE POLITICAL COMMITMENT:** Political commitment is cultivated for historic preservation.
- **BUILD CAPACITY OF PRESERVATION COMMUNITY:** The existing preservation community develops its capacity to function more effectively and efficiently.

APPLICATION REVIEW PROCESS

Upon review and approval of applications and their supporting materials, the THC will select proposed projects from the initial applications based on the above criteria, and fund the maximum number of projects based upon HPF funding. A Preliminary Notification letter will include any specific project funding recommendations from the THC, two copies of the grant contract, and a request for a revised or amended project proposal and budget that incorporates the THC's recommendations.

Successful selected applicants will continue the process by returning a signed grant contract, revised/amended project proposals, budgets, etc. to the THC **no later than 60 days from the date of Preliminary Notification letter**. Failure to submit any or all of this documentation by the required deadline may cause the requested grant monies to revert back to the THC.

ORIENTATION MEETING

All grant recipients (consisting of the local project manager and the grant recipients' fiscal manager) shall schedule and participate in a CLG grant orientation with the THC upon receipt of a Formal Notification letter, if applicable. The purpose of the orientation is to establish project priorities, confirm the budget and timetable for completion and discuss reimbursement procedures. The orientation requirement may be waived at the sole discretion of the THC.

PROFESSIONAL QUALIFICATIONS STANDARDS

To ensure that appropriate historical, architectural, archeological and cultural properties are identified for public benefit through grant-in-aid assistance, persons supervising grant projects must be professionally qualified in accordance with 36CFR66. Copies are available from the THC.

SECTION 106

CLG Grants are funded with federal monies and require a formal Section 106 Review by the Texas Historical Commission. This review will take place following the grant awards. Failure to obtain a review will result in forfeiture of the CLG Grant. The CLG State Coordinator will provide additional guidance once the grants are awarded. Additional information regarding Section 106 Review is available from the Texas Historical Commission and the Advisory Council on Historic Preservation.

PROJECT IMPLEMENTATION

- A) GRANT CONTRACT. The grant contract will specify the scope of work, approximate timetable for completion, and a list of budgetary items. The agreement shall be signed jointly by the State Historic Preservation Officer and the appropriate legal representative of the CLG prior to commencement of project work. The grant may be administered by a designated third-party if the CLG indicates a specific organization in the application. Such a delegated agency may be another unit of the local government, a commercial firm, a non-profit entity, or an educational institution that has the administrative capabilities that comply with applicable federal standards.
- B) PRESERVATION EASEMENT. The recordation of a Preservation Easement will be required for all construction and certain other projects prior to the commencement of any work.
- C) PROJECT REVIEW. THC staff periodically reviews projects to monitor progress and provide assistance. Each CLG is required to provide the THC with grant product quarterly reports on each project funded. (See Attachment F).
- D) REIMBURSEMENT PROCEDURE. Eligible project expenditures incurred on a one-to-one (dollar for dollar) basis up to a 50-50 ratio of the total project cost shall be reimbursed to the CLG. Documentation of eligible expenditures exceeding the grant award should be submitted and may be reimbursed based on the availability of federal funding. Interim reimbursement requests during the grant period are permitted.
- E) PROJECT COMPLETION AND FINAL REPORT. THC will retain 25 percent of the total grant award until receipt of a detailed final report and certification of the completed project. Draft copies of all expected items generated by the grant project, including printed materials, completed survey forms, photographic materials and final reports, must be submitted to the THC for review and approval. Final products must be submitted to the THC **no later than December 31, 2013**.

Revised 8/11/2011

TEXAS HISTORICAL COMMISSION

**CERTIFIED LOCAL GOVERNMENT SUBGRANT
FISCAL YEAR 2012 GRANT APPLICATION FORM**

Deadline for submission is November 4, 2011

Please fill out this section completely and use only the space provided below.

NAME OF PROPOSED PROJECT: **The Ransom and Sarah Williams Farmstead Project**

CERTIFIED LOCAL GOVERNMENT NAME: **Travis County CLG**

CONTACT INFORMATION: Responsible for PROJECT MANAGEMENT Responsible for FISCAL MANAGEMENT

Organization Name	Travis County Certified Local Government			Travis County Auditors Office		
Contact Person	Bob Ward			Ellen Heath		
Address	1707 Romeria Drive			314 W. 11 th , Rm 200		
City State Zip	Austin	TX	78757	Austin	TX	78701
Telephone Fax	512.452.7305		512.452.4923			
Email	bobward@wardtopia.com					

POLITICAL CONTACTS: Chair of Local Commission (City Board if City or CHC if County) Chief Elected Official (Mayor if City or County Judge if County)

Contact Person	Barry Hutcheson			Judge Samuel T. Biscoe		
Address	5803 Burrough Drive			314 W. 11 th St. Rm 520		
City State Zip	Austin	TX	78745	Austin	TX	78701
Telephone Fax	512.892.4938			512.854.9555		512.854.9535
Email	bhutch1965@aol.com			sam.biscoe@co.travis.tx.us		

FUNDING REQUEST:

Grant Funds Requested:	\$7500	Matching Funds:	\$7500	Total Project Cost:	\$15000
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PROPOSED PROJECT TYPE (check one that applies):

- | | |
|--|--|
| <input type="checkbox"/> Archeological Project | <input type="checkbox"/> Research & Development |
| <input type="checkbox"/> Preservation Planning Project | <input checked="" type="checkbox"/> Education & Outreach |
| <input type="checkbox"/> National Register Nomination(s) | <input type="checkbox"/> Design Guidelines |
| <input type="checkbox"/> Survey/Inventory Project | |
| <input type="checkbox"/> Historic Preservation Plan or Element/Chapter of Comprehensive Plan | |
| <input type="checkbox"/> Construction/Development Project* | |

**Property must be listed or deemed eligible for listing in the National Register of Historic Places*

Preservation Travel/Training**

*** Priority given to CLGs hosting regional preservation-related workshop*

CERTIFIED LOCAL GOVERNMENT SUBGRANT

FY 2012 Grant Application Narrative Template

NAME OF PROPOSED PROJECT: THE RANSOM AND SARAH WILLIAMS FARMSTEAD PROJECT

CERTIFIED LOCAL GOVERNMENT NAME: TRAVIS COUNTY CLG

In 3 pages or less, clearly and concisely provide a brief typewritten description of the proposed project as it relates to items 1 through 3 below using the following section headings, and provide the content requested for each section in the brief but thorough narrative. Please provide attachments separately.

1. PROJECT SUMMARY (15 POINTS TOTAL).

Summarize in a paragraph the overall purpose of the proposed project. A more detailed description will be completed under Project Scope. Be sure to indicate how long the CLG has been in the program; if the CLG is current in its annual program requirements; and if the CLG has received a previous grant within the past two (2) years.

This grant application is to provide funding for public outreach and educational curricula for the Ransom and Sarah Williams farmstead project in south Travis County. The Travis County Certified Local Government has participated in the CLG grant program since receiving our designation in 2004. We began that year with our first grant application, a cultural resources project to supplement previous work by others in East Austin. We have successfully followed that project with two in northeastern Travis County: one in the city of Manor and one in the rural area of the county north and east of Manor. Our fourth project is a resource survey in the Webberville corridor of eastern Travis County, an area bounded by US 290 on the north, State Highway 130 on the west, the Colorado River on the south, and the Bastrop County line on the east. We hope to extend our on-going survey work to this area to identify its cultural resources ahead of additional County growth and development. We are also working to extend our vision by encompassing projects located inside Travis County that require technical and/or financial assistance.

2. PROJECT SCOPE (70 POINTS TOTAL). Be sure to answer the questions for each section below within the narrative:

- **PROJECT NEED (15 points):** Does the application demonstrate a clear understanding of the identified preservation need? Is the need relevant to the local government's preservation program? How necessary are CLG funds in order to accomplish the proposed project? How does the project benefit the community? Is the stated need verifiable with documented factual information?

The Travis County Historical Commission is charged with the preservation of significant historic and archeological sites in the county. This preservation effort may take many forms, from the initial identification and inventory of historic properties to the actual physical preservation and finally the preservation of the collective memory of that site. The Ransom and Sarah Williams Farmstead is located in the right of way of the extension of State 45 in south Travis County. The archeology, history and oral histories have been completed and are in the process of being committed to reports. There is an extant community of descendants located in the Travis County area who are actively working to expand the already formidable data base. This project intends to institutionalize the data from this ongoing project and make it available to the community at large, including school curriculum and inclusion in the Texas Beyond History website. This project is important in continuing the survey process begun by earlier CLG work. Like the earlier ones in the county, this project has the support of the Travis County Commissioners Court, but it would not be possible without the availability of CLG funds. The Ransom and Sarah Williams project will certainly be an example of real people telling real stories across the generations.

- **PROJECT OBJECTIVES (15 Points):** What activities will be necessary to complete the proposed project? How effective does the proposed project address the identified needs? Are the project objectives quantifiable? Who will be responsible for doing the work and were resumes provided? Is the proposed timeline or schedule reasonable?

By contracting with the staff at Texas Beyond History, we will be able to make a web presence for the Ransom and Sarah Williams Farmstead story including archeological, historical data, along with oral histories and video clips. The grant period deadline of 2013 is well within our proposed time considerations. The Texas Beyond

History staff will provide much of the work, but will be aided by volunteers from our county CLG Committee. Our deliverables will include a presence on the Texas Beyond History website (text and video), curriculum available to schools and educators, K-12 activity modules and associated publicity items via listserv, newspapers, bookmarks, etc.

- **SIGNIFICANCE AND IMPACT (15 Points):** Does the project involve a threatened or potentially threatened resource? Will the project result in a National Register nomination or Survey/Inventory? Does the project directly address a deficiency in the local preservation program? Does the project address or benefit an underrepresented group within the community? How well will the project develop historic contexts or educate and inform broad sectors of the public?

There is limited awareness concerning the African-American experience immediately following the Civil War. What information exists tends to be either inaccurate, biased or simply ignorant about successful African-American families and their lifestyles. The power of the Ransom and Sarah Williams Farmstead data is that it provides a positive example to the community and schools and an alternative view to that generally presented. In that sense, it addresses a deficiency in the written history of Travis County. The Williams farmstead itself is threatened by the extension of State 45 and the future of the site itself is in question. What this project proposes is the preservation of the history and accumulated knowledge from the archeology, history and oral histories compiled during the TxDOT funded project that developed the existing data. This project is intended to provide expanded information about the resources to the local residents, as well as to the greater Travis County population, and to identify the role of this site and the surrounding area in the history of the county. The archeology was conducted by Doug Boyd of Prewitt and Associates under contract from TxDOT. The written history was compiled by Terri Meyers of Preservation Central and oral histories were developed and conducted by Maria Franklin of the University of Texas Anthropology Department. This is a collaborative effort meant to address an underrepresented group of African Americans and their legacy following emancipation and the Civil War.

- **BUDGET AND COST EFFECTIVENESS (15 Points):** Is the proposed budget consistent with the planned objectives? Are the costs reasonable and sufficient to successfully accomplish the project? What is the applicant source and commitment of matching funds? Does the application clearly indicate how all of these figures were calculated? Is the proposed project the most cost effective way of addressing those needs?

Based on previous projects, we feel that the proposed budget is adequate to produce the intended results. We are hoping to supplement local Travis County funding with donations from other interested organizations in the area. Involvement by volunteers will help provide additional in-kind support. Given the scope of the work and the expertise involved, it is doubtful that we could carry out this project at a lesser cost.

- **PUBLIC INVOLVEMENT AND DELIVERABLES (10 Points):** How will the public be involved in the proposed project? How will this project enhance the local preservation ethic?

The public is already involved in this project. Maria Franklin at the University of Texas has compiled many hours of oral histories from descendants who live in the area. There is still a sizable African-American community in the area that is in support of the project and provided considerable volunteer efforts during the archeological and oral history portions of the study. The public will be further involved since the focus of this project is to provide a web presence and educational curriculum from the data collected. Additionally, we will directly inform local organizations and individuals who may potentially be included in the final report. The report will be made available to community officials in the area, filed with Travis County and with the Texas Historical Commission.

3. **STATEWIDE COMPREHENSIVE PRESERVATION PLANNING PROCESS (15 Points Total):** CLG funded projects should meet at least one of the goals outlined in the Texas Historical Commission's Statewide Preservation Plan. Please select the Statewide Preservation Plan Goals addressed by your project and explain how they are addressed. It is not necessary for your project to address all the goals listed in the Statewide Preservation Plan.

- SURVEY AND ONLINE INVENTORY:** Texans undertake a comprehensive survey to document the state's diverse historic and cultural resources resulting in a publicly accessible online inventory.
- EMPHASIZE CULTURAL LANDSCAPES:** Preservation practices are enhanced by emphasizing cultural landscapes.
- IMPLEMENT POLICIES AND INCENTIVES:** Cities, counties and the state implement preservation policies and incentives to effectively manage historic assets.
- LEVERAGE ECONOMIC DEVELOPMENT TOOLS FOR PRESERVATION:** Communities leverage preservation-based and traditional economic development tools to revitalize historic areas.
- LEARN AND EXPERIENCE HISTORY THROUGH PLACE:** Texas residents and guests learn and experience the state's diverse history through formal education, recreation, and everyday interactions with historic places.
- CONNECT PRESERVATION TO RELATED FIELDS:** Preservation is connected and integrated into related fields and activities, building a broader, stronger, and more diverse community.
- CULTIVATE POLITICAL COMMITMENT:** Political commitment is cultivated for historic preservation.
- BUILD CAPACITY OF PRESERVATION COMMUNITY:** The existing preservation community develops its capacity to function more effectively and efficiently.

Please summarize how your project addresses the goals selected above:

The Ransom and Sarah Williams site in south Travis County is a recently discovered example of an independent African-American farmstead dating from the latter part of the 19th century. Archeological excavations by Prewitt and Associates in conjunction with the University of Texas and historical research by Terri Myers of Preservation Central have produced a wealth of new data about this site. Using this information, we propose to coordinate the production of educational materials targeted for use in grades K through 12 to present the Williams property as an example of a successful African-American farm. Most students view the African-American experience during that time period as either one of slavery or of freedmen heavily dependent on white society. This site provides a critical counter view of an independent farmer/rancher who happens to be African-American. Possible educational materials to be developed in this project include written brochures, lesson plans and multimedia programs for classroom use. The final scope of the products will be guided by the available expertise of the project team participants.

We feel that this project addresses several of the goals of the statewide preservation plan. In fact, The Ransom and Sarah Williams Farmstead was noted in the State Preservation plan and as example of goal number three, to implement policies and incentives in the area. An online inventory and documentation of the Ransom and Williams site will be developed including archeological data, written history and recent oral histories. The Texas Beyond History website will place the site in the cultural, historical and geographical context of Travis County and surrounding area. Community leverage will be accomplished by combining the efforts of the TxDOT archeological project developed by Prewitt and Associates, the oral histories provided by Maria Franklin of the University of Texas, the historical research of Preservation Central, the web team from Texas Beyond History and the historical and community expertise of the Travis County Historical Commission. The main thrust of this project is to develop educational materials and curriculum to address the underrepresented story of the African American in the era following the Civil War. It is true that if you do not make history live, then it will surely die. This project is expected to give life to this vital story and make it available to the schools and the community at large. The data collected will allow connections to various fields including history, genealogy, archeology, ethnography and African American studies. This will create a diversity of information combining classroom materials with the reach of the internet.

Political commitment is not only a major source for our funding but the foundation to further extend this project. The County Commissioners of Travis County inspire us to press forward with our mission and provide us with the support from other county offices to make our projects feasible. This project will provide information about an aspect of Travis County history that is not available anywhere else. It will involve members of the preservation community and interested individuals and organizations in the area. The cultural materials and historic records of successful African-

Americans in the Reconstruction period, epitomized by this family, will be a unique resource for the educational community. The Travis County Certified Local Government Committee will serve as a coordinating group to make materials already collected available to the educational community and the general public

ACKNOWLEDGEMENTS - By checking below the applicant acknowledges:

- One electronic copy of this request must be submitted via email to the Texas Historical Commission no later than 5 p.m. on November 4, 2011 in order to be considered.
- One signed copy of this request must be submitted (hand delivered, US Mail, UPS, FedEx, etc) to the Texas Historical Commission no later than 5 p.m. on November 4, 2011 in order to be considered.
- Consideration for funding is based on the demonstrated need, a compelling explanation of how the expanded project scope of work will benefit the CLG, and the applicant's ability to match the funds being requested.
- Commencement of grant-funded work may not begin prior to receipt of a completed grant agreement by the THC and participation in a grant orientation meeting.
- The chief elected official of the CLG is aware of this application and supports the proposed project. (This information will be verified by the THC.)
- For requests involving construction projects, the property owner will be required to file a preservation easement for the property that will run with the land for a specific period of time based upon the amount of the final grant award.
- The applicant hereby acknowledges that the information provided on this application is accurate to the best of their knowledge.

APPLICANT'S CERTIFICATION: Application must be signed by legal CLG representative.

SIGNATURE: _____ TITLE: _____ DATE: _____

CERTIFIED LOCAL GOVERNMENT SUBGRANT
 FY 2012 Grant Budget Worksheet

NAME OF PROPOSED PROJECT: THE RANSOM AND SARAH WILLIAMS FARMSTEAD PROJECT

CERTIFIED LOCAL GOVERNMENT NAME: TRAVIS COUNTY CLG

BUDGET ITEM	GRANT FUNDS	LOCAL CASH	LOCAL IN-KIND	TOTAL COSTS
Development of Texas Beyond History web presence and associated educational curriculum	\$7,500	\$7,500		\$15,000
TOTALS	\$7,500	\$7,500		\$15,000

Please complete the attached budget form and provide any supplemental information necessary to confirm or support the issues described above.

Proposed projects can use a local cash match for grant monies budgeted on a one-to-one (dollar for dollar) match equal to a 50-50 ratio for the total cost of the project. Proposed projects utilizing all or partial match of verifiable in-kind services and/or goods may also qualify as long as the local match equals a 50-50 ratio for the total cost of the project. The Texas Historical Commission (THC) reserves the right to fund grant requests in part or in full based on the review criteria outlined in the application manual, and the amount of federal funding available. Final decisions will also take into consideration the annual performance of each CLG applying for assistance. Only non-federal monies may be used as a match, with the exception of Community Development Block Grants (CDBG).

CERTIFIED LOCAL GOVERNMENT SUBGRANT
FY 2012 Grant Application

EXPECTED PRODUCTS OF AN EDUCATIONAL PROJECT FUNDED WITH A CLG GRANT

RECOGNITION must be provided in all publications. Photographs and drawings should be credited to the artist or lender. The local government's involvement must be adequately acknowledged. Recognition, as detailed below, must be afforded the CLG program, the Texas Historical Commission, and the National Park Service of the U.S. Department of the Interior. Language acknowledging nondiscrimination practices, as detailed below, must be included. Publications addressing several potential audiences must adequately reflect the community's preservation program.

This project was funded in part through a Certified Local Government grant from the National Park Service, U.S. Department of the Interior, as administered by the Texas Historical Commission.

The contents and opinions, however, do not necessarily reflect the views and policies of the Department of the Interior, nor does the mention of trade names or commercial products constitute endorsement or recommendation by the Department of Interior.

This program receives Federal funds from the National Park Service. Regulations of the U.S. Department of the Interior strictly prohibit unlawful discrimination in departmental Federally assisted Programs on the basis of race, color, national origin, age or handicap. Any person who believes he or she has been discriminated against in any program, activity, or facility operated by a recipient of Federal assistance should write to: Director, Equal Opportunity Program, U.S. Department of the Interior, National Park Service, P.O. Box 37127, Washington, D.C. 20013-7127.



TEXAS HISTORICAL COMMISSION
real places telling real stories

DEADLINE FOR RECEIPT OF APPLICATIONS IS

November 4, 2011, 5 p.m.

PRINTED APPLICATIONS MUST BE RECEIVED AT

Certified Local Government Program

Texas Historical Commission

P.O. Box 12276

Austin, Texas 78711-2276

(Physical Address: 1304 Colorado, Austin, Texas 78701)

ELECTRONIC APPLICATIONS MUST BE RECEIVED AT

Matt Synatschk, State Coordinator

Matt.Synatschk@thc.state.tx.us

Kimberly Klein, CLG Administrative Assistant

Kimberly.Klein@thc.state.tx.us

- One electronic copy of this request must be submitted via email to the Texas Historical Commission no later than 5 p.m. on November 4, 2011 in order to be considered.
- One signed copy of this request must be submitted (hand delivered, US Mail, UPS, FedEx, etc) to the Texas Historical Commission no later than 5 p.m. on November 4, 2011 in order to be considered.
- Late applications will not be accepted
- Faxed applications will not be accepted
- Handwritten applications will not be accepted

Texas Historical Commission
P.O. Box 12276
Austin, TX 78711-2276
512.463.6100
fax 512.475.4872
thc@thc.state.tx.us



TEXAS HISTORICAL COMMISSION
real places telling real stories

www.thc.state.tx.us

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GRANT SUMMARY SHEET

Check One:	Application Approval: <input type="checkbox"/>	Permission to Continue: <input checked="" type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	58/54	
Contact Person/Title:	Lisa Sindermann / Contract Compliance Specialist	
Phone Number:	854-4594	

Grant Title:	Comprehensive Energy Assistance Program (CEAP)			
Grant Period:	From:	1/01/2012	To:	12/31/2012
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>	
Grantor:	Texas Department of Housing & Community Affairs (TDHCA)			
Will County provide grants funds to a subrecipient?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>		
Are the grant funds pass-through another agency? If yes list originating agency below	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>		
Originating Grantor:	U. S. Department of Health and Human Services			

Budget Categories	Grant Funds	County Cost Share	County Contribution	In-Kind	TOTAL
Personnel:	111,943	0	0	0	\$111,943
Operating:	523,753	0	0	0	\$523,753
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	0	0	0	0	\$0
Total:	\$635,696	\$0	\$0	\$0	\$635,696
FTEs:	4.00	0.00	0.00	0.00	4.00

Permission to Continue Information					
Funding Source (Account number)	Personnel Cost	Operating Transfer	Estimated Total	Filled FTE	PTC Expiration Date
001-5854-611-0701	29,196	29,196	\$58,392	4.00	3/31/12
Use of General Fund Operating Budget for Grant Operating Expenditures					
From 001-5854-611-6241	To 001-5854-611-6231		\$165,000		
From 001-5857-611-6277	Same		\$10,000		
From 001-5857-611-6278	Same				

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	EH	
County Attorney	<input type="checkbox"/>		N/A

Performance Measures	Projected FY 12 Measure	Progress To Date:				Projected FY 13 Measure
		12/31/11	3/31/12	6/30/12	9/30/12	
Applicable Depart. Measures						
Number of Households receiving utility assistance	15,000					15,000
Measures For Grant						
Number of Households receiving utility assistance through the three grant components, Energy Crisis, Co-Pay and Elderly Disabled	792					792
Outcome Impact Description	Utility assistance provided by this program is to address a household energy crisis situation or provide copayment or multiple term energy payments for the household in order to achieve energy self-sufficiency.					
Outcome Impact Description						
Outcome Impact Description						

PBO Recommendation:

HHS&VS is requesting to continue funding temporary employees conducting energy assistance activities using General Fund resources until the Comprehensive Energy Assistance Program (CEAP) grant from the Texas Department of Housing and Community Affairs (TDHCA) is executed.

This Permission to Continue (PTC) will fund four temporary employees (office assistants) to continue providing services identified by the grant program. This request will result in the transfer of \$58,392 from the department's General Fund budget to the grant budget to continue paying these employees for three months. Once the grant is executed, these transfers will be reversed and the budget placed back in the General Fund for use for their intended purpose. Please note that the cover memo from Ms. Fleming is requesting a PTC for five months for a total cost of \$97,318. However, the budget rules only allow a PTC to extend funding for three months at a time. PBO has prorated the requested amount to match a three month timeframe.

In addition, HHS&VS is also requesting to use General Fund operating budget to provide utility assistance during the winter months when energy-related needs and/or repair or replacement of household appliances may be required. The \$165,000 requested is expected to meet funding needs at least through March 2012. Once the grant is executed, these expenditures will be reclassified to the grant budget.

Because the funding agency, the Texas Department of Housing and Community Affairs, has indicated that the funding will be awarded some time in mid-FY 12, PBO recommends approval of this request.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing program?

The Texas Department of Housing and Community Affairs has informed the department the planning figure for the 2012 CEAP grant contract is \$635,696. This funding provides approximately \$111,943 for salary expenses related to the allowable tasks for the temporary workers, and staff who provides outreach and case management activities. This grant funding also provides for approximately \$522,553 of utility assistance relating to the three utility component budgets and \$1,200 for training and travel expenses.

The program goal is to assist households in need to achieve energy self-sufficiency by providing household heating and cooling energy utility assistance for low-income families or individuals. The households may seek utility assistance to address an energy crisis situation or the situation may need a copayment or multiple payment term which is provided by the program guidelines. The department also utilizes the funding from this CEAP program for providing clients with case management services to address other household issues other than those encompassing energy needs.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

No additional funds are required.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

There is no County match required and no commitment by the Court to fund services if funds are discontinued.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

This grant's funding source (Texas Department of Housing and Community Affairs) only allows for reimbursement costs related to salaries of current and/or temporary staff performing allowable functions associated with case management, administrative and direct services support (outreach). There is no indirect cost allocation.

5. County Commitment to the Program Upon Discontinuation of Grant by Grantor: Will the program discontinue upon discontinuance of the grant funding? (Yes/No) If No: What is the proposed funding mechanism: (1) Request additional funding (2) Use departmental resources. If (2) is answered, provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

Yes

6. If this is a new program, please provide information why the County should expand into this area.

N/A

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

Travis County Health and Human Services & Veterans Service Family Support Services division staff performs client eligibility interviews with clients seeking assistance provided by this program and the other programs available through the department. These CEAP grant funds provide household utility assistance through the three utility assistance program components.

The CEAP program funding represents the department's largest program source for utility assistance. Funding made available from this program has a dramatic impact on the number of requests that can be met by the department for utility assistance and household appliance issues from Travis County residents.



RECEIVED

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TRAVIS COUNTY
PLANNING & BUDGET OFFICE

**TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE**

100 North I.H. 35
P. O. Box 1748
Austin, Texas 78767

Sherri E. Fleming
County Executive
(512) 854-4100
Fax (512) 854-4115

Date: December 9, 2011

TO: MEMBERS OF THE COMMISSIONERS COURT

FROM:

Sherri E. Fleming

Sherri E. Fleming, County Executive
Travis County Health and Human Services and Veterans Service

SUBJECT: Permission to Continue salary expenses of temporary workers for the 2012 Comprehensive Energy Assistance Program (CEAP) from the Texas Department of Housing and Community Affairs (TDHCA).

Proposed Motion: Consider and take appropriate action on the request from Travis County Health and Human Services & Veterans Services for permission to continue funding temporary employees funded by the Comprehensive Energy Assistance Program (CEAP) in the 2012 program year until a fully executed contract is obtained from the Texas Department of Housing and Community Affairs.

Program Summary: The department has requested permission to continue these salaries in the amount of \$97,318. for the four temporary employees in the CEAP grant for 2012 which will begin January 1, 2012. These office specialists are needed to continue the services provided by this grant program pending the approval of the grant contract. TDHCA has informed the department the first allocation for this program is \$635,696. While this allocation is approximately half of the first allocation received for this grant in 2011, the department deems it necessary to retain this staff for maintaining a level of continuity for serving the residents of Travis County with this program assistance. The department is also requesting a permission to use general funds to administer the assistance payments. It is estimated the grant contract for the 2012 grant period may be available for execution during the first or second quarters of the program period.

TCHHSVS is requesting approval to use \$97,318 from the General Fund to continue funding these four temporary employees until there is a fully executed grant contract. This funding will be used to fund the revenue and expenditure budgets for approximately five months' worth of salary and benefits. The grant will reimburse the General Fund upon execution of the grant contract.

TCHHSVS staff recommends approving the permission to continue.

Budgetary and Fiscal Impact:

The \$97,318 will come from salary savings of vacant slots 171 and 270. No matching funds are required. The current contract period is from 01-01-11 and ends 12-31-11.

Issues and Opportunities: The department uses CEAP funds for direct assistance for qualified clients in Travis County, allowable administrative and case management costs, and allowable direct services support costs for outreach. The grant allows the department to provide assistance to clients who are experiencing an energy-related hardship. This program is designed to assist clients in obtaining energy self-sufficiency and is consistent with the goal of the Travis County Health and Human Services and Veterans Service Department. In the current program year, funds from the CEAP grant were used to assist more than 5,133 households within Travis County.

cc: Leroy Nellis, Interim County Executive, Planning and Budget Office
Diana Ramirez, Budget Analyst, Planning and Budget Office
Susan A. Spataro, CPA, CMA, Travis County Auditor
Jose Palacios, Chief Assistant County Auditor
Ellen Heath, Financial Analyst III, County Auditors Office
Cyd Grimes, CPM, Travis County Purchasing Agent
Mary Etta Gerhardt, Assistant County Attorney
Jim Lehrman, Division Director, Family Support Services



**TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE**

100 North I.H. 35
P. O. Box 1748
Austin, Texas 78767

**Sherri E. Fleming
County Executive
(512) 854-4100
Fax (512) 854-4115**

Date: December 9, 2011

TO: MEMBERS OF THE COMMISSIONERS COURT

FROM:

Sherri E. Fleming
Sherri E. Fleming, County Executive

Travis County Health and Human Services and Veterans Service

SUBJECT: Permission to use general fund operating allocations temporarily to continue services for the 2012 Comprehensive Energy Assistance Program (CEAP) from the Texas Department of Housing and Community Affairs (TDHCA)

Proposed Motion: Consider and take appropriate action on the request from Travis County Health and Human Services & Veterans Services for permission to continue services of the Comprehensive Energy Assistance Program (CEAP) in the 2012 program year with internal HHSVS resources until a fully executed contract is obtained from the Texas Department of Housing and Community Affairs.

Program Summary: The department has requested permission to continue these services and use general fund operating resources for the past nine years regarding this grant program received from the Texas Department of Housing and Community Affairs. It has become necessary to implement this practice as historically the grant contract from TDHCA is not ready for execution until sometime in the first or second quarters of the new program period.

For the CEAP program, the delay in approving the contract would adversely impact residents seeking utility assistance in the winter months when they are experiencing an energy-related need and/or repair or replacement of the household appliances. The CEAP grant is one of the largest funding sources used for qualified residents of Travis County experiencing hardships due to rising energy costs and need. With the use of the departmental general fund operating resources over the past nine years, the

department has had the opportunity to assist clients following the guidelines of the CEAP program beginning in January of each year. In the current program year, funds from the CEAP grant were used to assist more than 5,133 households within Travis County to date.

Budgetary and Fiscal Impact: The department will allocate a total of \$165,000 for this permission to use general fund which is estimated to continue services through April, 2012 based on the expenditure trend from the 2011 grant period. There will be \$165,000 transferred from the Indigent Rent line item (001-5854-611-6241) into the general fund utility assistance line item (001-5854-611-6231) to maintain utility assistance for qualified clients per the 2012 CEAP guidelines. The department will also use approximately \$10,000 from the Housing Services line items of contracted services (001-5857-611-6277) and supplies (001-5857-611-6278). The \$10,000 represents a combined total of expenditures from these line items and will be used as purchase orders are processed. This is needed to continue services for assisting clients with repair, or replacement of the household's heating and cooling appliances.

TDHCA has informed the department that the first allocation for this program is \$635,696. The estimate is approximately half of the allocation that was received for the beginning of the 2011 program year. At this time, TDHCA does not anticipate receiving any further allocations from Congress for this program. The agency does project another release of funding for this program possibly from available State funds; however the projected release date will not be until the summer months.

All of the appropriate general fund expenditures will be reclassified as CEAP grant expenditures when the grant budget is established by the County Auditors office, resulting in a zero impact on the general fund resources. No matching funds are required. The current contract period is from 01-01-11 and ends 12-31-11.

Issues and Opportunities: The department uses CEAP funds for direct assistance for qualified clients in Travis County, allowable administrative and case management costs, and allowable direct services support costs for outreach. The grant allows the department to provide assistance to clients who are experiencing an energy-related hardship. This program is designed to assist clients in obtaining energy self-sufficiency and is consistent with the goal of the Travis County Health and Human Services and Veterans Service Department.

cc: Leroy Nellis, Interim County Executive, Planning and Budget Office
Diana Ramirez, Budget Analyst, Planning and Budget Office
Susan A. Spataro, CPA, CMA, Travis County Auditor
Jose Palacios, Chief Assistant County Auditor
Ellen Heath, Financial Analyst III, County Auditors Office
Cyd Grimes, CPM, Travis County Purchasing Agent
Mary Etta Gerhardt, Assistant County Attorney
Jim Lehrman, Division Director, Family Support Services

GRANT SUMMARY SHEET

Check One:	Application Approval: <input type="checkbox"/>	Permission to Continue: <input checked="" type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Travis County Health and Human Services and Veterans Service	
Contact Person/Title:	John C. Bradshaw, Contract Specialist	
Phone Number:	854-4277	

Grant Title:	Casey Family Programs Community and Family Reintegration Project				
Grant Period:	From:	1/1/12	To:	12/31/12	
Fund Source:	Federal: <input type="checkbox"/>	State: <input type="checkbox"/>	Local: <input checked="" type="checkbox"/>		
Grantor:	Casey Family Programs				
Will County provide grants funds to a subrecipient?			Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Are the grant funds pass-through another agency? If yes list originating agency below			Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Originating Grantor:					

Budget Categories	Grant Funds	County Cost Share	County Contribution	In-Kind	TOTAL
Personnel:	57,979	0	0	0	\$57,979
Operating:	22,021	0	0	0	\$22,021
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	0	0	0	0	\$0
Total:	\$80,000	\$0	\$0	\$0	\$80,000
FTEs:	1.00	0.00	0.00	0.00	1.00

Permission to Continue Information					
Funding Source (Account number)	Personnel Cost	Operating Transfer	Estimated Total	Filled FTE	PTC Expiration Date
001-5833-611-0701	15,196	15,196	\$30,392	1.00	3/31/12

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	JC	
County Attorney	<input type="checkbox"/>		

Performance Measures	Projected FY 12 Measure	Progress To Date:				Projected FY 13 Measure
		12/31/11	3/31/12	6/30/12	9/30/12	
Applicable Depart. Measures						
Total number of families served by the program (OCS – Children FIRST)	140					140
Children served will be maintained in their homes	80%					80%
Measures For Grant						
Number of youth w/family screened for enrollment	20					20
Outcome Impact Description	Youth and family are screened to determine eligibility for services.					
Number of youth w/family enrolled	12					12
Outcome Impact Description	Youth with complex mental health needs and their families are provided with traditional and non-traditional services.					
Number of youth reintegrated into family home	5					5
Outcome Impact Description	The ultimate goal of the reintegration project is to prevent and/or reduce the out-of-home placement of youth and maintain them in their communities.					

PBO Recommendation:

This Permission to Continue will cover the salary and benefits cost of a Care Coordinator position in HHS&VS to continue working on this grant until the grant contract is finally executed or March 31, 2012, whichever comes first. Upon execution of the grant the funding will be returned to the General Fund.

PBO recommends approval of this request.

1. Brief Narrative - Summary of Grant: What is the goal of the program? How does the grant fit into the current activities of the department? Is the grant starting a new program, or is it enhancing an existing program?

Casey Family Programs is providing \$80,000 to cover salary, benefits, training, travel and office supplies for a Care Coordinator to work with clients referred to the Office of Children’s Services (OCS) in Travis County Health and Human Services and Veterans Service (TCHHSVS). Part of the \$80,000 will also be used for various client services.

2. Departmental Resource Commitment: What are the long term County funding requirements of the grant?

OCS provides clinical supervision and oversight for the project as well as office space and office equipment for the Care Coordinator.

3. County Commitment to the Grant: Is a county match required? If so, how does the department propose to fund the grant match? Please explain.

There is no match required other than the clinical oversight, office space and office equipment. OCS will find the money internally for the office space and office equipment.

4. Does the grant program have an indirect cost allocation, in accordance with the grant rules? If not, please explain why not.

The grant does not allow payment of indirect or administrative costs.

5. County Commitment to the Program Upon Discontinuation of Grant by Grantor: Will the program discontinue upon discontinuance of the grant funding? (Yes/No) If No: What is the proposed funding mechanism: (1) Request additional funding (2) Use departmental resources. If (2) is answered, provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

OCS would still refer clients for mental health services with or without the Casey funds. Discontinuation of the grant would mean there would be one less Care Coordinator to handle referrals.

6. If this is a new program, please provide information why the County should expand into this area.

NA

7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

The current performance measures for OCS include clients handled by the grant-funded Care Coordinator.



**TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE
502 E. Highland Mall Blvd.
P. O. Box 1748
Austin, Texas 78767**

**Sherri E. Fleming
County Executive
for TCHHSVS
(512) 854-4100
Fax (512) 279-1608**

DATE: December 8, 2011

TO: Members of the Commissioners Court

FROM: *Sherri E. Fleming*
Sherri E. Fleming
County Executive for Travis County Health and Human Services
and Veterans Service

SUBJECT: Permission to continue funding the Care Coordinator position
funded by the Casey Family Programs grant

Proposed Motion:

Consider and take appropriate action on the request from Travis County Health and Human Services and Veterans Service for permission to continue funding the Care Coordinator position funded by the Casey Family Programs grant (known as the Casey Family MOU) until the new grant contract is executed.

Summary and Staff Recommendations:

The Casey Family MOU funds a Care Coordinator position in the Office of Children's Services within Travis County Health and Human Services and Veterans Service (TCHHSVS). This Care Coordinator works with clients referred under The Community and Family Reintegration Project. The goal of the reintegration project is to provide a comprehensive list of traditional and nontraditional services to youth with complex mental health needs and their families at school, home, and in the community while decreasing the need for out-of-home placement. The traditional services include

assessments, training, education, counseling, and basic needs. Nontraditional services include mentoring, parent coaching, enrichment activities, and respite care.

Casey Family Programs has informed TCHHSVS staff that the MOU will be renewed for calendar year 2012. The new MOU provides \$80,000 for salary, benefits and other expenses related to the Care Coordinator.

TCHHSVS is requesting \$30,392 to continue funding the Care Coordinator position through 3/31/12. The money will fund the revenue and expenditure budgets for salary and benefits. The grant will reimburse the General Fund upon execution of the new MOU.

TCHHSVS staff recommends approving the permission to continue.

Budgetary and Fiscal Impact:

The \$30,392 will come from vacant slot 231, which is funded from salary line item 001-5833-611-0701.

Issues and Opportunities:

The reintegration project has four main partners: TCHHSVS, the Texas Department of Family and Protective Services (DFPS), the Casey Family Programs, and Austin Travis County Integral Care (ATCIC). DFPS refers clients to TCHHSVS which screens, and if eligible, assigns them to a Care Coordinator. The Care Coordinator, in collaboration with the family and community partners, arranges for services and supports depending on the identified strengths and needs of the youth and family. The services and supports come from a network of providers managed by ATCIC and available community resources.

Background:

The ultimate goal of the reintegration project is to reduce the out-of-home placement of youth involved in the child welfare system through the use of the wraparound process.

Cc: Andrea Colunga Bussey, Director, Office of Children's Services, TCHHSVS
 Susan A. Spataro, CPA, CMA, Travis County Auditor
 Jose Palacios, Chief Assistant County Auditor
 Mike Crawford, Senior Financial Analyst, Travis County Auditor
 Janice Cohoon, Financial Analyst, Travis County Auditor's Office
 Mary Etta Gerhardt, Assistant County Attorney
 Leroy Nellis, Acting County Executive, Planning and Budget Office
 Diana Ramirez, Analyst, Planning and Budget Office
 Cyd Grimes, C.P.M., Travis County Purchasing Agent