



Travis County Commissioners Court Agenda Request

Meeting Date: 02/14/2012, 9:00 AM, Voting Session

Prepared By/Phone Number: Alan Miller, Planning and Budget Office, 854-9726

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. Annual application to the Office of the Governor, Criminal Justice Division, to continue the Family Drug Treatment Court Program in the Civil Courts;
- B. Annual application to the Office of the Governor, Criminal Justice Division, to continue the Child Abuse Victim Services Personnel Grant in the Travis County Sheriff's Office;
- C. Annual application to the Office of the Governor, Criminal Justice Division, to continue the state funded portion of the DWI Court Program in the Community Supervision and Corrections Department;
- D. Annual application to the Office of the Governor, Criminal Justice Division, to continue the Drug Diversion Court Program in Pretrial Services Department; and
- E. Annual application to the Substance Abuse and Mental Health Services Administration, Center for Substance Abuse Treatment, for Juvenile Probation to receive year three of a potential four year grant to enhance the department's existing drug court.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Items A, B, C, D and E are annual applications to continue existing grant programs.

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:

Items A, C, D, and E do not require a grant match. Item B requires a cash match that is part of the existing budget for the Sheriff's Office.

REQUIRED AUTHORIZATIONS:

Planning and Budget Office

Leroy Nellis

County Judge's Office

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 #	
Applications												
A	24	Family Drug Treatment Court	9/1/2012-8/31/2013	\$137,388	\$0	\$0	\$0	\$137,388	1.00	R	MC	9
B	37	TCSO Child Abuse Victim Services Personnel	9/1/2012-8/31/2013	\$24,997	\$0	\$24,997	\$0	\$49,994	1.00	R	MC	44
C	39	Travis County Adult Probation DWI Court	9/1/2012-8/31/2013	\$229,112	\$0	\$0	\$0	\$229,112	4.00	R	MC	57
D	42	Drug Diversion Court	9/1/2012-8/31/2013	\$132,585	\$0	\$0	\$0	\$132,585	1.00	R	MC	81
E	45	Travis County Juvenile Treatment Drug Court-SAMSHA/CSAT	9/1/2012-8/31/2013	\$199,766	\$0	\$0	\$0	\$199,766	-	R	MC	103

Contracts

PBO Notes:

- R - PBO recommends approval.
- NR - PBO does not recommend approval
- D - PBO recommends item be discussed.

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

- 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
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	28.00	11/1/2011
17	Ransom and Sarah Williams Farmstead Educational Outreach Project	10/1/2011-9/30/2012	\$7,500	\$0	\$7,500	\$0	\$15,000	-	12/27/2011
47	State Homeland Security Grant program (through CAPCOG)- SCBA equipment	10/01/2012-11/30/2014	\$40,000	\$0	\$0	\$0	\$40,000	-	1/10/2012
47	State Homeland Security Grant program (through CAPCOG)- equipment licenses	10/01/2012-11/30/2014	\$8,000	\$0	\$0	\$0	\$8,000	-	1/10/2012
47	State Homeland Security Grant program (through CAPCOG)- maintenance contract	10/01/2012-11/30/2014	\$30,000	\$0	\$0	\$0	\$30,000	-	1/10/2012
47	State Homeland Security Grant program (through CAPCOG)- replacement equipment	10/01/2012-11/30/2014	\$30,000	\$0	\$0	\$0	\$30,000	-	1/10/2012
47	State Homeland Security Grant program (through CAPCOG)- chemical protective clothing	10/01/2012-11/30/2014	\$40,000	\$0	\$0	\$0	\$40,000	-	1/10/2012
47	State Homeland Security Grant program (through CAPCOG)- radiological isotope identifier	10/01/2012-11/30/2014	\$33,500	\$0	\$0	\$0	\$33,500	-	1/10/2012
47	State Homeland Security Grant program (through CAPCOG)- dosimeters	10/01/2012-11/30/2014	\$8,000	\$0	\$0	\$0	\$8,000	-	1/10/2012
49	FY 12 Habitat Conservation Plan Land Acquisition Assistance Grant	5/1/2012-8/30/2014	\$4,834,800	\$0	\$3,223,200	\$0	\$8,058,000	-	1/17/2012
49	Emergency Management Performance Grant	10/1/2011-9/30/2012	\$138,465	\$138,464	\$0	\$0	\$276,929	3.00	1/24/2012
58	Coming of Age (CNCS)	4/1/2012-3/31/2012	\$50,495	\$321,591	\$0	\$0	\$372,086	6.80	1/24/2012

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
24	Travis County Veterans Court	7/01/2012-6/30/2013	\$53,414	\$0	\$0	\$0	\$53,414	-	1/31/2012
45	Drug Court & In-Home Family Services	9/01/2012-8/31/2013	\$181,000	\$20,011	\$0	\$0	\$201,011	0.24	1/31/2012
45	Juvenile Accountability Block Grant (JABG) Local Assessment Center	9/01/2012-8/31/2012	\$101,525	\$11,280	\$0	\$0	\$112,805	1.34	1/31/2012
19	Underage Drinking Prevention Program	10/1/2012-9/30/2013	\$161,205	\$230,502	\$35,951	\$53,875	\$481,533	3.50	2/7/2012
24	Veterans Court Grant	9/1/2012-8/31/2013	\$226,516	\$0	\$0	\$0	\$226,516	2.00	2/7/2012
39	Travis County Adult Probation DWI Court	9/30/2012-9/29/2013	\$206,515	\$0	\$0	\$0	\$206,515	3.05	2/7/2012

*Amended from original agreement.

\$7,156,901 \$721,848 \$3,940,717 \$127,552 \$11,947,018 47.93

**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
58	Comprehensive Energy Assistance Program*	1/1/2011-12/31/2011	\$5,519,883	\$0	\$0	\$0	\$5,519,883	-	11/22/2011

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
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			\$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
42	Drug Diversion Court*	09/01/2011-08/31/2012	\$132,702	\$0	\$4,605	\$2,602	\$139,909	1.00	1/3/2012
58	DOE Weatherization Assistance Program	04/01/2011-03/31/2012	\$212,612	\$0	\$0	\$0	\$212,612	-	1/10/2012
49	Low-Income Repair Assistance, Retrofit, and Accelerated Vehicle Retirement Program (LIRAP)	1/24/2012-8/31/2013	\$175,000	\$0	\$0	\$0	\$175,000	-	1/17/2012
37	Travis County Sheriff's Office Response Equipment	12/01/2011-5/31/2012	\$100,000	\$0	\$0	\$0	\$100,000	-	1/31/2012
24	Formula Grant - Indigent Defense Grants Program	10/01/2011-9/30/2012	\$441,998	\$0	\$0	\$0	\$441,998	-	1/31/2012
23	Texas Commission on Environmental Quality Intergovernmental Cooperative Reimbursement Agreement with Travis County*	11/19/2012-8/31/2012	\$590,797	\$0	\$0	\$0	\$590,797	2.00	1/31/2012
59	Capital Area Trauma Advisory Council	5/1/2011-8/31/2012	\$5,888	\$0	\$0	\$0	\$5,888	-	2/7/2012
			\$17,631,327	\$273,744	\$51,749	\$313,024	\$18,269,844	22.61	

*Amended from original agreement.

FY 2012 Grants Summary Report

Permission to Continue

Dept	Name of Grant	Grant Term per Application	Amount requested for PTC			Filled FTEs	PTC Expiration Date	Cm. Ct. PTC Approval Date	Cm. Ct. Contract Approval Date	Has the General Fund been Reimbursed?
			Personnel Cost	Operating Transfer	Total Request					
58	Comprehensive Energy Assistance Program	1/1/2012-12/31/2012	\$29,196	\$29,196	\$58,392	4.00	3/31/2012	12/27/2011	N/A	No
58	Comprehensive Energy Assistance Program*	1/1/2012-12/31/2012	\$0	\$0	\$175,000	0.00	3/31/2012	12/27/2011	N/A	No
58	Casey Family Programs Community and Family Reintegration Project	1/1/2012-12/31/2012	\$15,196	\$15,196	\$30,392	1.00	3/31/2012	12/27/2011	N/A	No
Totals			\$44,392	\$44,392	\$263,784	5.00				

*This portion of the request is not a typical permission to continue and will temporarily use General Fund resources for grant program operating expenses. Expenses will be made in the General Fund and reclassified against the grant once funds are available.

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.

Grant Contracts approved by Commissioners Court

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 Manor 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	Travis County Sheriff's Office Response Equipment (ARRA) - One-time funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100,000	\$ -	\$ -	\$ -
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	\$ -	\$ 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	\$ -	\$ 342,793	\$ -	\$ 342,793	\$ -	\$ 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	\$ -	\$ 298,297	\$ -	\$ 298,297	\$ -	\$ 298,297	\$ -	\$ 281,297	\$ -
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	\$ 500,000	\$ 80,000	\$ 500,000	\$ 80,000	\$ -	\$ 580,000	\$ -	\$ 580,000
Health and Human Services	ARRA Texas Weatherization Assistance Program. Provide weatherization services to low income households	\$ -	\$ -	\$ 2,311,350	TBD	\$ 4,611,349	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	\$ 866,380	\$ 223,908	\$ 866,380	\$ 223,908	\$ 866,380	\$ 223,908	\$ 866,390	\$ 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	\$ -	\$ 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	\$ 1,607,470	\$ 1,760,059	\$ 1,490,480	\$ 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 type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Civil Courts (22/10)	
Contact Person/Title:	Darlene Byrne, Judge, 126 th District Court/Peg Liedtke, Civil Courts Director	
Phone Number:	854-9300/854-9364	

Grant Title:	Family Drug Treatment Court (Grant # 1974706)		
Grant Period:	From:	9/1/2012	To: 8/31/2013
Grantor:	Office of the Governor, Criminal Justice Division's Drug Court Program		
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:			
Originating Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
Will County provide grants funds to a subrecipient?		Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>

Budget Categories	Grant Funds	County Cost Share	County Contribution	In-Kind	TOTAL
Personnel:	\$65,494	\$0	\$0	\$0	\$65,494
Operating:	69,200	0	0	0	69,200
Capital Equipment:	0	0	0	0	0
Indirect Costs:	2,694	0	0	0	2,694
Total:	\$137,388	\$0	\$0	\$0	\$137,388
FTEs:	1.00	0.00	0.00	0.00	1.00

Permission to Continue Information				
Funding Source (Account number)	Personnel Cost	Operating Transfer/Contribution to Grant	Estimated Total	Filled FTE
	\$	\$	\$	

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

Performance Measures Applicable Depart. Measures	Projected FY 12 Measure	Progress To Date:				Projected FY 13 Measure
		12/31/11	3/31/12	6/31/12	9/30/12	
Number of new enrollments in the program	20	7				24

Number of participants in the program	40	33				44
Number of people assessed for eligibility to participate in the program	25	7				32
Measures For Grant						
Number of participants employed or enrolled in school at the time of drug court graduation	6	1				6
Outcome Impact Description	Indicates the number of participants who are employed full or part time or who are enrolled in GED preparation or a vocational or college program at the time that they successfully complete the drug court program.					
Number of participants that earn a GED, high school diploma, or vocational training credential while in the program	1	0				1
Outcome Impact Description	Indicates the number of program participants that earn some sort of certification or degree, including a GED or high school diploma while they are participating in the FDTC program this fiscal year.					
Number of participants that successfully complete the program	8	2				8
Outcome Impact Description	Indicates the number of successful graduates from the FDTC program this fiscal year.					

PBO Recommendation:

This grant application will continue the intensive services provided to parents with substance abuse problems that are in the family court system. The performance measures indicate that the current year performance measures are on track to being met or exceeded. There is no county match required. PBO recommends approval of this 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?

The purpose of the Family Drug Treatment Court is "to provide a spectrum of court and community-based supports for parents involved in the child welfare system that promotes recovery from alcohol and drug addiction and encourages healthy lifestyle choices." The Family Drug Treatment Court is vital to the families in our community. There is a great need for child abuse and neglect prevention programs that target substance abusing parents. Through intensive services, monitoring, and case work, the Family Drug Treatment Court ensures that all children remaining with custodians in drug court will experience safe and nurturing permanent homes. The Civil Courts are requesting approval to submit the application for continued funding for the Travis County Family Drug Treatment Court program in FY 2013. This application is for a grant with the Office of the Governor's Criminal Justice Division Drug Court Program Grant .

The Drug Court currently has a Drug Court Coordinator that would continue with the approval of this grant.

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

The Civil Courts intend to request subsequent year continuation funding for this program through proposals submitted to Federal and State government, as well as private foundations. The use of county funds are not anticipated at this time.

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 requirements associated with this grant.

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

Indirect costs of two percent are allowed under this funding source and have been included in the grant application.

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.

The Family Drug Treatment Court program and associated improvements in service delivery will not discontinue upon discontinuance of grant funding. The Civil Courts will leverage existing funds, staff and County resources to sustain this project. We intend to request subsequent year continuation funding for this project through proposals submitted to the Federal and State government. Subsequently, the county will have the opportunity to consider investment in staff positions and the program in areas of the Civil Courts.

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

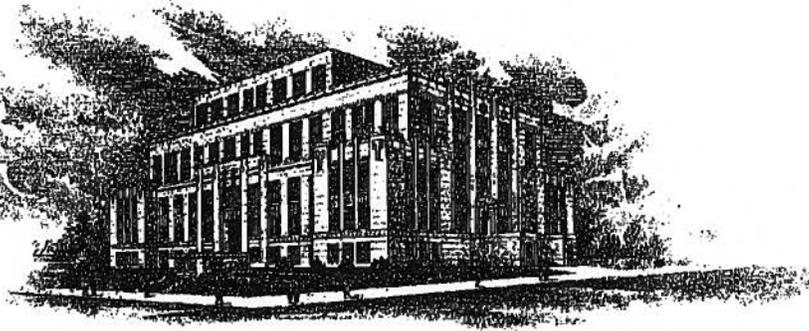
Not applicable.

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 Family Drug Treatment Court is vital to families in our community. There is a great need for prevention programs that target substance abusing parents for child abuse and neglect cases. In response, the Travis County Civil Courts have developed and implemented a Drug Court. The purpose of the drug court is to protect the safety and welfare of children through a court-based system that gives parents the tools they need to become sober, responsible caregivers. The impact will be recognized in improved re-unification, family organization and cohesion.

To successfully evaluate the performance of the drug court, the court has documented the implementation and development of the program using a comprehensive process and outcome evaluation design. The design will be used to assess the effectiveness of the program. The Drug

Court Coordinator (grant-funded) position, oversees the collection, management, analysis, interpretation, and reporting as required.



Office of the District Judges
Herman Marlon Sweatt Courthouse
P.O. Box 1748
Austin, Texas 78767

MEMORANDUM

TO: Diana Ramirez, Budget Analyst, Planning and Budget Office

FROM: 
Peg Liedtke, Director of Court Management, Civil Courts

DATE: January 31, 2012

RE: Grant Application Approval, Criminal Justice Division's Drug Court Program Grant - Family Drug Treatment Court (FDTC)

The Civil Courts are requesting grant application approval to seek funding to continue the Family Drug Treatment Court (FDTC) program from the Governor's Office Criminal Justice Division - Drug Court Program.

There is a great need for prevention programs that target substance abusing parents for child abuse and neglect cases. The continuation of the Travis County Family Drug Treatment Court (FDTC) is vital to families in our community. The purpose of this court is *to protect the safety and welfare of children through a court-based system that gives parents the tools they need to become sober, responsible caregivers.*

Please review this item and place it on the agenda for Commissioners' Court for their consideration. Thank you in advance for your attention to this matter. If you have any questions or concerns, please feel free to contact me at extension 4-9300.

Agency Name: Travis County
Grant/App: 1974706 **Start Date:** 9/1/2012 **End Date:** 8/31/2013

Project Title: Family Drug Treatment Court
Status: Application Pending Submission

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
17460001922021

Application Eligibility Certify:

Created on: 1/13/2012 12:09:16 PM By: Michelle Kimbrough

Profile Information

Applicant Agency Name: Travis County
Project Title: Family Drug Treatment Court
Division or Unit to Administer the Project: District Courts/ Civil Courts
Address Line 1: 1000 Guadalupe St.
Address Line 2:
City/State/Zip: Austin Texas 78701-1748
Start Date: 9/1/2012
End Date: 8/31/2013

Regional Council of Governments(COG) within the Project's Impact Area: Capital Area Council of Governments

Headquarter County: Travis
Counties within Project's Impact Area: Travis

Grant Officials:

Authorized Official

User Name: Samuel Biscoe
Email: sam.biscoe@co.travis.tx.us
Address 1: Post Office Box 1748
Address 1:
City: Austin, Texas 78767
Phone: 512-854-9555 Other Phone:
Fax: 512-854-9535
Title: The Honorable
Salutation: Judge

Project Director

User Name: Peg Leidtke
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Phone: 512-854-9364 Other Phone:
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Title: Ms.
Salutation: Ms.

Financial Official

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Salutation: Ms.

Grant Writer

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City: Austin, Texas 78767
Phone: 512-854-8876 Other Phone: 512-656-1536
Fax: 512-854-5907
Title: Ms.
Salutation: Ms.

Grant Vendor Information

Organization Type: County
Organization Option: applying to provide services to all others
Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID): 17460001922021
Data Universal Numbering System (DUNS): 030908842

Narrative Information

Primary Mission and Purpose

The Drug Court Program supports projects that provide court-supervised substance abuse treatment as an alternative to traditional criminal sanctions, as defined in Chapter 469 of the Texas Health and Safety Code.

Funding Levels

The anticipated funding levels for the Drug Court program are as follows:

- Minimum Award - \$10,000
- Maximum Award - None
- Match Required - None

For more information regarding grantee match, please click on the **Budget** tab, and then click on the **Source of Match** tab in eGrants.

Note: *If you voluntarily include matching funds that exceed the minimum match requirement, you will be held to that amount throughout the grant period.*

** The requirements for this fund source are subject to change pursuant to actions of the Texas Legislature.*

Preferences - Preference will be given to:

1. mandated drug courts under Texas Health and Safety Code, §469.006; and
2. non-mandated drug courts operating in counties with a population of less than 200,000.

Ten Essential Characteristics

Drug Court programs, as defined in Chapter 469 of the Texas Health and Safety Code, that provide court-supervised substance abuse treatment as an alternative to traditional sanctions, must incorporate the following ten (10) essential characteristics of drug courts noted below and codified in Texas Health and Safety Code §469.001 to

be eligible for funding:

Integration of Services – The integration between alcohol and other drug treatment services in the processing of cases in the judicial system.

The Travis County Family Drug Treatment Court (FDTC) Charter (adopted on August 18, 2010 and signed by all key partnering agencies and organizations) reads, "The primary goals of the FDTC are equivalent to the 10 Key Components of drug courts within the context of a family drug court. Those Components are as follows: FDTC integrates alcohol and other drug treatment services with the justice system case processing." The Charter footnotes "The justice system referenced in this Charter is specific to the civil process through which child welfare suits are litigated." (The FDTC Charter has been included in the uploaded documents attached to this application.) The FDTC achieves this goal through ongoing communication by a multi-disciplinary team of professionals. Included on the Drug Court Team are representatives from the Travis County District Attorneys Office, the Parent's Attorneys, Presiding Judge, Child Protective Services, Court Appointed Special Advocates (CASA), Substance Abuse Treatment representatives, Housing service representatives, the Drug Court Coordinator, the Parenting in Recovery Director and any other service provider as agreed by the team. Currently these additional service providers include a representative from Communities for Recovery (a local organization dedicated to providing volunteer peer supports to assist individuals in achieving long-term recovery from chemical dependency and/or dual disorders) and a representative from Safe Place (an organization dedicated to support and advocacy for victims of sexual assault and domestic violence). Most, if not all, of this diverse group of professionals are present for staffing, drug court hearings, a monthly meeting to discuss current operations of the Court, and any other committee meetings to discuss policies and procedures of the FDTC. Members of the Travis County FDTC team hold a variety of professional licensures including those in Chemical Dependency Counseling, Social Work, Law, and one professional has a PhD in psychology. Additionally, most team members (with the exception of the Judge due to ex-parte communication concerns) communicate regularly via email, telephone, and sometimes attend face to face meetings with clients together. These communications solidify the unity of the Court system with treatment provision and ensure that judicial interventions are therapeutically beneficial for the clients.

Non-Adversarial Approach – The use of a non-adversarial approach involving prosecutors and defense attorneys to promote public safety and to protect the due process rights of program participants.

Another goal included in the FDTC Charter is "Using a non-adversarial approach, prosecution and defense counsel promote public safety while protecting participants' due process rights." The FDTC achieves this goal through the prompt appointment of an attorney for any parent considering participation in the program. Currently there are three attorneys with additional training on the Drug Court model who are specifically designated to represent parents in the FDTC program. Initially, each attorney's appointment is limited in scope to a one time consultation with a potential participant on the program's expectations and their rights and responsibilities should they decide to join. The attorney reviews the FDTC contract with the potential participant and answers his or her questions. This attorney is then fully appointed by the Court if the potential participant signs the FDTC contract and the attorney continues to represent him/her as the participant progresses through the program. FDTC staffing occurs every week for those participants who are on the docket. Attorneys, Child Protective Services, CASA advocates, and other team members discuss recommendations for orders with the Judge as these relate to each participant. Team members also discuss child safety concerns with the Court during this time in order to promote public safety. Once the Judge has made a decision on the orders and staffing is concluded, the majority of the hearing time is spent on direct interaction between the Judge and the participant. This leads to a Courtroom environment that is less adversarial and provides the Judge with an opportunity to provide support and accountability directly to the FDTC participant. During this time and based on these interactions, the Judge may decide to change the orders that were discussed during the staffing.

Prompt Placement – Early identification and prompt placement of eligible participants in the program.

The FDTC Charter reads, "FDTC identifies participants early and places them in the drug court program promptly." The FDTC accomplishes this goal by having Child Protective Services (CPS) identify potential participants who are eligible for the program prior to the filing of the lawsuit. Criteria for participation in the program involve the timing and nature of the original referral to the CPS hotline. In order to be considered for the program, the referral must allege one of three things: 1.) a mother is pregnant, is using drugs/alcohol, and has a child(ren) in the home who are age 0-5; 2.) a mother has delivered a baby and either she or the baby test positive for drugs or alcohol at the time of the birth; or 3.) a mother is using drugs and has a child(ren) ages 0-5 in the home. The program accepts both the mothers that meet these criteria and the fathers of these children. Additional criteria are that the parent must meet criteria for substance abuse or dependence as determined by a qualified substance abuse treatment professional, must be willing to participate in the recommended treatment, and cannot have a mental illness that precludes participation in this treatment. There must also be a reasonable expectation of eventual family reunification by CPS. When these criteria for the program are met and a lawsuit is filed, the Court is made aware of the participant's eligibility for the FDTC program, the potential participant is appointed an attorney for limited purpose consultation (see above, component #2), and the participant is invited to observe drug court hearings.

From that time, it takes approximately 1-2 weeks for the participant to be enrolled in the Drug Court program if they choose to sign the contract. Sometimes participants are enrolled in the drug court program prior to the first CPS Court hearing (which must occur within 14 days of the filing of the petition). Most parents are already enrolled in substance abuse treatment and in some cases have gone to inpatient treatment with their child(ren) prior to the filing of the lawsuit.

Access – Access to a continuum of alcohol, drug, and other related treatment and rehabilitative services.

The FDTC Charter reads, "FDTC provides access to a continuum of alcohol, drug, and other related treatment and rehabilitation services." The Travis County FDTC currently accomplishes this goal by ensuring that all participants enrolled in the program are assessed by a licensed chemical dependency counselor or another professional of equivalent training for immediate placement into substance abuse treatment. This assessment, in most cases, occurs prior to enrollment in the FDTC program because of funding available to participants through a federal grant administered to Travis County Health and Human Services and Veterans Services called Parenting In Recovery. Most drug court participants promptly begin 90 days of inpatient substance abuse treatment at Austin Recovery paid for by this funding source. The participant is Court ordered to continue to follow the clinical recommendations of the treatment provider as they progress through the Drug Court program. Participants in the FDTC are also provided with access to local intensive outpatient treatment programs, aftercare programs, volunteer peer recovery coaching services, transitional/ sober housing, and other services based on their level of need and funding availability. Additionally, two of the FDTC team members that attend weekly staffing are Licensed Chemical Dependency Counselors who are able to provide the Court recommendations for ongoing treatment and discuss these recommendations with the other members of the team. If a participant is having trouble accessing treatment or another service, team members can intervene quickly and correct the problem through appropriate case management. During their participation in the program all FDTC participants are Court ordered to attend 12 step meetings and to work with a sponsor on the 12 steps to recovery. They are also required to document meeting attendance and to report their individual progress on 12 step work to the Court during the hearings.

Abstinence Monitoring – Monitoring of abstinence through weekly alcohol and other drug testing.

The Charter reads, "FDTC monitors abstinence through frequent testing for alcohol and drug use." The Court accomplishes this goal by urinalysis testing all participants in Phase I, Phase II, Relapse Phase, and Cautionary Phase once a week for opiates, cocaine, methamphetamines, marijuana, benzodiazepines, PCP, and others substances that vary by the contracted lab performing the test. The Court urinalysis tests all participants in Phase III and Phase IV at least two to three times a month for the same substances. All participants are hair follicle tested for prior drug use for a time frame of 0-90 days for cocaine, opiates, PCP, marijuana, and amphetamines at least once every three months and they must have a negative hair follicle test in order to advance from one phase to another. Additionally, all participants are tested for alcohol through the use of Ethyl Glucuronide (ETG) alcohol tests approximately once a month. This ETG test detects alcohol use for up to the last 80 hours approximately. In 2011 the Court also began requesting participants to submit urine samples for Spice/ K2, a synthetic form of marijuana, due to concerns that several participants were using this substance. Participants are tested randomly and through the use of a call-in system. They are assigned a color and must call a voicemail several times a week to determine if those with their assigned color are requested to submit a test that day. Phases III and IV must call in every Monday, Wednesday, and Friday. Phases I and II, Relapse Phase, and Cautionary Phase must call in everyday.

Compliance Strategy – A coordinated strategy to govern program responses to participants' compliance.

The Charter reads, "A coordinated strategy governs drug court responses to participants' compliance." The FDTC accomplishes this goal through the use of a documented and standardized system of rewards and consequences. The FDTC Operations Committee designed a chart of set consequences and rewards that are utilized each week during FDTC staffing as a guideline to respond to participant behaviors. The chart is present on each table during staffing and is referred to by team members as necessary. For example, one participant behavior that is outlined for consequence in the chart is missing requested drug tests. When a participant misses a drug test for the first time, he or she is assigned 8 hours of community service. When he or she misses a drug test for a second time, he or she is placed in Cautionary Phase (which corresponds to the limited privileges of someone in Phase I). When a participant has missed 3 or more drug tests, the Court may choose to set the case on the docket for a contempt hearing. The Court then hears evidence regarding the participant's compliance or lack of compliance with Court orders. The Judge may then decide to impose a jail sentence as a sanction for failure to follow the Court's order to submit to random drug tests as requested. One example of a program incentive is that participants who have followed all Court orders from their last Drug Court hearing are allowed to obtain a gift from the "treasure box." This box contains small items donated by community members such as lotions, jewelry, children's toys, magazines, blankets, and other items. The incentives and sanctions chart is utilized as a guideline so that responses are consistent and are perceived as fair among participants when they compare their consequences/ rewards to those given to other participants. The team members and the Judge do have the discretion to contradict the chart in response to participant behavior based on individualization of case planning and individual circumstances; however, this is not a frequent occurrence.

Judicial Interaction – Ongoing judicial interaction with program participants.

The FDTC Charter reads, "Drug court participants receive essential ongoing judicial interaction." The FDTC accomplishes this goal through designating one Judge for the Drug Court docket who also hears all FDTC participants' cases on the regular CPS docket. One Judge interacts with the participant throughout the entirety of his or her CPS court case. Initially participants are scheduled for hearings once a week and this schedule continues while they are in Phase I. When participants progress to Phase II of the program, they progress to having drug court hearings only once every two weeks. For Phase III they are required to attend hearings every three weeks and for Phase IV, they are required to attend every four weeks. In short, as participants progress through the program, their number of monthly interactions with the Judge decreases because it is assumed that they are more accountable for their own behaviors and require less restrictive Court intervention. Additionally, the FDTC team can recommend and the Judge can ultimately decide to schedule a participant for more or less frequent Court appearances as a sanction or incentive. During FDTC hearings, the participant and the Judge are the primary persons engaging in communication and interaction. Although some minimal feedback is provided by team members during Drug Court hearings, the Judge's interactions with the team primarily occur during staffing. This allows the Judge to spend the majority of the hearing communicating and developing a one on one relationship with the participant.

Evaluation – Monitoring and evaluation of program goals and effectiveness.

The FDTC Charter reads, "Monitoring and evaluation measure the achievement of program goals and gauge effectiveness." Additionally, the FDTC Charter has a section that emphasizes the FDTC team's commitment to evaluation of the program. This section reads, "The FDTC is committed to collecting, maintaining, and utilizing data to improve the practice model. The FDTC will promote a sustained evaluation component as part of the program design. The following criteria will be evaluated, assessed, and shared amongst the partners to be used as a tool to continually improve the FDTC: self sufficiency of participants, abstinence and law-abiding behavior, child safety, cost-benefit analysis." The FDTC monitors and evaluates the program goals by maintaining an on-line database that tracks participant progress through the program. The Drug Court Coordinator and Parenting in Recovery Director collect data on child placement outcomes, demographics, number of treatment episodes, success of treatment episodes, services provided, re-referrals to CPS, re-filings with the Court, and achievement of educational and employment goals. This data is shared (in various forms) with the Office of the Governor, the Advisory Committee for the FDTC, and the Office of Children and Family Futures (who provide the federal Parenting in Recovery grant to the Travis County Health and Human Services and Veterans Services office). Additionally, the Parenting in Recovery grant has a five-year evaluation component that includes data collected from a control group. Currently Parenting in Recovery is in the last year of the grant so within approximately 6 months a final evaluation will compare outcomes of Parenting in Recovery participants (who are currently all also FDTC participants) with a control group of clients who are also involved with Child Protective Services due to issues of substance abuse or dependence. In October of 2011 the Travis County Health and Human Services and Veterans Services Office was awarded another federal grant to directly benefit the children of the FDTC participants. The new grant was titled "The Children's Continuum." The outcomes that the FDTC program is tracking for this grant award include but are not limited to the percentage of families served by evidence based programs or best practices intervention models, percentage of children who obtain permanent placement while their parents are in the FDTC program, the number of children who received psychological or developmental assessments, the number of children and parents who receive insight oriented psychotherapy, the number of parent – child visits facilitated by a case aide, the number of children who demonstrate improvement on achievement of developmental milestones, and the number of parents who improve on their parenting skills based on a pre- and post-test rating scale. It is the hope of the FDTC program to improve the outcomes of the children as well as their parents through program services and judicial intervention.

Education – Continuing interdisciplinary education to promote effective program planning, implementation, and operations.

The FDTC Charter reads, "Continuing interdisciplinary education promotes effective drug court planning, implementation, and operations." The Family Drug Treatment Court program achieves this program goal through providing all Drug Court team members with several training opportunities every year and ensuring that members of the drug court team are made aware of the latest research and best practices of Drug Courts as indicated by the National Association of Drug Court Professionals and the National Drug Court Institute. This fall seven of the drug court team members attended the Texas Association of Drug Court Professionals Conference in Dallas, Texas. Two of the Drug Court team members (the Parenting in Recovery Director and Drug Court Coordinator) and two other professionals associated with the Court (the coordinator's supervisor with Health and Human Services and Veterans Services and the program evaluator for the Parenting in Recovery grant) attended a conference in Washington, D.C. in September of 2011 entitled "The National Conference on Substance Abuse, Child Welfare, and the Courts." This conference provided a wealth of information on the realities for drug endangered children and appropriate interventions for children, families, and parents. In years past, drug court team members such as the Drug Court Coordinator, CPS staff, CASA supervisors, attorneys, and the Judge have attended the National Association of Drug Court Professionals conference and other related conferences concerning issues of child welfare, community collaboration, and drug/ alcohol addiction. Team members rotate attendance to these conferences as funding

allows and new team members are provided with the first opportunity to attend. Prior to starting the FDTC program, all of these professionals attended training conferences and observed other drug courts throughout the state and the nation. All FDTC team members are also provided with a local, multi-disciplinary training opportunity at least four times a year hosted by the Parenting in Recovery director. Topics for these trainings have included infant mental health, dual-diagnosis (substance abuse and mental health issues), domestic violence, the difference between abstinence and recovery, and many others. As part of The Children's Continuum (see above, component #8) funding will provide training directly related to meeting the needs of children. Trainings in parent-child bonding, early childhood development, and other child - specific topics have already been planned for the coming year. This grant will also provide for one of the FDTC team members to attend the National Drug Court Institute specialty training each year. Since this is not offered for FY 2012-2013 specifically, the funds will be used this year to send the prosecutor to the National Association of Drug Court Professionals Conference instead. Finally, the Drug Court Coordinator and Parenting in Recovery Director also provide drug court team members with information on current research during monthly meetings. They have provided team members with the opportunity to view training videos regarding best practices for drug courts and related topics and to participate in conference calls with leading experts. Since they both have been with the program since its inception, they meet individually with new team members and provide additional training and information as soon as each new member joins the team. The Drug Court Coordinator regularly distributes information on upcoming webinars from Children and Family Futures, the National Child Traumatic Stress Network, Research to Practice, The National Drug Court Institute, and many other sources. It is always encouraged for members of the FDTC team to utilize on-line resources to enhance their education on drug court and child welfare related topics.

Partnerships - Development of partnerships with public agencies and community organizations.

The FDTC Charter reads, "Forging partnerships among drug courts, public agencies, and community-based organizations generates local support and enhances drug court program effectiveness." The FDTC program achieves this goal through ongoing interaction with the community. Since the FDTC program began accepting participants in February of 2008, representatives have presented the mission and goals of the program to the Travis County Commissioner's Court, the Austin City Council, members of the local media, Manos de Cristo dental clinic, private dentists, physicians, and psychiatrists, St. Louise House transitional housing services, Workforce Solutions, Blackland Community Development Corporation, The Rosewood Oxford House and other sober homes, local and statewide substance abuse treatment facilities, the Medical Assistance Program of the City of Austin, Safe Place, the Department of Assistive and Rehabilitation Services (DARS), Lone Star Circle of Care (a federally funded community clinic for indigent and under-insured families), and many other governmental, non-profit, and private organizations. Many of these organizations have either formal or informal agreements with the Court and Travis County Health and Human Services and Veterans Services to provide services and supports to participants of the program and referral processes are streamlined for greater effectiveness. The FDTC has also added members to the staffing team since inception in 2008 and hopes to continue to expand the community collaboration to ensure the best possible outcomes for the FDTC participants. Finally, the Austin American Statesman has published an article about the program featuring the first FDTC graduate and a brief DVD describing the program has been created by the Travis County Audio-Visual Department.

Drug Court Program Requirements

General Approaches

- **Pre-adjudication** - The defendant is diverted to the treatment program in lieu of prosecution before charges are filed or before final case.
- **Post-adjudication** - The drug offender begins the drug court program after entering a plea of guilty or nolo contendere or having been found guilty, often as a condition of probation.
- **Reentry** - Offenders completing sentences of incarceration or lengthy terms of residential treatment are ordered into the treatment program to facilitate their transition and reintegration into society.
- **Civil** - Participants enter the drug court program in relation to suits affecting the parent-child relationship, including child welfare / CPS cases, child support cases, or other civil matters.

Select the **general approach(es)** that best fit this drug court.

Select all that apply:

- Pre-adjudication
- Post-adjudication
- Reentry
- Civil
- N/A

Observation - The drug court team (judge, prosecutor, defense counsel, treatment provider, supervision officer, court coordinator, etc.) of a new program must observe at least one drug court staffing session and hearing, in

Texas, prior to program implementation.

Policies and Procedures – The drug court will develop and maintain written policies and procedures for the operation of the program.

Information Sharing – The applicant will submit a copy of any project evaluations, evaluation plans, recidivism studies, or related reports that are completed during the grant period to CJD.

Jurisdiction - Provide the name of the court administering the Drug Court program (e.g., 999th Judicial District Court, Somewhere County Criminal Court, or City of Somewhere Municipal Court). If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply.

126th Judicial District Court of Travis County Civil Courts

Drug Court Date - If the Court has commenced operations, provide the date that the Court was established.

Enter the date [mm/dd/yyyy]:

2/18/2008

Drug Court Type

- Adult - Programs serving adults (either pre-adjudication, post-adjudication, or reentry).
- Family - Programs serving parents who enter the drug court in relation to suits affecting the parent-child relationship, including child welfare / CPS cases, child support cases, or other civil matters.
- Juvenile - Programs serving juveniles (either pre-adjudication, post-adjudication, or reentry).
- Veterans - Programs serving veterans or current members of the United States armed forces, including members of the Reserves, National Guard or State Guard.

Select the type of drug court that will be operated:

- Adult
- Veterans
- Family
- Juvenile
- N/A

Will the drug court accept **DWI offenders**?

Select the appropriate response:

- Yes
- No
- N/A

Presiding Judge - The presiding judge of a drug court funded through this program must be an active judge holding elective office, an associate judge or magistrate assigned to preside over drug court, or a retired judge available as a sitting judge.

Enter the name, phone number, and email address of the **Presiding Judge** for the Drug Court. If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply. Applicant must notify CJD with this information when a judge is appointed.

The Honorable Darlene Byrne 512-854-9485 darlene.byrne@co.travis.tx.us

Enter the name, phone number and email address of the **Drug Court Coordinator**. If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply. Applicant must notify CJD with this information when a coordinator is appointed.

Note: The Drug Court Coordinator usually monitors the operation of the Drug Court, supervises Drug Court staff, participates in Drug Court judicial staff meetings, prepares and oversees Drug Court contracts with service providers, maintains data on Drug Court operations, and communicates with legal staff, government officials, social service agencies, and the public regarding matters of the Drug Court.

Michelle Kimbrough 512-854-8876 michelle.kimbrough@co.travis.tx.us

Federal Funding – Applicant agrees to apply for federal grant funding from the Bureau of Justice Assistance to support operations of the court. Applicant also agrees to notify CJD immediately of any additional state or federal grants or other funds that may become available to support operation of the court. At that time, CJD may deobligate a portion of the funds awarded under this solicitation.

Has the drug court ever applied for **federal funding**?

Select the appropriate response:

- Yes
- No
- N/A

Has the drug court ever received **federal funding**?

Select the appropriate response:

- Yes
- No
- N/A

If you selected **Yes** above, provide the federal award amount, grant period [mm/dd/yyyy to mm/dd/yyyy], and how the funds were used or will be used if the federal grant period overlaps with the grant period for this solicitation.

Enter the federal funding description:

OOG/ CJD provided federal grant funding to the Family Drug Treatment Court from the Department of Justice Edward Byrne Memorial Justice Assistance Grant Program for grant periods of 09/01/07-08/31/08 and 09/01/09-08/31/10. For the grant period of 09/01/07-08/31/08 state funding was switched to federal funding part-way through the grant period. The amount of federal funding awarded was \$84,419.75. For the grant period of 09/01/09-08/31/10 the amount of federal funding awarded was \$108,307.48. Both of these grants were utilized in prior fiscal years and will not affect funding for fiscal year 2012-2013. Although the following two sources of funding are not awarded to the Travis County Civil Courts directly, they are awarded to another agency within Travis County and directly benefit parents and children involved in the FDTC program: The Office of Juvenile Justice and Delinquency Prevention (OJJDP) has recently awarded Travis County Health and Human Services and Veterans Services (HHS/VS) a \$550,000 grant for a period of 3 years to support the children of the participants in the FDTC program. This grant runs from 10/01/11-9/30/14. The funding provides for a full-time case aide to transport children to medical, psychological, developmental and other appointments and to facilitate visitation between parents and children when the children are not placed in their parents' care. The grant provides for a full-time child therapist to conduct assessments on all of the children and to properly refer them to necessary developmental, medical, and therapeutic services. The therapist will also conduct intensive insight-oriented psychotherapy between parents and children when there is concern about the quality of the parent/child bond. Grant funding will also provide these children with developmental and psychological therapies, parenting training, behavioral aides, and specialty therapies such as art, music and equine therapy. Finally, funding will provide for training opportunities for the entire FDTC and will allow one team member per year to attend a National Training Conference sponsored by the National Association of Drug Court Professionals or the National Drug Court Institute. Another federal funding source for participants of the FDTC program is the Parenting in Recovery (PIR) grant. This grant award is for \$2.5 million to the Travis County HHS/VS office from the National Center for Substance Abuse and Child Welfare and the Substance Abuse and Mental Health Services Administration. The grant is for a period of 5 years running from 10/1/07 to 9/30/12. Each year the program serves 18 – 20 mothers that are also participants in the FDTC program. Although all PIR participants are in the FDTC, not all FDTC participants are in PIR. This reality is due to the fact that PIR only serves mothers and their children and the FDTC program serves both parents and their children. The majority of PIR funding is devoted to 90 days of inpatient substance abuse treatment and housing expenses for a period of up to 9 months. The funding also provides for wrap around support services that include but are not limited to dental care, utility bill assistance, medications, psychiatric treatment, and other fees.

TDSHS - CMBHS Registration

Applicant assures that it is currently registered or will register with the Texas Department of State Health Services (TDSHS) – Clinical Management for Behavioral Health Services (CMBHS) database. Information about registration procedures can be accessed [here](#).

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Dana Hess, Employment Specialist

Enter the Address for the Civil Rights Liaison:

1010 Lavaca 2nd Floor Austin, Texas 78701

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

512-854-9165

Certification

Each applicant agency will certify to the specific criteria detailed above under **Program Requirements** to be eligible for funding under the Drug Court Program Solicitation.

I certify to all of the above eligibility requirements.

Problem Statement:

Please provide a detailed account in the Problem Statement section of the existing issues your project will target.

Enter your problem statement:

An increasing number of child abuse/neglect civil lawsuits in Travis County involve the substance abuse or dependence of at least one parent. Child abuse/neglect cases due to parental substance abuse or dependence pose immense challenges for the Travis County Civil Court System, local child welfare systems, and treatment providers. Due to the complex nature of substance abuse and dependence and the amount of intervention necessary to begin the journey of recovery for a lifetime, the existing family court and child welfare systems are not equipped to handle these cases effectively. As a result, parents continue their addictions while their children, unable to return home, languish in foster care or are placed for adoption with strangers. The Travis County Civil Courts believe that the Family Drug Treatment Court (FDTC) effectively assists parents with recovering from substance abuse or dependency in order to safely parent their children. The FDTC provides ongoing, frequent, and consistent judicial intervention, support, and accountability to the recovering parent.

Supporting Data:

Provide as much supporting data, to include baseline statistics and the sources of your data, which are pertinent to where the grant project is located and/or targeted. Do not use statewide data for a local problem or national data for a statewide problem.

Enter your supporting data:

In Travis County, Child Protective Services reported 3 child fatalities as a result of abuse/neglect and confirmed 1,735 victims of abuse/neglect in fiscal year 2010. Travis County Child Protective Services removed a total of 484 children in this same year and served a total of 1,191 children in substitute care, 832 of which were in foster care. The cost to the state was a total of \$11,035,205 in foster care payments for Travis County children and \$1,208,601.19 in services provided to the children while they were in substitute care. There is also evidence that this cost is increasing. In 2004 Travis and surrounding counties (the area of Region 7) Child Protective Services workers completed a total of 18,147 investigations and removed a total of 1,645 children. These numbers grew to 19,247 investigations and 1,805 removals in 2010 representing an 8.8% and 5.7% increase respectively (Texas Department of Family and Protective Services, Data Book 2010). (Unfortunately, for purposes of this application, the Data Book for 2011 was not yet available.) In the calendar year of 2011 the civil courts of Travis County served an average of 654 families with active child abuse/neglect civil lawsuits each month, representing an increase from the average number of 590 families in 2010. In the same year, the Court added approximately 34 newly filed cases to the docket and served an average number of 1168 children each month. These numbers represented another increase from an average of 30 newly filed cases and 987 children served each month in 2010. Additionally, for those cases that involved Court ordered services (when the state was not granted custody of the child(ren)), approximately 75% of the parents were provided with drug testing services and approximately 50% of these cases

that were closed unsuccessfully involved substance abuse issues by at least one parent (Travis County Civil Courts, 2011). Child Protective Services and Court staff estimate that between 40%-80% of the cases served by their respective systems are due to parental substance abuse or dependence. To address these problems, Travis County has been serving parents and their children through a Family Drug Treatment Court program since February of 2008. The Travis County Family Drug Treatment Court (FDTC) program served 38 families, 46 parents, and 63 children in fiscal year 2010-2011. Approximately 52% of the children served remained in the care of their parent(s) as of January 29, 2012 and only 10% were placed in foster care or for adoption by unrelated persons. The Travis County Courts believe that this outcome has significantly saved tax-payer expenses for foster care. Since the program began in February of 2008, there have been 25 parents that have successfully completed the program, directly benefiting their 41 children. The FDTC program has gradually increased in numbers from 1 participant at the beginning of March 2008 to having served a total of 103 participants as of January 29, 2012 (Travis County Family Drug Treatment Court, 2012).

Community Plan:

For projects that have a local or regional impact target area, provide information regarding the community plan need(s) that your project will address.

Enter your community planning needs:

The Fiscal Year 2010-2011 Community Justice Plan For Travis County Community Supervision And Corrections Department refers to the need for provision of appropriate assessment and treatment for substance abusing offenders throughout the document. It also describes programs within Travis County used to "divert offenders from incarceration by.... providing a series of community-based sanctions rather than incarceration [and] teaching skills necessary for drug-free living." The plan later describes the need to "identify substance abusing offenders at the earliest possible point of contact with the criminal justice system...clinically assess offender needs for treatment in conjunction with offender criminal risk factors... screen for medical indigence and insure that no one is denied access to treatment based on his or her inability to pay for services...[and] provide drug and alcohol treatment services for those offenders who are identified as substance abusing or addicted." A full copy of the plan can be accessed at http://www.co.travis.tx.us/community_supervision/pdfs/cj_plan_2010-2011.pdf. This project, the FDTC, complies with these priorities by providing substance abusing parents (many of whom are also ex- or currently monitored offenders) with early and appropriate access to treatment and community-based services that provide them with the tools to lead a drug-free lifestyle. These priorities are in line with the 10 key components of a Drug Court and the goals of the Travis County FDTC.

Goal Statement:

Provide a brief description of the overall goals and objectives for this project.

Enter a description for the overall goals and objectives:

The mission of the FDTC is to provide a spectrum of court and community-based supports for parents involved in the child welfare system that promotes recovery from alcohol and drug addiction and encourages healthy lifestyle choices. The vision of the FDTC is for parent participants to become sober, responsible caregivers so they can ensure the safety and well-being of their children. As stated above, the primary goals of the FDTC are equivalent to the 10 Key Components of drug courts within the context of a family drug court. Additional goals of the Travis Family Drug Treatment Court are as follows: (1) To help substance-abusing parents to begin a lifetime of recovery and sobriety, receive appropriate treatment, and consequently make positive changes in their lives and the lives of their child(ren); (2) To teach parents to safely parent their children and assume the full responsibilities of parenthood; (3) To reduce the incidence of child maltreatment and stop the cycle of abuse and neglect in families; (4) To establish permanency for the child(ren) in a timely fashion and within statutory timeframe.

Cooperative Working Agreement (CWA):

When a grantee intends to carry out a grant project through cooperating or participating with one or more outside organizations, the grantee must obtain authorized approval signatures on the cooperative working agreement (CWA) from each participating organization. Grantees must maintain on file a signed copy of all cooperative working agreements, and they must submit to CJD a list of each participating organization and a description of the purpose of each **CWA**. Cooperative working agreements do not involve an exchange of funds.

For this project, provide the name of the participating organization(s) and a brief description of the purpose(s) for the **CWA(s)**. You should only provide information here that this project's successful operation is contingent on for the named service or participation from the outside organization.

Note: A **Sample CWA** is available [here](#) for your convenience.

Enter your cooperating working agreement(s):

The Family Drug Treatment Court (FDTC) has a Cooperative Working Agreement (CWA) with Child Protective Services, the agency that files all petitions requesting Court intervention due to a parent's alleged abuse or neglect of his or her child(ren). When these cases involve a substance abusing parent that meets the criteria for the FDTC, the Court offers the FDTC program to the parent(s) as an additional service. When a parent's case is involved with the FDTC, CPS comes to the FDTC hearings, works closely with the family, and is a part of the team that makes

recommendations to the Court. The FDTC also has a CWA with the Court Appointed Special Advocates (CASA) of Travis County. CASA is an agency that works with the FDTC by providing volunteer advocacy services to the families and children involved with the FDTC. CASA is appointed by the Court as the guardian ad litem for all children whose parents are participants in the FDTC program. CASA attends the FDTC hearings, staffing, and makes recommendations to the Court. The FDTC also has a CWA with the Travis County Health and Human Services and Veteran Services Office (HHS/VS). This office is the current recipient of two federal grants, called Parenting in Recovery and The Children's Continuum, that provide services directly to the parent participants of the FDTC program and their minor children. Services include but are not limited to substance abuse treatment, housing, play and developmental therapies, assessments, transportation, supervision of parent-child visitation, and other assistance. All families that receive assistance from these two federal grant sources are eligible only if the parent(s) chose to participate in the FDTC program as well. Additionally, the Travis County HHS/VS office shares in the supervision of the Family Drug Treatment Court Coordinator. The Civil Courts provide administrative oversight for her position and HHS/VS provides direct oversight for the social work aspects of her position(see attached MOU). The purpose of these CWAs is to ensure these agencies continue to support the goals and objectives of the FDTC and that they continue to support the primary mission and purpose of the Office of the Governor Criminal Justice Division Drug Court Program to "support projects that provide court-supervised substance abuse treatment as an alternative to traditional criminal sanctions, as defined in Chapter 469 of the Texas Health and Safety Code."

Continuation Projects:

For continuation projects only, if your current or previous year's project is NOT on schedule in accomplishing the stated objectives, briefly describe the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application. (Data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating.)

Enter your current grant's progress:

Not applicable.

Project Summary:

Briefly summarize the entire application, including the project's problem statement, supporting data, goal, target group, activities, and objectives. Be sure that the summary is easy to understand by a person not familiar with your project and that you are confident and comfortable with the information if it were to be released under a public information request.

Enter your summary statement for this project:

The presence of abuse and neglect cases due to parental substance abuse poses immense challenges for the court and child welfare systems in Travis County, Texas. Current data suggest an increase in the number of confirmed victims of abuse and neglect, the number of removals of children from their primary caregiver(s), and the number of child welfare related petitions filed in Travis County. Child Protective Services and the Civil Courts suspect that many, if not most, of these statistics relate directly to the substance abuse or dependency of at least one parent. In response, the Travis County Civil Courts have implemented and continue the operations of a Family Drug Treatment Court (FDTC) program. The mission of the FDTC program is to provide a spectrum of court and community-based supports for parents involved in the child welfare system that promotes recovery from alcohol and drug addiction and encourages healthy lifestyle choices. It is estimated that this program has already saved the state considerable costs in payment for foster care. The project is that of a specialty court created to serve families who are already involved in the Child Protective Services (CPS) Court system due to substance abuse or dependence. The FDTC activities include an integration of substance abuse treatment within the judicial system, a specialized Court docket with a designated Judge, early intervention with identified participants, provision of substance abuse treatment and other specialized services, frequent drug testing, provision of incentives and sanctions in response to participant behaviors, collaborative planning among community organizations, agencies, and governmental entities, data collection and program evaluation, and ongoing training and education of all team members. Funding will support a specialized court docket, a full-time FDTC coordinator, drug testing services, supplies for the project operations, and travel and training expenses for project staff. The project seeks to serve 44 parents during the next fiscal year. Progress will be measured by a variety of outcomes including the number of participants who successfully complete the program, the number of participants that obtain employment and/or education while in the program, and the number of families successfully reunited. Through intensive services, close monitoring by the Court, and case work by FDTC team members, the FDTC seeks for parent participants to become sober, responsible caregivers so they can ensure the safety and well-being of their children.

Project Activities Information

Drug Courts

Does your project have a Steering Committee that helps direct and enhance your court's operations?

Yes

No

N/A

List the members of your project's treatment team and describe their role in supporting the participants.

The FDTC Charter outlines the Drug Court team members as "representatives who work directly with FDTC participants. The team [is] comprised of representatives from the following entities: Travis County District Attorney's Office, Parent Attorney, Presiding Judge, Child Protective Services, Court Appointed Special Advocates (CASA), Substance Abuse Treatment, Housing, the Drug Court Coordinator, the Parenting in Recovery Project Director, and any other service provider as agreed upon by the [Drug Court Team.]" All of these team members have representation in some form at Operations Committee meetings, Advisory Committee meetings, Drug Court pre-hearing staffing, Drug Court hearings, and/or Sub-committee or case management team meetings. The team members' roles in supporting participants are as follows: 1.) Travis County District Attorney's Office – provides legal expertise, advocates the position of Child Protective Services during drug court staffing and hearings, files the original petition for Court intervention, and promotes compliance with statutory legal deadlines in the course of child welfare lawsuits; 2.) The Parents' Attorney – provides legal representation / advocacy to the parent participants in the program, advises each parent about their legal rights and responsibilities to the drug court program prior to the parent signing the contract to participate; 3.) The Judge – provides judicial oversight, incentives, and accountability to the program participants and acts as the leader of the team making the final decision on all Court orders and aspects of the program operations; 4.) Child Protective Services workers and supervisors – provide intensive case management directly to and authorize payment for contract services (for example: individual counseling) for the participants in the program, monitor participants and their children in the home for issues of child safety, and report to the coordinator and the Court on an ongoing basis; 5.) CASA of Travis County – provides advocacy for the children by closely monitoring their needs and services and supports the children's best interests through the support of their parents' recovery and progress in the drug court program; 6.) Substance Abuse Treatment (currently Austin Recovery) – acts as the primary treatment provider for program participants by providing inpatient, outpatient, and aftercare treatment services and provides ongoing education and clinical expertise to the team during weekly staffing and other team meetings; 7.) Housing provider (currently Foundation Communities) – provides housing and case management services to some program participants funded by Parenting In Recovery, provides expertise to the other team members regarding issues of housing and homelessness; 8.) The Drug Court Coordinator – chairs Operations committee meetings, provides direct oversight and case management to participants, reports contacts and progress to the Court, facilitates all operations of the program including data collection, reporting, docketing, contract management, and maintenance of policies and procedures; 9.) Parenting in Recovery Director (Travis County Office of Health and Human Services and Veterans Services) – provides funding for housing, treatment, and other services to participants via federal grant funding, provides clinical substance abuse treatment expertise, and facilitates training for team members in the context of a community-wide collaboration for the safety and well-being of children through the treatment and intervention with their parents who have a substance abuse/ dependency problems; 10.) Additional Service Providers (currently Communities for Recovery and Safe Place) – provide consultation and information on recovery supports and domestic violence services in the Austin area, report on participant compliance and non-compliance with peer recovery coaching services and domestic violence/ sexual assault groups and services. Recently the FDTC has added two additional members to this team of professionals. These two additional team members were hired under funding received by the Office of Juvenile Justice and Delinquency Prevention in October of 2011 to improve the quality of services for children whose parents are participants in the FDTC program. The additional team members are: 1.) A licensed child therapist – provides assessment of and recommendations for services for the children, ensures that children's services begin in a timely manner, and provides intensive therapy for a few parents and children to improve on the parent-child bond; 2.) A case aide – provides transportation for children to medical, developmental, and therapeutic appointments, supervises additional parent-child visits, and conducts some data entry.

Provide the average caseload size for a full-time case manager/probation officer assigned to this project.

The only case manager hired to serve only participants in the Family Drug Treatment Court program is the Drug Court Coordinator. As of January 29, 2012 there were 30 participants (parents) in the program. The number of participants has ranged from 25 to 30 parents consistently for the past fiscal year.

Provide your project's policy on drug testing participants.

All participants are required to submit random drug tests in any form requested (hair, swab, urine, or ETG urine) at the request of the Court, Child Protective Services, or the Drug Court Coordinator. Participants are required to submit to kit/ instant tests immediately and tests at a contracted lab site within 24 hours of the request. Additionally, all participants are required to call the Drug Court Coordinator's voice mail on a schedule that is dependent on their current phase in the program. Participants in relapse phase, cautionary phase, phase I or phase II of the program are required to call the voicemail everyday. Participants in phase III or phase IV of the program are required to call every Monday, Wednesday, and Friday. Each day the voicemail will have recorded instructions for participants based on their assigned color (either yellow, orange, green, red, blue, or purple). For example, the voicemail could instruct all participants that are assigned the color "red" to submit a drug test that day. In this case

all participants who had been assigned the color "red" would be required to submit the type of test requested on that day before the contracted labs close. If they do not submit a test as requested, participants are subject to sanctions at their next Family Drug Treatment Court hearing. The drug testing color schedule is devised each month by the Drug Court Coordinator. Participants in relapse phase, cautionary phase, phase I and phase II are asked to submit urinalysis tests at least once a week and participants in phase III and phase IV are asked to submit urinalysis tests at least two to three times a month. If a participant wishes to dispute the result of a kit or instant test, he/she may do so by immediately going to submit another test at a contracted lab. If a participant wishes to dispute the result of a test conducted at a contracted lab, he/she may do so but must pay for the additional test with his/her own money. Participants are also required to submit a negative hair follicle test in order to advance from one phase to another. The hair follicle tests can detect drug use for approximately 90 days. Participants are usually asked randomly via the call-in system voicemail to submit an ETG alcohol test at least once a month. This test is utilized to detect alcohol use during the last 80 hours. This year the Court also began testing participants for K2 or Spice, a synthetic form of marijuana, after allegations were made (which were later confirmed via testing) that several participants were using this substance. Describe the process you will use to determine your project's effectiveness.

In order to determine the effectiveness of the program, the Family Drug Treatment Court compares participants in the program to other parents with open CPS lawsuits who have substance abuse/ dependency problems but are not involved in the program. The Parenting in Recovery program (described above as a member of the drug court team) is already implementing an evaluation which compares the participants in that program (which are all also participants in the Family Drug Treatment Court program) to a control group of parents who are not participating in the program but were referred to Child Protective Services in a similar manner for reasons of substance abuse or dependence. The Parenting in Recovery grant and evaluation encompasses a five year time period and at this time Parenting In Recovery has progressed to the final year of the project. Travis County has also prepared a management and information system that the Drug Court Coordinator began utilizing in October of 2009. This system tracks the progress and outcomes of program participants. The Drug Court Coordinator and Parenting in Recovery Director collect data on child placement outcomes, demographics, number of treatment episodes, success of treatment episodes, services provided, re-referrals to CPS, re-filings with the Court, and achievement of educational and employment goals. This data is shared (in various forms) with the Office of the Governor, the Advisory Committee for the FDTC, and the Office of Children and Family Futures (who provide the federal Parenting in Recovery grant to the Travis County Health and Human Services and Veterans Services office). As part of a new grant, awarded to HHS/VS in October of 2011 (called The Children's Continuum) additional data is being collected and analyzed. The outcomes that the FDTC program is tracking for this project include but are not limited to the percentage of families served by evidence based programs or best practices intervention models, percentage of children who obtain permanent placement while their parents are in the FDTC program, the number of children who received psychological or developmental assessments, the number of children and parents who receive insight oriented psychotherapy, the number of parent - child visits facilitated by a case aide, the number of children who demonstrate improvement on achievement of developmental milestones, and the number of parents who improve on their parenting skills based on a pre- and post-test rating scale. All of the FDTC team members are committed to ongoing data collection and program evaluation as indicated in the FDTC Charter signed on August 18, 2010. Finally, it is the policy and continued plan for the Family Drug Treatment Court to follow participants who have commenced from the program (with their voluntary consent) for at least 6 months after their successful completion of the program to determine if there have been any further referrals to CPS for abuse or neglect, if any further referrals have been confirmed as Reason to Believe for abuse/ neglect, if any additional lawsuits have been filed by CPS, and if the parent has been arrested for any offense (drug related, violent, or other). Provide the total cost for operating your project during the previous fiscal year. (This should include all salaries, travel, counseling, treatment services, office supplies, etc.)

585490

List the sources and amounts of non-CJD funding used to support this project during the previous fiscal year. (This may include local or state funds and any other charges to participants.)

The participants of the Family Drug Treatment Court (FDTC) program were supported by several funding sources in addition to the Office of the Governor during Fiscal Year 2010-2011. These funding sources do not include funding for drug court participants' treatment by the Department of State Health Services (discussed below). One of these funding sources is the Parenting in Recovery (PIR) program. Although not all of the participants in the FDTC program are involved in the PIR program, all of the PIR program participants are involved in the FDTC program. The Parenting in Recovery program is funded by a \$2.5 million grant to Travis County Health and Human Services and Veterans Services from the federal government for a period of 5 years. The majority of this funding is devoted to 90 days of inpatient substance abuse treatment, which totaled approximately \$301,856.10 last fiscal year. The rest of the funding covers expenses for housing, dental care, utility bill assistance, medications, psychiatric treatment, and other wrap around services. In fiscal year 2010-2011 these expenses totaled \$139,071.41. Another source of funding benefiting the FDTC program is that of the Travis County 126th Judicial District Court, specifically the amount of hours that the Court staff spend on FDTC related activities and the percentage of their salary that corresponds with this amount of time. The Judge specifically donates approximately 200 hours of time each year to

FDTC related matters to include presiding over the hearings, attending staffing, reading the Court reports, and attending program committee meetings. The Judge's staff including the Court Operations Manager, Judicial Aide, Staff Attorney, and Court Reporter spend approximately 372 hours each year on activities related to the functioning of the FDTC program. The total salary for the Judge and her staff that corresponds to these hours of time is approximately \$14,492.25. Another funding source for the participants in the Family Drug Treatment Court program is the independent contributions of community businesses, churches, and non-profits. During the last year these community members donated a variety of items that were often utilized as incentives for participants. These items included but were not limited to toys and gifts for the "treasure box" as a weekly reward for participants, bracelets and charms to celebrate phase advancement, homemade blankets and pillows, furniture and cribs, cakes, plaques, and flowers for graduations, and gift cards for special recognition. These donations totaled approximately \$5,000. A final cost of the program involves the expenses paid for training registration, travel, and lodging. This year the Office of the Governor funded 7 team members' participation in the annual Texas Association of Drug Court Professional Conference in Dallas, Texas. In past years, training, lodging, and travel expenses for both training conferences and observations of other drug courts have been provided by Casey Family Programs and the Court Improvement Project of the Texas Supreme Court Commission.

List the treatment resources used for this project (e.g., ATR, TAIP, in-house, etc.).

The Family Drug Treatment Court program utilized the services and funding of Parenting in Recovery (as described above), and state funding through the Department of State Health Services (DSHS) for participant's substance abuse treatment during the last fiscal year. Parenting in Recovery provides the women in the FDTC program with 90 days of inpatient substance abuse treatment at Austin Recovery. DSHS provides participants with a continuum of treatment services, both inpatient and intensive outpatient treatments, from a variety of treatment providers in the community, including Austin Recovery, Developmental Counseling Center Inc., and Oak Springs Treatment Center. The FDTC plans to continue to utilize funding from Parenting in Recovery and the Department of State Health Services in the current and next fiscal year.

Provide the total fees collected in your county during the most recently completed fiscal year, in accordance with Chapter 102.0178, Code of Criminal Procedure, for offenses found in Chapter 49, Penal Code (DWI) and Chapter 481, Health and Safety Code (controlled substances). Note: The party responsible for collecting court assessed fees in your county may be the treasurer, county clerk, or district clerk.

146579

Of the fees collected in your county, provide the amount that was directed to your project.

0

Describe how your project used those fees.

Not applicable. No fees have been reassigned to this project by Travis County.

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Drug Court - Family	100.00	The activities of this Drug Court program fall under section Sec. 469.002 of the Texas Health and Safety Code regarding Drug Court Programs. This program may be described as one of the "family dependency drug treatment courts for family members involved in a suit affecting the parent-child relationship in which a parent's use of alcohol or a controlled substance is a primary consideration in the outcome of the suit." As outlined in the Family Drug Treatment Court Charter two governing bodies oversee the sustainability, operations, and planning for the FDTC: The Drug Court Team and The Advisory Committee. The Family Drug Treatment Court identifies substance abusing or dependent parents who are involved in the child welfare and civil court systems and present them with the opportunity to participate in the FDTC program. Parents who elect to participate promptly receive a comprehensive drug and alcohol assessment and substance abuse treatment. The FDTC combines the persuasive powers of the Court with a therapeutic regimen of treatment. This combination fosters the rehabilitation of participants, while also providing them with a sense of accountability for their actions. FDTC participants initially appear weekly on the FDTC docket and build a relationship with the Judge as they progress throughout the program. The FDTC team meets for a staffing prior to every FDTC docket to discuss treatment, services, sanctions, and incentives that are translated into the form of Court orders and the Judge's support and accountability of the individual participant. Participation in the FDTC program is also supported through case management, brokering of community resources, and a coordinated FDTC team approach. The program is comprised of 4 phases and is designed to last between twelve to eighteen months.

Geographic Area:

The geographic area is Travis County, Texas.

Target Audience:

Families who are under the jurisdiction of the Travis County District [Civil] Courts, whose children are placed at risk of abuse/ neglect by their parents' substance abuse or dependency, and who meet set eligibility criteria for the program are eligible for participation in the Travis County Family Drug Treatment Court program.

Gender:

Males and females.

Ages:

Parents of all ages.

Special Characteristics:

The Family Drug Treatment Court includes services to families with substance abuse/ dependency and co-occurring mental health problems. Additionally, the program gives preferential admission to families of children ages 0-5 because this group of children are most vulnerable and at the most critical stage in their development.

Measures Information**Progress Reporting Requirements**

All programs will be required to report the output and outcome measures for this program to Texas A&M University, Public Policy Research Institute (PPRI).

Objective Output Measures

OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
Number of new enrollments in the program.	26	24
Number of participants in the program. ("Participants" should include the number in the program at the beginning of the reporting period plus the number of enrollments - example: total number served.)	47	44
Number of people assessed for eligibility to participate in the program.	33	32

Custom Objective Output Measures

CUSTOM OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
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Objective Outcome Measures

OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
Number of participants employed or enrolled in school at time of drug court graduation (part time or full time).	7	6
Number of participants that earn a GED, high school diploma, or vocational training credential while in the program.	3	1

Number of participants that successfully complete the program.	9	8
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Custom Objective Outcome Measures

CUSTOM OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
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Certification and Assurances

Each applicant must click on this link to review the standard [Certification and Assurances](#).

Resolution from Governing Body

Except for state agencies, each applicant must provide information related to the [resolution](#) from its governing body, such as the city council, county commissioners’ court, school board, or board of directors. Please ensure that the resolution approved by your governing body addresses items one through four below.

1. Authorization by your governing body for the submission of the application to CJD that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update CJD should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to CJD.

Upon approval from your agency's governing body, upload the [approved](#) resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will CJD grant funds be used to support any contracts for professional services?

Select the Appropriate Response:

- Yes
- No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

All sub-contracts for professional services with Travis County will be properly monitored and governed by the Travis County Purchasing Policies and Procedures in accordance with state law. Travis County also monitors the activities of all sub-contractors for compliance by certifying that deliverables have been rendered prior to release of payment.

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a

member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Note: Pursuant to Texas Government Code §556.005, a political subdivision or private entity that receives state funds may not use the funds to pay a person required to register as a lobbyist or for lobbying expenses. A political subdivision or private entity that violates this provision is not eligible to receive additional state funds.

Select the Appropriate Response:

- Yes
- No
- N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the Appropriate Response

- Yes
- No
- N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

10/1/2012

Enter the End Date [mm/dd/yyyy]:

9/30/2013

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (\$) of Federal Grant Funds:

18974629

Enter the amount (\$) of State Grant Funds:

4791145

Single Audit

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

Select the Appropriate Response:

- Yes
- No

Note: Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in OMB Circular A-133.

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor (in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133).

Enter the date of your last annual single audit:

9/30/2010

Equal Employment Opportunity Plan (EEOP)

Type I Entity: Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity:

- The applicant is not required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity: Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity: Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Dana Hess, Employment Specialist, 1010 Lavaca, Second Floor, Austin, Texas 78701

Type III Entity: Defined as an applicant that is NOT a Type I or Type II Entity. Requirements for a Type III Entity: Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

Select the appropriate response:

- Type I Entity
- Type II Entity
- Type III Entity

Debarment

Each applicant agency will certify that it and its principals:

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- I Certify
- Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

Enter the debarment justification:

Fiscal Capability Information
Organizational Information

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts).

Select the appropriate response:

- Yes
- No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

- Yes
- No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

- Yes
- No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

- Yes
- No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

- Yes
- No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

- Yes
- No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts.

Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

- Yes
- No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

- Yes
- No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

- Yes
- No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

- Yes
- No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Indirect Costs	Approved Rate - 2% or Less	Indirect costs due to administrative fees.	\$2,694.00	\$0.00	\$0.00	\$0.00	\$2,694.00	0
Personnel	Court Coordinator	Family Drug Treatment Court Coordinator: Personnel that is essential to the operations fo the Family Drug Treatment Court. This person provides	\$65,494.00	\$0.00	\$0.00	\$0.00	\$65,494.00	100

		<p>supervision and case management services to clients in the FDTC program, supervises other staff associated with the program (specifically the case aide that is funded by another grant), maintains contact with FDTC team members, treatment providers, and case parties on an ongoing basis, writes weekly reports to the Court regarding clients' progress. In addition this staff handles all administrative tasks for the program including facilitating committee meetings regarding program operations and pre-Court staffing sessions, creating the docket and scheduling cases for Court hearings, documenting, maintaining, and implementing policies and procedures, monitoring performance measures, tracking data, and reporting on outcomes. The Drug Court Coordinator conducts all other activities as necessary for the operations and management of the drug court program, including working with stakeholders to facilitate clients' acquisition of appropriate services, including those contracted with Travis County providers within the parameters of the policies and procedures of the county regarding contracts and purchasing. The</p>						
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		Coordinator also facilitates community collaborations in the best interest of the clients and their children, acts as a spokesperson for the program in public settings and trainings, and attends all advisory committee meetings for the FDTC.							
Contractual and Professional Services	Drug Analysis or Employee Drug Testing Services	Laboratory Drug Testing Services: Contracted drug testing by local providers for the participants of the Travis County Family Drug Treatment Court program to include testing via hair and urine samples. Testing includes but is not limited to tests for alcohol via ETG/ETS screening, tests for prescribed and illegal substances such as marijuana, PCP, opiates, benzodiazepines, barbiturates, cocaine, amphetamines, methamphetamines, and propoxyphene, and tests for designer drugs such as K2 or Spice (synthetic marijuana).	\$48,000.00	\$0.00	\$0.00	\$0.00	\$48,000.00	0	
Travel and Training	In-State Incidentals and/or Mileage	In-state mileage reimbursement for the Drug Court Coordinator: This expense is for the cost of necessary travel by the Drug Court Coordinator to treatment facilities, clients' homes, meeting locations, community partners offices, and other locations to conduct business for the drug court program. Mileage is reimbursed at the rate of	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0	

		approximately \$0.55 per mile (or at the current Travis County rate as set by the Commissioner's Court).							
Contractual and Professional Services	Interpreter	Interpreter Services: This expense is for translation services for participants of the FDTC program who do not speak English or require sign-language interpretation services to speak with the Court or Court personnel.	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0	
Supplies and Direct Operating Expenses	Office Supplies (e.g., paper, postage, calculator)	Office Supplies: This expense includes provision of basic office supplies for the Drug Court Coordinator that may include but are not limited to paper, pens, staples, notebooks, calendars, certificates of achievement for participants, case file tab dividers, and other supplies.	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0	
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Project Specific Supplies: This expense includes supplies for the FDTC program to include but not limited to bus passes for participants who have transportation needs (100 passes at the rate of \$30 per 31 day pass = \$3,000) and drug testing kits to test participants on site at the Courthouse or in their home (1000 kits at the rate of \$3.20 per kit = \$3,200). This cost also includes \$1,000 for presentation and training supplies to include but not limited to a library of videos and books for use by team members as ongoing	\$7,200.00	\$0.00	\$0.00	\$0.00	\$7,200.00	0	

		education and for participants as assignments by the Court (usually to watch and write an essay on the material). This expense could also include professional journals and publications on drug court practices, child welfare, and children development for children ages 0-5. Fees and supplies for cross-disciplinary training could also be included.							
Contractual and Professional Services	Substance Abuse-Related Case Management, Counseling, Outpatient, and/or Treatment Services	Substance Abuse-Related Case Management, Counseling, Outpatient, and/or Treatment Services: This expense will provide for contractual services with community based providers to include but not limited to assessment, treatment, trauma-informed care, peer recovery coaching, counseling, parenting training, and/ or other related services.	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0	

Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
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Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget Summary Information

Budget Summary Information by Budget Category:

CATEGORY	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Contractual and Professional Services	\$58,500.00	\$0.00	\$0.00	\$0.00	\$58,500.00
Indirect Costs	\$2,694.00	\$0.00	\$0.00	\$0.00	\$2,694.00
Personnel	\$65,494.00	\$0.00	\$0.00	\$0.00	\$65,494.00
Supplies and Direct Operating Expenses	\$8,200.00	\$0.00	\$0.00	\$0.00	\$8,200.00
Travel and Training	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00

Budget Grand Total Information:

CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$137,388.00	\$0.00	\$0.00	\$0.00	\$137,388.00

Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
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You are logged in as **User Name:** CivilCourtsProject

TRAVIS COUNTY RESOLUTION

FY 2013 Travis County Family Drug Treatment Court Grant

WHEREAS, The Travis County Commission's Court finds it in the best interest of the citizens of Travis County that the Family Drug Treatment Court be operated during Fiscal Year 2013; and

WHEREAS, The Travis County Commission's Court agrees that in the event of loss or misuse of the Criminal Justice Division funds, Travis County assures that the funds will be returned to the Criminal Justice Division in full.

WHEREAS, The Travis County Commission's Court designates Samuel T. Biscoe, County Judge, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that The Travis County Commission's Court approves submission of the grant application for the Family Drug Treatment Court to the Office of the Governor, Criminal Justice Division.

Signed by: _____
County Judge Samuel T. Biscoe

Passed and Approved this _____ day of February, 2012.

Grant Number: 1974706

Cooperative Working Agreement

This is to certify that the objectives of the grant application submitted to the Criminal Justice Division of the Office of the Governor have been reviewed and that it is mutually agreed to cooperate to whatever extent is necessary in carrying out the objectives described in this application.

In addition, if the outside organization has personnel assigned to the grant-funded project, that agency certifies that it is cognizant of the rules and regulations governing the operation of the grant and agrees to abide by any and all such rules or special conditions relating to the application.

Part I: Applicant Organization

Travis County District / Civil Courts
Applicant's Organization

Travis County Family Drug Treatment Court (FDTC)
Project Title

Samuel Biscoe/ County Judge
Printed Name and Title of Applicant's
Authorized Official

Signature of the Applicant's
Authorized Official

Date

Part II: Outside Organization

Department of Family and Protective
Services/ Child Protective Services
Outside Organization

Travis County Family Drug Treatment Court (FDTC)
Project Title

Shelia Brown/ Regional Director of Child
Protective Services
Printed Name and Title of Outside
Organization's Authorized Official

Shelia Brown
Signature of the Outside
Organization's Authorized Official

1.30.12
Date

Cooperative Working Agreement

This is to certify that the objectives of the grant application submitted to the Criminal Justice Division of the Office of the Governor have been reviewed and that it is mutually agreed to cooperate to whatever extent is necessary in carrying out the objectives described in this application.

In addition, if the outside organization has personnel assigned to the grant-funded project, that agency certifies that it is cognizant of the rules and regulations governing the operation of the grant and agrees to abide by any and all such rules or special conditions relating to the application.

Part I: Applicant Organization

Travis County District / Civil Courts
Applicant's Organization

Travis County Family Drug Treatment Court (FDTC)
Project Title

Samuel Biscoe/ County Judge
Printed Name and Title of Applicant's
Authorized Official

Signature of the Applicant's
Authorized Official

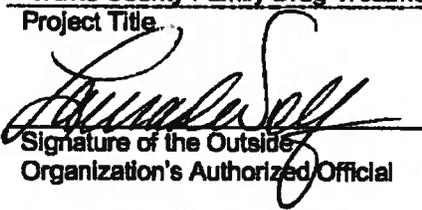
Date

Part II: Outside Organization

Court Appointed Special Advocates of
Travis County (CASA)
Outside Organization

Travis County Family Drug Treatment Court (FDTC)
Project Title

Laura D. Wolf/ Executive Director
Printed Name and Title of Outside
Organization's Authorized Official


Signature of the Outside
Organization's Authorized Official

1/29/12
Date

Cooperative Working Agreement

This is to certify that the objectives of the grant application submitted to the Criminal Justice Division of the Office of the Governor have been reviewed and that it is mutually agreed to cooperate to whatever extent is necessary in carrying out the objectives described in this application.

In addition, if the outside organization has personnel assigned to the grant-funded project, that agency certifies that it is cognizant of the rules and regulations governing the operation of the grant and agrees to abide by any and all such rules or special conditions relating to the application.

Part I: Applicant Organization

Travis County District / Civil Courts
Applicant's Organization

Travis County Family Drug Treatment Court (FDTC)
Project Title

Samuel Biscoe/ County Judge
Printed Name and Title of Applicant's
Authorized Official

Signature of the Applicant's
Authorized Official

Date

Part II: Outside Organization

Travis County Health and Human
Services and Veterans Services
Outside Organization

Travis County Family Drug Treatment Court (FDTC)
Project Title

Laura Peveto/ Prevention and Early
Intervention Manager; Office of
Children's Services
Printed Name and Title of Outside
Organization's Authorized Official


Signature of the Outside
Organization's Authorized Official

1/27/12
Date

Andrea Colunga Bussey/ Division
Director; Office of Children's Services
Printed Name and Title of Outside
Organization's Authorized Official

Signature of the Outside
Organization's Authorized Official

Date

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 type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Sheriff's Office	
Contact Person/Title:	Karen Maxwell, Senior Planner	
Phone Number:	854-7508	

Grant Title:	TCSO Child Abuse Victim Services Personnel		
Grant Period:	From:	9/1/2012	To: 8/31/2013
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	OOG, Criminal Justice Division		
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:	OJP-DOJ-VA-Victims of Crime Act Formula Grant Program		

Budget Categories	Grant Funds	County Cost Share	County Contribution	In-Kind	TOTAL
Personnel:	24,597	0	24,891	0	\$49,488
Operating:	400	0	106	0	\$506
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	0	0	0	0	\$0
Total:	\$24,997	\$0	\$24,997	\$0	\$49,994
FTEs:	0.50	0.00	0.50	0.00	1.00

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"/>	MN	
County Attorney	<input checked="" type="checkbox"/>	JC	

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						
Crime Victims Served	3456					3598
Measures For Grant						
Number of Child Abuse victims/survivors seeking service who are served	360	120				360
Outcome Impact Description						
Outcome Impact Description						
Outcome Impact Description						

PBO Recommendation:

The Travis County Sheriff's Office is requesting approval to submit the annual application to the Office of the Governor, Criminal Justice Division, to continue the TCSO Child Abuse Victim Services Personnel Grant. The application is for the third year of the grant. The grant provides resources for a fifty percent of full-time Victim Counselor for victims associated with child abuse. The cash match for the program will be met from the department's existing budget and no additional funds are required.

PBO recommends approval to continue the program.

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?

During FY10, the Travis County Sheriff's Office Child Abuse Unit investigated 476 cases. Many of these investigated cases involved multiple identified victims and considerable coordination between family members, community agencies and TCSO personnel. However, Victim Services personnel were only able to provide services to approximately 9% of the victims associated with these Child Abuse cases.

This grant proposal will support funding for one full-time Victim Counselor who will be responsible for service provision to the victims associated with Child Abuse cases. Services provided will include crisis intervention, safety planning, assistance with crime victims compensation and protective order processes, emotional support, and referrals to community agencies. Based on the numbers of investigated child abuse cases, and an assumption that each case involves a minimum of two victims (although many cases may involve multiple victims), it is estimated that this position will afford services to an additional 360 victims.

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

None

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.

The Sheriff's Office will budget funds to cover a 50% match. The Victim Counselor will be added into the regular call rotation for victim services personnel and TCSO will pay for the call back salary and associated fringe expenses, plus paging service for this FTE.

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

In accordance with grant rules, projects totaling less than \$50,000 may waive the indirect 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.

There is no County commitment to funding if the grant is discontinued. However, by using this grant opportunity to serve a segment of victims that has previously been underserved, we can collect data and better identify the need for future requests.

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

This is an continuation of the services provided by the Travis County Sheriff's Office Victim Services Unit with the initial grant application for Child Abuse Victim Services personnel in FY11.

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.

TCSO Victim Services personnel provide crisis intervention, education regarding the criminal justice system and its participants, assistance with safety planning, assistance with crime victim compensation applications, protective order processes, emotional support, coordination of case activity, transportation of victims, and referrals to community agencies in an effort to reduce the trauma for victims. Currently TCSO Victim Services personnel are on-call 24 hours per day, 365 days per year as a means of ensuring immediate crisis intervention. Approximately 700 on-call requests for Victim Services response are received each year.

TCSO investigates in excess of 500 cases of Child Abuse annually; however, prior to grant funding received for FY11, there were no TCSO Victim Services personnel dedicated to providing services to victims associated with Child Abuse cases. This resulted in only about 9% of the Child Abuse victims receiving services in FY10. During the eight months of FY11 the Child Abuse grant was staffed, TCSO was able to serve victims in 19% of the 550 child abuse cases investigated due to the implementation of the Child Abuse Victim Services personnel.

The Victim Counselor provided through this project will be included in the existing on-call rotation, and will hold within their primary duties the provision of services to victims associated with Child Abuse cases. Through this project it is estimated an additional 360 victims would receive services from TCSO Victim Services personnel.



GREG HAMILTON
TRAVIS COUNTY SHERIFF

P.O. Box 1748
Austin, Texas 78767
(512) 854-9770
www.tcsheriff.org

JAMES N. SYLVESTER
Chief Deputy

BYI HUSCLAIR
Major - Law Enforcement

DARREN LONG
Major - Corrections

MARK SAWA
Major - Administration & Support

January 31, 2012

MEMORANDUM

To: The Travis County Commissioners Court
From: Karen Maxwell, Senior Planner 
Subject: General Victim Assistance Grant Application Request
Office of the Governor, Criminal Justice Division

Attached is a grant application to the Office of the Governor, Criminal Justice Division as a part of the General Victim Assistance Direct Services solicitation for FY13 to provide a Victim Counselor focused on serving the victims of child abuse cases. For the past two years, you have supported our request to provide a victim services staff member dedicated solely to the provision of services to victims associated with Child Abuse cases with awarded grant funding. Continuation of this project will provide services including crisis intervention, safety planning, assistance with Crime Victim Compensation applications and Protective Order processes, emotional support, and referrals to community agencies to a total of 360 victims referred from the Child Abuse cases that TCSO investigates. Total project costs will be \$49,994, with TCSO providing 50% of that amount in match as we work to assimilate this position and wean off of the grant funding now that the project has demonstrated its efficacy.

Child abuse in all forms—neglect, physical, emotional and sexual—can have far-reaching effects on children, producing a multitude of social issues. Because families are most ready to change their non-productive approaches to problem solving during a time of crisis, it is critical that services are offered to families in the early stages of escalating violence. Travis County Sheriff's Office Victim Services personnel respond to the needs of these victims through on-scene response at the request of sworn personnel.

We are requesting the Commissioners Court approve this grant application. Upon your approval, the grant application will proceed to CAPCOG for review and prioritization through the Criminal Justice Advisory Committee. If you have questions, please don't hesitate to contact me at 854-7508. Thank you each in advance for your attention to this matter and your continued commitment to serving victims in Travis County.

Cc: Matt Naper County Auditor's Office
Jim Connolly, County Attorney's Office
Travis Gatlin, PBO

Agency Name: Travis County
Grant/App: 2316603 **Start Date:** 9/1/2012 **End Date:** 8/31/2013

Project Title: TCSO Child Abuse Victim Services Personnel
Status: Application Pending Submission

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number: 17460001922000

Application Eligibility Certify: Created on:1/13/2012 12:54:21 PM By:Karen Maxwell

Profile Information

Applicant Agency Name: Travis County
Project Title: TCSO Child Abuse Victim Services Personnel
Division or Unit to Administer the Project: Travis County Sheriff's Office
Address Line 1: PO Box 1748
Address Line 2:
City/State/Zip: Austin Texas 78767-1748
Start Date: 9/1/2012
End Date: 8/31/2013

Regional Council of Governments(COG) within the Project's Impact Area: Capital Area Council of Governments
Headquarter County: Travis
Counties within Project's Impact Area: Travis

Grant Officials:

Authorized Official

User Name: Samuel Biscoe
Email: sam.biscoe@co.travis.tx.us
Address 1: Post Office Box 1748
City: Austin, Texas 78767
Phone: 512-854-9555 Other Phone:
Fax: 512-854-9535
Title: The Honorable
Salutation: Judge

Project Director

User Name: Amy Durall
Email: amy.durall@co.travis.tx.us
Address 1: PO Box 1748
City: Austin, Texas 78767
Phone: 512-854-8492 Other Phone:
Fax: 512-854-8492
Title: Ms.
Salutation: Ms.

Financial Official

User Name: Susan Spataro
Email: susan.spataro@co.travis.tx.us
Address 1: P.O. Box 1748
City: Austin, Texas 78767
Phone: 512-854-9125 Other Phone:
Fax: 512-854-6640
Title: Ms.
Salutation: Ms.

Grant Writer

User Name: Karen Maxwell
Email: karen.maxwell@co.travis.tx.us
Address 1: PO Box 1748
City: Austin, Texas 78767
Phone: 512-854-7508 Other Phone:
Fax: 512-854-9772
Title: Ms.
Salutation: Ms.

Grant Vendor Information

Organization Type: Unit of Local Government (City, Town, or Village)

Organization Option: applying to provide direct services to victims only

Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID): 17460001922000

Data Universal Numbering System (DUNS): 030908842

Narrative Information

Primary Mission and Purpose

The purpose of this program is to provide services and assistance directly to victims of crime to speed their recovery and aid them through the criminal justice process. Services may include the following:

- responding to the emotional and physical needs of crime victims;
- assisting victims in stabilizing their lives after a victimization;
- assisting victims to understand and participate in the criminal justice system; and
- providing victims with safety and security.

Funding Levels

The anticipated funding levels for these programs are as follows:

- Minimum Award - \$5,000
- Maximum Award - None
- Grantees, other than Native American Tribes, must provide matching funds of at least twenty percent (20%) of total project expenditures. Native American Tribes may be required to provide a five percent (5%) match. This requirement may be met through either cash or in-kind contributions or a combination of both.

For more information regarding grantee match, please click on the **Budget** tab, and then click on the **Source of Match** tab in eGrants.

Note: If you voluntarily include matching funds that exceed the minimum match requirement, you will be held to that amount throughout the grant period.

Program Requirements

Preferences - Preference will be given to applicants that promote comprehensive victim restoration while incorporating an emphasis on cultural competency in underserved populations. Applicants are also strongly encouraged to streamline administrative and reporting processes by consolidating grant requests whenever possible in lieu of submitting multiple applications.

Program Emphasis - Applicant agrees to implement comprehensive strategies that are sensitive to the concerns and safety of the victims and hold offenders accountable for their crimes. Applicants must indicate the percentage of their project that benefits Victim Services, Law Enforcement, Prosecution, Courts or other areas. Program emphasis decisions should be made based on the beneficiary of the funded activities. For example, a victim services coalition who provides training to police throughout the state would fall under the "law enforcement" category because the training is to benefit law enforcement.

Indicate the percentage (%) of your project that benefits:

Victim Services - any nonprofit, nongovernmental organization that assists victims.	0
Law Enforcement - any public agency charged with policing functions.	100
Prosecution - any public agency charged with direct responsibility for prosecuting criminal offenders.	0
Court - any civil or criminal court system.	0
Other - any initiative that indirectly affects victims (ex., developing protocols and procedures).	0

Culturally Competent Victim Restoration - Provide information in this section regarding how your organization is culturally competent when providing services to victims. Here are some guidelines to follow: Victim service providers must have the ability to blend cultural knowledge and sensitivity with victim restoration skills for a more effective and culturally appropriate recovery process. Cultural competency occurs when: (1) cultural knowledge, awareness and sensitivity are integrated into action and policy; (2) the service is relevant to the needs of the community and provided by trained staff, board members, and management; and (3) an advocate or organization recognizes each client is different with different needs, feelings, ideas and barriers.

Through established policies and procedures, Travis County Sheriff's Office Victim Services personnel ensure the provision of services to victims regardless of age, gender, race, religion, ethnicity, or sexual orientation. These staff members primarily serve the rural population residing within Travis County but outside of its municipalities, and are therefore also cognizant of additional obstacles such as limited access to services and transportation due to geographic location. TCSO Victim Services personnel use a pool of trained volunteers to assist with transportation and other service needs as appropriate to address such obstacles. Victim Services personnel utilize specialized training and skills to provide comprehensive services in a sensitive and compassionate manner to victims based upon identified needs. Each staff member completes an online training program focused on victim services cultural

competencies, with specific modules on ethics, persons with disabilities, immigrants, elderly, teens, children 0-12, among other topics. Every other month staff present training topics at the volunteer meeting (2011 examples include the role of the Crisis Negotiation team, and responding effectively to victims with mental health considerations). A monthly newsletter is produced and includes topics of relevance for staff and volunteers, such as 2011 articles on effective strategies/resources for victims with mental health issues, and prosecution strategies specific to Child Abuse cases.

Services to Victims of Crime - Applicant agrees to provide services to victims of crime which include: responding to the emotional and physical needs of crime victims; assisting victims in stabilizing their lives after victimization; assisting victims to understand and participate in the criminal justice system; and providing victims with safety and security.

Effective Services - Applicant must demonstrate a record of providing effective services to crime victims. If the applicant cannot yet demonstrate a record of providing effective services, the applicant must demonstrate that at least 25 percent of its financial support comes from non-federal sources.

Volunteers - Applicant agrees to use volunteers to support either the project or agency-wide services, unless CJD determines that a compelling reason exists to waive this requirement.

Community Efforts - Applicant agrees to promote community efforts to aid crime victims. Applicants should promote, within the community, coordinated public and private efforts to aid crime victims. Coordination efforts qualify an organization to receive these funds, but are not activities that can be supported with these funds.

Crime Victims' Compensation - Applicant agrees to assist crime victims in applying for crime victims' compensation benefits.

Records - Applicant agrees to maintain daily time and attendance records specifying the time devoted to allowable victim services.

Civil Rights Information - Applicant agrees to maintain statutorily required civil rights statistics on victims served by race, national origin, sex, age, and disability of victims served, within the timeframe established by CJD. This requirement is waived when providing services, such as telephone counseling, where soliciting the information may be inappropriate or offensive to the crime victim.

Victims of Federal Crime - Applicant agrees to provide equal services to victims of federal crime. (Note: Victim of federal crime is a victim of an offense that violates a federal criminal statute or regulation; federal crimes also include crimes that occur in an area where the federal government has jurisdiction, such as Indian reservations, some national parks, some federal buildings, and military installations.)

No Charge - Applicant agrees to provide grant-funded services at no charge to victims of crime.

Confidentiality - Applicant agrees to maintain the confidentiality of client-counselor information and research data, as required by state and federal law.

Discrimination - Applicant agrees not to discriminate against victims because they disagree with the State's prosecution of the criminal case.

Forensic Medical Examination Payments - Health care facilities shall conduct a forensic medical examination of a victim of an alleged sexual assault if the victim arrived at the facility within 96 hours after the assault occurred and the victim consents to the examination. The victim is not required to participate in the investigation or prosecution of an offense as a condition of receiving a forensic medical examination, nor pay for the forensic examination or the evidence collection kit. The evidence collection portion of the exam is to be paid by law enforcement per state law. Crime Victim Compensation funds may be used to pay for the medical portion of the exam unless the victim of sexual assault is required to seek reimbursement for the examination from their insurance carrier. If a health care facility does not provide diagnosis or treatment services for sexual assault victims, the facility is required to refer the victim to a facility that provides those services.

Protection Orders - Victims applying for a protective order or their attorney may not bear the costs associated with the filing of an order of protections.

Nondisclosure of Confidential or Private Information - Personally identifying information or individual information collected in connection with services requested, utilized, or denied may not be disclosed; or, reveal individual client information without informed, written, reasonably time-limited consent of the person about whom information is sought. If release of information is compelled by statutory or court mandate, reasonable attempts to provide notice to victims affected by the disclosure of information will be made and steps necessary will be taken to protect the privacy and safety of the persons affected by the release of information.

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison: Human Resources Director Diane Blankenship
Enter the Address for the Civil Rights Liaison: 1010 Lavaca, Austin, Texas 78701
Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]: 5128549165

Certification

Each applicant agency must certify to the specific criteria detailed above under **Program Requirements** to be eligible for General Victim Assistance - Direct Services Program Solicitations.

I certify to all of the above eligibility requirements.

Problem Statement:

Please provide a detailed account in the Problem Statement section of the existing issues your project will target.

Enter your problem statement:

The Travis County Sheriff's Office investigates in excess of 500 cases of Child Abuse annually; however, prior to grant funding received for FY11, there were no TCSO Victim Services personnel dedicated to providing services to victims associated with Child Abuse cases. This resulted in only about 9% of the Child Abuse victims receiving services in FY10. During the eight months of FY11 the Child Abuse grant was staffed, TCSO was able to serve victims in 19% of the 550 child abuse cases investigated due to the implementation of the Child Abuse Victim Services personnel.

Supporting Data:

Provide as much supporting data, to include baseline statistics and the sources of your data, which are pertinent to where the grant project is located and/or targeted. Do not use statewide data for a local problem or national data for a statewide problem.

Enter your supporting data:

TCSO Child Abuse Unit investigated 476 cases during FY10. Many of these investigated cases involved multiple identified victims and considerable coordination between family members, community agency representatives and TCSO personnel. During that same time period, approximately 9% of victims were afforded service provision by Victim Services personnel. During FY11, 550 child abuse cases were investigated by TCSO sworn personnel. Grant support of the Child Abuse victim services personnel allowed victims in 103 of those cases to be served during the last eight months of FY11. Working with a pool of approximately 40 trained volunteers and 7 paid staff (including the current Child Abuse grant-funded FTE), the TCSO Victim Services Unit responded to approximately 700 on-call requests this year, responding 24 hours per day, 365 days per year as a means of ensuring immediate crisis intervention.

Community Plan:

For projects that have a local or regional impact target area, provide information regarding the community plan need(s) that your project will address.

Enter your community planning needs:

The FY2012-FY2015 Community Plan for Coordination of Criminal Justice and Related Activities was compiled between March-November, 2011, and was adopted by the Travis County Commissioners Court on November 29, 2011. TCSO participated in the multiple community planning meetings, and was represented on the community plan steering committee. This Child Abuse Victim Services Personnel project addresses Priority A within the Victim Services priorities to increase local capacity to respond to victims of crime, provide state mandated services to victims, and build organizational capacity to effectively serve the county population.

Goal Statement:

Provide a brief description of the overall goals and objectives for this project.

Enter a description for the overall goals and objectives:

This project would provide a dedicated resource to serve the victims of Child Abuse cases. Through this project, one full-time Victim Counselor would hold within their primary duties, the provision of services to victims associated with Child Abuse cases; an additional 360 victims would receive services from Victim Services personnel.

Cooperative Working Agreement (CWA):

When a grantee intends to carry out a grant project through cooperating or participating with one or more outside organizations, the grantee must obtain authorized approval signatures on the cooperative working agreement (CWA) from each participating organization. Grantees must maintain on file a signed copy of all cooperative working agreements, and they must submit to CJD a list of each participating organization and a description of the purpose of each **CWA**. Cooperative working agreements do not involve an exchange of funds.

For this project, provide the name of the participating organization(s) and a brief description of the purpose(s) for the **CWA(s)**. You should only provide information here that this project's successful operation is contingent on for the named service or participation from the outside organization.

Note: A **Sample CWA** is available [here](#) for your convenience. Enter your cooperating working agreement(s):

The Travis County Sheriff's Office is an active member of the Austin/Travis County Child Protection Team, working cooperatively under an interagency agreement to protect the children of our community by consolidating the community, investigative, legal and social services provided by the Travis County District Attorney's Office, Travis County Sheriff's Office, Austin Police Department, their respective Victim Services Divisions, the Center for Child Protection, Texas Department of Family and Protective Services, Dell Children's Medical Center into one collaborative effort.

Continuation Projects:

For continuation projects only, **if your current or previous year's project is NOT on schedule** in accomplishing the stated objectives, briefly describe the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application. (Data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating.)

Enter your current grant's progress:

Project Summary:

Briefly summarize the entire application, including the project's problem statement, supporting data, goal, target group, activities, and objectives. Be sure that the summary is easy to understand by a person not familiar with your project and that you are confident and comfortable with the information if it were to be released under a public information request.

Enter your summary statement for this project:

Working with a pool of approximately 40 trained volunteers and 7 paid staff (including the Child Abuse grant-funded FTE), the TCSO Victim Services Unit responds to approximately 700 on-call requests each year, responding 24 hours per day, 365 days per year as a means of ensuring immediate crisis intervention. Through this project, one full-time Victim Counselor will be primarily responsible for service provision to the victims of Child Abuse cases TCSO investigates. Grant funding was awarded for this project to dedicate a Victim Services FTE solely to serve the victims of Child Abuse cases during FY11. If funded, this FY13 request will provide continued funding for this project; however, demonstrating our commitment to this project and our goal of sustainability, the TCSO is assuming an increase in responsibility for funding above and beyond the minimum match requirement (50% rather than the 20% minimum). Continuation of this project will provide services including crisis intervention, safety planning, assistance with Crime Victim Compensation applications and Protective Order processes, emotional support, and referrals to community agencies to a total of 360 victims.

Project Activities Information

Type of Crime Victim

Select the type(s) of crime victim this project targets and provide the percentage of time dedicated to serving each category of crime victim. You may select more than one type; however, the sum of the percentages may not exceed 100%.

Sexual Assault Percentage (%):	0
Domestic Abuse Percentage (%):	0
Child Abuse Percentage (%):	100
DUI / DWI Crashes Percentage (%):	0
Survivors of Homicide Percentage (%):	0
Assault Percentage (%):	0
Adults Molested as Children Percentage (%):	0
Elder Abuse Percentage (%):	0
Robbery Percentage (%):	0
Stalking Percentage (%):	0
Dating/Acquaintance Violence Percentage (%):	0
Human Trafficking Percentage (%):	0

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Crisis Services	100.00	This Victim Counselor will provide advocacy services in crisis intervention, emotional support, safety planning, assistance with CVC and Protective Order processes, case status, coordination of case activity, transportation and referrals to community agencies.

Geographic Area: Travis County, Texas

Target Audience: Primary and secondary victims of physical/sexual child abuse and family violence

Gender: Both male and female

Ages: All ages

Special Characteristics: Travis County serves victims in outlying areas who may have obstacles to services and assistance.

Measures Information

Progress Reporting Requirements

Outcomes Reported to Texas A&M University, Public Policy Research Institute (PPRI):

In addition to the measures listed below, all programs will be required to report the number of victims/survivors who returned to the agency as a result of a new victimization either by the same perpetrator or a new perpetrator. Note: This does not include victims returning to your agency to continue their treatment. This measure will be used to measure the efficacy of the services provided in the restoration of the victim to full mental, physical, and emotional health.

Objective Output Measures

OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
Number of safety plans developed.	81	108
Number of victims seeking services who were not served.		
Number of victims / survivors seeking services who were served.	120	360
Number of survivors assisted with crime victim compensation applications.	77	108
Number of survivors provided with medical advocacy.		
Number of survivors receiving crisis counseling.	100	108
Number of survivors receiving information and / or referral (in person / by phone).	119	360
Number of survivors receiving advocacy for emergency services (e.g., legal assistance, shelter, law enforcement, etc.).		
Number of volunteers trained to provide direct assistance to victims / survivors.		

Certification and Assurances

Each applicant must click on this link to review the standard [Certification and Assurances](#).

Resolution from Governing Body

Except for state agencies, each applicant must provide information related to the [resolution](#) from its governing body, such as the city council, county commissioners' court, school board, or board of directors. Please ensure that the resolution approved by your governing body addresses items one through four below.

1. Authorization by your governing body for the submission of the application to CJD that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update CJD should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to CJD.

Upon approval from your agency's governing body, upload the [approved](#) resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will CJD grant funds be used to support any contracts for professional services?

Select the Appropriate Response: Yes No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Select the Appropriate Response: Yes No N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the Appropriate Response
 Yes No N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]: 10/1/2012
Enter the End Date [mm/dd/yyyy]: 9/30/2013

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (\$) of Federal Grant Funds: 18974629
Enter the amount (\$) of State Grant Funds: 4791145

Single Audit

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

Select the Appropriate Response:
 Yes No

Note: Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in OMB Circular A-133.

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor (in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133).

Enter the date of your last annual single audit: 9/30/2010

Equal Employment Opportunity Plan (EEOP)

Type I Entity: Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity:

- The applicant is not required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity: Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity: Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Type III Entity: Defined as an applicant that is NOT a Type I or Type II Entity. **Requirements for a Type III Entity:** Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

Select the appropriate response:

Type I Entity Type II Entity Type III Entity

Debarment

Each applicant agency will certify that it and its principals:

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

I Certify Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

Enter the debarment justification:

FFATA Certification

Certification of Recipient Highly Compensated Officers – The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (CJD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) of each sub recipient organization for the most recently completed fiscal year preceding the year in which the grant is awarded if the subrecipient answers **YES** to the **FIRST** statement but **NO** to the **SECOND** statement listed below.

In the sub recipient’s preceding completed fiscal year, did the sub recipient receive: (1) 80 percent or more of its annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements?

Yes No

Does the public have access to information about the compensation of the senior executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986?

Yes No

If you answered **YES** to the **FIRST** statement and **NO** to the **SECOND** statement, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered **NO** to the first statement you are **NOT** required to provide the name and compensation amounts. NOTE: “Total compensation” means the complete pay package of each of the sub recipient’s compensated officers, including all forms of money, benefits, services, and in-kind payments (see SEC Regulations: 17 CCR 229.402).

- Position 1 - Name: Position 1 - Total Compensation (\$): 0
- Position 2 - Name: Position 2 - Total Compensation (\$): 0
- Position 3 - Name: Position 3 - Total Compensation (\$): 0
- Position 4 - Name: Position 4 - Total Compensation (\$): 0
- Position 5 - Name: Position 5 - Total Compensation (\$): 0

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Supplies and Direct Operating Expenses	Cellular, Fax, Pager, and/or Office Telephone	Pager Service (\$8.81 per month) for 12 months	\$0.00	\$106.00	\$0.00	\$0.00	\$106.00	0
Personnel	Counselor and/or Therapist (non-licensed)	Victim Advocacy Counselor dedicated to providing services to Child Abuse victims (\$36,339 salary, plus \$13,149 fringe for FICA, health insurance, life insurance, retirement, workers comp, medicare).	\$24,597.00	\$24,891.00	\$0.00	\$0.00	\$49,488.00	100
Travel and Training	In-State Registration Fees, Training, and/or Travel	Victim Services Training Conference	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0

Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
50 of salary, fringe of Child Abuse personnel paid with County general fund	Cash Match	\$24,891.00
Pager Service for Child Abuse personnel paid with County general funds	Cash Match	\$106.00

Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$24,997.00	\$24,997.00	\$0.00	\$0.00	\$0.00

Budget Summary Information

Budget Summary Information by Budget Category:

CATEGORY	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Personnel	\$24,597.00	\$24,891.00	\$0.00	\$0.00	\$49,488.00
Supplies and Direct Operating Expenses	\$0.00	\$106.00	\$0.00	\$0.00	\$106.00
Travel and Training	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00

Budget Grand Total Information:

CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$24,997.00	\$24,997.00	\$0.00	\$0.00	\$49,994.00

Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds

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 type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	39/10 Travis County Adult Probation	
Contact Person/Title:	Lila Oshatz, Division Director Programs and Services	
Phone Number:	512-854-7602	

Grant Title:	Travis County Adult Probation DWI Court			
Grant Period:	From:	9/1/2012	To:	8/31/2013
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>	
Grantor:	Texas Office of the Governor- Criminal Justice Division			
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:	211,689	0	0	0	\$211,689
Operating:	12,931	0	0	0	\$12,931
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	4,492	0	0	0	\$4,492
Total:	\$229,112	\$0	\$0	\$0	\$229,112
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
	0	0	\$0	0.00	

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

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	
Maintain a DWI Court completion rate of 70% or higher	70%	83%				70%
Measures For Grant						
Number of new enrollments	80	12				90
Outcome Impact Description	Recidivism Reduction					
Number of successful completions	40	5				60
Outcome Impact Description	As program is 12 months in duration, clients typically start treatment in one fiscal year and complete in another. Therefore, successful completions are often comprised of participants who started in the previous fiscal year.					
Outcome Impact Description						

PBO Recommendation:

PBO concurs with proceeding with 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?

The mission of the Travis County Adult Probation DWI Court is to enhance public safety by providing an intensive, judicially supervised program of team-based counseling, treatment, and supervision for alcohol/substance dependent DWI offenders. This mission is accomplished through collaborative partnerships among the DWI Court, public agencies, and community-based organizations. The DWI Court is a pro-active approach which entails the early identification of repeat DWI offenders and providing to them the support and services needed to eliminate their repetitive involvement with the criminal justice system.

Specific program goals:

1. Participants will receive timely substance abuse treatment to address identified substance abuse needs and other criminogenic need areas.
2. Participants will receive timely judicial oversight to support and confront behavioral change through a well-defined strategy of sanctions and incentives.
3. Participants will receive timely drug/alcohol testing to insure abstinence.
4. Participants will receive case management services and will have their conditions monitored by the probation officer.

Request is for continuation funding to continue to support DWI Court operations.

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

In addition to funding from the Governor's Office, the Department received SAMHSA funding for three years, 9/30/2010 to 9/29/2013, to support a portion of service provision to target population. The Department will continue to apply for grant funding to support DWI Court program needs for future fiscal years. We will explore other sustainability options as well.

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.

No match requirement

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

Yes

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. It is the intent of the Department to identify funding sources to maintain self-sufficiency for the DWI Court through a combination of funding sources.

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

This is a continued program initiated in FY 2009.

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.

Pursuant to the Texas Health and Safety Code 469.006, counties with populations over 200,000 must implement and apply for state funds to implement a DWI/Drug Court. This request is to meet the mandated requirements of the law as well as to meet an identified community need.

The DWI Court represents another sentencing option for the judiciary, specifically the establishment of an additional "best practice" problem solving court to impact recidivism and provide continued reduction in community corrections costs. The DWI Court is consistent with the Department's Travis Community Impact Supervision (TCIS) initiative as it provides for strategic rehabilitative responses to meet the identified individualized risk and needs levels of the offender through a structured system of sanctions and incentives.

[Print This Page](#)

Agency Name: Travis County Adult Probation
Grant/App: 2067205 **Start Date:** 9/1/2012 **End Date:** 8/31/2013

Project Title: Travis County Adult Probation DWI Court
Status: Application Pending Submission

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
14505886078000

Application Eligibility Certify:

Created on:1/9/2012 12:17:50 PM By:Lila Oshatz

Profile Information

Applicant Agency Name: Travis County Adult Probation
Project Title: Travis County Adult Probation DWI Court
Division or Unit to Administer the Project: Travis County Adult Probation Department
Address Line 1: 411 W. 13th Street
Address Line 2: Suite 600
City/State/Zip: Austin Texas 78701-1850
Start Date: 9/1/2012
End Date: 8/31/2013

Regional Council of Governments(COG) within the Project's Impact Area: Capital Area Council of Governments
Headquarter County: Travis
Counties within Project's Impact Area: Travis

Grant Officials:

Authorized Official

User Name: Geraldine Nagy
Email: Geraldine.Nagy@co.travis.tx.us
Address 1: 411 West 13th Street, Suite 600
Address 1:
City: Austin, Texas 78701
Phone: 512-854-4600 Other Phone:
Fax: 512-854-4606
Title: Ms.
Salutation: Ms.

Project Director

User Name: Lila Oshatz
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Address 1: Ste. 600
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Phone: 512-854-7602 Other Phone: 512-854-4600
Fax: 512-854-4606
Title: Ms.
Salutation: Ms.

Financial Official

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Salutation: Ms.

Grant Writer

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City: Austin, Texas 78701
Phone: 512-854-7602 Other Phone: 512-854-4600

60

Fax: 512-854-4606
Title: Ms.
Salutation: Ms.

Grant Vendor Information

Organization Type: Judicial District
Organization Option: applying to provide services through a Community Supervision and Corrections Department (CSCD)
Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID):
 14505886078000
Data Universal Numbering System (DUNS): 008498300

Narrative Information

Primary Mission and Purpose

The Drug Court Program supports projects that provide court-supervised substance abuse treatment as an alternative to traditional criminal sanctions, as defined in Chapter 469 of the Texas Health and Safety Code.

Funding Levels

The anticipated funding levels for the Drug Court program are as follows:

- Minimum Award - \$10,000
- Maximum Award - None
- Match Required - None

For more information regarding grantee match, please click on the **Budget** tab, and then click on the **Source of Match** tab in eGrants.

Note: *If you voluntarily include matching funds that exceed the minimum match requirement, you will be held to that amount throughout the grant period.*

* *The requirements for this fund source are subject to change pursuant to actions of the Texas Legislature.*

Preferences - Preference will be given to:

1. mandated drug courts under Texas Health and Safety Code, §469.006; and
2. non-mandated drug courts operating in counties with a population of less than 200,000.

Ten Essential Characteristics

Drug Court programs, as defined in Chapter 469 of the Texas Health and Safety Code, that provide court-supervised substance abuse treatment as an alternative to traditional sanctions, must incorporate the following ten (10) essential characteristics of drug courts noted below and codified in Texas Health and Safety Code §469.001 to be eligible for funding:

Integration of Services - The integration between alcohol and other drug treatment services in the processing of cases in the judicial system.

The program integrates local criminal justice resources, case management, and substance abuse treatment to rehabilitate repeat DWI offenders in lieu of incarceration. The team is composed of the probation staff, counseling staff, prosecutor staff, defense attorney and Judge. At weekly staffing, chaired by the Travis County Adult Probation DWI Court (TCAP-DC) Judge, client assessment results are reviewed and recommendations for court participation and pleadings are made by the TCAP-DC Team. Appropriate offenders are placed in the TCAP-DC as a condition of probation and are ordered to participate in a continuum of substance abuse treatment and rehabilitation services at the Department's Counseling Center. While the treatment program is a 52 week intervention, probation supervision continues on a regular probation caseload for the term of probation. Participants are supervised and monitored by the court, Probation Officer, and treatment counselor as part of a coordinated strategy to intervene with the DWI offender and protect against future impaired driving. The focus is on compliance with court orders, verification of sobriety, participation in intensive outpatient treatment or relapse prevention, and attendance at all scheduled court hearings and appointments. Also at weekly team meetings, individual client progress is reviewed and recommendations are made to the Judge for appropriate incentives for accomplishments or sanctions for program non-compliance.

Non-Adversarial Approach - The use of a non-adversarial approach involving prosecutors and defense attorneys to promote public safety and to protect the due process rights of program participants.

The TCAP-DC is, by design, a court-sanctioned program implemented according to the Ten Key Components of a Drug Court and Ten Guiding Principles for DWI Courts recommended by the National Association of the Drug Court Professionals in order to supervise adult offenders charged with a subsequent DWI arrest who, through a screening process, have been identified as needing substance abuse treatment. The court consists of a 52 week (or longer) program targeting repeat DWI offenders identified by the prosecutor and/or defense counsel. DWI offenders are identified as candidates for the program by the prosecutor's office at the pretrial level or probation level and referred to Adult Probation expeditiously in order for the clinical assessment to be completed. A representative from the prosecutor's office and an appointed defense attorney are members of the TCAP-DC Team providing legal oversight of the participant's case and giving input for initial placement and response to participant compliance and non-compliance. This is accomplished using a non-adversarial approach, by the prosecutor and defense counsel in order to promote public safety while protecting participants' due process rights.

Prompt Placement - Early identification and prompt placement of eligible participants in the program.

The TCAP-DC provides early identification for eligible participants via the prosecutor's office through a process which screens potential candidates' criminal history. Initial identification occurs at both the pretrial level for a repeat DWI offense or at the probation level upon receiving a subsequent DWI arrest. Candidates are referred to the Centralized Assessment Unit of Travis County Adult Probation Department (hereinafter referred to as Department) for a clinical assessment to ascertain their degree of alcohol dependency. The Substance Abuse Evaluation (SAE), a validated and reliable modified version of the Addiction Severity Index (ASI), is administered for each applicant by trained Department staff. Placement into the TCAP-DC Program follows the screening and assessment process and reviewing program requirements with the participant which is coordinated by the TCAP-DC Team Supervising Probation Officer. If they are approved for admission, the offender is probated into the TCAP-DC program within one to two weeks. Offenders are placed in the TCAP-DC as a condition of probation and are ordered to participate as recommended by the TCAP-DC Team. Participants are required to begin the substance abuse treatment program within one week of admission to the TCAP-DC.

Access – Access to a continuum of alcohol, drug, and other related treatment and rehabilitative services.

Access is provided to a continuum of substance use treatment and rehabilitation services at the Department's Counseling Center. The counselor receives a copy of the SAE completed by Adult Probation to begin the development of the individualized treatment plan which will address substance use and other issues contributing to an alcohol-dependent life style. The supervision plan addresses criminogenic need areas to address pro-social behavioral changes. Ongoing assessments are completed by the Supervising Probation Officer and counselor to determine if the supervision and treatment plan need to be adjusted.

Abstinence Monitoring – Monitoring of abstinence through weekly alcohol and other drug testing.

Abstinence is monitored by frequent, random alcohol and other drug testing coordinated by the TCAP-DC Probation Officer. Comprehensive written procedures are in place for completing drug testing to include direct observation of urine sample collection, verifying temperature, and response to contested drug test results. Additional monitoring occurs via breathalyzer testing, Ignition Interlock devices on the participant's vehicle as mandated by state law and the use of continual alcohol monitoring technology for some participants. Any positive results are reported to all TCAP-DC team members within 24 hours via email. The participant's positive test is addressed at the next weekly TCAP-DC court session or the Judge may require the participant to report to regular docket call prior to the next TCAP-DC docket. Participants must maintain 6 months of sobriety in order to successfully graduate from the TCAP-DC.

Compliance Strategy – A coordinated strategy to govern program responses to participants' compliance.

Ongoing judicial interaction with each DWI participant is essential. The TCAP-DC Team meets weekly to review individual progress and recommend to the Judge appropriate incentives for accomplishments or sanctions for program non-compliance. The judge may impose sanctions for any program violations, which may include modification of community supervision; incentives are used to reinforce program compliance and completion. Violations of any condition(s) are communicated via email and receive immediate attention from the Team.

Judicial Interaction – Ongoing judicial interaction with program participants.

The TCAP-DC is held one time weekly, and all participants scheduled to appear report to the court at the same time. Participants in the TCAP-DC are required to attend court for progress review, weekly, every other week, or monthly, depending on their progress and phase completion.

Evaluation – Monitoring and evaluation of program goals and effectiveness.

Monitoring and evaluation strategies are incorporated into service delivery strategies in order to track and measure the attainment of program goals and program effectiveness. The Department employs a researcher to complete efficacy and outcome studies for Department initiatives, including the Court. Via methodology designed by the Department's researcher, the TCAP-DC examines the following measures to review the participant's progress through the program: employment status, risk score, phase level in the program, new alcohol or drug violations, and any incentives/sanctions. The TCAP-DC tracks the DWI participant demographics as well as performance measures to ensure programming is meeting client needs/risks. Performance measure reports are generated annually or as needed. The Department's program information is entered into the Texas Drug Court Registry. In reviewing all program participants since the program began through 12/31/2011, data is as follows. Employment: 132 (70%) full time, 28 (15%) part-time, and 28 (15%) were not employed. Risk Level: 136 (72%) medium to high risk and 52 (28%) low risk. Gender: 112 (60%) male, 76 (40%) female. Ethnicity: 112 (60%) Caucasian, 62 (33%) Hispanic, and 14 (7%) African-American, Asian, and other. Age: 18-25 years, 67 (35%); 26-40 years, 104 (55%); 41+, 17 (9%). Education: No high school diploma 4 (2%); High School Diploma/GED 64 (34%); Some college 75 (40%); College Degree or higher 45 (24%). As of January 15, 2012, since April 2008, only 5 of all unsuccessful discharges were the result of a new offense.

Education – Continuing interdisciplinary education to promote effective program planning, implementation, and operations.

Training among TCAP-DC Team members is ongoing. All TCAP-DC Team members have attained a specific level of basic community corrections and substance abuse treatment education and attend training specific or related to TCAP-DC function and operations annually. Training for the local criminal justice system and substance abuse treatment is on-going for all TCAP-DC agency partners. Additionally, staff receives training on Motivational Interviewing, development of supervision and treatment plans and responding to criminogenic need areas. For FY 2012, all team members will be attending the NADCP conference in Nashville, Tennessee.

Partnerships – Development of partnerships with public agencies and community organizations.

From its inception, the TCAP-DC model was based on local criminal justice system and substance abuse treatment collaboration. A Steering Committee was developed to design and measure accountability of service delivery efforts. This partnership continues to meet as needed to provide ongoing strategic planning in order to meet participant needs and to optimize court and community safety goals. Members of the Steering Committee are the Judge, Prosecutor, Defense Counsel, County Clerk, Adult Probation staff, County Clerk, Law Enforcement and Pretrial Services staff. In the future, other community-based organizations may be contacted for involvement. Defense attorneys are now familiar with the program and are making appropriate referrals via an application for screening. Pre-screenings/staffings are occurring to help sort offenders prior to formal applications being completed for screenings. It is important to note that the DWI Court program experiences about a 10% no-show rate for both appearance at assessment appointment and court appearance for plea. Another variable in tracking data for just one fiscal year is that offenders, who were screened and/or assessed in one fiscal year, may not offer their plea until the following fiscal year. Based on data from the Travis County Attorney's Office, in 2011, 121 repeat DWI offenders were screened for DWI Court participation, 60 entered into TCAP-DC.

Drug Court Program Requirements

General Approaches

- **Pre-adjudication** - The defendant is diverted to the treatment program in lieu of prosecution before charges are filed or before final case.
- **Post-adjudication** - The drug offender begins the drug court program after entering a plea of guilty or nolo contendere or having been found guilty, often as a condition of probation.
- **Reentry** - Offenders completing sentences of incarceration or lengthy terms of residential treatment are ordered into the treatment program to facilitate their transition and reintegration into society.
- **Civil** - Participants enter the drug court program in relation to suits affecting the parent-child relationship, including child welfare / CPS cases, child support cases, or other civil matters.

Select the **general approach(es)** that best fit this drug court.

Select **all** that apply:

- Pre-adjudication
- Post-adjudication
- Reentry
- Civil
- N/A

Observation - The drug court team (judge, prosecutor, defense counsel, treatment provider, supervision officer, court coordinator, etc.) of a new program must observe at least one drug court staffing session and hearing, in Texas, prior to program implementation.

Policies and Procedures - The drug court will develop and maintain written policies and procedures for the operation of the program.

Information Sharing - The applicant will submit a copy of any project evaluations, evaluation plans, recidivism studies, or related reports that are completed during the grant period to CJD.

Jurisdiction - Provide the name of the court administering the Drug Court program (e.g., *999th Judicial District Court, Somewhere County Criminal Court, or City of Somewhere Municipal Court*). If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply.

County Court at Law 7

Drug Court Date - If the Court has commenced operations, provide the date that the Court was established.

Enter the date [mm/dd/yyyy]:

9/1/2008

Drug Court Type

- **Adult** - Programs serving adults (either pre-adjudication, post-adjudication, or reentry).
- **Family** - Programs serving parents who enter the drug court in relation to suits affecting the parent-child relationship, including child welfare / CPS cases, child support cases, or other civil matters.
- **Juvenile** - Programs serving juveniles (either pre-adjudication, post-adjudication, or reentry).
- **Veterans** - Programs serving veterans or current members of the United States armed forces, including members of the Reserves, National Guard or State Guard.

Select the type of drug court that will be operated:

- Adult
- Veterans
- Family
- Juvenile
- N/A

Will the drug court accept **DWI offenders**?

Select the appropriate response:

- Yes
- No
- N/A

Presiding Judge - The presiding judge of a drug court funded through this program must be an active judge holding elective office, an associate judge or magistrate assigned to preside over drug court, or a retired judge available as a sitting judge.

Enter the name, phone number, and email address of the **Presiding Judge** for the Drug Court. If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply. Applicant must notify CJD with this information when a judge is appointed.

Judge Elisabeth Earle, (512) 854-9679, Elisabeth.Earle@co.travis.tx.us

Enter the name, phone number and email address of the **Drug Court Coordinator**. If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply. Applicant must notify CJD with this information when a coordinator is appointed.

Note: The Drug Court Coordinator usually monitors the operation of the Drug Court, supervises Drug Court staff, participates in Drug Court judicial staff meetings, prepares and oversees Drug Court contracts with service providers, maintains data on Drug Court operations, and communicates with legal staff, government officials, social service agencies, and the public regarding matters of the Drug Court.

N/A

Federal Funding – Applicant agrees to apply for federal grant funding from the Bureau of Justice Assistance to support operations of the court. Applicant also agrees to notify CJD immediately of any additional state or federal grants or other funds that may become available to support operation of the court. At that time, CJD may deobligate a portion of the funds awarded under this solicitation.

Has the drug court ever applied for **federal funding**?

Select the appropriate response:

- Yes
 No
 N/A

Has the drug court ever received **federal funding**?

Select the appropriate response:

- Yes
 No
 N/A

If you selected **Yes** above, provide the federal award amount, grant period [mm/dd/yyyy to mm/dd/yyyy], and how the funds were used or will be used if the federal grant period overlaps with the grant period for this solicitation.

Enter the federal funding description:

The Department received a three year federal grant award from the Substance Abuse and Mental Health Services Administration (SAMHSA) from 9/30/2010 – 9/29/2013. The grant award amount is as follows: Year 1 - \$184,878; Year 2 - \$206,515; and Year 3 - \$206,515. SAMHSA grant funds are being utilized to expand the court capacity. Through SAMHSA funding, the DWI Court was able to add two counselor positions and fund .50 FTE for a clinical supervisor, .30 FTE for a Project Director, .25 FTE for a Counseling Center manager as well as additional alcohol monitoring services.

TDSHS - CMBHS Registration

Applicant assures that it is currently registered or will register with the Texas Department of State Health Services (TDSHS) – Clinical Management for Behavioral Health Services (CMBHS) database. Information about registration procedures can be accessed [here](#).

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Donna Harp

Enter the Address for the Civil Rights Liaison:

P.O. Box 2245, Austin, TX 78768

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

5128544607

Certification

Each applicant agency will certify to the specific criteria detailed above under **Program Requirements** to be eligible for funding under the Drug Court Program Solicitation.

I certify to all of the above eligibility requirements.

Problem Statement:

Please provide a detailed account in the Problem Statement section of the existing issues your project will target.

Enter your problem statement:

Travis County continues to experience substantial risk to community safety due to the volume of DWI cases and motions to revoke DWI probation that are filed in our courts. With the establishment of the Travis County Adult Probation DWI Court (TCAP-DC), Travis County expanded its ability to meet the need for intensive outpatient substance abuse treatment for the DWI offender population. To optimally serve the repeat DWI offender, a comprehensive level of treatment service, comprised of 13 weeks of primary care followed by nine months of continuing care, is required. This treatment intervention is only available as part of the DWI Court. Community-based programming does not provide this intensive level of treatment. Pursuant to the Texas Health and Safety Code 469.006, counties with populations over 200,000 must implement and apply for state funds to implement a DWI/Drug Court. This request is to meet the mandated requirements of the law as well as to meet an identified community need. TCAP-DC will be a post-adjudication court, whereby a defendant will be offered a term of community supervision by agreeing to participate in the DWI Court. The DWI Court will afford Travis County Adult Probation the opportunity to better respond to repeat DWI offenders through judicial oversight, access to appropriate treatment services and enhanced community supervision. The jurisdiction already operates a pre-adjudication Drug Court which targets specific non-DWI defendant populations at the felony level. TCAP-DC will be positioned to serve DWI defendants at both the misdemeanor and felony levels. A district Judge or Magistrate may be identified to serve the felony DWI population as Travis County has an identified need to provide services to both misdemeanants and felony DWI repeat offender cases. Felony DWI cases place an additional risk to the community as they have already had multiple misdemeanor level DWIs prior to enhancement to a felony DWI. Data received from the Travis County District Clerk's Office in January 2012 indicates a clear pattern of increasing felony probated DWI cases from 2005 to 2010. There were 195 cases

in 2005 and 296 cases in 2010 which indicates that there was a 52% increase in cases.

Supporting Data:

Provide as much supporting data, to include baseline statistics and the sources of your data, which are pertinent to where the grant project is located and/or targeted. Do not use statewide data for a local problem or national data for a statewide problem.

Enter your supporting data:

According to the Travis County Attorney's Office, for calendar year 2011, there were approximately 6,295 new DWI cases filed. Of those 6,295 new cases filed, approximately 973 were second DWIs. Data also indicates that there were approximately 752 motions to revoke DWI probationers in 2011. As this data demonstrates, subsequent DWI cases present a public safety problem for the Travis County community. The following analysis compares Travis County DWI arrests with two other large Texas Counties, Harris County and Dallas County. According to Department of Public Safety (DPS) data, there has been a drop in DWI arrests in Travis County from 2009 when there were, 7563 arrests to 2010 when there were 7239 arrests. This decline can be attributed in part to the success of treatment programs like the DWI Court, coordinated local prevention efforts and expanded public knowledge regarding ramped-up enforcement efforts such as a no-refusal program, requiring blood or breath tests from DWI suspects. Still in 2010, DWI arrests in Travis, Harris, and Dallas County were relatively close in number despite dramatic differences in the population. The numbers of DWI arrests in Travis, Harris, and Dallas County in 2010 were respectively 7239, 12,101, and 7602. Yet, Harris and Dallas Counties had populations of 4 million and 2.3 million, while Travis County had just over one million residents. Travis County has a comparable number of DWI arrests to these two counties that are two and three times larger than Travis County. (Data Source Texas Department of Public Safety Uniform Crime Reporting). Additionally, once probated, continued substance abuse behavior also impacts community safety. The Travis County Adult Probation DWI Court will target offenders who receive a second DWI while their first DWI is pending or those probationers who receive a second DWI while serving a term of community supervision for their first DWI. This population demonstrates a significant substance abuse problem as their initial case did not provide the personal motivation necessary to address their substance abuse issues. As a result of their denial of substance abusing behavior, the offender often continues their alcohol and/or drug usage placing the Travis County community at continued risk. At present, community-based outpatient substance abuse treatment is a five to six week treatment intervention. This level of service is not appropriate for the repeat DWI offender. Additionally, long waiting lists exist for this level of service and an offender may wait up to four months to enter treatment. The average number of offenders waiting for outpatient substance abuse treatment in a given month during the first quarter of FY 2012 was approximately 93 with a waiting period of up to 4 months to access treatment.

Community Plan:

For projects that have a local or regional impact target area, provide information regarding the community plan need(s) that your project will address.

Enter your community planning needs:

The Travis County Adult Probation Department has historically participated in the CAPCOG community planning process and in 2011 took on a more active role by serving on the steering committee responsible for developing the FY 2012 - FY 2015 Community Plan for our jurisdiction. It is our understanding, per CAPCOG staff, that the requirement is that a funding applicant participates in the community planning process OR submits an application that addresses one of the identified priorities in the current plan. Travis County Adult Probation (also known as Community Supervision and Corrections) did participate in the development of the FY 2012-2015 Community Plan and is listed as a participant in the Certified Plan document.

Goal Statement:

Provide a brief description of the overall goals and objectives for this project.

Enter a description for the overall goals and objectives:

The mission of the Travis County Adult Probation DWI Court is to enhance public safety by providing an intensive, judicially supervised program of team-based counseling, treatment, and supervision for alcohol/substance dependent DWI offenders. This mission is accomplished through collaborative partnerships. The DWI Court is a pro-active approach which entails the early identification of repeat DWI offenders and providing them the support and services needed to eliminate their repetitive involvement with the criminal justice system. Specific program goals are as follows: 1. Participants will receive timely substance abuse treatment to address identified substance abuse needs and other criminogenic need areas. 2. Participants will receive timely judicial oversight to support and confront behavioral change through a well-defined strategy of sanctions and incentives. 3. Participants will receive timely drug/alcohol testing to insure abstinence. 4. Participants will receive case management services and will have their conditions monitored by the probation officer.

Cooperative Working Agreement (CWA):

When a grantee intends to carry out a grant project through cooperating or participating with one or more outside organizations, the grantee must obtain authorized approval signatures on the cooperative working agreement (CWA) from each participating organization. Grantees must maintain on file a signed copy of all cooperative working agreements, and they must submit to CJD a list of each participating organization and a description of the purpose of each CWA. Cooperative working agreements do not involve an exchange of funds.

For this project, provide the name of the participating organization(s) and a brief description of the purpose(s) for the CWA(s). You should only provide information here that this project's successful operation is contingent on for the named service or participation from the outside organization.

Note: A **Sample CWA** is available [here](#) for your convenience.

Enter your cooperating working agreement(s):

The Department coordinated with the Prosecutor's Office, County Clerk's Office, Criminal Court Administration, and the Travis County Defense Bar in implementing the Travis County Adult Probation DWI Court. Representatives of these county entities have formed a DWI Court Steering Committee to guide and monitor the Court's activities. Because the Probation Department is the Program administrator and completes all assessments and participant supervision/treatment and case management, no working agreements are currently necessary.

Continuation Projects:

For continuation projects only, if your current or previous year's project is NOT on schedule in accomplishing the stated objectives, briefly describe the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application. (Data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating.)

Enter your current grant's progress:

Obstacle 1: Slower than anticipated development of caseloads has been the result of winter holidays which included fewer than normal scheduled dockets and lack of pleadings. Proposed Resolution: Continue with expansion of potential pool of participants to include Felony-reduced cases and DWI 1st probated cases who receive a subsequent offense while already on probation. Agreement has been reached with prosecution and courts to facilitate this goal. Training for prosecution staff and defense attorneys will occur in February-March 2012 with pleadings being accepted in April 2012. Probation re-assessment procedures have been revised to include referral of DWI 1st probated cases who receive a subsequent DWI to Travis County Adult Probation DWI Court (TCAP-DC) for staffing. Obstacle 2: Defense Attorneys have not consistently ensured that projected participants appear at assessments and/or pleadings and enter a plea to begin TCAP-DC. The TCAP-DC team has been working diligently to reinforce with local defense attorneys the importance of assessment appearance and docket appearance. Proposed Resolution: A designated Training was provided to defense attorneys that stressed the importance of assessment and treatment matching. Additional education efforts with the local defense bar will be provided to clarify that commitment of client participation to TCAP-DC requires consistent assessment/docket appearance.

Project Summary:

Briefly summarize the entire application, including the project's problem statement, supporting data, goal, target group, activities, and objectives. Be sure that the summary is easy to understand by a person not familiar with your project and that you are confident and comfortable with the information if it were to be released under a public information request.

Enter your summary statement for this project:

DWI offenses impact community safety in Travis County as evidenced by the high volume of DWI arrests, cases filed, and motions to revoke DWI probation. According to the Travis County Attorney's Office, approximately 6,295 DWI cases were filed in calendar year 2011, and of those cases, 973 were second DWIs. There were approximately 752 motions to revoke DWI probationers in calendar year 2011. According to Texas Department of Public Safety (DPS) data for Travis County for calendar year 2010, alcohol was a contributing factor in approximately 10% of vehicular crashes. DPS data for 2010 further revealed that approximately 53% of fatal crashes in Travis County involved DWIs. This continuation grant application will address the issue of community and judicial concern regarding DWIs. The mission of the Travis County Adult Probation DWI Court (TCAP-DC) is to enhance public safety by providing an intensive, judicially supervised program of team-based counseling, treatment, and supervision to alcohol/substance dependent DWI offenders. This mission is accomplished through collaborative partnerships. Using a non-adversarial approach, prosecution and defense counsel promote public safety while protecting participants' due process rights. TCAP-DC integrates alcohol/drug treatment services with justice system case processing. The Court follows the ten key drug court components as recommended by the National Association of the Drug Courts Standards Committee as well as the ten guiding principles of DWI Courts. The program's goals are to provide participants with comprehensive substance abuse treatment, provide judicial oversight to participants to aid the process of behavioral change, provide drug/alcohol testing to participants to monitor abstinence, and to provide supervision and case management services to participants. The target population for TCAP-DC is the repeat DWI offender ages 18 years and older. Both males and females are eligible to participate in the DWI Court. Offenders with violent criminal histories are being excluded from court participation. The Prosecutor's office identifies potential program participants based on established eligibility guidelines. These offenders are then referred to the Probation Department Centralized Assessment Unit where an assessment is conducted. A standardized substance abuse assessment is used. Members of the DWI Court Team meet weekly and through a collaborative staffing process review assessment results and, where appropriate, recommend to the DWI Court Judge placement of the offender in the DWI Court as a condition of probation. This team is composed of the DWI Court Judge, prosecutor, DWI Court Case Manager/Probation Officer, Treatment Staff, and Defense Attorney. Project coordination functions such as report submission and data collection will be completed by existing Department staff with oversight by the Department's Division Director for Programs and Services who serves as Project Director. TCAP-DC consists of two phases, with the entire program lasting a minimum of 12 months. The program focuses on the offender's movement through the various stages of behavioral change necessary to insure long-term sobriety. Depending on individual needs, the first phase will last a minimum of three months and will focus on primary treatment while the second phase is divided into two levels, intensive continuing care for 6 months and supportive continuing care for three months and will last a minimum of nine months and will focus on sustaining recovery through continuing care. The optional Relapse Track can be accessed by participants who are having difficulty remaining alcohol free. It is noteworthy that the program has seen an increase in the number of chronic substance abusers entering the program as evidenced by the increased use of the Relapse Track option from 6 relapse participants in FY 2009 to 29 in FY 2011. The relapse track includes moving the participant from the continuing care phase back to the IOP phase. This process uses an IOP slot that could have been available for a new enrollment. This increase in relapse participants has impacted the number of possible new enrollments. All phases will include regular office/field visits with a Probation Officer, court appearances, substance abuse treatment, random drug testing, cognitive groups, mandated classes, and structured support group activity. The DWI Court Team determines on an individual basis the frequency of these activities. A coordinated strategy governs the DWI Court responses to compliance/non-compliance. The DWI Court Team meets weekly to review individual progress and recommend to the Judge appropriate incentives for accomplishments or sanctions for program non-compliance. The participant will be assessed a one-time program fee as well as co-payment for primary and intensive continuing care and a minimal supportive continuing care treatment fee. The length of treatment/probation services that are being court-ordered are based upon the severity of the participant's substance abuse and criminal history. Service delivery for all assessment, treatment and cognitive classes will be based on research that identifies what works best with this target population. For those participants who require a higher level treatment intervention, residential substance abuse treatment will be available at the Department's residential Substance Abuse Treatment Facility. The DWI Court is led by Judge Elisabeth Earle who is the sitting Judge for Travis County Court at Law 7. The specific positions being requested in this proposal are two full-time Case Managers (Probation Officers) to provide supervision and referral services and two full-time LCDC counselors to provide targeted substance abuse group and individual counseling sessions. The Officers develop an individualized behavioral agreement and the counselors develop a treatment plan with the participant to address the participant's substance abuse and other criminogenic issues contributing to a substance-dependent lifestyle. Additionally, employment and educational services are incorporated into the participant's behavioral agreement if the assessment identifies deficits in these areas. All IOP treatment services are provided at the Travis County Adult Probation Counseling Center Program. After completing primary and continuing care, the participant will have met the following program objectives and will be eligible to successfully complete the DWI Court treatment protocol • The participant will exhibit sobriety and regular attendance at court appearances, • The participant will have completed all court-mandated treatment and classes, • The participant will exhibit ongoing participation in a structured continuing care program, • The participant will have verifiable employment and positive social interaction in areas conducive to recovery efforts. Upon successful treatment program completion, the participant will be transferred to a regular probation caseload until their probation term is completed. At that point, the participant will be successfully discharged from their term of community supervision. All program participants receive recognition and acknowledgement upon completion of milestones during program phases and at program graduation. Training among DWI Court Team members will be ongoing and the county-wide DWI Court Steering Committee will continue to provide support to the DWI Court staff. The Department's researcher will implement ongoing monitoring and evaluation strategies in order to track and measure the attainment of program goals and program effectiveness. Travis County is committed to addressing the community issue of the repeat DWI offender as indicated by our implementation of a pilot DWI Court in spring 2008. Using only existing resources, the Court was limited in scope until Governor's office funding was received for FY 2009. Continuation funding from the Office of the Governor would enable the jurisdiction to continue to provide all services necessary for a specialized DWI Court and reduce risk to our community.

Project Activities Information

Drug Courts

Does your project have a Steering Committee that helps direct and enhance your court's operations?

- Yes
- No
- N/A

List the members of your project's treatment team and describe their role in supporting the participants.

The Travis County Adult Probation DWI Court has always taken a comprehensive approach to service delivery. The project treatment team includes the Judge, County Court at Law #7, Department Probation Officers/Case Managers, Department assessment staff, prosecutor, Defense Attorney, Department treatment staff, Department Court Services Manager and Project Director. The roles of the team members are as follows: The Judge administers all court proceedings including all incentives and sanctions; the Probation Officer monitors and supervises the participant and makes referrals for additional services as needed; the assessment staff provides the initial substance abuse assessment to determine client need and level of treatment intervention; the prosecutor represents the prosecutor's office in the client's criminal case; the Defense Attorney ensures that the client's legal rights and needs are addressed; the treatment staff provides group and individual treatment services to the client, the Court Services Manager serves as a liaison in the court system and supervises the Probation Officers/Case Managers and the Project Director provides grant coordination/oversight, planning and implementation and coordinates training for team and DWI Court activities. The project's steering committee consists of the team members referenced above and the Travis County Clerk's Office staff, Pre-trial Services, law enforcement and the Department's Evaluator/Researcher. County Clerk's staff ensures that all court proceedings are appropriately recorded; Pre-trial Services assists with case identification, law enforcement assists with arrests and the Evaluator/Researcher provides ongoing project evaluation.

Provide the average caseload size for a full-time case manager/probation officer assigned to this project.

There is some fluctuation in the number of clients that will be served in Primary Care (Phase 1) and the number of clients that are served in Continuing care (Phase 2), but the general Caseload size will average approximately 64 clients. Primary care lasts for three months and continuing care lasts nine months.

Provide your project's policy on drug testing participants.

The DWI Court Probation Officer will require a client in the DWI Court Program to participate in a Random Drug Testing Program. Random drug testing will be scheduled weekly - bi-monthly to meet the client's identified needs based on their phase in the treatment program.

This screening and monitoring of the client's compliance with urine specimen enables the Court Team to quickly address any relapse while in the program. The Random Drug Testing Program protocol may be used as a sanction if the DWI Court Team determines it is an appropriate response to the violation. A continuous alcohol monitoring device may also be ordered by the court to monitor for relapse.

Describe the process you will use to determine your project's effectiveness.

Travis County Adult Probation is conducting a process and outcome evaluation of the DWI Court. For the process evaluation, we capture information about the number of people who apply to the program and the number who are accepted into the program. For the process evaluation, we also capture information about court attendance, probation attendance, drug/alcohol testing, treatment participation, employment-daily structure, and the time intervals each participant spends in each program phase and continuing care session. For the outcome measure, we capture information about the number of people who graduate, the number of people who are unsuccessfully discharged (and the reason why), and report the following recidivism measures for each participant: revocation, re-arrest, and re-incarceration.

Provide the total cost for operating your project during the previous fiscal year. (This should include all salaries, travel, counseling, treatment services, office supplies, etc.)

231620

List the sources and amounts of non-CJD funding used to support this project during the previous fiscal year. (This may include local or state funds and any other charges to participants.)

All DWI Court County Departments contribute existing staff to the Court operations. These staff salaries are provided by each department; SAMHSA grant - \$206,515 (for treatment related services, will not support court or probation services).

List the treatment resources used for this project (e.g., ATR, TAIP, in-house, etc.).

Treatment resources used for the DWI Court include the SMART substance abuse treatment facility funded by TDCJ-CJAD for those needing residential treatment services.

Provide the total fees collected in your county during the most recently completed fiscal year, in accordance with Chapter 102.0178, Code of Criminal Procedure, for offenses found in Chapter 49, Penal Code (DWI) and Chapter 481, Health and Safety Code (controlled substances). Note: The party responsible for collecting court assessed fees in your county may be the treasurer, county clerk, or district clerk.

233471

Of the fees collected in your county, provide the amount that was directed to your project.

0

Describe how your project used those fees.

The County reports that approximately \$ 233,471 was collected in FY 2011 for Chapters 49 and 481; however, at this time none of those fees have been received by the Travis County Adult Probation DWI Court.

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
		The target population will be adult repeat DWI offenders ages 18 and older, males and females without violent criminal histories. The Travis County Adult Probation DWI Court will provide early identification for eligible participants through a process that screens potential candidates' criminal history and assesses their degree of substance abuse dependency. With completion of an Intake staffing, the DWI Court Team will make a recommendation to the Judge to place the offender in the DWI Court as a condition of probation. The DWI Court program will consist of two phases that entail the following activities: 1.

Drug Court - Adult	100.00	Treatment: Substance Abuse individual/group sessions to address substance abuse dependency issues. 2. Judicial Oversight: Regular court appearances for progress review. 3. Case management: Regular office visits with a probation officer to monitor program compliance and to assist with obtainment of employment/education and to address other criminogenic need areas such as attendance at mandated classes, cognitive classes and support groups to help sustain substance abuse recovery efforts. 4. Alcohol/drug testing: Alcohol/drug testing to insure abstinence. Incentives will be incorporated into the program, and as the participant successfully progresses through the phases, frequency of reporting requirements may be decreased. Sanctions will be included to address issues of non-compliance with Court requirements. A relapse track and residential treatment will be incorporated into service delivery for participants who relapse in the course of program participation or who require a higher level of treatment intervention. Participants will graduate from the DWI Court Program after successfully completing primary and continuing care. Successful completion will include maintaining sobriety, regularly attending court, participation in a structured aftercare program, and obtaining verifiable employment.
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Geographic Area:

Travis County

Target Audience:

Adult repeat DWI Offenders

Gender:

Males and females

Ages:

Ages 18 years and older

Special Characteristics:

Must be assessed to have substance abuse dependency and committed a second DWI

Measures Information

Progress Reporting Requirements

All programs will be required to report the output and outcome measures for this program to Texas A&M University, Public Policy Research Institute (PPRI).

Objective Output Measures

OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
Number of new enrollments in the program.	21	90
Number of participants in the program. ("Participants" should include the number in the program at the beginning of the reporting period plus the number of enrollments - example: total number served.)	78	145
Number of people assessed for eligibility to participate in the program.	27	115

Custom Objective Output Measures

CUSTOM OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
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Objective Outcome Measures

OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
Number of participants employed or enrolled in school at time of drug court graduation (part time or full time).	9	54
Number of participants that earn a GED, high school diploma, or vocational training credential while in the program.	0	0
Number of participants that successfully complete the program.	10	60

68

Custom Objective Outcome Measures

CUSTOM OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
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Certification and Assurances

Each applicant must click on this link to review the standard [Certification and Assurances](#).

Resolution from Governing Body

Except for state agencies, each applicant must provide information related to the [resolution](#) from its governing body, such as the city council, county commissioners' court, school board, or board of directors. Please ensure that the resolution approved by your governing body addresses items one through four below.

1. Authorization by your governing body for the submission of the application to CJD that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update CJD should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to CJD.

Upon approval from your agency's governing body, upload the [approved](#) resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will CJD grant funds be used to support any contracts for professional services?

Select the Appropriate Response:

- Yes
- No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

The Department has a contract compliance protocol which will be utilized that includes desktop audits and review of client documentation as needed.

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Note: Pursuant to Texas Government Code §556.005, a political subdivision or private entity that receives state funds may not use the funds to pay a person required to register as a lobbyist or for lobbying expenses. A political subdivision or private entity that violates this provision is not eligible to receive additional state funds.

Select the Appropriate Response:

- Yes
- No
- N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the Appropriate Response

- Yes
- No
- N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

9/1/2012

Enter the End Date [mm/dd/yyyy]:

8/31/2013

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (\$) of Federal Grant Funds:

158680

Enter the amount (\$) of State Grant Funds:

11624405

Single Audit

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

Select the Appropriate Response:

Yes

No

Note: Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in OMB Circular A-133.

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor (in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133).

Enter the date of your last annual single audit:

2/11/2011

Equal Employment Opportunity Plan (EEOP)

Type I Entity: Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity:

- The applicant is not required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity: Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity: Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Donna Harp, P.O. Box 2245, Austin, TX 78768

Type III Entity: Defined as an applicant that is NOT a Type I or Type II Entity. **Requirements for a Type III Entity:** Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

Select the appropriate response:

- Type I Entity
- Type II Entity
- Type III Entity

Debarment

Each applicant agency will certify that it and its principals:

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- I Certify
- Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

Enter the debarment justification:

Fiscal Capability Information

Organizational Information

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts).

Select the appropriate response:

- Yes
- No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

- Yes
- No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

- Yes
- No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

- Yes
- No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

- Yes
- No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

- Yes
- No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts.

Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

- Yes
- No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

- Yes
- No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

- Yes
- No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

- Yes
- No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Indirect Costs	Approved Rate - 2% or Less	Indirect costs	\$4,492.00	\$0.00	\$0.00	\$0.00	\$4,492.00	0

Personnel	Counselor and/or Therapist (licensed)	RETAIN-Counselor 1: This full-time LCDC position will provide targeted substance abuse group and individual counseling sessions for Phase I of the program. This line item includes salary and benefits.	\$48,594.00	\$0.00	\$0.00	\$0.00	\$48,594.00	100
Personnel	Counselor and/or Therapist (licensed)	RETAIN-Counselor 2: This full-time LCDC position will provide targeted substance abuse group and individual counseling sessions for Phase II of program. This line item includes salary and benefits.	\$51,441.00	\$0.00	\$0.00	\$0.00	\$51,441.00	100
Contractual and Professional Services	Drug Analysis or Employee Drug Testing Services	Drug testing for program participants.	\$3,906.00	\$0.00	\$0.00	\$0.00	\$3,906.00	0
Travel and Training	In-State Incidentals and/or Mileage	Cost for auto mileage for program activities	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0
Travel and Training	In-State Registration Fees, Training, and/or Travel	Cost of DWI Court Team to attend in-state trainings	\$2,100.00	\$0.00	\$0.00	\$0.00	\$2,100.00	0
Travel and Training	Out-of-State Registration Fees, Training, and/or Travel	Cost of DWI Court Team to attend out-of-state trainings	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0
Personnel	Probation Officer	RETAIN-Probation Officer 1: This full-time position will provide case management services including attending weekly staffings and court sessions, serving as a Liaison between Treatment Staff and Judge, completing client supervision tasks such as monitoring alcohol use and abstinence, conducting client contact visits, providing client documentation and tracking, completing collateral contacts, and making resource referrals to meet client needs. This line item includes salary and benefits.	\$49,927.00	\$0.00	\$0.00	\$0.00	\$49,927.00	100
Personnel	Probation Officer	RETAIN-Probation Officer 2: This full-time position will provide case management services including attending weekly staffings and court sessions, serving as a Liaison between Treatment Staff and Judge, completing client supervision tasks such as monitoring alcohol use and abstinence, conducting client contact visits, providing client documentation and tracking, completing collateral contacts, and making resource referrals to meet client needs. This line item includes salary and benefits. This position supports program expansion, per Governor's office requirement to apply for Federal funds.	\$61,727.00	\$0.00	\$0.00	\$0.00	\$61,727.00	100
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Program supplies/materials needed for treatment service delivery such as program completion sobriety medallions, etc.	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0
Contractual and	Substance Abuse-Related Case Management, Counseling,	Technical Assistance/consultation services to ensure evidence-based practices in service delivery for problem solving courts. Areas of focus could include topics such as effective	\$3,525.00	\$0.00	\$0.00	\$0.00	\$3,525.00	0

Professional Services	Outpatient, and/or Treatment Services	teamwork, role of mentors, incentives/sanctions, gender specific services, risk/needs, and Recovery oriented systems of care.					
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Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
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Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Budget Summary Information

Budget Summary Information by Budget Category:

CATEGORY	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Contractual and Professional Services	\$7,431.00	\$0.00	\$0.00	\$0.00	\$7,431.00
Indirect Costs	\$4,492.00	\$0.00	\$0.00	\$0.00	\$4,492.00
Personnel	\$211,689.00	\$0.00	\$0.00	\$0.00	\$211,689.00
Supplies and Direct Operating Expenses	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00
Travel and Training	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00

Budget Grand Total Information:

CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$229,112.00	\$0.00	\$0.00	\$0.00	\$229,112.00

Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
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You are logged in as **User Name:** oshatzl

ADULT PROBATION DEPARTMENT

of Travis County

Central Unit
411 W. 13th Street.
Suite 400
Austin, TX 78701
512-854-4600
512-854-4606 Fax

North Unit
10409 Burnet Rd
Austin, TX 78758
512-854-9775
512-854-4533 Fax

Mental Health Unit
4920 IH 35 North
Suite 110
Austin, TX 78751
512-854-1800
512-854-4612 Fax

South Unit
4011 McKinney Falls Pkwy
Suite 1300
Austin, TX 78744
512-854-CSCD (2723)
512-854-4612 Fax

SMART
3404 S FM 973
Del Valle, TX
78617
512-854-3150
512-247-5567 Fax



Mailing Address: PO Box 2245 Austin, Texas 78768-2245

www.co.travis.tx.us/AdultProbation

Voice Response System: 512-495-6563 or 1-800-451-3887

Dr. Geraldine Nagy, Director
Rosie Ramón-Durán, Assistant Director

Resolution

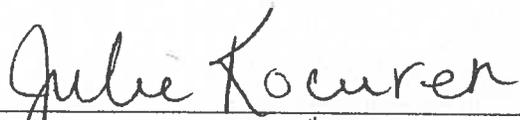
WHEREAS, the Travis County District Criminal Court Judges and Criminal County Court at Law Judges find it in the best interest of the citizens of Travis County, that the Travis County Adult Probation DWI Court be operated by the Travis County Adult Probation Department for the Fiscal Year 2013; and

WHEREAS, the Travis County District Criminal Court Judges and Criminal County Court at Law Judges agree that in the event of loss or misuse of the Criminal Justice Division funds, the Travis County District Criminal Court Judges and Criminal County Court at Law Judges assure that the funds will be returned to the Criminal Justice Division in full.

WHEREAS, the Travis County District Criminal Court Judges and Criminal County Court at Law Judges designate the Director of the Travis County Adult Probation Department as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the Travis County District Criminal Court Judges and Criminal County Court at Law Judges approve submission of the grant application for the Travis County Adult Probation DWI Court by the Travis County Adult Probation Department to the Office of the Governor, Criminal Justice Division.

Signed by:



Judge Julie Kocurek, 390th District Court
Administrative Judge

Passed and Approved this 12th day of January, 2012.

Grant Number: 2067205



Judge Elisabeth A. Earle
County Court at Law No. 7
Travis County, Texas

P.O. Box 1748
Austin, Texas 78767
512.854.9679
Fax 512.854.3793

To Whom It May Concern:

I am writing to express my support of Travis County Adult Probation's continuation funding application for the Travis County Adult Probation DWI Court. I have had the privilege of serving as the presiding judge of the DWI Court since its inception in early 2008. The program has proven to be a much needed addition to our community, and I have seen firsthand the numerous lives the program has positively impacted. In FY 2011, the DWI Court served 115 participants, and 45 participants graduated successfully during FY 2011. Continuation funding for FY 2013 will allow us to continue strides gained to date.

The Travis County Adult Probation DWI Court Program was created in response to the recognized need to address DWIs as they impact community safety. Offenses involving substance abuse continue to be an issue in Travis County with 6,295 DWI cases being filed in Travis County in 2011 and of those, 973 were repeat offenders (15%). The Travis County Adult Probation DWI Court targets individuals who are repeat DWI offenders who have demonstrated an inability to address their continued substance abuse behaviors leading to continued DWI offenses. Individuals participate in a twelve month treatment program and are provided the necessary tools to break the cycle of drinking and driving.

I urge you to approve the continuation funding application submitted by Travis County Adult Probation for the Travis County Adult Probation DWI Court. Please feel free to contact me, should you have any questions.

Sincerely,



Judge Elisabeth Earle



SAMUEL T. BISCOE
COUNTY JUDGE

TRAVIS COUNTY ADMINISTRATION BUILDING
P.O. BOX 1748 ROOM 520
AUSTIN, TEXAS 78767
(512) 854-9555

January 25, 2012

Office of the Governor
Criminal Justice Planning
P.O. Box 12428
Austin, Texas 78711

To Whom It May Concern:

I fully support Travis County Adult Probation Department's application to the Governor's Office for continuation funding. The Travis County Adult Probation DWI Court Program was created in early 2008 in response to the recognized need to address DWIs as they impact community safety. DWIs continue to be an issue for our community as evidenced by the 6,295 DWI cases filed in Travis County in 2011. Grant funding for FY 2013 will allow this successful program to continue targeting individuals at high risk for driving while intoxicated in Travis County.

The Travis County Adult Probation DWI Court targets individuals who are repeat DWI offenders. During the course of the twelve month treatment program, the DWI Court team of professionals provides participants the tools needed to break the cycle of drinking and driving and the necessary support to help them achieve and maintain sobriety. During Fiscal Year 2011, the DWI Court served 115 participants and 45 participants graduated during FY 2011.

Please favorably consider the continued funding application by the Travis County Adult Probation Department. Should you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in cursive script that reads "Samuel T. Biscoe".

Samuel T. Biscoe
Travis County Judge



JAMES N. SYLVESTER
Chief Deputy

GREG HAMILTON

TRAVIS COUNTY SHERIFF

P.O. Box 1748
Austin, Texas 78767
(512) 854-9770
www.tcsheriff.org

PHYLLIS CLAIR
Major - Law Enforcement

DARREN LONG
Major - Corrections

MARK SAWA
Major - Administration & Support

January 18, 2012

To Whom It May Concern:

This letter is to acknowledge my support of Travis County Adult Probation's DWI Court Grant Application for program continuation funding. The Travis County Adult Probation DWI Court has been addressing the issue of DWIs since early 2008. The program has proven to be a successful public safety enhancement for our community, and grant funding for Fiscal Year 2013 will allow this program to continue targeting individuals at high risk for driving while intoxicated in Travis County.

The Travis County Adult Probation DWI Court has a positive impact on program participants as it provides early identification of repeat DWI offenders and facilitates their access to substance abuse treatment resources. The DWI Court team of professionals work with program participants during the twelve month treatment program to provide participants the tools needed to help them achieve and maintain sobriety. During the most recently completed fiscal year, FY 2011, the DWI Court served 115 participants, and 45 participants graduated successfully during FY 2011.

We urge you to support continuation funding for the Travis County Adult Probation DWI Court. Should you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in black ink that reads "Greg Hamilton".

GREG HAMILTON

THE LAW FIRM OF RICHARD J. SEGURA, JR.

707 WEST 14TH STREET • AUSTIN, TEXAS 78701

(O) 512.472.1580
(F) 512.472.6556



EMAIL@SEGURALAWFIRM.COM
WWW.SEGURALAWFIRM.COM

January 24, 2012

To Whom It May Concern:

I wish to express my support for the Travis County DWI Court Grant Application for Program Continuation Funding submitted by the Travis County Adult Probation Department. As one of two criminal defense attorneys appointed by the Travis County Courts at Law Judges to serve the Travis County DWI Court, I have witnessed first-hand the dramatic and life changing role the court plays. This program has made a tangible difference in our community by protecting not only the defendants who participate in the court from their actions, but more importantly the community as a whole.

The Travis County Adult Probation DWI Court Program was created in early 2008 in response to the recognized need to address DWIs as they impact community safety. DWIs continue to be an issue for our community as evidenced by the 6,295 DWI cases filed in Travis County in 2011. Grant funding for FY 2013 will allow this successful program to continue targeting individuals at high risk for driving while intoxicated in Travis County.

The Travis County Adult Probation DWI Court is a program that targets individuals who are repeat DWI offenders. During the course of the twelve month treatment program, the DWI Court team of professionals provides participants the tools needed to break the cycle of drinking and driving and the necessary support to help them achieve and maintain sobriety. During Fiscal Year 2011, the DWI Court served 115 participants and 45 participants graduated successfully during FY 2011.

Grants like yours make it possible for this program to continue to help protect our community and improve the lives of Texans in Travis County. It is my hope that you too will recognize the value of ending the cycle of dependency and criminality that is so often part of the justice system, and consider continuation funding for the Travis County Adult Probation DWI Court. It is with your help that we can continue the success the DWI Court has come to represent.

Please feel free to contact me should you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read 'Bradley E. Hargis'.

Bradley E. Hargis
Attorney at Law



Dana DeBeauvoir
Travis County Clerk

PO Box 149325, Austin TX 78714-9325
Phone: (512) 854-9188 Fax: (512) 854-3942
<http://www.co.travis.tx.us>

**Recording, Elections, Computer Resources,
Accounting, and Administration Divisions**
5501 Airport Boulevard, Austin, Texas 78751-1410

**Misdemeanor Records, Civil/Probate,
and Records Management Divisions**
1000 Guadalupe, Austin, Texas 78701-2328

January 25, 2012

To Whom It May Concern:

This letter is to acknowledge my support of Travis County Adult Probation's application to the Governor's Office for continuation funding. The Travis County Adult Probation DWI Court Program was created in early 2008 in response to the recognized need to address DWIs as they impact community safety. DWIs continue to be an issue for our community as evidenced by the 6,295 DWI cases filed in Travis County in 2011. Grant funding for FY 2013 will allow this successful program to continue targeting individuals at high risk for driving while intoxicated in Travis County.

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I hope you will consider continuation funding for the Travis County Adult Probation DWI Court. Please feel free to contact me should you have any questions.

Dana Debeauvoir
Travis County Clerk

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 type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Pretrial Services - Drug Court #4220	
Contact Person/Title:	Rosie Ramon-Duran - Assistant Director	
Phone Number:	(512) 854-7601	

Grant Title:	Drug Diversion Court		
Grant Period:	From: 9/1/2012	To: 8/31/2013	
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Office of the Governor Criminal Justice Division		
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:	59,996	0	0	0	59,996
Operating:	69,994	0	0	0	69,994
Capital Equipment:	0	0	0	0	0
Indirect Costs:	2,595	0	0	0	2,595
Total:	132,585	0	0	0	132,585
FTEs:	1.00	0.00	0.00	0.00	1

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

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

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						
# of people assessed for eligibility to participate in the program.	400	60	173 Proj	286 Proj	400 Proj	400
# of new enrollments in the program.	200	53	102 Proj	151 Proj	200 Proj	200
# of participants that have graduated from the program.	80	25	43 Proj	61 Proj	80 Proj	80
Measures For Grant						
Provide intensive case management for African American participants.	35	45	35 Proj	35 Proj	35 Proj	40
Provide intensive case management for dually diagnosed participants.	20	21	20 Proj	20 Proj	20 Proj	20
Outcome Impact Description	On a monthly basis, at least 35 African American participants will receive treatment and counseling services while prosecution is deferred for their drug charge.					
	35	45	35	35	35	40
Outcome Impact Description	On a monthly basis at least 20 dually diagnosed participants will receive treatment and counseling services while prosecution is deferred for their drug charge.					
	20	21	20	20	20	20

PBO Recommendation:

PBO concurs with proceeding with 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?

The Criminal Justice Division (CJD) of the Governor's Office announced the availability of ongoing funds for eligible drug court programs. Eligible applicants are counties in Texas that have incorporated the ten essential characteristics as outlined in section 469.001 Health and Safety Code. This grant is available to jurisdictions to improve the delivery of services or to enhance the existing Drug Court Program with additional services that will allow the Travis County Drug Court to more fully meet the goals of the Drug Court Program.

The purpose of the grant is to enhance the resources available to the Travis County Drug Court by upgrading supervision services provided to offenders to increase the likelihood of successful graduation, thereby reducing further criminal activity and reliance on the state correctional system, community supervision or local jails.

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

The County is not obligated to maintain the expenditure level requested in the grant.

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 not required.

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

Yes, the grant allows 2% indirect cost reimbursement.

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 Drug Court program will not discontinue upon discontinuance of grant funding. If the grant is not awarded, the department may request to incorporate the grant funded FTE into the County Budget. If, however, funding for enhanced treatment and case management services is unavailable, the department would reduce the static capacity, which could create a waiting list for potential participants and discontinue services for specialized populations (or look for other funding sources).

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

The Travis County Drug Court program is not a new program. We are seeking to enhance services for two specific target populations.

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.

This ongoing grant will allow the Drug Court program to continue to serve two specific populations in need of drug treatment services. A specialized population of up to 40 African American offenders will continue to receive intensive case management and treatment coordination services from Clean Investments and the grant funded Chemical Dependency Counselor. Due to the need for specialized mental health services, 20 dually diagnosed individuals will continue to receive intensive case management services from Austin Travis County Integral Care.

[Print This Page](#)

Agency Name: Travis County

Grant/App: 1604312 **Start Date:** 9/1/2012 **End Date:** 8/31/2013

Project Title: Drug Diversion Court

Status: Application Pending Submission

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
746000192

Application Eligibility Certify:

Created on: 1/2/2012 9:11:28 AM By: Rosie Ramon-Duran

You are logged in as **User Name:** ramondr

[Print This Page](#)

Agency Name: Travis County
Grant/App: 1604312 **Start Date:** 9/1/2012 **End Date:** 8/31/2013

Project Title: Drug Diversion Court
Status: Application Pending Submission

Profile Information

Applicant Agency Name: Travis County
Project Title: Drug Diversion Court
Division or Unit to Administer the Project: Pretrial Services
Address Line 1: Post Office Box 2245
Address Line 2:
City/State/Zip: Austin Texas 78768
Start Date: 9/1/2012
End Date: 8/31/2013

Regional Council of Governments(COG) within the Project's Impact Area: Capital Area Council of Governments
Headquarter County: Travis
Counties within Project's Impact Area:

Grant Officials:

Authorized Official

User Name: Samuel Biscoe
Email: sam.biscoe@co.travis.tx.us
Address 1: Post Office Box 1748
Address 1:
City: Austin, Texas 78767
Phone: 512-854-9555 **Other Phone:**
Fax: 512-854-9535
Title: The Honorable
Salutation: Judge

Project Director

User Name: Rosie Ramon-Duran
Email: Rosie.Ramon-Duran@co.travis.tx.us
Address 1: PO Box 2245
Address 1:
City: Austin , Texas 78768
Phone: 512-854-4608 **Other Phone:**
Fax: 512-854-4606
Title: Ms.
Salutation: Chief Deputy

Financial Official

User Name: Susan Spataro
Email: susan.spataro@co.travis.tx.us
Address 1: P.O. Box 1748
Address 1:
City: Austin, Texas 78767
Phone: 512-854-9125 **Other Phone:**
Fax: 512-854-6640
Title: Ms.
Salutation: Ms.

Grant Writer

User Name: Rosie Ramon-Duran
Email: Rosie.Ramon-Duran@co.travis.tx.us
Address 1: PO Box 2245
Address 1:
City: Austin , Texas 78768
Phone: 512-854-4608 **Other Phone:**
Fax: 512-854-4606

Title: Ms.

Salutation: Chief Deputy

You are logged in as **User Name:** ramondr

[Print This Page](#)

Agency Name: Travis County

Grant/App: 1604312 **Start Date:** 9/1/2012 **End Date:** 8/31/2013

Project Title: Drug Diversion Court

Status: Application Pending Submission

Grant Vendor Information

Organization Type: County

Organization Option: applying to provide services to all others

Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID): 746000192

Data Universal Numbering System (DUNS): 030908842

You are logged in as **User Name:** ramondr

Print This Page

Agency Name: Travis County
Grant/App: 1604312 **Start Date:** 9/1/2012 **End Date:** 8/31/2013

Project Title: Drug Diversion Court
Status: Application Pending Submission

Narrative Information

Primary Mission and Purpose

The Drug Court Program supports projects that provide court-supervised substance abuse treatment as an alternative to traditional criminal sanctions, as defined in Chapter 469 of the Texas Health and Safety Code.

Funding Levels

The anticipated funding levels for the Drug Court program are as follows:

- Minimum Award - \$10,000
- Maximum Award - None
- Match Required - None

For more information regarding grantee match, please click on the **Budget** tab, and then click on the **Source of Match** tab in eGrants.

Note: If you voluntarily include matching funds that exceed the minimum match requirement, you will be held to that amount throughout the grant period.

** The requirements for this fund source are subject to change pursuant to actions of the Texas Legislature.*

Preferences – Preference will be given to:

1. mandated drug courts under Texas Health and Safety Code, §469.006; and
2. non-mandated drug courts operating in counties with a population of less than 200,000.

Ten Essential Characteristics

Drug Court programs, as defined in Chapter 469 of the Texas Health and Safety Code, that provide court-supervised substance abuse treatment as an alternative to traditional sanctions, must incorporate the following ten (10) essential characteristics of drug courts noted below and codified in Texas Health and Safety Code §469.001 to be eligible for funding:

Integration of Services – The integration between alcohol and other drug treatment services in the processing of cases in the judicial system.

The Travis County Drug Diversion Court provides an opportunity for defendants in the Travis County judicial system to access alcohol and other drug treatment services. Qualified participants in the program are given substance abuse assessments and are referred to appropriate residential and/or outpatient substance abuse treatment programs. The Travis County Drug Diversion Court has an integrated team, including: judges, prosecutors, defense attorneys, intake officers, and counselors.

Non-Adversarial Approach – The use of a non-adversarial approach involving prosecutors and defense attorneys to promote public safety and to protect the due process rights of program participants.

The Travis County Drug Diversion Court employs a balanced, non-adversarial approach by including the prosecution and the defense counsel as part of the drug court team, along with the counselors and the judge, in pre-chambers meetings to discuss the participant's progress. They are also all present in all court sessions.

Prompt Placement – Early identification and prompt placement of eligible participants in the program.

The Travis County Drug Diversion Court has written eligibility requirements that have been distributed to all referring team agencies. The program is able to screen possible participants in jail and out on bond and strives to make placement in the program within 20 days of arrest.

Access – Access to a continuum of alcohol, drug, and other related treatment and rehabilitative services.

Participants in the Travis County Drug Diversion Court are given access to services based on an assessed level of care, including: outpatient individual and group treatment sessions, self-help meeting attendance, detoxification, residential treatment, mental health counseling, housing assistance and anger management classes.

Abstinence Monitoring – Monitoring of abstinence through weekly alcohol and other drug testing.

Participants in the Travis County Drug Diversion Court are administered drug/alcohol tests through a combination of eye scans, urinalysis and breath tests. The frequency of testing occurs weekly on average, with the possibility of participants in the beginning phases of the program being tested more often.

Compliance Strategy – A coordinated strategy to govern program responses to participants' compliance.

Members of the Travis County Drug Diversion Court Team work together to determine an effective, coordinated response to participants' compliance. There is a system of rewards and sanctions, and decisions about these rewards and sanctions are made by the full drug court team during pre-chambers meetings prior to court.

Judicial Interaction – Ongoing judicial interaction with program participants.

Participants have frequent contact with the judge in the Travis County Drug Diversion Court. They typically attend drug court sessions twice per week in the beginning of the program, with court attendance reducing over time with compliant behavior to once per month. The judge speaks directly to participants during their court appearances, with positive reinforcement for those doing well and clear directions for those who are struggling.

Evaluation – Monitoring and evaluation of program goals and effectiveness.

The Travis County Drug Diversion Court collects data electronically for participant tracking and uses this data for program reviews and planning. There have been several outside evaluations of the program in order to refine the system and track results.

Education – Continuing interdisciplinary education to promote effective program planning, implementation, and operations.

The Travis County Drug Diversion Court is dedicated to providing education to team members on a regular basis. All new drug court staff members are trained on the drug court model before or soon after starting work. In addition to on-the-job training, the following drug court team members have received training or education specifically on the drug court model: judges, defense attorney, prosecutors, drug court administrator, drug court coordinator, intake officers, outreach worker, and counselors.

Partnerships – Development of partnerships with public agencies and community organizations.

The Travis County Drug Diversion Court has developed and maintained relationships with agencies that provide services for participants in the community and refers participants to those services when appropriate. Some of these services include employment assistance/job training, housing assistance and educational services. There are also members of outside agencies on the Intake Review Committee and the Steering Committee.

Drug Court Program Requirements**General Approaches**

- **Pre-adjudication** - The defendant is diverted to the treatment program in lieu of prosecution before charges are filed or before final case.
- **Post-adjudication** - The drug offender begins the drug court program after entering a plea of guilty or nolo contendere or having been found guilty, often as a condition of probation.
- **Reentry** - Offenders completing sentences of incarceration or lengthy terms of residential treatment are ordered into the treatment program to facilitate their transition and reintegration into society.
- **Civil** - Participants enter the drug court program in relation to suits affecting the parent-child relationship, including child welfare / CPS cases, child support cases, or other civil matters.

Select the general approach(es) that best fit this drug court.

Select all that apply:

- Pre-adjudication
- Post-adjudication
- Reentry
- Civil
- N/A

Observation – The drug court team (judge, prosecutor, defense counsel, treatment provider, supervision officer, court coordinator, etc.) of a new program must observe at least one drug court staffing session and hearing, in Texas, prior to program implementation.

Policies and Procedures – The drug court will develop and maintain written policies and procedures for the operation of the program.

Information Sharing – The applicant will submit a copy of any project evaluations, evaluation plans, recidivism studies, or related reports that are completed during the grant period to CJD.

Jurisdiction - Provide the name of the court administering the Drug Court program (e.g., 999th Judicial District Court, Somewhere County Criminal Court, or City of Somewhere Municipal Court). If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply.

N/A -- A Magistrate Judge presides over the Drug Diversion Court

Drug Court Date - If the Court has commenced operations, provide the date that the Court was established.

Enter the date [mm/dd/yyyy]:

8/1/1993

Drug Court Type

- **Adult** - Programs serving adults (either pre-adjudication, post-adjudication, or reentry).
- **Family** - Programs serving parents who enter the drug court in relation to suits affecting the parent-child relationship, including child welfare / CPS cases, child support cases, or other civil matters.
- **Juvenile** - Programs serving juveniles (either pre-adjudication, post-adjudication, or reentry).
- **Veterans** - Programs serving veterans or current members of the United States armed forces, including members of the Reserves, National Guard or State Guard.

Select the type of drug court that will be operated:

- Adult
- Veterans
- Family
- Juvenile
- N/A

Will the drug court accept **DWI offenders**?

Select the appropriate response:

- Yes
- No
- N/A

Presiding Judge - The presiding judge of a drug court funded through this program must be an active judge holding elective office, an associate judge or magistrate assigned to preside over drug court, or a retired judge available as a sitting judge.

Enter the name, phone number, and email address of the **Presiding Judge** for the Drug Court. If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply. Applicant must notify CJD with this information when a judge is appointed.

Magistrate Joel Bennett 512-854-4646 joel.bennett@co.travis.tx.us and/or jblaw1@aol.com

Enter the name, phone number and email address of the **Drug Court Coordinator**. If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply. Applicant must notify CJD with this information when a coordinator is appointed.

Note: The Drug Court Coordinator usually monitors the operation of the Drug Court, supervises Drug Court staff, participates in Drug Court judicial staff meetings, prepares and oversees Drug Court contracts with service providers, maintains data on Drug Court operations, and communicates with legal staff, government officials, social service agencies, and the public regarding matters of the Drug Court.

Sharon Caldwell-Hernandez 512-854-4646 sharon.caldwell-hernandez@co.travis.tx.us

Federal Funding - Applicant agrees to apply for federal grant funding from the Bureau of Justice Assistance to support operations of the court. Applicant also agrees to notify CJD immediately of any additional state or federal grants or other funds that may become available to support operation of the court. At that time, CJD may deobligate a portion of the funds awarded under this solicitation.

Has the drug court ever applied for **federal funding**?

Select the appropriate response:

- Yes
- No
- N/A

Has the drug court ever received **federal funding**?

Select the appropriate response:

- Yes
- No
- N/A

If you selected **Yes** above, provide the federal award amount, grant period [mm/dd/yyyy to mm/dd/yyyy], and how the funds were used or will be used if the federal grant period overlaps with the grant period for this solicitation.

Enter the federal funding description:

6/1/1993: Center for Substance Abuse Treatment \$400,090; 5/1/1998: OJP Drug Court Enhancement - \$229, 850; 6/1/1998: OJP Drug Court Enhancement Initiative - \$209,196; 10/1/2002: US Department of Justice LLEBG: \$70,000; The Travis County Drug Court Diversion Court has not applied for a federal grant in several years. The Initiatives funded by the CJD Grant have been funded by the CJD Grant since their inception.

TDSHS - CMBHS Registration

Applicant assures that it is currently registered or will register with the Texas Department of State Health Services (TDSHS) - Clinical Management for Behavioral Health Services (CMBHS) database. Information about registration procedures can be accessed here.

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Dana Hess, Travis County Human Resource Director

Enter the Address for the Civil Rights Liaison:

700 Lavaca Suite 420 Austin, Texas 78701

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

512-854-9165

Certification

Each applicant agency will certify to the specific criteria detailed above under **Program Requirements** to be eligible for funding under the Drug Court Program Solicitation.

I certify to all of the above eligibility requirements.

Problem Statement:

Please provide a detailed account in the Problem Statement section of the existing issues your project will target.

Enter your problem statement:

The Travis County Drug Diversion Court seeks to continue to provide specialized services for African American offenders. Historically, African Americans are the largest segment of the population arrested for felony drug charges in Travis County, Texas. Additionally, given the special needs of the dually diagnosed participants, these participants continue to need specialized intensive case management and treatment coordination services with Austin Travis County Integral Care (formerly known as Austin Travis County Mental Health and Mental Retardation).

Supporting Data:

Provide as much supporting data, to include baseline statistics and the sources of your data, which are pertinent to where the grant project is located and/or targeted. Do not use statewide data for a local problem or national data for a statewide problem.

Enter your supporting data:

According to the US Census Bureau, in 2010 there were 42 million African Americans in America of the total population of 308.7 million. The Henry J. Kaiser Family Foundation (July 2006, FACT SHEET) cited African American men are disproportionately represented in the criminal justice system. Young African American men are in prison at a rate of nearly three times that of Hispanic men and nearly seven times that of white men. According to the 2010 US Census Bureau, African Americans present 8.5 percent of the population in Travis County. Locally, the Travis County jail booking records estimates there were 4,024 felony drug arrests from 09/01/2010 through 08/31/2011. Of this number, the African American population accounted for 1,528 (38%) of those arrested, the Hispanic population accounted for 1,129 (28%), the Anglo population accounted for 1,345 (33%) and the Pacific Islander/Asian population accounted for 22 (1%). Furthermore, it is estimated 26.2 percent of American adults (about one in four) will suffer from a diagnosable mental disorder in a given year. The Gains Center on Jail Diversion cited the Bureau of Justice Statistics (BJS) 2002 report that estimated 16.3 percent of jail inmates either had a 'mental condition' or had an overnight stay in a mental hospital during their lifetime. While, the National Institute of Mental Health (NIMH) noted, local jail numbers are higher than state and federal institutes. It is estimated that 64.4 percent or two thirds of jail inmates in 2004 had a diagnosable mental disorder. During FY 11, the Travis County Sheriff's Office jail staff reported an average of 300 newly identified inmates that were in need of services per month. It is safe for one to present the hypothesis of our jail population is in need of both mental health and substance abuse treatment. Without effective treatment interventions which address mental health and substance abuse issues, these two populations are likely to become members of the revolving door cycle.

Community Plan:

For projects that have a local or regional impact target area, provide information regarding the community plan need(s) that your project will address.

Enter your community planning needs:

Travis County facilitates the community planning process that is required by the Texas Administrative Code as a prerequisite for applying for funding through the Governor's Office, CJD.

Goal Statement:

Provide a brief description of the overall goals and objectives for this project.

Enter a description for the overall goals and objectives:

The goal of this project is to offer the target populations, African Americans and individuals with co-occurring disorders (mental illness and chemical dependency) who are arrested for felony drug charges, specialized services which would decrease continued involvement with the criminal justice system.

Cooperative Working Agreement (CWA):

When a grantee intends to carry out a grant project through cooperating or participating with one or more outside organizations, the grantee must obtain authorized approval signatures on the cooperative working agreement (CWA) from each participating organization. Grantees must maintain on file a signed copy of all cooperative working agreements, and they must submit to CJD a list of each participating organization and a description of the purpose of each CWA. Cooperative working agreements do not involve an exchange of funds.

For this project, provide the name of the participating organization(s) and a brief description of the purpose(s) for the CWA(s). You should only provide information here that this project's successful operation is contingent on for the named service or participation from the outside organization.

Note: A Sample CWA is available here for your convenience.

Enter your cooperating working agreement(s):

Not applicable.

Continuation Projects:

For continuation projects only, if your current or previous year's project is NOT on schedule in accomplishing the stated objectives, briefly describe the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application. (Data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating.)

Enter your current grant's progress:

The FY'12 Drug Diversion Court Grant project is on schedule.

Project Summary:

Briefly summarize the entire application, including the project's problem statement, supporting data, goal, target group, activities, and objectives. Be sure that the summary is easy to understand by a person not familiar with your project and that you are confident and comfortable with the information if it were to be released under a public information request.

Enter your summary statement for this project:

The Travis County Drug Diversion Court/SHORT program continues to strive to meet the needs of the population of Travis County by

offering specialized services for African Americans and individuals with co-occurring substance abuse and mental health disorders. The SHORT program is a drug diversion court modeled after the Dade County Drug Diversion Court in Dade County, Florida. Since August 1993, the SHORT program has provided Travis County with an alternative to the traditional method of adjudication and treatment. A specialized caseload of up to 40 African American participants will continue to receive intensive case management and treatment coordination services by Clean Investments Inc. and the SHORT Chemical Dependency Counselor. Additionally, 20 dually diagnosed participants will continue to receive intensive case management and treatment coordination by Austin Travis County Integral Care so that they may be directly referred for appropriate mental health services.

You are logged in as **User Name:** ramondr

[Print This Page](#)

Agency Name: Travis County
Grant/App: 1604312 **Start Date:** 9/1/2012 **End Date:** 8/31/2013

Project Title: Drug Diversion Court
Status: Application Pending Submission

Project Activities Information

Drug Courts

Does your project have a Steering Committee that helps direct and enhance your court's operations?

- Yes
- No
- N/A

List the members of your project's treatment team and describe their role in supporting the participants. The members of the treatment team are as follows: The Drug Court Judge, prosecutor, defense attorney, counselor, intake officer, program coordinator and program manager. The treatment team meets prior to each Drug Court docket to discuss the status of each participant on the docket. During this staffing, the team members are able to contribute information and offer suggestions. A group decision is reached regarding sanctions, referrals, and rewards.

Provide the average caseload size for a full-time case manager/probation officer assigned to this project. The average caseload size is 22 participants per counselor.

Provide your project's policy on drug testing participants. Eye scans and urine specimens are submitted by program participants on a random basis in accordance to the ten key components. Eye scans are conducted weekly, while urine specimens are conducted at the minimum of twice monthly to weekly based on the participant's behaviors and compliance.

Describe the process you will use to determine your project's effectiveness. On a regular basis, performance goals are set by the Judge and management staff. On a monthly basis, a statistical report containing the current status of the Drug Court performance measures is reviewed to determine if we are on track with meeting set goals. Process or procedure changes are made if necessary. Provide the total cost for operating your project during the previous fiscal year. (This should include all salaries, travel, counseling, treatment services, office supplies, etc.)
 1143894

List the sources and amounts of non-CJD funding used to support this project during the previous fiscal year. (This may include local or state funds and any other charges to participants.)
 Local Funds: \$885,722 Special Revenue Funds: \$295,778

List the treatment resources used for this project (e.g., ATR, TAIP, in-house, etc.). The Travis County Drug Diversion Court uses both OSAR treatment resources as well as internal funds to pay for the majority of participant treatment. A small percentage of participants self pay or utilize their insurance for treatment. Provide the total fees collected in your county during the most recently completed fiscal year, in accordance with Chapter 102.0178, Code of Criminal Procedure, for offenses found in Chapter 49, Penal Code (DWI) and Chapter 481, Health and Safety Code (controlled substances). Note: The party responsible for collecting court assessed fees in your county may be the treasurer, county clerk, or district clerk.
 146579

Of the fees collected in your county, provide the amount that was directed to your project.
 73428

Describe how your project used those fees. The funds were used for operating expenses such as educational equipment, office supplies, contract services, and training.

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Drug Court - Adult	100.00	Provide intensive case management, outreach services, and treatment coordination for 40 African American participants through a grant funded Chemical Dependency Counselor, and a contract with Clean Investments Inc. Also, provide intensive case management, treatment coordination and referrals to mental health services for 20 dually diagnosed participants through a contract with Austin Travis County Integral Care.

Geographic Area:

Travis County, Texas

Target Audience:

The target audience served by the Travis County Diversion Court is non-violent felony adult offenders who have been arrested for possession of small amounts of a controlled substance and who are assessed as being addicted to drugs.

Gender:

Both males and females participate in the Travis County Drug Diversion Court.

Ages:

17 years of age and up

Special Characteristics:

High Risk populations include African American and dually diagnosed offenders.

You are logged in as **User Name:** ramondr

[Print This Page](#)

Agency Name: Travis County
 Grant/App: 1604312 Start Date: 9/1/2012 End Date: 8/31/2013

Project Title: Drug Diversion Court
 Status: Application Pending Submission

Measures Information

Progress Reporting Requirements

All programs will be required to report the output and outcome measures for this program to Texas A&M University, Public Policy Research Institute (PPRI).

Objective Output Measures

OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
Number of new enrollments in the program.	77	200
Number of participants in the program. ("Participants" should include the number in the program at the beginning of the reporting period plus the number of enrollments - example: total number served.)	332	332
Number of people assessed for eligibility to participate in the program.	155	400

Custom Objective Output Measures

CUSTOM OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
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Objective Outcome Measures

OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
Number of participants employed or enrolled in school at time of drug court graduation (part time or full time).	35	40
Number of participants that earn a GED, high school diploma, or vocational training credential while in the program.	1	3
Number of participants that successfully complete the program.	36	100

Custom Objective Outcome Measures

CUSTOM OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
------------------------	--------------	--------------

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Print This Page

Agency Name: Travis County
Grant/App: 1604312 **Start Date:** 9/1/2012 **End Date:** 8/31/2013

Project Title: Drug Diversion Court
Status: Application Pending Submission

Budget Details Information
Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Indirect Costs	Approved Rate - 2% or Less	Indirect Costs at 2%	\$2,595.00	\$0.00	\$0.00	\$0.00	\$2,595.00	0
Personnel	Counselor and/or Therapist (licensed)	Chemical Dependency Counselor	\$59,996.00	\$0.00	\$0.00	\$0.00	\$59,996.00	100
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Drug Testing Kits - Urine Analysis kits for drug testing clients 60 grnt clients x 52 Passpoint (eye scans) Screenings (weekly) = 3,120 screenings x 23% test positive = 715 urine analysis kits x \$5.60 per kit.	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0
Contractual and Professional Services	Substance Abuse-Related Case Management, Counseling, Outpatient, and/or Treatment Services	Contract with Austin Travis County Intergal Care (ATCIC)	\$39,998.00	\$0.00	\$0.00	\$0.00	\$39,998.00	0
Contractual and Professional Services	Substance Abuse-Related Case Management, Counseling, Outpatient, and/or Treatment Services	Contract with Clean Investments	\$25,996.00	\$0.00	\$0.00	\$0.00	\$25,996.00	0

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Print This Page

Agency Name: Travis County
Grant/App: 1604312 **Start Date:** 9/1/2012 **End Date:** 8/31/2013

Project Title: Drug Diversion Court
Status: Application Pending Submission

Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
-------------	------------	--------

Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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[Print This Page](#)

Agency Name: Travis County
Grant/App: 1604312 **Start Date:** 9/1/2012 **End Date:** 8/31/2013

Project Title: Drug Diversion Court
Status: Application Pending Submission

Budget Summary Information

Budget Summary Information by Budget Category:

CATEGORY	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Contractual and Professional Services	\$65,994.00	\$0.00	\$0.00	\$0.00	\$65,994.00
Indirect Costs	\$2,595.00	\$0.00	\$0.00	\$0.00	\$2,595.00
Personnel	\$59,996.00	\$0.00	\$0.00	\$0.00	\$59,996.00
Supplies and Direct Operating Expenses	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00

Budget Grand Total Information:

CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$132,585.00	\$0.00	\$0.00	\$0.00	\$132,585.00

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[Print This Page](#)

Agency Name: Travis County
Grant/App: 1604312 **Start Date:** 9/1/2012 **End Date:** 8/31/2013

Project Title: Drug Diversion Court
Status: Application Pending Submission

Certification and Assurances

Each applicant must click on this link to review the standard Certification and Assurances.

Resolution from Governing Body

Except for state agencies, each applicant must provide information related to the resolution from its governing body, such as the city council, county commissioners' court, school board, or board of directors. Please ensure that the resolution approved by your governing body addresses items one through four below.

1. Authorization by your governing body for the submission of the application to CJD that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update CJD should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to CJD.

Upon approval from your agency's governing body, upload the approved resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

Contract Compliance

Will CJD grant funds be used to support any contracts for professional services?

Select the Appropriate Response:

- Yes
- No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

The Drug Diversion Court Program Manager monitors contract compliance with the vendors used for professional services. This includes conducting site visits and having weekly contract with the vendors to monitor participant services and progress.

Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Note: Pursuant to Texas Government Code §556.005, a political subdivision or private entity that receives state funds may not use the funds to pay a person required to register as a lobbyist or for lobbying expenses. A political subdivision or private entity that violates this provision is not eligible to receive additional state funds.

Select the Appropriate Response:

- Yes
- No
- N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the Appropriate Response

- Yes
- No
- N/A

Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

9/1/2012

Enter the End Date [mm/dd/yyyy]:

8/31/2013

Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (\$) of Federal Grant Funds:

18974629

Enter the amount (\$) of State Grant Funds:

4791145

Single Audit

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

Select the Appropriate Response:

Yes

No

Note: Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in OMB Circular A-133.

Applicant agencies that selected Yes above, provide the date of your organization's last annual single audit, performed by an independent auditor (In accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133).

Enter the date of your last annual single audit:

9/30/2010

Equal Employment Opportunity Plan (EEOP)

Type I Entity: Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity:

- The applicant is not required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity: Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity: Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Dana Hess, 700 Lavaca, Suite 420 Austin, Texas 78767

Type III Entity: Defined as an applicant that is NOT a Type I or Type II Entity. Requirements for a Type III Entity: Federal law requires a Type III Entity to formulate an EEO and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEO is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEO has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

Select the appropriate response:

- Type I Entity
- Type II Entity
- Type III Entity

Debarment

Each applicant agency will certify that it and its principals:

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- I Certify
- Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

Enter the debarment justification:

You are logged in as **User Name: ramondr**

11:53 AM

Agency Name: TX - Coast Grant/App: 16043-12 Start Date: 9/1/2012
 Project Title: Drug Diversion Project Status: Application Process: Submitted (NONE) End Date: 8/31/2013 Fund Source: DC - Drug Court Program
 Liquidation Date: CFDA: NONE

Eligibility Profile Narrative Activities Measures Budget Documents Conditions of Funding Submit Application Summary My Home

General Information and Instructions

Conditions of Funding

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Project Funds	Hold Line Item Funds
Central Contractor Registry (CCR): Registration with CCR is required by all OOG applicants. Applicants are required to maintain current registrations in the Central Contractor Registry (CCR) database. The CCR database is the repository for standard information about federal financial assistance applicants, recipients, and subrecipients. Applicants must update or renew their CCR registration at least once per year to maintain an active status. Information about registration procedures can be accessed at www.ccr.gov .	1/2/2012 9:59:10 AM		Yes	No

View All Current Budget Line Item Hold(s) for this Project

Condition(s) of Funding for a Budget Line Item(s) Hold: To access and view the **Condition(s) of Funding for a Budget Line Item(s) Hold** click the **Show Budget Line Item Condition of Funding** button and the applicable Condition(s) of Funding for a Budget Line Item(s) will display. To view the specific budget line item that the condition of funding has a 'Hold Expense' on, click the **View** in the Details column. The budget line item detail will display below in the **View those Budget Line Item(s) with a Pending Hold** section.

[Show Budget Line Item Conditions of Funding](#)

10 Items Per Page Select the number of records to display per page.

View those Budget Line Item(s) with a Pending Hold

10 Items Per Page Select the number of records to display per page.

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 type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Juvenile Probation	
Contact Person/Title:	Traci Mondragon	
Phone Number:	854-7046	

Grant Title:	Travis County Juvenile Treatment Drug Court-SAMSHA/CSAT		
Grant Period:	From:	09/30/2012	To: 09/29/2013
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Substance Abuse and Mental Health Services Administration (SAMHSA)/ Center for Substance Abuse Treatment (CSAT)		
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	<i>County Contribution</i>	In-Kind	TOTAL
Personnel:	0	0	0	0	\$0
Operating:	\$195,849	0	0	0	\$195,849
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	\$3,917	0	0	0	\$3,917
Total:	\$199,766	\$0	0	0	\$199,766
FTEs:	0	0.00	0	0.00	0

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"/>	MN	
County Attorney	<input checked="" type="checkbox"/>	JC	

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 juveniles in substance abuse treatment	287	119	N/A	N/A	N/A	296
Number of SUS administered that indicated need for CASI	1245	399	N/A	N/A	N/A	1282
Number of CASI's administered	868	136	N/A	N/A	N/A	894
Number of Drug Court Screenings	85	17	N/A	N/A	N/A	90
Number of participants in Drug Court	75	41	N/A	N/A	N/A	80
Percentage of Drug Court participants mandated to the Texas Youth Commission	0	0	N/A	N/A	N/A	0
Measures For Grant						
Number of juveniles in substance abuse treatment	287	119	N/A	N/A	N/A	296
Outcome Impact Description	Increase the number of youth that have access to substance abuse treatment.					
Percentage of SUS administered that indicated need for CASI	50%	55%	N/A	N/A	N/A	50%
Outcome Impact Description	Identify youth that are referred to the department that are in need of further assessments for treatment.					
Number of participants in Drug Court	75	41	N/A	N/A	N/A	80
Outcome Impact Description	Increase the number of drug court participants receiving substance abuse services in order to reduce recidivism, provide community protection and improved juvenile accountability.					

PBO Recommendation:

The Juvenile Probation Department is requesting Commissioners Court to submit the annual application to the Substance Abuse and Mental Health Services Administration (SAMSHA), Center for Substance Abuse Treatment (CSAT), for year three of a potential four year grant to continue to enhance the capacity of the department's existing drug court to serve substance-abusing juvenile offenders through the integration and implementation of the Juvenile Drug Court: Strategies in Practice, and the Reclaiming Futures program models. The Strategies in Practice Model has been used to implement and operate juvenile drug courts and the Reclaiming Futures Model has been effective in combining community system reforms, substance abuse treatment improvement and community engagement to help youth break the cycle of drugs and crime.

Continuation of this grant will allow the Drug Court program to increase the number of youth participants in the program.

There is no cash match required for this grant.

PBO recommends approval of the 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 purpose of this program is to enhance the capacity of existing drug courts to serve substance abusing juvenile offenders through the integration and implantation of the Juvenile Drug Court: Strategies in Practice, and the Reclaiming Futures program models. This is a four year project and future project dollars will be commensurate with the current amount. This application is requesting the 3rd year continuation of the project

There are two funding streams under one umbrella of the Substance Abuse and Mental Health Services Administration (SAMHSA). In 2007, the Office of Juvenile Justice and Delinquency Prevention (OJJDP) entered into a partnership with SAMHSA, Center for Substance Abuse Treatment (CSAT) to implement the Juvenile Drug Court/Reclaiming Futures Program.

With the combined funds of CSAT and OJJDP, services to Juvenile Treatment Drug Court (JTDC) participants are increased in the Department's Day Enrichment Program and enhance it to effectively serve youth with co occurring disorders while increasing capacity in community based programs.

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

This is a 4-year project, so at the moment, there is no long term commitment from the County for the CSAT portion of the budget in this SAMHSA grant application. However, in the 4th year of the grant Travis County will have the opportunity to invest in this program.

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.

This is no match required for the SAMHSA/CSAT Treatment Drug Court (Required for the OJJDP funding piece).

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

A 2% indirect cost has been charged to this grant for a total of \$3,917 in CSAT monies.

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 Department intends to request subsequent year continuation funding for Drug Court through proposals submitted to the Federal and State Government, as well as private foundations. As previous presented to the court, the County will have the opportunity to consider investment in the Juvenile Treatment Drug Court.

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.

The Drug Court Program will be able to increase the number of youth participating. The impact will be recognized in improved compliance to rules of probation, reductions in recidivism, and lower rates of referral to TYC.

TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT



ESTELA P. MEDINA
Chief Juvenile Probation Officer

ADMINISTRATIVE SERVICES
COURT SERVICES
DETENTION SERVICES
PROBATION SERVICES
RESIDENTIAL SERVICES
SUBSTANCE ABUSE SERVICES
DOMESTIC RELATIONS OFFICE
JUVENILE JUSTICE
ALTERNATIVE EDUCATION
PROGRAM

TO: Travis Gatlin, PBO
Senior Budget Analyst

FROM: Estela P. Medina
Estela P. Medina
Chief Juvenile Probation Officer

THROUGH: Traci Mondragon
Traci Mondragon
Grant Coordinator

SUBJECT: Travis County Juvenile Treatment Drug Court ^{- SAMHSA/CSAT} ~~Substance Abuse and Mental Health Services Administration (SAMSHA) and the Center for Substance Abuse (CSAT)~~ (TW)

DATE: January 31, 2012

Travis County Juvenile Probation has received notification from SAMHSA/CSAT for year 3 of the continuation application totaling \$199,766. This is year three of the project and the department anticipates receiving approximately \$199,000 in year four.

The purpose of this program is to enhance the capacity of the existing drug court to serve substance abusing juvenile offenders through the integration and implementation of the Juvenile Drug Court: Strategies in Practice, and the Reclaiming Futures program models. The majority of these grant funds will provide treatment services to substance abusing juvenile offenders.

Please review this item and place it on the Commissioner's Court agenda on **February 14, 2012** for their consideration and signature. Please contact Traci Mondragon at 4-7046 for further information. Thank you in advance for your attention to this request.

CC: Jim Connolly, Assistant County Attorney
Matthew Naper, Financial Analyst, County Auditor
Barbara Swift, Deputy Chief
Britt Canary, Deputy Chief
Gail Penney-Chapmond, Division Director
Kathy Smith, Project Coordinator
Lisa Eichelberger, Business Analyst III
Sylvia Mendoza, Division Director, Financial Services
Mike Williams, Financial Analyst
Grant File



DEAR GRANTEE:

This letter provides information and instructions to apply for the continuation of **Substance Abuse & Mental Health Services Administration (SAMHSA)** grant support.

You may submit your FY 2012 continuation application package through Grants.gov, regular, or overnight mail. FY 2012 Continuation Application package can be obtained either through the Grants.gov website at <http://grants.gov/> or through the SAMHSA website at <http://www.samhsa.gov/index.aspx>.

A Continuation award is always subject to the availability of funds. Applications are being requested prior to the appropriation for FY 2012 for SAMHSA's programs. All grantees are reminded that we cannot guarantee that sufficient funds will be appropriated to permit SAMHSA to fund or fully fund continuation applications.

CONTINUATION APPLICATION PROCESS:

The Continuation Process has been streamlined which will modify the types of documentation required for submission with your application. Please prepare your application carefully in accordance with the Supplementary Instructions. Instructions can be found at:

http://www.samhsa.gov/Grants/downloads/Supplement_Instructions.pdf. You need to complete and submit the following application package:

1. Application for Federal Assistance (Face Page) SF-424 - Authorized Representative's signature indicates concurrence/compliance with Assurances for Non-Construction Programs and Certification pages.
 - a. Include your grant number (SP#,SM#,TI#) as reflected on your last Notice of Award (NoA)
2. Budget Information-Non-Construction Programs SF-424A - (add total amount for each budgeted cost category)
3. In addition, either submit an attestation from the Authorized Representative on your organization's letterhead, signed and dated, which states that the detailed budget and narrative justification for the current budget period will not change more than 25% in the total budget planned for next year; or only submit a new detailed budget and narrative justification including supporting documentation for the changes that exceed 25% from the current budget period. Grantee should identify Federal and Non-Federal dollars separately by funding source and dollar amount(s).
4. Checklist
5. Project/Performance Site Location(s) OMB-4040-0010
6. Disclosure of Lobbying Activities, if applicable SF-LLL
7. Key staff changes (NEW or ANTICIPATED) must be requested in advance as stated in the terms and conditions of award. Describe the change and submit resumes and job descriptions, level of effort and annual salary for each position.
8. The Project/Program Narrative outlining any changes, progress and accomplishments resulting from the past

year of support and progress or milestones anticipated with the new funding request must follow the Supplementary Instructions*

PLEASE DO NOT E-MAIL applications directly to your Grants Management Specialist

*Specific programmatic instructions may be provided by the project officer.

HARD COPY SUBMISSION OF APPLICATION PACKAGE:

1. Obtain the Grants 2012 continuation application package from the SAMHSA website:
<http://www.samhsa.gov/Grants/continuation.aspx>
2. Complete the forms, other documents and include your grant number on all pages.
3. Send the original and two copies to the mailing address as follows:

**Substance Abuse and Mental Health Services Administration
Office of Financial Resources (OFR)
Division of Grants Management (DGM)
1 Choke Cherry Road , Room 7-1091
Rockville, MD 20857 (USPS) or 20850 (overnight carrier)**

If phone number for delivery is required, you may use (240) 276-1400.

ELECTRONIC SUBMISSION THROUGH GRANTS.GOV:

1. If this is your first time submitting an application through Grants.gov, register at <http://grants.gov>, then select "Apply for Grants" then "Get Registered". **If previously registered, you must update your Central Contractor Registry (CCR). Allow at least two weeks (10 business days) for completing the registration processes prior to submitting your application.**
2. Download the application package and instructions by selecting "Apply for Grants". You can search for the downloadable application package by the Catalogue of Federal Domestic Assistance (CFDA) number which can be found in the Request for Application (RFA) or by the Funding Opportunity Number. The Funding Opportunity Number is SAMHSACONT12-02 for all applications, which are due **February 17, 2012**.
3. Complete the packet, upload it, and then submit the application package through the Grants.gov site. **It is strongly recommended that you submit your grant application using Microsoft Office products (e.g., Microsoft Word, Microsoft Excel, etc.).** If you do not have access to Microsoft Office products, you may submit a PDF file. Directions for creating PDF files can be found on the Grants.gov website. Use of file formats other than Microsoft Office of PDF may result in your file being unreadable by SAMHSA staff. Please keep the Project Narrative as a separate document, and consolidate all other materials in your application to ensure the least possible number of attachments.

Grantees are encouraged to submit applications early enough to resolve any unanticipated difficulties. After you electronically submit your application, Grants.gov will send email messages to advise you of the progress of your application through the system. **Over the next two business days, you should receive two emails.** The first will confirm receipt of your application by the Grants.gov system and the second will indicate that the application has either been successfully validated by the system prior to transmission to SAMHSA or has been rejected due to errors. If you do not receive a receipt AND a validation confirmation or a rejection email message within two business days, please contact Grants.gov help desk. A Grants.gov tracking number will be provided at the bottom of the screen, as well as the official date and time of the submission after you receive the second email. Retain this number since receipt of the tracking number is the only indication that

Grants.gov has successfully received and validated your application. If you do not receive the tracking number, contact the Grants.gov help desk for assistance. A signed face page to SAMHSA is not required.

If you need further assistance, you may wish to use the following sources for help:

- By Email: support@Grants.gov
- By phone: 1-800-518-4726 (1-800-518-GRAN). The Contact Center is open from 7:00 a.m. to 9:00 p.m. Eastern Standard Time, Monday through Friday-closed all Federal Holidays.

IMPORTANT REMINDER: EFFECTIVE FEBRUARY 1, 2011, GRANTEES ARE REQUIRED TO SUBMIT THE FEDERAL FINANCIAL REPORT (FFR), SF-425, WHICH REPLACED THE FINANCIAL STATUS REPORT (FSR), SF-289. PLEASE USE THE FOLLOWING LINK FOR THE FORM AND INSTRUCTIONS:
http://www.whitehouse.gov/omb/grants_forms.

▶ **CARRYOVER – REQUESTS MUST BE SUBMITTED UNDER SEPARATE COVER (Do not submit with the Continuation Application)**

For grant year 02 and subsequent years only, a request for carryover of any unobligated balance of funds that EXCEED the 25% threshold is due No Later Than:

February 1, 2012 – No requests will be considered after this date until the following budget period.

▶ **APPLICATION DUE DATE**

On or before **February 17, 2012** – Receipt date of Applications (all programs)

The Notice of Award (NoA) can now be sent electronically to grantees. If you have not done so already, please remember to submit the attached form with your application to enable this feature.

If you have any SAMHSA staff questions related to the administration of this grant, please contact your Grants Management Specialist or for programmatic questions, contact your Program Official as indicated on your most recent NoA.

Sincerely,

Kathleen Sample
Grants Management Officer
Division of Grants Management, OFR

Attachment: E-Mail Address Template

Opportunity Title:	SAMHSA 2012 Continuations Due Feb 17
Offering Agency:	Substance Abuse & Mental Health Services Adminis.
CFDA Number:	93.243
CFDA Description:	Substance Abuse and Mental Health Services Projects of
Opportunity Number:	SAMHSACONT12-02
Competition ID:	CFDA93243
Opportunity Open Date:	12/29/2011
Opportunity Close Date:	02/17/2012
Agency Contact:	Kathleen Sample Grants Management Officer E-mail: Kathleen.Sample@samhsa.hhs.gov Phone: 240-276-1407

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

* **Application Filing Name:** Travis County Juv. Treatment Drug Court

Mandatory Documents

Move Form to Complete

Move Form to Delete

Mandatory Documents for Submission

Application for Federal Assistance (SF-424)
Project/Performance Site Location(s)
HHS Checklist (08-2007)
Disclosure of Lobbying Activities (SF-LLL)
Project Narrative Attachment Form
Budget Narrative Attachment Form
Budget Information for Non-Construction Program

Optional Documents

Move Form to Submission List

Move Form to Delete

Optional Documents for Submission

Faith Based EEO Survey
Other Attachments Form

Instructions

- 1** Enter a name for the application in the Application Filing Name field.

 - This application can be completed in its entirety offline; however, you will need to login to the Grants.gov website during the submission process.
 - You can save your application at any time by clicking the "Save" button at the top of your screen.
 - The "Save & Submit" button will not be functional until all required data fields in the application are completed and you clicked on the "Check Package for Errors" button and confirmed all data required data fields are completed.

- 2** Open and complete all of the documents listed in the "Mandatory Documents" box. Complete the SF-424 form first.

 - It is recommended that the SF-424 form be the first form completed for the application package. Data entered on the SF-424 will populate data fields in other mandatory and optional forms and the user cannot enter data in these fields.
 - The forms listed in the "Mandatory Documents" box and "Optional Documents" may be predefined forms, such as SF-424, forms where a document needs to be attached, such as the Project Narrative or a combination of both. "Mandatory Documents" are required for this application. "Optional Documents" can be used to provide additional support for this application or may be required for specific types of grant activity. Reference the application package instructions for more information regarding "Optional Documents".
 - To open and complete a form, simply click on the form's name to select the item and then click on the => button. This will move the document to the appropriate "Documents for Submission" box and the form will be automatically added to your application package. To view the form, scroll down the screen or select the form name and click on the "Open Form" button to begin completing the required data fields. To remove a form/document from the "Documents for Submission" box, click the document name to select it, and then click the <= button. This will return the form/document to the "Mandatory Documents" or "Optional Documents" box.
 - All documents listed in the "Mandatory Documents" box must be moved to the "Mandatory Documents for Submission" box. When you open a required form, the fields which must be completed are highlighted in yellow with a red border. Optional fields and completed fields are displayed in white. If you enter invalid or incomplete information in a field, you will receive an error message.

- 3** Click the "Save & Submit" button to submit your application to Grants.gov.

 - Once you have properly completed all required documents and attached any required or optional documentation, save the completed application by clicking on the "Save" button.
 - Click on the "Check Package for Errors" button to ensure that you have completed all required data fields. Correct any errors or if none are found, save the application package.
 - The "Save & Submit" button will become active; click on the "Save & Submit" button to begin the application submission process.
 - You will be taken to the applicant login page to enter your Grants.gov username and password. Follow all onscreen Instructions for submission.

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- Preapplication
- Application
- Changed/Corrected Application

*** 2. Type of Application:**

- New
- Continuation
- Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

Completed by Grants.gov upon submission.

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

5H79TI020920-02

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

Travis County

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

74-6000192

*** c. Organizational DUNS:**

0309088420000

d. Address:

*** Street1:**

2515 South Congress Avenue

Street2:

*** City:**

Austin

County/Parish:

*** State:**

TX: Texas

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

78704-5513

e. Organizational Unit:

Department Name:

Juvenile Probation

Division Name:

Special Services

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Ms.

*** First Name:**

Estela

Middle Name:

P.

*** Last Name:**

Medina

Suffix:

Title: Chief Juvenile Probation Officer

Organizational Affiliation:

*** Telephone Number:**

512-854-7069

Fax Number:

512-854-7101

*** Email:**

estela.medina@co.travis.tx.us

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*** Other (specify):**

*** 10. Name of Federal Agency:**

Substance Abuse & Mental Health Services Adminis.

11. Catalog of Federal Domestic Assistance Number:

93.243

CFDA Title:

Substance Abuse and Mental Health Services_Projects of Regional and National Significance

*** 12. Funding Opportunity Number:**

SAMHSACONT12-02

*** Title:**

SAMHSA 2012 Continuations Due Feb 17

13. Competition Identification Number:

CFDA93243

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Areas Affected by Project 424 question 14.d

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Travis County Juvenile Treatment Drug Court

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT



ESTELA P. MEDINA
Chief Juvenile Probation Officer

ADMINISTRATIVE SERVICES
COURT SERVICES
DETENTION SERVICES
PROBATION SERVICES
RESIDENTIAL SERVICES
SUBSTANCE ABUSE SERVICES
DOMESTIC RELATIONS OFFICE
JUVENILE JUSTICE
ALTERNATIVE EDUCATION
PROGRAM

Question 14a on the SF-424: Areas Affected by the project

City of Austin, Travis County



Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="199,766.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="199,766.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number:

Fax Number:

* Email:

* Signature of Authorized Representative:

* Date Signed:

Project/Performance Site Location(s)

Project/Performance Site Primary Location I am submitting an application as an individual, and not on behalf of a company, state, local or tribal government, academia, or other type of organization.

Organization Name:

DUNS Number:

* Street1:

Street2:

* City: County:

* State:

Province:

* Country:

* ZIP / Postal Code: * Project/ Performance Site Congressional District:

Project/Performance Site Location 1 I am submitting an application as an individual, and not on behalf of a company, state, local or tribal government, academia, or other type of organization.

Organization Name:

DUNS Number:

* Street1:

Street2:

* City: County:

* State:

Province:

* Country:

* ZIP / Postal Code: * Project/ Performance Site Congressional District:

Additional Location(s)

Project Narrative File(s)

* Mandatory Project Narrative File Filename:

Attachment is next 3 pages →

To add more Project Narrative File attachments, please use the attachment buttons below.

Project Progress Report

I. Description and explanation of changes, if any, made during this budget period affecting the following:

This site is currently meeting the proposed goals and objectives that were proposed with changes that were authorized in personnel by the grantor. On 1/28/2011, OJJDP approved for this site to hire a Juvenile Probation Officer Lead and Chemical Dependency Counselor Sr. On 6/16/2011, the Juvenile Probation Officer (JPO) Lead position was filled. On 10/17/2011, the Chemical Dependency Counselor Sr. position was filled.

B. Projected time line for project implementation

Anticipated Timeframe	Activity	Completion Date	Person Responsible
2012	3rd year of project begins	September	N/A
	Services and interventions	Ongoing	Project Director & Juvenile Drug Court Team
September	Staff training	Ongoing	Project Director & Clinical Supervisor
October			
November			
December	Weekly Drug Court Staffings & Court Hearings	Wednesdays	Juvenile Drug Court Team
2013			
January	Administration of the GAIN assessment tool	Ongoing	Specialized Services Division Clinical Staff
February	Administration of the GPRA tool	Ongoing	Project Director & Juvenile Probation Officers and Assistants
March			
April	Data collection and management	Ongoing	Project Director, Clinical Supervisor & Research Unit
May			
June	Webinars, Conference Calls, Meetings, Modules, Rapid Cycle Testing, Training	Ongoing	Fellows: Judicial, Project Director, Treatment, Juvenile Justice, & Community Engagement, Drug Court Team
July			
August	Juvenile Drug Court Graduation	TBA	Project Director & Juvenile Drug Court Participants
	Submit Quarterly & Annual Performance Reports	Ongoing	Juvenile Drug Court Project Director
	Administration of the GAIN and GPRA follow-up tool	90 days after previous assessment	Specialized Services Division Clinical Staff, Project Director & Juvenile Probation Officers and Assistants
	Evaluation of the Juvenile Drug Court	Ongoing	Research Unit

C. Approach and strategies proposed in the initially approved and funded application. This site has stayed consistent with the approach and strategies that we proposed in our initially funded application.

II. Report on progress relative to approved objectives, including progress on evaluation activities.

This site has attended training in order to implement the objectives and received approval to hire staff to assist in order to meet grant expectations. The Travis County Juvenile Probation Department's Research Unit and the Project Director and Clinical Supervisor oversees the plan for the collection, management, analysis, interpretation and reporting of data as required. The Research Unit analyzes and tracks all data and information on each juvenile that is referred to the Department. Data obtained from administering the GAIN assessment and GPRA tool will be interpreted by the research unit to assist our department in identifying the needs of the population that we serve once the data is analyzed.

III. Summary of key program accomplishments to date and list progress

CSAT/SAMHSA

Travis County Juvenile Treatment Drug Court (JTDC) has taken steps to administer the Global Appraisal of Individual Needs (GAIN-I), Global Appraisal of Individual Needs-Monitoring 90(GAIN-M-90), Global Appraisal of Individual Needs-Treatment Satisfaction Index (GAIN-TxSI) and the Government Performance and Results Act (GPRA) tool to drug court participants in order to meet grant requirement for CSAT/SAMHSA.

This site has been working diligently with Scott Olsen, GAIN Project Coordinator, to implement the GAIN assessment by participating in conference calls, attending training, and submitting monthly reports. This site continues to utilize and administer the GAIN assessment to the JTDC participants. The following is a list of activities that this site has completed during this reporting period to implement the GAIN:

- 2/9/2011, this site conducted the first initial GAIN assessment on a drug court participant.
- 3/1/2011, Eve Williams and Kathy Smith completed the GAIN Data Manager Training for this site.
- 4/5/2011, this site submitted the first GAIN monthly progress report.
- This site has submitted GAIN monthly progress reports and GAIN edits by the 5th of each month as required by the grant.

Government Performance and Results Act (GPRA) tool implementation

Travis County Juvenile Treatment Drug Court (JTDC) has taken steps in order to meet grant requirements to administer the Government Performance and Results Act (GPRA) tool to JTDC participants. This site is administering this tool to JTDC participants at intake, 3 months, 6months, 9months and 12 months intervals.

ACRA/ACC Training and Implementation

Travis County Juvenile Treatment Drug Court (JTDC) has taken steps in order to meet grant requirements to initiate and implement the A-CRA/ACC to drug court participants. Eve Williams, Clinical Supervisor and Stacey Collins, clinician participate on coaching calls two times a month with Courtney Hupp with Chestnut. The following are activities that this site has completed during this reporting period:

- 03/14/2011 to 3/17/2011, Jody Snee, with the Workers Assistance Program that provides case management services to adolescents in the Juvenile Justice Integrated Network attended training initial A-CRA-Acc training in Bloomington-Normal, IL. Jody is still working on obtaining her certification.
- On 8/29/2011, Eve Williams, Clinical Supervisor/Treatment Fellow received the A-CRA Clinical Supervisor Certification.
- On 9/16/2011, Stacey Collins, Clinician received the A-CRA Clinical Certification.

Travis County Day Enrichment Program implements the A-CRA and Assertive Continuing Care (ACC) after an adolescent enters the Day Enrichment program. The adolescent receives 12 weeks of A-CRA. After the adolescent discharges from the Day Enrichment program, then the ACC is opened up on each client with Case Management Services for 12 weeks. The ACC is implemented after the client has completed Day Enrichment or an Intensive Outpatient Treatment Program.

Reclaiming the Futures Site Benchmark Expectations

Travis County Juvenile Probation Department has been operating a Juvenile Justice Integrated Network (JJIN) since 1995 under a grant from the Center of Substance Abuse Treatment. The JTDC utilizes the JJIN and the Reclaiming Futures model to guide and operate the coordination of the juvenile justice and alcohol treatment systems. JTDC are using the Reclaiming the Futures Index Tool to evaluate the current JJIN in place in order to enhance the network and make necessary changes to strengthen the network. This site has taken steps the following steps by participating in conference calls, webinars, and attending training as instructed to meet Reclaiming Futures expectations.

Conference Calls

Project Director and Cohort Calls

This site participated on the Project Director's and Cohort's conference calls on the following dates: 2/14/2011, 3/14/2011, 4/11/2011, 6/13/2011, 7/11/2011, 8/8/2011, 9/12/2011, 10/17/2011, 11/14/2011, 12/12/2011 and 1/23/2012.

Site Coach Conference Calls

This site participated on the conference calls with Site Coach Kari Collins on the following dates: 4/4/2011, 6/8/2011, 7/11/2011, 8/1/2011, 9/12/2011 and 10/12/2011.

Prichard Communications Call

This site participated on a Communication call with Pritchard Communications on 2/7/2011.

Juvenile Justice Monthly Conference Calls

This site participated on the Juvenile Justice Monthly Conference calls on the following dates: 6/15/2011, 7/20/2011, 8/17/2011, 11/16/2011, 12/21/2011 and 1/25/2012.

Juvenile Justice Conference Calls

This site participated on the Juvenile Justice Conference calls on the following dates: 3/28/2011, 6/13/2011, 7/25/2011, 9/26/2011 and 11/28/2011.

Treatment Fellowship Calls

This site participated on the Treatment Fellowship calls on the following dates: 4/4/2011, 6/6/2011, 8/1/2011, 10/3/2011 and 12/5/2011.

Judicial Fellowship Calls

This site participated on the Judicial Fellowship calls on the following dates: 4/8/2011 and 7/15/2011.

Gain Coaching Calls

This site participated on the GAIN coaching calls on the following dates: 4/21/2011, 7/21/2011, 10/20/2011 and 1/19/2012.

Evaluation Call

This site participated on Evaluation call with Chestnut on 9/20/2011.

OJJDP, CSAT Funded Federal Funded Conference Call

This site participated on the Federal Funded Conference Call on 2/22/2011.

Webinars

This site participated on webinars on the following dates: 6/2/2011 Office Hours: 8 Treatment Initiation, Engagement and Completion, 7/7/2011 Office Hours: Broadening Community Perspectives through Communications, 7/13/2011 GPRA Training, 7/15/2011 Dashboard Training, 7/19/2011 Gang Involved Youth , 8/4/2011 Office Hours: Sustaining and Expanding the Efforts, and 12/8/2011 Communications Plan.

Training

This site attended training on the following dates: 3/4/2011, site visit conducted by the Reclaiming Future's National Office, 9/29/2011, Dr. Shawn Marsh, from NCJFCJ facilitated Trauma Informed Care Training for our site and providers in the Juvenile Justice Network and the Community and 11/28/2011 to 12/2/2011 Reclaiming the Futures Juvenile Drug Court Inter- Sites in Kansas, City Missouri.

Fellows

The following are fellows at this site: Judicial Fellow: Judge Leonard Saenz, Project Director Kathy Smith, Treatment Fellow Eve Williams, Juvenile Justice Fellow Chalaundra Lewis and Community Fellow Courtney Seals.

VI. Description of difficulties/problems encountered in achieving planned goals and objectives including barriers to accomplishments and actions to overcome difficulties.

This site may encounter difficulty at times in completing the 6 month and 12 month follow-ups for the GAIN or GPRA based on the uniqueness of the population that this site currently serves. It is important to note that the Travis County Juvenile Drug Court is unique as it serves post adjudicated substance using youth between the ages of 13.6 to 17 years. The population consists of youth with an average of 8 referrals to the Department for their delinquent activity. The population is described as a "Deep-End" population and is high risk offenders as it relates to their repetitive pattern of drug use and criminal behavior and they are often eligible for long term institutional placement at the Texas Youth Commission.

This site has encountered the following challenges with this population when it is time to conduct the 6 month and 12 month interviews: the clients are absconding from probation and the staff are not able to locate the client; it has been difficult to locate clients that have been terminated from probation or graduated from the drug court program; some of the clients that are 17 years old have been arrested in the Adult Criminal Justice System and been sentenced to the Texas Department of Corrections (TDC).

This site has a corrective plan in place to address these challenges. At the first court appearance to Drug Court the Project Director and Juvenile Probation Officer's assigned to the court will explain the GPRA and GAIN assessments, follow-up process and the importance of completing the interviews to the participants. The participants will also be informed about the incentives they will receive for completing the 6 to 12 month interviews. At the earliest date for eligibility for the 6 or 12 month follow-up, letters will be mailed out to participants that our staff is not able to reach by phone, telephone calls will be made to schedule interviews; staff will conduct home, field, school or placement visits in order to locate clients; staff will communicate with school registers to see where a participant is currently enrolled in school and offer incentives to ensure that the follow-up interview is completed.

In those instances where a juvenile has absconded from probation and is unavailable for the 6 or 12 month interviews, the Drug Court Unit has an officer assigned to review the Department's active Directive to Apprehend Report weekly. This officer makes phone calls weekly to the parents in the home in order to locate the client. Each month our unit conducts warrant round ups in order to locate any absconders.

In instances where a juvenile has been arrested in the Adult Criminal Justice System, the staff will make arrangements with the local facility to interview the client in custody if they have not been sent to the Texas Department of Corrections. This site has also utilized the recommendations from the CSAT online tool kit to enhance our skills in planning, tracking and locating high risk offenders in the Travis County Juvenile Drug Court to improve recruitment and tactics to improve follow ups.

This site does not anticipate any new key staff changes.

CHECKLIST

NOTE TO APPLICANT: This form must be completed and submitted with the original of your application. Be sure to complete each page of this form. Check the appropriate boxes and provide the information requested. This form should be attached as the last pages of the signed original of the application.

Type of Application: New Noncompeting Continuation Competing Continuation Supplemental

PART A: The following checklist is provided to assure that proper signatures, assurances, and certifications have been submitted.

- | | Included | NOT Applicable |
|--|-------------------------------------|-------------------------------------|
| 1. Proper Signature and Date on the SF 424 (FACE PAGE) | <input checked="" type="checkbox"/> | |
| 2. If your organization currently has on file with HHS the following assurances, please identify which have been filed by indicating the date of such filing on the line provided. (All four have been consolidated into a single form, HHS 690) | | |
| <input type="checkbox"/> Civil Rights Assurance (45 CFR 80) | | |
| <input type="checkbox"/> Assurance Concerning the Handicapped (45 CFR 84) | | |
| <input type="checkbox"/> Assurance Concerning Sex Discrimination (45 CFR 86) | | |
| <input type="checkbox"/> Assurance Concerning Age Discrimination (45 CFR 90 & 45 CFR 91) | | |
| 3. Human Subjects Certification, when applicable (45 CFR 46) | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

PART B: This part is provided to assure that pertinent information has been addressed and included in the application.

- | | YES | NOT Applicable |
|--|-------------------------------------|-------------------------------------|
| 1. Has a Public Health System Impact Statement for the proposed program/project been completed and distributed as required? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2. Has the appropriate box been checked on the SF-424 (FACE PAGE) regarding intergovernmental review under E.O. 12372 ? (45 CFR Part 100) | <input checked="" type="checkbox"/> | |
| 3. Has the entire proposed project period been identified on the SF-424 (FACE PAGE)?..... | <input checked="" type="checkbox"/> | |
| 4. Have biographical sketch(es) with job description(s) been provided, when required?..... | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 5. Has the "Budget Information" page, SF-424A (Non-Construction Programs) or SF-424C (Construction Programs), been completed and included? | <input checked="" type="checkbox"/> | |
| 6. Has the 12 month narrative budget justification been provided? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 7. Has the budget for the entire proposed project period with sufficient detail been provided? | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 8. For a Supplemental application, does the narrative budget justification address only the additional funds requested? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| 9. For Competing Continuation and Supplemental applications, has a progress report been included? | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

PART C: In the spaces provided below, please provide the requested information.

Business Official to be notified if an award is to be made

Prefix: First Name: Middle Name:
 Last Name: Suffix:
 Title:
 Organization:
 Street1:
 Street2:
 City:
 State: ZIP / Postal Code: ZIP / Postal Code4:
 E-mail Address:
 Telephone Number: Fax Number:

Program Director/Project Director/Principal Investigator designated to direct the proposed project or program.

Prefix: First Name: Middle Name:
 Last Name: Suffix:
 Title:
 Organization:
 Street1:
 Street2:
 City:
 State: ZIP / Postal Code: ZIP / Postal Code4:
 E-mail Address:
 Telephone Number: Fax Number:

PART D: A private, nonprofit organization must include evidence of its nonprofit status with the application. Any of the following is acceptable evidence. Check the appropriate box or complete the "Previously Filed" section, whichever is applicable.

- (a) A reference to the organization's listing in the Internal Revenue Service's (IRS) most recent list of tax-exempt organizations described in section 501(c)(3) of the IRS Code.
- (b) A copy of a currently valid Internal Revenue Service Tax exemption certificate.
- (c) A statement from a State taxing body, State Attorney General, or other appropriate State official certifying that the applicant organization has a nonprofit status and that none of the net earnings accrue to any private shareholders or individuals.
- (d) A certified copy of the organization's certificate of incorporation or similar document if it clearly establishes the nonprofit status of the organization.
- (e) Any of the above proof for a State or national parent organization, and a statement signed by the parent organization that the applicant organization is a local nonprofit affiliate.

If an applicant has evidence of current nonprofit status on file with an agency of HHS, it will not be necessary to file similar papers again, but the place and date of filing must be indicated.

Previously Filed with: (Agency)

on (Date)

INVENTIONS

If this is an application for continued support, include: (1) the report of inventions conceived or reduced to practice required by the terms and conditions of the grant; or (2) a list of inventions already reported, or (3) a negative certification.

EXECUTIVE ORDER 12372

Effective September 30, 1983, Executive Order 12372 (Intergovernmental Review of Federal Programs) directed OMB to abolish OMB Circular A-95 and establish a new process for consulting with State and local elected officials on proposed Federal financial assistance. The Department of Health and Human Services implemented the Executive Order through regulations at 45 CFR Part 100 (Inter-governmental Review of Department of Health and Human Services Programs and Activities). The objectives of the Executive Order are to (1) increase State flexibility to design a consultation process and select the programs it wishes to review, (2) increase the ability of State and local elected officials to influence Federal decisions and (3) compel Federal officials to be responsive to State concerns, or explain the reasons.

The regulations at 45 CFR Part 100 were published in the Federal Register on June 24, 1983, along with a notice identifying the

Department's programs that are subject to the provisions of Executive Order 12372. Information regarding HHS programs subject to Executive Order 12372 is also available from the appropriate awarding office.

States participating in this program establish State Single Points of Contact (SPOCs) to coordinate and manage the review and comment on proposed Federal financial assistance. Applicants should contact the Governor's office for information regarding the SPOC, programs selected for review, and the consultation (review) process designed by their State.

Applicants are to certify on the face page of the SF-424 (attached) whether the request is for a program covered under Executive Order 12372 and, where appropriate, whether the State has been given an opportunity to comment.

BY SIGNING THE FACE PAGE OF THIS APPLICATION, THE APPLICANT ORGANIZATION CERTIFIES THAT THE STATEMENTS IN THIS APPLICATION ARE TRUE, COMPLETE, AND ACCURATE TO THE BEST OF THE SIGNER'S KNOWLEDGE, AND THE ORGANIZATION ACCEPTS THE OBLIGATION TO COMPLY WITH U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES' TERMS AND CONDITIONS IF AN AWARD IS MADE AS A RESULT OF THE APPLICATION. THE SIGNER IS ALSO AWARE THAT ANY FALSE, FICTITIOUS, OR FRAUDULENT STATEMENTS OR CLAIMS MAY SUBJECT THE SIGNER TO CRIMINAL, CIVIL, OR ADMINISTRATIVE PENALTIES.

THE FOLLOWING ASSURANCES/CERTIFICATIONS ARE MADE AND VERIFIED BY THE SIGNATURE OF THE OFFICIAL SIGNING FOR THE APPLICANT ORGANIZATION ON THE FACE PAGE OF THE APPLICATION:

Civil Rights – Title VI of the Civil Rights Act of 1964 (P.L. 88-352), as amended, and all the requirements imposed by or pursuant to the HHS regulation (45 CFR part 80).

Handicapped Individuals – Section 504 of the Rehabilitation Act of 1973 (P.L. 93-112), as amended, and all requirements imposed by or pursuant to the HHS regulation (45 CFR part 84).

Sex Discrimination – Title IX of the Educational Amendments of 1972 (P.L. 92-318), as amended, and all requirements imposed by or pursuant to the HHS regulation (45 CFR part 86).

Age Discrimination – The Age Discrimination Act of 1975 (P.L. 94-135), as amended, and all requirements imposed by or pursuant to the HHS regulation (45 CFR part 91).

Debarment and Suspension – Title 2 CFR part 376.

Certification Regarding Drug-Free Workplace Requirements – Title 45 CFR part 82.

Certification Regarding Lobbying – Title 32, United States Code, Section 1352 and all requirements imposed by or pursuant to the HHS regulation (45 CFR part 93).

Environmental Tobacco Smoke – Public Law 103-227.

Program Fraud Civil Remedies Act (PFCRA)

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

Approved by OMB

0348-0046

1. * Type of Federal Action: <input type="checkbox"/> a. contract <input checked="" type="checkbox"/> b. grant <input type="checkbox"/> c. cooperative agreement <input type="checkbox"/> d. loan <input type="checkbox"/> e. loan guarantee <input type="checkbox"/> f. loan insurance	2. * Status of Federal Action: <input type="checkbox"/> a. bid/offer/application <input checked="" type="checkbox"/> b. initial award <input type="checkbox"/> c. post-award	3. * Report Type: <input checked="" type="checkbox"/> a. initial filing <input type="checkbox"/> b. material change
4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> SubAwardee * Name: Travis County Juvenile Probation Department * Street 1: 2515 South Congress Avenue Street 2: _____ * City: Austin State: TX: Texas Zip: 78704-5594 Congressional District, if known: 10		
5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime:		
6. * Federal Department/Agency: Center for Substance Abuse Treatment	7. * Federal Program Name/Description: Substance Abuse and Mental Health Services Projects of Regional and National Significance CFDA Number, if applicable: 93.243	
8. Federal Action Number, if known: _____	9. Award Amount, if known: \$ _____	
10. a. Name and Address of Lobbying Registrant: Prefix _____ * First Name n/a _____ Middle Name _____ * Last Name n/a _____ Suffix _____ * Street 1 _____ Street 2 _____ * City _____ State _____ Zip _____		
b. Individual Performing Services (including address if different from No. 10a) Prefix _____ * First Name n/a _____ Middle Name _____ * Last Name n/a _____ Suffix _____ * Street 1 _____ Street 2 _____ * City _____ State _____ Zip _____		
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. * Signature: Completed on submission to Grants.gov * Name: Prefix _____ * First Name n/a _____ Middle Name _____ * Last Name n/a _____ Suffix _____ Title: _____ Telephone No.: _____ Date: Completed on submission to Grants.gov		
Federal Use Only:		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

Budget Narrative File(s)

* **Mandatory Budget Narrative Filename:**

To add more Budget Narrative attachments, please use the attachment buttons below.

**Budget and Budget Narrative/Justification for the
Travis County Juvenile Probation
Drug Court Expansion**

BUDGET DETAIL WORKSHEET

**Travis County Drug Treatment program
(year 3)**

A. Personnel Non Federal Costs In Kind costs			
Name/Position	Computation	Level of Effort	Cost
Chief Juvenile Probation Officer- Chief Estela Medina Project Director	\$6,171.55 per pay period X 24 periods	2%	\$ 2,962
Case Work Manager-Kathy Smith- Project Manager	\$2,516.52 per pay period X 24 periods	100%	\$ 60,396
<i>The Chief Juvenile Probation officer's effort is at 2%. The Chief oversees all programs of at the Travis County Juvenile Probation Department. The Case Work Manager's effort is 100%. She will be running the day to day operations of the program and assisting in the treatment plans of youth in the program.</i>			
Total			\$ 63,359

B. Fringe Benefits in kind costs

Name/Position	Annual Salary for the Positions (5% for Chief's effort)	Fringe Benefits Component Rate - Percentage of Salary	Cost of Fringe Benefits Component
Chief Juvenile Probation officer			
OASDI Contribution	\$ 2,962	6.2%	\$ 184
Hospitalization	\$696.08/month	2.0%	\$ 14
Life Insurance	\$8.25/month	2.0%	\$ 0
Retirement	\$ 2,962	11.4%	\$ 339
FICA Medicare	\$ 2,962	1.5%	\$ 43
Workers Compensation (Clercal	\$ 2,962	2.0%	\$ 59
Case Work Manager	\$ 60,396	6.2%	\$ 3,745
Hospitalization	\$696.08/month	0.0%	\$ 8,353
Life Insurance	\$8.25/month	0.0%	\$ 99
Retirement	\$ 60,396	11.4%	\$ 6,909
FICA Medicare	\$ 60,396	1.5%	\$ 876
Workers Compensation (Law Enforcement Workers Compensation factor)	\$ 60,396	1.3%	\$ 811
<i>The Chief Juvenile Probation officer's effort is at 2% while the case work manager's effort is 100%. The is 100%. Benefits calculations are standard county benefits for all employees.</i>			
Total			\$ 21,248
Total Personnel and Fringe			\$ 84,607

C. Travel Costs

Travel Purpose	Travel Location	Travel Item	Travel Item Rate	Travel Item Cost
Mandatory Training	TBD	Meals	\$46 a day @ 5.5 days for 3 staff	\$ 759.00
Mandatory Training		Lodging	\$200 a day @ 5 days for 3 staff	\$ 3,000.00
Mandatory Training		Airfare	\$425 a ticket for 3 staff	\$ 1,275.00
Mandatory Training		Ground Transportation	1 cars @ \$50 @ 5 days plus \$178 in gas	\$ 428.00
Mandatory Training		Seminar Cost	\$500 for 3 staff	\$ 1,500.00
<i>Mandatory Training as requested by SAMHSA/CSAT.</i>				
Total				\$ 6,962

**Budget and Budget Narrative/Justification for the
Travis County Juvenile Probation
Drug Court Expansion**

D. Supplies

Other Costs	Item costs	number of units	Total other Costs
Office Supplies	\$ 1,000	day to day operations	\$ 1,000
Urinalysis Kits	\$ 2.55	4500	\$ 11,475
Urinalysis Patches	\$ 33.34	50	\$ 1,667
Urinalysis Independent Testing	\$ 25.00	100	\$ 2,500
Incentives	\$ 20.00	125	\$ 2,500
Bus Passes	\$ 1.50	2500	\$ 3,750
<i>Office Supplies are for day to day operations which may include paper, pencils, file cabinets, etc. The Urinalysis kits, patches, and independent testing are for Staff to test youth to ensure success in their treatment plans. Bus passes would allow youth transportation to Drug Court, Probation Officer meetings, and scheduled treatment sessions. The incentives are to ensure that the participants complete the follow-up interviews for the GRPA and the GAIN assessment which is required by the grant.</i>			
Total			\$ 22,892

E. Contractual Costs

Contract Agency/Organization	Contract Service	Contract Amount
Substance Abuse Treatment	Provide at least 60 youth in the program with substance abuse treatment. Rates to be determined	\$ 158,995
<i>Contractual Agreement with various substance abuse treatment providers (community partners within the Juvenile Justice Integrated Network (JJIN) will includes residential treatment, intensive outpatient treatment, individual treatment and case management services. The JJIN will be involved in the treatment initiation; treatment engagement and completion phase of the Reclaiming Future Model. The potential contractual partners are Changing How I Live Life, Providence, Clean Investments, Nexus, Austin Child Guidance Center, Association for the Advancement of Mexican Americans, etc. See attached rate sheet. The Urinalysis Patches are to test youth to ensure success in their treatment plans.</i>		
Total		\$ 158,995

H. Other Costs

Other Costs	Item costs	number of units	Total other Costs
CRA/ACC -Education costs, Certification and Technical assistance	\$ 1,000	3	\$ 3,000
MET/CBT -Education costs, Certification and Technical assistance	\$ 1,000	4	\$ 4,000
<i>CRA/ACC training costs which include the actual for education, certification, and technical assistance. Training costs are for 3 staff. MET/CBT education costs include the actual for education, certification, and technical assistance. Training costs for 4 staff.</i>			
Total			\$ 7,000

I. Indirect Costs

Indirect Costs	Total Federal Budget	Indirect Cost Rate	Total indirect costs
Indirect Cost (Year 2)	\$ 195,849	2%	3,917
<i>The indirect costs covers administrative expensive related to the program management which includes grant reporting requirements, financial reconciliation, etc. Travis County Juvenile Probation's actual indirect costs are 22.87 percent for grants.</i>			
Total			\$3,917

**Budget and Budget Narrative/Justification for the
Travis County Juvenile Probation
Drug Court Expansion**

Budget Summary	
Budget Category	Amount
A. Personnel	\$ -
B. Fringe Benefits	\$ -
C. Travel	\$ 6,962
D. Equipment	\$ -
E. Supplies	\$ 22,892
F. Construction	\$ -
G. Consultants/Contracts	\$ 158,995
H. Other	\$ 7,000
Total Direct Costs	\$ 195,849
I. Indirect Costs	\$ 3,917
TOTAL FEDERAL PROJECT COSTS	\$ 199,766
Federal Request	\$ 199,766
Non-Federal Amount In Kind costs	\$ 84,607
TOTAL PROJECT COSTS	\$ 284,373

Indirect Cost Rates

Dpt #	Department Name	Calculated Rate
01	County Judge	458.88%
02	Commissioner - Precinct 1	36.45%
03	Commissioner - Precinct 2	24.96%
04	Commissioner - Precinct 3	34.85%
05	Commissioner - Precinct 4	20.99%
08	Tax Assessor-Collector	66.09%
13	Exposition Center	0%
16	Veterans Service Office	36.37%
18	Agricultural Extension Service	42.50%
19	County Attorney	31.09%
20	County Clerk	30.38%
21	District Clerk	37.15%
22	Civil Courts	20.65%
23	District Attorney	17.93%
24	Criminal Courts	47.50%
25	Probate Court	20.33%
26	Justice of Peace – Precinct 1	29.34%
27	Justice of Peace – Precinct 2	31.65%
28	Justice of Peace – Precinct 3	28.51%
29	Justice of Peace – Precinct 4	29.01%
30	Justice of Peace – Precinct 5	34.39%
31	Constable - Precinct 1	26.08%
32	Constable - Precinct 2	24.23%
33	Constable - Precinct 3	33.42%
34	Constable - Precinct 4	28.21%
35	Constable - Precinct 5	30.73%
37	Sheriff	17.01%
38	Medical Examiner	24.83%
39	Community Supervision & Corrections	21.62%
40	Counseling and Educational Services	29.87%
42	Pretrial Services	28.75%
43	Juvenile Public Defender	23.78%
45	Juvenile Court	23.93%
47	Emergency Services	65.46%
49	Transportation and Natural Resources	43.11%
54	Civil Service Commission	20.53%
55	Criminal Justice Planning	18.81%
58	Health and Human Services	55.42%
59	Emergency Medical Services	84.93%
	Composite Travis County Rate	27.53%

BUDGET INFORMATION - Non-Construction Programs

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		Total (g)
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	
1. Travis County Juvenile Probation Treatment Drug Court	92.243	\$	\$	\$ 199,766.00	\$	\$ 199,766.00
2.						
3.						
4.						
5. Totals		\$	\$	\$ 199,766.00	\$	\$ 199,766.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Travis County Juvenile Probation Treatment Drug Court				
a. Personnel	\$	\$	\$	\$	\$
b. Fringe Benefits					
c. Travel	6,962.00				6,962.00
d. Equipment					
e. Supplies	22,892.00				22,892.00
f. Contractual	158,995.00				158,995.00
g. Construction					
h. Other	7,000.00				7,000.00
i. Total Direct Charges (sum of 6a-6h)	195,849.00				195,849.00
j. Indirect Charges	3,917.00				3,917.00
k. TOTALS (sum of 6i and 6j)	\$ 199,766.00	\$	\$	\$	\$ 199,766.00
7. Program Income	\$	\$	\$	\$	\$
	0.00				

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SECTION C - NON-FEDERAL RESOURCES

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8.	\$	\$	\$	\$
9.				
10.				
11.				
12. TOTAL (sum of lines 8-11)	\$	\$	\$	\$

SECTION D - FORECASTED CASH NEEDS

	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ 199,766.00	\$ 25,000.00	\$ 45,000.00	\$ 54,766.00	\$ 75,000.00
14. Non-Federal	\$				
15. TOTAL (sum of lines 13 and 14)	\$ 199,766.00	\$ 25,000.00	\$ 45,000.00	\$ 54,766.00	\$ 75,000.00

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT

(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16.	\$	\$	\$	\$
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$	\$	\$	\$

SECTION F - OTHER BUDGET INFORMATION

21. Direct Charges: See Budget Detail worksheet year 3	22. Indirect Charges: See attached indirect calculation. Provisional.
23. Remarks: For indirect costs we only charge up to 2% on all Juvenile Probation grants.	

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Survey on Ensuring Equal Opportunity For Applicants

OMB No. 1890-0014 Exp. 2/28/2009

Purpose:

The Federal government is committed to ensuring that all qualified applicants, small or large, non-religious or faith-based, have an equal opportunity to compete for Federal funding. In order for us to better understand the population of applicants for Federal funds, we are asking nonprofit private organizations (not including private universities) to fill out this survey.

Upon receipt, the survey will be separated from the application. Information provided on the survey will not be considered in any way in making funding decisions and will not be included in the Federal grants database. While your help in this data collection process is greatly appreciated, completion of this survey is voluntary.

Instructions for Submitting the Survey

If you are applying using a hard copy application, please place the completed survey in an envelope labeled "Applicant Survey." Seal the envelope and include it along with your application package. If you are applying electronically, please submit this survey along with your application.

Applicant's (Organization) Name:	Travis County
Applicant's DUNS Name:	0309088420000
Federal Program:	SAMHSA 2012 Continuations Due Feb 17
CFDA Number:	93.243

- Has the applicant ever received a grant or contract from the Federal government?
 Yes No
- Is the applicant a faith-based organization?
 Yes No
- Is the applicant a secular organization?
 Yes No
- Does the applicant have 501(c)(3) status?
 Yes No
- Is the applicant a local affiliate of a national organization?
 Yes No
- How many full-time equivalent employees does the applicant have? (Check only one box).
 3 or Fewer 15-50
 4-5 51-100
 6-14 over 100
- What is the size of the applicant's annual budget? (Check only one box.)
 Less Than \$150,000
 \$150,000 - \$299,999
 \$300,000 - \$499,999
 \$500,000 - \$999,999
 \$1,000,000 - \$4,999,999
 \$5,000,000 or more

Survey Instructions on Ensuring Equal Opportunity for Applicants

OMB No. 1890-0014 Exp. 2/28/2009

Provide the applicant's (organization) name and DUNS number and the grant name and CFDA number.

1. Self-explanatory.
2. Self-identify.
3. Self-identify.
4. 501(c)(3) status is a legal designation provided on application to the Internal Revenue Service by eligible organizations. Some grant programs may require nonprofit applicants to have 501(c)(3) status. Other grant programs do not.
5. Self-explanatory.
6. For example, two part-time employees who each work half-time equal one full-time equivalent employee. If the applicant is a local affiliate of a national organization, the responses to survey questions 2 and 3 should reflect the staff and budget size of the local affiliate.
7. Annual budget means the amount of money your organization spends each year on all of its activities.

Paperwork Burden Statement

According to the Paperwork Reduction Act of 1995, no persons are required to respond to a collection of information unless such collection displays a valid OMB control number. The valid OMB control number for this

information collection is **1890-0014**. The time required

to complete this information collection is estimated to average five (5) minutes per response, including the time to review instructions, search existing data resources, gather the data needed, and complete and review the information collection.

If you have any comments concerning the accuracy of the time estimate(s) or suggestions for improving this form, please write to: The Agency Contact listed in this grant application package.

Other Attachment File(s)

* **Mandatory Other Attachment Filename:**

To add more "Other Attachment" attachments, please use the attachment buttons below.

January 26, 2012

Ms. Hope Snowden
Grants Management Specialist
SAMHSA Office of Program Services
Division of Grant Management-Room 7-1102
1 Choke Cherry Road
Rockville, MD 20857

SUBJECT: Juvenile Treatment Drug Court – Substance Abuse and Mental Health Services Administration (SAMHSA) and the Center for Substance Abuse (CSAT) continuation grant SAMHSACONT12-02

Dear Ms. Snowden,

Per the request of the continuation application process, Travis County affirms that the detailed budget and narrative justification for the Year 3 Grant Continuation Application has not been modified between approved budget categories by more than 25% of the total budget compared to Year 2. In the Year 3 Application (Form 424 a); we are requesting in the continuation application to move funds from the contractual categories (#6f) to the supplies categories (#6e). The detail of these supplies is included on the budget detail worksheet. This will in no way increase the original award budget of \$199,766.

Please contact Michael Williams at (512) 854-7011 for additional information.

Sincerely,

Samuel T. Biscoe
County Judge
Travis County



DESIGNATION OF CENTRAL EMAIL ADDRESS FOR
SAMHSA NOTICE OF AWARD (NoA)

The Notice of Award can now be sent electronically to grantees. If you have not done so already, please remember to submit this form as an attachment with your application to enable this feature. *If you have already completed this designation of central email address form, and there are no changes, do not resubmit this form. If there are changes please complete the following categories below.

Dear Grants Management Specialist Hope Snowden

(Name)

1. **SAMHSA Grant No.:** SAMHSACONT12-02
2. **Name of Grantee Organization:** Travis County
3. **Grantee Mailing Address:** P.O. Box 1748
4. **City** Austin **State** TX **Zip** 78767
5. **HHS 12 Digit EIN on NoA:** IH79TI020920
6. **Central E-mail Address:** sam.biscoe@co.travis.tx.us
7. **Authorized Representative Telephone No.:** (512) 854-9555

Please remember the email address you provide should be valid for the life of the grant. Only one email address can be assigned to an organization.

Authorized Representative*

Date

*Authorized Representative is the individual who signed **Section 21. A.** - Application for Federal Assistance (face page) SF-424.

**ASSURANCE
of Compliance with SAMHSA Charitable Choice
Statutes and Regulations
SMA 170**

**REQUIRED ONLY FOR APPLICANTS APPLYING FOR GRANTS THAT FUND
SUBSTANCE ABUSE TREATMENT OR PREVENTION SERVICES**

SAMHSA's two Charitable Choice provisions [Sections 581-584 and Section 1955 of the Public Health Service (PHS) Act, 42 USC 290k, et seq., and 42 USC 300x-65 et seq., respectively] allow religious organizations to provide SAMHSA-funded substance abuse services without impairing their religious character and without diminishing the religious freedom of those who receive their services. These provisions contain important protections both for religious organizations that receive SAMHSA funding and for the individuals who receive their services, and apply to religious organizations and to State and local governments that provide substance abuse prevention and treatment services under SAMHSA grants.

As the duly authorized representative of the applicant, I certify that the applicant:

Will comply, as applicable, with the Substance Abuse and Mental Health Services Administration (SAMHSA) Charitable Choice statutes codified at sections 581-584 and 1955 of the Public Health Service Act (42 U.S.C. §§290kk, et seq., and 300x-65) and their governing regulations at 42 C.F.R. part 54 and 54a respectively.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
APPLICANT ORGANIZATION	DATE SUBMITTED

ASSURANCES - NON-CONSTRUCTION PROGRAMS

Note: Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant I certify that the applicant:

1. Has the legal authority to apply for Federal assistance, and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project costs) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States, and if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standard or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the nineteen statutes or regulations specified in Appendix A of OPM's Standard for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685- 1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §§794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to non- discrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Title II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally assisted programs. These requirements apply to

all interests in real property acquired for project purposes regardless of Federal participation in purchases.

8. Will comply with the provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.
9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327- 333), regarding labor standards for federally assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetland pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clear Air) Implementation Plans under Section 176(c) of the Clear Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, (P.L. 93-523); and (h) protection of endangered species under the Endangered Species Act of 1973, as amended, (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§ 469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance. 16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act of 1984.
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations and policies governing this program.

LIST of CERTIFICATIONS

1. CERTIFICATION REGARDING LOBBYING

Title 31, United States Code, Section 1352, entitled "Limitation on use of appropriated funds to influence certain Federal contracting and financial transactions," generally prohibits recipients of Federal grants and cooperative agreements from using Federal (appropriated) funds for lobbying the Executive or Legislative Branches of the Federal Government in connection with a SPECIFIC grant or cooperative agreement. Section 1352 also requires that each person who requests or receives a Federal grant or cooperative agreement must disclose lobbying undertaken with non-Federal (non-appropriated) funds. These requirements apply to grants and cooperative agreements EXCEEDING \$100,000 in total costs (45 CFR Part 93). By signing and submitting this application, the applicant is providing certification set out in Appendix A to 45 CFR Part 93.

2. CERTIFICATION REGARDING PROGRAM FRAUD CIVIL REMEDIES ACT (PFCRA)

The undersigned (authorized official signing for the applicant organization) certifies that the statements herein are true, complete, and accurate to the best of his or her knowledge, and that he or she is aware that any false, fictitious, or fraudulent statements or claims may subject him or her to criminal, civil, or administrative penalties. The undersigned agrees that the applicant organization will comply with the Department of Health and Human Services terms and conditions of award if a grant is awarded as a result of this application.

3. CERTIFICATION REGARDING ENVIRONMENTAL TOBACCO SMOKE

Public Law 103-227, also known as the Pro-Children Act of 1994 (Act), requires that smoking not be permitted in any portion of any indoor facility owned or leased or contracted for by an entity and used routinely or regularly for the provision of health, day care, early childhood development services, education or library services to children under the age of 18, if the services are funded by Federal programs either directly or through State or local governments, by Federal grant, contract, loan, or loan guarantee. The law also applies to children's services that are provided in indoor facilities that are constructed, operated, or maintained with such Federal funds. The law does not apply to children's services provided in private residence, portions of facilities used for inpatient drug or alcohol treatment, service providers whose sole source of applicable Federal funds is Medicare or Medicaid, or facilities where WIC coupons are redeemed.

Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty of up to \$1,000 for each violation and/or the imposition of an administrative compliance order on the responsible entity.

The authorized official signing for the applicant organization certifies that the applicant organization will comply with the requirements of the Act and will not allow smoking within any portion of any indoor facility used for the provision of services for children as defined by the Act. The applicant organization agrees that it will require that the language of this certification be included in any sub-awards which contain provisions for children's services and that all sub-recipients shall certify accordingly.

The Department of Health and Human Services strongly encourages all grant recipients to provide a smoke-free workplace and promote the non-use of tobacco products. This is consistent with the DHHS mission to protect and advance the physical and mental health of the American people.