



Travis County Commissioners Court Agenda Request

Meeting Date: 06/26/2012, 9:00 AM, Voting Session

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

Elected/Appointed Official/Dept. Head: Leslie Browder, County Executive
Planning and Budget

Commissioners Court Sponsor: Judge Biscoe

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

- A. New application to the Office of the Governor, Criminal Justice Division, for funds to evaluate the Travis County Criminal Court's indigent defense system;
- B. Annual application to the US Department of Justice – Bureau of Justice Assistance for the Sheriff's Office to be reimbursed for expenses incurred under the Immigration and Naturalization Act of 1994. The reimbursement term is from July 1, 2010 to June 30, 2011;
- C. New application to the Austin Community Foundation (funded by Capital Metro), for a program in Health and Human and Veterans Services, to purchase bus passes for clients served at Travis County Community Centers. Program is to allow clients transportation to other needed services;
- D. Amendment to the Onion Creek Greenway Phase I Urban Outdoor Grant. The amendment extends the current grant for Fiscal Year 2013; and
- E. Permission to continue the Casey Family Programs Community and Family Reintegration Project in Health and Human Services and Veterans Service until the forthcoming Fiscal Year 2012 agreement is fully executed.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Item A is a new application for funds to review the Travis County indigent defense system. It provides funds and operating expenses for 1 FTE from 07/01/12 to 03/31/14.

Item B is the annual application for reimbursement for expenses incurred under the Immigration and Naturalization Act of 1994. The anticipated award is \$683,501.

Item C is a new application for \$5,790 to purchase bus passes for clients to encourage access to necessary services.

Item D is an amendment to extend the exiting agreement into FY 2013.

Item E is a request to continue the Casey Family Programs Community and Family Reintegration Project through 09/30/12.

STAFF RECOMMENDATIONS:

PBO recommends approval.



ISSUES AND OPPORTUNITIES:

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

FISCAL IMPACT AND SOURCE OF FUNDING:

None of the proposed grant actions require any additional funding through Commissioners Court. Please note, on item B, the funding requested is the expected portion of funds that we expect to receive on our claim, not the total amount requested.

REQUIRED AUTHORIZATIONS:

Planning and Budget Office
County Judge's Office

Leslie Browder
Cheryl Aker

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Item A is a new application for funds to review the Travis County Indigent Defense System. It provides funds and operating expenses for 1 FTE from 03/01/12 to 03/01/13. Item B is the annual application for reimbursement for expenses incurred under the Indigent Defense Act of 1994. The anticipated award is \$850,000. Item C is a new application for \$5,000 for purchase of passes for clients for encounters across the necessary services. Item D is an agreement to extend the existing agreement into FY 2013. Item E is a request to continue the Casey Family Programs Community and Family Reintegration Project through 09/2013.

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 #	
Application												
A	124	Indigent Defense System Evaluation Grant	07/01/12 - 03/31/14	\$230,318	\$0	\$0	\$0	\$230,318	1.00	R	MC	11
B	137	State Alien Assistance Program SCAAP 12	07/01/2010 - 06/30/2011	\$683,501	\$0	\$0	\$0	\$683,501	-	R	MC	28
C	158	Basic Transportation Needs Fund Bus Pass Program	09/01/2012 - 08/31/2013	\$5,790	\$0	\$0	\$0	\$5,790	-	R	MC	50
Contracts												
D	149	Onion Creek Greenway Phase 1 Urban Outdoor Grant*	10/02/09 - 07/15/2013	\$1,000,000	\$0	\$1,000,000	\$0	\$2,000,000	0	R	S	74

* Amended from original.

Dept.	Grant Title	Grant Term on Application	Personnel Cost	Operating Transfer	Total Request	Filled FTE	PTC Expiration Date	Notes	Auditor's Assessment	Page #
Permission to Continue										
E	158	Casey Family Programs Community and Family Reintegration Project	1/1/2012- 12/31/2012	\$15,862	\$0	\$15,862	1.00	9/30/2012	R	78

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
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
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

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
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
24	Family Drug Treatment Court	9/1/2012-8/31/2013	\$137,388	\$0	\$0	\$0	\$137,388	1.00	2/14/2012
37	TCSO Child Abuse Victim Services Personnel	9/1/2012-8/31/2013	\$24,997	\$0	\$24,997	\$0	\$49,994	1.00	2/14/2012
39	Travis County Adult Probation DWI Court	9/1/2012-8/31/2013	\$229,112	\$0	\$0	\$0	\$229,112	4.00	2/14/2012
42	Drug Diversion Court	9/1/2012-8/31/2013	\$132,585	\$0	\$0	\$0	\$132,585	1.00	2/14/2012
45	Travis County Juvenile Treatment Drug Court-SAMSHA/CSAT	9/1/2012-8/31/2013	\$199,766	\$0	\$0	\$0	\$199,766	-	2/14/2012
19	Family Violence Accelerated Prosecution Program	09/01/12-08/31/13	\$121,905	\$31,534	\$16,365	\$17,742	\$187,546	2.28	2/21/2012
45	Travis County Eagle Resource Project	09/01/12-08/31/13	\$31,926	\$0	\$0	\$0	\$31,926	-	2/21/2012
45	Trama Informed Assessment and Response Program	09/01/12-08/31/13	\$192,666	\$0	\$0	\$0	\$192,666	0.50	2/21/2012
47	Fire Mitigation Assistance Grant Hodde Lane #2957	09/04/11-09/19/11	\$38,605	\$12,868	\$0	\$0	\$51,473	-	3/13/2012
47	Fire Mitigation Assistance Grant Pedernales #2959	09/04/11-09/19/11	\$333,005	\$111,002	\$0	\$0	\$444,007	-	3/13/2012
47	Fire Mitigation Assistance Grant Steiner #2960	09/04/11-09/19/11	\$385,016	\$128,339	\$0	\$0	\$513,355	-	3/13/2012
49	Travis County Fuels Reduction Project (aka Wildfire Mitigation Grant)	09/01/12-08/31/14	\$200,775	\$66,925	\$0	\$0	\$267,700	-	3/20/2012
58	Parenting In Recovery*	09/30/11-09/29/12	\$583,843	\$62,818	\$80,000	\$52,212	\$778,873	1.00	3/20/2012
45	Residential Substance Abuse Treatment (RSAT) Program	10/01/12-09/30/13	\$143,743	\$47,914	\$0	\$0	\$191,657	1.75	3/20/2012
45	Trama Informed Assessment and Response Program*	09/01/12-08/31/13	\$192,666.00	\$0.00	\$0	\$0	\$192,666.00	0.50	3/27/2012

**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 Assitance 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
58	ARRA WAP Weatherization Assistance Program*	09/01/2009-02/28/2012	\$7,622,699	\$0	\$0	\$0	\$7,622,699	3.00	2/21/2012
40	OVW FY2010 Safe Havens: Supervised Visitation and Safe Exchange Grant Program*	10/01/2010-09/30/2013	\$400,000	\$0	\$0	\$0	\$400,000	-	2/28/2012

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
37	TxDOT Impaired Driving Mobilization Grant	03/07/12 09/30/12	\$18,102	\$6,100	\$0	\$0	\$24,202		3/13/2012
37	2009 COPS LE Technology Grant*	03/11/12 09/10/12	\$300,000	\$0	\$0	\$0	\$300,000		3/13/2012
49	LIRAP Local Initiative Projects (LIP)*	05/06/08 08/31/13	\$1,688,163	\$0	\$0	\$0	\$1,688,163	-	3/20/2012
17	Ransom and Sarah Williams Farmstead Educational Outreach Project	10/1/2011- 9/30/2013	\$7,500	\$0	\$7,500	\$0	\$15,000	-	3/27/2012
58	Coming of Age (CNCS)	4/1/2012- 3/31/2013	\$50,495	\$321,591	\$0	\$0	\$372,086	6.80	3/27/2012
42	Drug Diversion Court*	09/01/2011- 08/31/2012	\$132,702	\$0	\$7,930	\$0	\$140,632	1.00	4/3/2012
58	Share the Warmth	04/01/12 09/30/12	\$24,500	\$0	\$0	\$0	\$24,500	-	4/24/2012
21	Electronic Disposition Reporting	04/15/2012 08/31/12	\$34,939	\$0	\$0	\$0	\$34,939	-	5/8/2012
31	Full Services Community Schools - East Austin Children's Promise	02/01/2011 09/30/2011	\$7,215	\$0	\$0	\$7,215	\$14,430	0.20	5/8/2012
31	Full Services Community Schools - East Austin Children's Promise*	10/01/2011 09/30/2012	\$10,000	\$0	\$0	\$7,215	\$17,215	0.20	5/8/2012
58	AmeriCorps*	8/1/2011 - 7/31/2012	\$298,922	\$236,045	\$0	\$183,061	\$718,028	26.5	6/5/2012

*Amended from original agreement.

\$28,226,564 \$837,480 \$67,179 \$510,515 \$29,641,738 60.31

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
58	Casey Family Programs Community and Family Reintegration Project	1/1/2012-12/31/2012	\$29,196	\$29,196	\$58,392	1.00	6/30/2012	3/20/2012	N/A	No
58	Comprehensive Energy Assistance Program	1/1/2012-12/31/2012	\$29,196	\$29,196	\$58,392	4.00	5/31/2012	3/27/2012	N/A	No
58	Comprehensive Energy Assistance Program	1/1/2012-12/31/2012	\$29,196	\$29,196	\$58,392	4.00	8/31/2012	6/5/2012	N/A	No
Totals			\$131,980	\$131,980	\$438,960	14.00				

*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		FY 09		FY 10		FY 11		FY 12		FY 13		FY 14	
Dept	Grant Title	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	\$ -		\$ -		\$ -		\$ -		\$ -

b

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	\$ 5,311,349	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	\$ 7,952,569	\$ 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 checked="" type="checkbox"/>	Continuation Grant: <input type="checkbox"/>
Department/Division:	Travis County Criminal Courts	
Contact Person/Title:	Debra Hale, Director of Court Management	
Phone Number:	512-854-9224	

Grant Title:	Indigent Defense System Evaluation Project				
Grant Period:	From:	07/01/12	To:	03/31/14	
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:	OOG-CJD				

Budget Categories	Grant Funds	County Cost Share	County Contribution	In-Kind	TOTAL
Personnel:	\$198,511	0	0	0	\$198,511
Operating:	\$27,290	0	0	0	\$27,290
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	\$4,517	0	0	0	\$4,517
Total:	\$230,318	\$0	\$0	\$0	\$230,318
FTEs:	1.00	0.00	0.00	0.00	1.00

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

Department	Review	Staff Initials	Comments
County Auditor	<input type="checkbox"/>	RP	
County Attorney	<input 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 misdemeanor cases evaluated for case outcome, access to attorney, and ability to post bond.	N/A	N/A	N/A	N/A	N/A	36,777 Proj. misd. dispositions for FY13
# of felony cases evaluated for case outcome, access to attorney, and ability to post bond.	N/A	N/A	N/A	N/A	N/A	11,007 Proj. felony dispositions for FY13
Measures For Grant						
Participate as a pilot site with the National Legal Aid and Defense Association/North Carolina Office of Indigent Defense Services to collect and analyze indigent defense data to develop performance measures for indigent defense systems.	N/A	N/A	N/A	N/A	N/A	47,784 Proj. felony and misd dispositions to be reviewed across 3 key areas

PBO Recommendation:

This is a new grant opportunity for the Criminal Courts to be part of a pilot program with the National Legal Aid and Defender Association/North Carolina Office of Indigent Defense Services to evaluate the indigent defense system in Travis County.

The grant provides personnel and operating funds for one Business Analyst III position from July 1 2012 through March 31, 2014.

There are no match requirements or commitment to continue the program after the grant expires. PBO recommends approval.

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 Travis County Criminal Courts have been selected as a pilot site to work with the National Legal Aid and Defender Association/North Carolina Office of Indigent Defense Services to evaluate our Indigent Defense System. The project will encompass evaluating our Indigent Defense System in three key areas: case outcomes, access to attorney, and ability to post bond. Part of the project will be to develop a tool kit for other jurisdictions on how to set-up a way to effectively evaluate indigent defense outcomes and criminal justice outcomes on a regular basis. The purpose of the project is not to critique our Indigent Defense System, but to develop performance measures and use evidence-based approaches to enhance system performance. Participation in this evaluation project will require an FTE researcher who will be dedicated to analyzing Travis County data and working with the other sites in the nation participating in this project. The Governor's Office Criminal Justice Division is providing Travis County the opportunity to apply for a discretionary grant in order to fund the FTE to conduct research for the project period (7/01/12 – 3/31/14) as well as necessary software and hardware for the project.

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Agency Name: Travis County
Grant/App: 2636801 **Start Date:** 7/1/2012 **End Date:** 3/31/2014

Project Title: Indigent Defense System Evaluation Project
Status: Application Pending Submission

Profile Information

Applicant Agency Name: Travis County
Project Title: Indigent Defense System Evaluation Project
Division or Unit to Administer the Project: Criminal Courts
Address Line 1: 509 W. 11th Street, Room 2.700
Address Line 2:
City/State/Zip: Austin Texas 78701-1748
Start Date: 7/1/2012
End Date: 3/31/2014

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: Debra Hale
Email: debra.hale@co.travis.tx.us
Address 1: 509 W. 11th Street, Room 2.700
Address 1:
City: Austin, Texas 78701
Phone: 512-854-9432 **Other Phone:** 512-854-9244
Fax: 512-854-4464
Title: Ms.
Salutation: Ms.

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: Tonya Watson
Email: tonya.watson@co.travis.tx.us
Address 1: 509 W. 11th Street, Room 1.300
Address 1: Criminal Justice Center
City: Austin, Texas 78701
Phone: 512-854-4726 **Other Phone:** 512-854-4898
Fax: 512-854-4464

Title: Ms.
Salutation: Ms.

You are logged in as User Name: debrahale

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Agency Name: Travis County
Grant/App: 2636801 **Start Date:** 7/1/2012 **End Date:** 3/31/2014

Project Title: Indigent Defense System Evaluation Project
Status: Application Pending Submission

Narrative Information

Primary Mission and Purpose

The State Criminal Justice Planning (421) Fund supports programs designed to reduce crime and improve the criminal or juvenile justice system.

Funding Levels

The anticipated funding levels for the Fund 421 program are as follows:

- Minimum Award - \$5,000
- 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.

Juvenile Justice Program Requirements

Preferences - Preference will be given to those applicants that demonstrate cost effective programs focused on proven or promising approaches to services provision.

Juvenile Justice Board Priorities - Juvenile justice projects or projects serving delinquent or at-risk youth will address at least one of the following priorities developed by the Governor's Juvenile Justice Advisory Board to be eligible for funding.

Diversion - Diversion - Programs to divert juveniles from entering the juvenile justice system.

Job Training - Projects to enhance the employability of juveniles or prepare them for future employment. Such programs may include job readiness training, apprenticeships, and job referrals.

Professional Therapy and Counseling/Mental Health - Services include, but are not limited to, the development and/or enhancement of diagnostic, treatment, and prevention instruments; psychological and psychiatric evaluations; counseling services; and/or family support services.

School Based Delinquency Prevention - Education programs and/or related services to prevent truancy, suspension, and expulsion. School safety programs may include support for school resource officers and law-related education.

Substance Abuse - Programs, research, or other initiatives to address the use and abuse of illegal and other prescription and nonprescription drugs and the use and abuse of alcohol. Programs include control, prevention, and treatment.

Training and Technology/Juvenile Justice System Improvement (for Statewide Projects Only) - Programs, research, and other initiatives to examine issues or improve practices, policies, or procedures on a system-wide basis (e.g., examining problems affecting decisions from arrest to disposition and detention to corrections).

Disproportionate Minority Contact (DMC) (for Statewide and OOG-identified County Organizations Only) - The purpose of this funding is to assist designated jurisdictions and agencies in developing and implementing strategies to reduce racial disparities at various contact points in the juvenile justice system. Section 223(a) (22) of the JJDP Act provides that the State shall: "[Address] juvenile delinquency prevention efforts and system improvement efforts designed to reduce, without establishing or requiring numerical standards or quotas, the disproportionate number of juvenile members of minority groups who come into contact with the juvenile justice system."

Victim Assistance 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 encouraged to streamline administrative and reporting processes by consolidating grant requests whenever possible in lieu of submitting multiple applications.

Culturally Competent Victim Restoration - Applicants agree to promote collaboration and coordination among local service systems that involve multiple disciplines andPreference will be given to applicants that promote comprehensive victim restoration while incorporating an emphasis on cultural competency in underserved populations. Applicants are also encouraged to streamline administrative and reporting processes by consolidating grant requests whenever possible in lieu of submitting multiple applications.

N/A

Criminal Justice Program Requirements

Preferences – Preference will be given to applicants that support law enforcement activities, prosecution, and improvements to technology, and reentry of offenders into the community.

Eligible Activities - Applicant assures that its proposed project meets at least one of the following areas to be eligible for funding:

- **Law Enforcement** – Supports state and local law enforcement agencies that address violent crime or statistically supported major crime initiatives at the local level.
- **Prosecution and Court** – Programs that improve the prosecution of serious and violent crimes, including those that reduce the time from arrest to disposition.
- **Technology** – Programs that implement or expand a law enforcement agency's ability to report and analyze crime. Applicant assures that any criminal intelligence databases developed under this program will comply with 28 CFR Part 23.
- **Corrections and Community Corrections** – Programs that reintegrate adults and juveniles into the community.
- **Drug Treatment** – Programs that target substance abuse treatment for juveniles or adults who have been court ordered to participate, including drug courts and projects that serve as alternatives to incarceration.

Program Income - Applicant agrees to comply with all federal and state rules and regulations for program income and agrees to report all program income that is generated as a result of the project's activities. Applicant agrees to report program income to CJD through a formal grant adjustment and to secure CJD approval prior to use of the program income. Applicant agrees to use program income for allowable costs and agrees to expend program income immediately after CJD's approval of a grant adjustment and prior to requesting reimbursement of CJD funds.

- **Deduction Method** – Program income shall be deducted from total allowable costs to determine the net allowable costs. Program income shall be used for current costs unless CJD authorizes otherwise. Program income which the grantee did not anticipate at the time of the award shall be used to reduce the CJD award and grantee match rather than to increase the funds committed to the project.
- **Asset Seizures and Forfeitures** – Program income from asset seizures and forfeitures is considered earned when the property has been adjudicated to the benefit of the plaintiff (e.g., law enforcement entity).

Assets Seizures and Forfeitures

Applicant agrees to comply with the following:

1. Applicant will maintain on file and provide a copy of the asset sharing agreement between the agency and any other criminal justice agency outlining the distribution of assets forfeited in the course of grant-related activities. The asset agreement must clearly describe the distribution of forfeited assets within the grantee agency in regards to grant-funded and non-grant funded personnel participating in grant-related activities.
2. Applicant shall maintain a logbook of all assets seized in the course of grant-related activities. The logbook shall record the assets seized, the date and time of the asset seizure, the case number of the incident involving the asset seizure, the name of the grantee agency employee(s) who were involved in the seizure of the assets, the date seized assets are forfeited, the date forfeited assets are liquidated if not cash, and the final disposition of cash from cash forfeitures or property sales to the grantee agency.

Uniform Crime Reporting - Applicant assures that if it operates a law enforcement agency, the agency is current and has been current in reporting required Part 1 violent crime data for three previous years to the Texas Department of Public Safety and will continue reporting throughout the grant period.

Criminal History Reporting - Applicant assures that they are currently reporting and will maintain timely reporting of all information required under the Texas Code of Criminal Procedure, Chapter 60.

Constitutional Compliance - Applicant assures that they will engage in no activity that violates Constitutional law including profiling based upon race.

Information Systems - Applicant assures that any new criminal justice information systems will comply with data sharing standards for the Global Justice XML Data Model and the National Information Exchange Model.

Drug Court Program Requirements

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 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 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.

Describe in detail how your program meets each of the ten essential characteristics of a drug court.

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

N/A

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.

N/A

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

N/A

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

N/A

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

N/A

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

N/A

Judicial Interaction – Ongoing judicial interaction with program participants.

N/A

Evaluation – Monitoring and evaluation of program goals and effectiveness.

N/A

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

N/A

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

N/A

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

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

Enter the date [mm/dd/yyyy]:

7/1/2012

Drug Court Type

- **Adult** - Programs serving adults (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.
- **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).

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.

N/A

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.

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:

N/A

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](#).

Community Planning Participation

Did the applying agency participate in the Local or Regional community planning process?

Select the appropriate response:

- Yes
 No
 N/A

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:

Diane Poirot, Human Resource Director

Enter the Address for the Civil Rights Liaison:

P.O. Box 1748, Austin, Texas, 78767

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 for Juvenile Justice, Victim Assistance, Criminal Justice, and (if applicable) Drug Court Program Requirements** to be eligible for funding under the State Criminal Justice (421) Fund 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 Sixth Amendment of the United States Constitution guarantees that "In all criminal prosecutions, the accused shall enjoy the right to...have the assistance of counsel for his defense." In order to ensure that the lack of financial ability to retain counsel does not interfere with the fundamental right to have counsel, various Indigent Defense Systems (IDS) have been implemented throughout the United States. In Texas alone, there are multiple indigent defense models operating in different counties around the state. Some examples of indigent defense models used in Texas counties are: private appointed counsel, contract attorneys, public defenders offices, and managed assigned counsel. Currently, the state of Texas does not have a set of indicators by which to measure the performance of the Indigent Defense Systems. Therefore, it is unknown which indigent defense model is most effective while providing the best outcomes. In order to assist in establishing IDS performance measures, Travis County has been selected as a pilot site in the Indigent Defense Systems evaluation project spearheaded by the National Legal Aid and Defenders Association/North Carolina Office.

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 Texas Indigent Defense Commission, in State Fiscal Year 2011, the State of Texas spent \$198,364,998 for indigent defense costs. As mentioned above, there is no consistency across the State of Texas with respect to the type of indigent defense model used by the various counties. To date, indigent defense performance measures have not been developed and applied to the various indigent defense models in order to determine which model provides the greatest efficiency and best outcomes for indigent defendants. Travis County uses the private appointed counsel indigent defense model. This involves rotating court appointments to approximately 225 private attorneys according to level of offense and attorney qualifications. In Travis County Fiscal Year 2011, there were 40,561 misdemeanor dispositions and 12,832 felony dispositions in which 46% of misdemeanor cases, and 71% of felony cases received court appointed counsel in Travis County. For the Travis County Fiscal Year 2013, Travis County projects that there will be 36,777 misdemeanor dispositions, and 11,007 felony dispositions for a total of 47,784 dispositions. As part of the Indigent Defense System Evaluation Project, these 47,784 cases will be reviewed and analyzed across three key areas: case outcomes, access to attorney, and ability to post bond.

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:

N/A

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 overall goal of this project is to participate as a pilot site with the National Legal Aid and Defender Association to develop a selection of Indigent Defense System metrics that will allow Travis County to measure system outcomes and performance. The data collected will also be used to establish a toolkit to support increasing research capacity that will provide other organizations with the tools to advocate for and set up in-house research positions and a data warehouse geared towards analyzing the performance of Indigent Defense Systems in other jurisdictions.

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):
N/A

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:
This is not a continuation project.

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 Criminal Courts have been selected as a pilot site to work with the National Legal Aid and Defender Association/North Carolina Office of Indigent Defense Services to evaluate our Indigent Defense System. The project will encompass evaluating our Indigent Defense System across three key areas: case outcomes, access to attorney, and ability to post bond. The project will work to develop a tool kit for other jurisdictions on how to set-up a way to effectively evaluate indigent outcomes and criminal justice outcomes on a regular basis.

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

[Print This Page]

Agency Name: Travis County**Grant/App:** 2636801 **Start Date:** 7/1/2012 **End Date:** 3/31/2014**Project Title:** Indigent Defense System Evaluation Project**Status:** Application Pending Submission**Project Activities Information****Juvenile Justice Projects****Juvenile Justice Board Priorities**

Select the Juvenile Justice Priority that best fits your project:

- Diversion
- Job Training
- Professional Therapy and Counseling/Mental Health
- School Based Delinquency Prevention
- Substance Abuse
- Training and Technology/Juvenile Justice System Improvement (for Statewide Projects Only)
- Disproportionate Minority Contact (DMC) (for OOG-identified Counties Only)

Disproportionate Minority Contact (DMC) Projects

For Statewide and OOG-identified County Organizations Only - The purpose of this funding is to assist designated jurisdictions and agencies in developing and implementing strategies to reduce racial disparities at various contact points in the juvenile justice system. Section 223(a)(22) of the JJDP Act provides that the State shall: "[Address] juvenile delinquency prevention efforts and system improvement efforts designed to reduce, without establishing or requiring numerical standards or quotas, the disproportionate number of juvenile members of minority groups who come into contact with the juvenile justice system."

Addressing Disproportionate Minority Contact in the Texas Juvenile Justice System

Briefly summarize the project's approach using the framework provided in the "Addressing Disproportionate Minority Contact in the Texas Juvenile Justice System: Causes and Solutions from the Community Perspective" research study conducted by Texas A&M Public Policy Research Institute. This study encourages a multidisciplinary approach targeting five factors:

1. Family/Social Circumstances - Within this broad theme, specific areas to address include broken families, poverty, a lack of role models, and cultural norms that under-value the importance of education in building a positive future for youth.
2. Criminal Justice System - Within this broad category, three specific issues of concern were identified. These include a lack of therapeutic interventions for delinquent youth, inequities experienced by poor and minority youth navigating the juvenile justice system, and a lack of juvenile detention facilities.
3. Special Populations at Increased Risk of DMC - Concern was most often expressed for youth with mental health or behavior disorders and for those who are members of a minority group.
4. School Related Factors - Areas that should be addressed include standardized testing policies, school discipline policies, and issues of communication between schools and families.
5. Need for Supervised Programs - Contributors to the study often identified a lack of supervised community programs as a factor contributing to DMC.

Notes: For information regarding the Texas A&M PPRI study, applicants are encouraged to go [here](#).

Provide summary of DMC approach:

N/A

DMC Advisory Board

Please list the names and positions of stakeholders involved in the advisory board.

N/A

Victims Projects

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 (%):
0

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

Drug Court Projects

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, or enter 'N/A' if this Item does not apply.
N/A

Provide the average caseload size for a full-time case manager/probation officer assigned to this project, or enter 'N/A' if this item does not apply.
N/A

Provide your project's policy on drug testing participants, or enter 'N/A' if this Item does not apply.
N/A

Describe the process you will use to determine your project's effectiveness, or enter 'N/A' if this Item does not apply.
N/A

Provide the total cost for operating your project during the previous fiscal year, or enter '0' if this item does not apply. (This should include all salaries, travel, counseling, treatment services, office supplies, etc.)
0

List the sources and amounts of non-CJD funding used to support this project during the previous fiscal year, or enter 'N/A' if this item does not apply. (This may include local or state funds and any other charges to participants.)
N/A

List the treatment resources used for this project (e.g., ATR, TAIP, in-house, etc.), or enter 'N/A' if this item does not apply.
N/A

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), or enter '0' if this item does not apply. Note: The party responsible for collecting court assessed fees in your county may be the treasurer, county clerk, or district clerk.

0

Of the fees collected in your county, provide the amount that was directed to your project, or enter '0' if this item does not apply.

0

Describe how your project used those fees, or enter 'N/A' if this item does not apply.

N/A

Law Enforcement Projects

What is your agency's approved budget for law enforcement operations for the current fiscal year, or enter 'N/A' if this item does not apply?

0

How many commissioned peace officers are funded through your agency's current budget, or enter '0' if this item does not apply?

0

Provide the amount of asset forfeitures awarded to your agency in the previous fiscal year, or enter '0' if this item does not apply.

0

Provide the balance of asset forfeitures on hand as of the date of this application, or enter '0' if this item does not apply.

0

Describe the proposed use of the forfeiture funds or enter 'N/A' if this item does not apply:

N/A

Sources of Financial Support

Please complete the following information on all law enforcement or homeland security grants awarded to your agency during the previous fiscal year, and all applications you have submitted or new awards for the current fiscal year, or enter 'N/A' if this item does not apply.

Each source of funding you select below should include the following information for each grant award; or if your agency did not receive funding from any of the sources listed below, enter 'N/A':

1. name of agency providing funds;
2. grant period;
3. amount of the award (or amount requested);
4. amount expended; and
5. how the funds have been or will be used.

N/A

Does your agency expect to be awarded funds from any of the following sources during the project period of this grant?

Select the appropriate response(s):

- The American Recovery and Reinvestment Act (any source)
- Community Oriented Policing (COPS)
- Weed and Seed Program
- Bureau of Justice Assistance
- Homeland Security Grant Program (HSGP)
- Operation Stonegarden (OPSG)
- Interoperable Emergency Communications Grant Program (IECGP)
- Emergency Operations Center (EOC) Grant Program
- State Criminal Justice Planning (421) Fund
- Governor's Division of Emergency Management (GDEM) or Texas Department of Public Safety
- Texas Automobile Burglary and Theft Prevention Authority (ABTPA)
- Selective Traffic Enforcement Program (STEP)
- Texas Border Sheriff's Coalition (TBSC)
- Other state or federal grant programs
- Private Organization, Private Enterprise, or Non-Government Organization Grant Programs
- Applicant does not expect to receive grant funds from any source to support its law enforcement agency

If you selected any of the boxes above (except for the last box), describe your agency's internal controls and processes that will be used to prevent supplanting of your agency's budgeted funds with grant funds. Example: Timesheets will be tracked to determine allowable charges for each fund source and to ensure that duplicate invoices are not submitted to multiple agencies.

Travis County does not currently have any budget that pays for staff to perform evaluations of its Indigent Defense program. Any financial award received as part of this grant will be placed in a separate fund which will be monitored and tracked to ensure that all expenditures directly support the evaluation of the Indigent Defense program. Additionally, any staff hired under this grant will periodically certify that they are spending 100% of their time on grant-related activities. The separation of duties, of those spending the funds and the staff claiming the expenditures for reimbursement under the grant, will serve as a check and balance that only grant allowable expenditures are claimed for reimbursement. Any future Travis County budget reductions will not impact this grant budget as this budget will only be allowed to be spent on activities related to the evaluation of the Indigent Defense program.

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Technology	100.00	Technology Improvements that enable the courts to collect and analyze data in order to develop indicators that allow for the effective evaluation of Indigent Defense Systems.

Geographic Area:
Travis County, Texas

Target Audience:
Adults with criminal court dispositions.

Gender:
male and female

Ages:
17 and over

Special Characteristics:
N/A

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

[Print This Page](#)

Agency Name: Travis County
Grant/App: 2636801 **Start Date:** 7/1/2012 **End Date:** 3/31/2014

Project Title: Indigent Defense System Evaluation Project
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 data systems to be developed.	0	1
Number of existing data systems enhanced with grant funds.	0	1
Number of subscriptions to data sharing systems.	0	3

Custom Objective Output Measures

CUSTOM OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
-----------------------	--------------	--------------

Objective Outcome Measures

OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
Number of personnel with access to improved data / information sharing systems.	0	75
Number of agencies who benefitted from improvements to the new or enhanced data systems.	0	6

Custom Objective Outcome Measures

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

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

Print This Page

Agency Name: Travis County

Grant/App: 2636801 Start Date: 7/1/2012 End Date: 3/31/2014

Project Title: Indigent Defense System Evaluation Project

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	2% indirect costs allowable by CJD	\$4,517.00	\$0.00	\$0.00	\$0.00	\$4,517.00	0
Supplies and Direct Operating Expenses	Cellular, Fax, Pager, and/or Office Telephone	Office telephone for Statistical Research Analyst	\$175.00	\$0.00	\$0.00	\$0.00	\$175.00	0
Personnel	Computer Systems / Information Specialist	Manage and analyze large data sets while conducting qualitative and quantitative data analysis using a wide variety of research methodologies and techniques.	\$198,511.00	\$0.00	\$0.00	\$0.00	\$198,511.00	100
Equipment	Laptop System and Accessories	Laptop computer and printer	\$3,145.00	\$0.00	\$0.00	\$0.00	\$3,145.00	1
Supplies and Direct Operating Expenses	Office Equipment and/or Furniture (Valued Under \$1,000)	Desk workstation for Statistical Research Analyst	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0
Supplies and Direct Operating Expenses	Office Supplies (e.g., paper, postage, calculator)	General office supplies for Statistical Research Analyst	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0
Travel and Training	Out-of-State Incidentals and/or Mileage	Attend quarterly sessions in Washington DC, Durham, North Carolina, and other test sites.	\$15,260.00	\$0.00	\$0.00	\$0.00	\$15,260.00	0
Equipment	Specialized Computer Software	Statistical Software and MSDN License	\$5,470.00	\$0.00	\$0.00	\$0.00	\$5,470.00	1
Equipment	Stand-Alone Computer Software	MS Office (productivity software)	\$740.00	\$0.00	\$0.00	\$0.00	\$740.00	1

You are logged in as User Name: debrahale

Travis County Resolution
Indigent Defense System Project Evaluation Grant
(Grant period 7/01/12 – 3/31/14)

WHEREAS, The Travis County Commissioners Court finds it in the best interest of the citizens of Travis County, that Travis County participate in the Indigent Defense System Evaluation Project.

WHEREAS, The Travis County Commissioners 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, Travis County Commissioners 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 Commissioners Court approves submission of the grant application for the Indigent Defense Systems Evaluation Project to the Office of the Governor, Criminal Justice Division.

Signed by: _____
County Judge Samuel T. Biscoe

Passed and Approved this _____ (Day) of _____ (Month), _____ (Year)

Department	Reviewer	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	MM	
County Attorney	<input checked="" type="checkbox"/>	IC	

Grant Application Number:

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 type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Travis County Sheriff's Office	
Contact Person/Title:	Margaret Seville 1777	
Phone Number:	854-9804	

Grant Title:	State Criminal Alien Assistance Program - SCAAP 12			
Grant Period:	From:	07/01/2010	To:	06/30/2011
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>	
Grantor:	US Department of Justice - Bureau of Justice Assistance			
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:	683,501	0	0	0	\$683,501
Operating:	0	0	0	0	\$0
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	0	0	0	0	\$0
Total:	\$683,501	\$0	\$0	\$0	\$683,501
FTEs:	0.00	0.00	0.00	0.00	0.00

The grant amount above of \$683,501 is the FY 11 award and is shown for estimating purposes. The exact amount that will be awarded to Travis County is still to be determined and will be based on portion of the \$40,716,530 of expenditures during the grant term that have been requested for reimbursement by the Travis County Sheriff's Office.

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

PBO Recommendation:

The Sheriff's Office has requested approval to submit the annual application to the US Department of Justice (DOJ), Bureau of Justice Assistance (BJA). This funding would reimburse the County for expenses for housing persons eligible under the Immigration and Naturalization Act of 1994. Please see the attached memo and documents from the Sheriff's Office for additional information. This grant application is for a total allowed corrections staffs wage and salary cost estimated at \$40,716,530, for the period July 1, 2010 through June 30, 2011. However the award basis is formulaic and the actual award varies depending on the number of persons confirmed to have been housed by the County vis a vis other applicable agencies.

In the past, the County received an average of \$963,591 for the third (1999) through 15th (2011) grant cycles. Reimbursements received in the first two years were substantially less. The largest SCAAP award the County has received was \$1,447,080 for 2000. The most recent award for the 15th grant cycle for 2011 was \$683,501. Please see attached Grant Award History from 1999-2011 for additional details.

This application is for the 16th year of funding. A notice has been received by the County that this year's awards may be up to 50% less compare to prior awards. It should also be noted that under the DOJ Reauthorization Act of 2005, beginning with the grant cycle for 2007, any reimbursement received from this application can only be used for correctional purposes.

There is no further financial obligation required of the County. PBO recommends approval of the the 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?

Existing program to reimburse Travis County for expenses related to the housing of inmates.

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.

NA

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

Not Allowed

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 program attached to this reimbursement - Impact would be a decrease in fund revenue which is currently tied to correctional costs

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

Not a new program - Travis County has participated since 1998 in SCAAP.

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 grant reimbursement program provides for a recovery of funds expended for the housing of persons deemed to be of non-legal status by the Immigration and Customs Enforcement Office. since 2007 the expenditure of these funds must be tied to corrections related operations. While no formal measures are tied to the program, the fund income does offset general fund expenditures.

Travis County Sheriff's Office - Justice Department SCAAP Grant History 1999-2011

<u>Year</u>	<u>Grant</u>	<u>Period</u>	<u>Use of Award</u>	<u>Award</u>
1999	SCAAP 99	07/97-06/98	General Fund	\$ 1,041,839
2000	SCAAP 00	07/98-06/99	General Fund	\$ 1,447,080
2001	SCAAP 01	07/99-06/00	SO Homeland Security Equipment	\$ 602,532
2002	SCAAP 02	07/00-06/01	Jail Overcrowding	\$ 1,213,849
2003	SCAAP 03	07/01-06/02	\$311,325 - General Fund & \$302,535 SO Capital & Inmate Bus	\$ 613,860
2004	SCAAP 04	07/02-06/03	SO Firing Range - \$250,000 & Corrections Capital Equipment	\$ 842,159
2005	SCAAP 05	07/03-06/04	Jail Overcrowding	\$ 658,636
2006	SCAAP 06	07/04-06/05	General Fund	\$ 1,055,889
2007	SCAAP 07	07/05-06/06	Corrections Use Only	\$ 1,224,221
2008	SCAAP 08	07/06-06/07	Corrections Use Only	\$ 1,239,273
2009	SCAAP 09	07/07-06/08	Corrections Use Only	\$ 988,279
2010	SCAAP 10	07/08-06/09	Corrections Use Only	\$ 915,571
2011	SCAAP 11	07/09-06/10	Corrections Use Only	\$ 683,501
	Totals			\$ 12,526,689
			13 Year Average of Awards	\$ 963,591



GREG HAMILTON
TRAVIS COUNTY SHERIFF

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

JAMES SYLVESTER
Chief Deputy

DARREN LONG
Major - Corrections

PHYLLIS CLAIR
Major - Law Enforcement

MARK SAWA
Major - Administration & Support

June 11, 2012

MEMORANDUM

TO: Travis County Commissioner's Court
FROM: Margaret H Seville 1777, Research and Planning
SUBJECT: 2012 State Criminal Alien Assistance Program Grant Application

Attached is our application to the United States Department of Justice, Bureau of Justice Assistance for the 2012 State Criminal Alien Assistance Program (SCAAP).

This federal program, as governed by Section 241(i) of the Immigration and Naturalization Act, 8 USC 1231(i) and Title II, Subtitle C, Section 20301, Violent Crime Control and Law Enforcement Act of 1994, provides for partial reimbursement of local expenses incurred for housing persons incarcerated who are determined to have not been of legal immigration status at that time.

The criterion for this year's submission remains relatively unchanged from 2011. SCAAP provides federal payments for incurred correctional costs for incarcerated undocumented criminal aliens who have at least one felony or two misdemeanor convictions for violations of state or local law, and who are incarcerated for at least 4 consecutive days during the reporting period.

Records indicate that 2,839 persons were in our custody during the time period of July 1, 2010 through June 30, 2011 and reported a foreign place of birth. Of those persons, 1,159 individuals meet the federal criteria. This is down from the 1,375 individuals submitted for the 2009-2010 time period. Again, these are individuals who claimed a foreign place of birth and were convicted of crimes. The Sheriff's Office makes no determination whether that foreign place of birth has any bearing on legal immigration status. TCSO staff does not have access to the Immigration and Customs Enforcement records to allow us to determine the immigration status of individuals in our custody.

Since this grant is a reimbursement formula grant, we are asking for reimbursement up to the calculated \$40,716,530 in corrections salaries during the grant time period examined. Of course this is an upper limit for award and our expected reimbursement would be significantly lower than this number. However, in accordance with federal regulations, they cannot reimburse in excess of our request. Thus, we are asking for full reimbursement costs with this in mind. These costs are based on the allowable correctional officer salaries as outlined in the program guidelines.

The award under this grant in 2011 was \$ 683,501.

The attached records and certifications are for your review with the application itself being on-line in nature. With your approval, I will transmit the appropriate data and await their findings.

Please keep in mind that our submitted data will be reviewed by several federal agencies and notification of award may take several months.

If you have any questions please feel free to contact my office at 854-9804.

Your support and approval of this application and project is appreciated.

CC. File



C.

2012-H 1-TX



Home

Correctional

Switch to ...

Application Handbook

OMB Number: 1121-0243

Expires: 02/29/2004

Applicant Information

Home

Application Number: **2012-H3801-TX-AP**

Home

Welcome to the SCAAP on-line application process for Fiscal Year 2012.

Home

As you begin the FY 2012 SCAAP application, BJA recommends a complete review of the Program Guidelines. This will ensure you understand all SCAAP requirements and restrictions, and have an opportunity to read any sections added or clarified since FY 2011.

Submit

SCAAP Help

Now and at any time you need assistance, the Guidelines may be found by simply clicking on the SCAAP Help link, located in the left margin of each GMS application page. At the end of the Guidelines, you will find a list of additional resources for further assistance and technical support. If you have difficulty accessing the Guidelines through the SCAAP Help link, Click here for access to the Adobe Acrobat (pdf) version:

GMS Home

https://www.bja.gov/Funding/12SCAAP_Guidelines.pdf

Home

The FY 2012 SCAAP reporting period is 12:00 a.m. (midnight), July 1, 2010 to 11:59 p.m., June 30, 2011. The SCAAP application requires you to provide correctional officer information and salary costs, the total of all inmate days, and details about qualifying undocumented criminal aliens housed in your correctional facilities for four or more consecutive days during the 12-month reporting period.

Applications will be accepted through OJP's online Grants Management System (GMS) The deadline for submitting a SCAAP application is 6:00pm (e.d.t.), Friday, July 6, 2012. As usual, BJA strongly recommends you complete and submit your application at the earliest possible date. Deadline extension will not be granted.

Please ensure that the Applicant, CEO, and Contact information is accurate, and up to date. BJA will be verifying email addresses, as this is our primary means of communicating with you during and after the application process. Incorrect or faulty email addresses may affect the timeliness of your application processing by BJA.

Applicant/Organization Information

* Employer Identification Number: 74 - 6000192

*Type of Applicant: County

*Organizational Unit: Travis County Sheriff Of

*Legal Name (Legal Jurisdiction Name): Travis County

* Vendor Address 1: P.O. Box 1748

Vendor Address 2:

* Vendor City: Austin

Vendor County:

* Vendor State: Texas

* Vendor ZIP: 78767 1748 [Zip+4 Lookup](#)

Please enter the CEO information for your jurisdiction below. Remember, this is the CEO of the level of government, not the implementing agency. (Note: Hit the TAB key to move between fields)

CEO Of Your Jurisdiction: Governor, Cabinet-level State Official, County Administrator, County Judge, County Commissioner, Mayor, or City Manager

*Prefix: Judge

Other Prefix:

*First Name: Samuel

Middle Initial: T

*Last Name: Biscoe

Suffix: Select a Suffix

Other Suffix:

*Title: County Judge

*Phone: (512) 854 - 9500

Phone Ext:

Fax: (512) 854 - 9535

*Email: sam.biscoe@co.travis.t [Email Help](#)

*Address 1: P.O. Box 1748

Address 2:

*City: Austin

County:

*State: Texas

*Zip Code: 78767 - 1748 [Zip+4 Lookup](#)

*- Indicates required field

[Save Information]



Cr ii

Corr

Switch to ..



Application Handbook

OMB Number: 1121-0243

Expres: 02/29/2004

Contact Information

Application Number: 2012-H3801-TX-AP

Please enter the alternate contact information below. (Note: Hit the TAB key to move between fields)

Submit

*Prefix: Ms. ▼

Prefix Other:

*First Name: Margaret

Middle Initial: H

*Last Name: Seville

Suffix: Select a Suffix ▼

Other Suffix:

*Title: Planner

*Phone: (512) 854 - 9804

Phone Ext:

Fax: (512) 854 - 4997

*Email: meg.seville@co.travis.tx.us

Email Help

*Address 1: PO Box 1748

Address 2:

*City: Austin

County:

*State: Texas ▼

*Zip Code: 78767 - 1748 Zip+4 Lookup

*- Indicates required field

[Save Information]

SCAAP Help

GMS Home

Log Out

ACH VENDOR/MISCELLANEOUS PAYMENT ENROLLMENT FORM

PAYEE/COMPANY INFORMATION	
NAME: Travis County	SSN NO. OR TAXPAYER ID NO: -
ADDRESS: P.O. Box 1748 Austin Texas - 78767	
CONTACT PERSON NAME: Michael Hemby	TELEPHONE NUMBER: (512) 708-4924

FINANCIAL INSTITUTION INFORMATION	
NAME: JP Morgan Chase	
ADDRESS: 221 W. Sixth Street Austin Texas - 78701	
ACH COORDINATOR NAME: Valerie Hill	TELEPHONE NUMBER: (512) 479-2029
NINE-DIGIT ROUTING TRANSIT NUMBER: 111000614	
DEPOSITOR ACCOUNT TITLE: Travis County Treasurer Operating	
DEPOSITOR ACCOUNT NUMBER: 1821886593	
TYPE OF ACCOUNT: Checking	Is this account interest bearing ? Y
CERTIFICATION BY AUTHORIZED BANK OFFICIAL: I certify that the above information regarding Jurisdiction Name and Routing Transit Number is accurate. YES	
PRINT YOUR NAME AND TITLE	
SIGNATURE AND TITLE OF AUTHORIZED BANK OFFICIAL:	TELEPHONE NUMBER: (512) 479-2029

The following Automated Clearing House (ACH) must be completed so that funds may be electronically

forwarded to your financial institution. This form must be completed on-line, printed and then taken to the institution that will be receiving your jurisdiction's funding. The Bank Official may make any corrections on this form, in ink, and then, provide a certified signature attesting to the accuracy of the information provide by you. No request for funding will be considered complete until this document has been received. Once completed, please mail the hard copy document to:

**Office of Justice Programs
Office of the Chief Financial Officer
Attn: Control Desk 20
Room 5303
810 Seventh Street NW
Washington D.C. 20531**

This form is used for Automated Clearing House (ACH) payments with an addendum record that contains payment-related information processed through the Vendor Express Program. Recipients of these payments should bring this information to the attention of their financial institution when presenting this form completion.

PRIVACY ACT STATEMENT

The following information is provided to comply with the Privacy Act of 1974 (P.L. 93-579). All information collected on this form is required under the provisions of 31 U.S.C. 3322 and 31 CFR 210. This information will be used by the Treasury Department to transmit payment data by electronic means to vendor's financial institution. Failure to provide the requested information may delay or prevent the receipt of payments through the Automated Clearing House System

You MUST print this form before you accept your award

Print



12

-X-



Switch to ..

Application Handbook

OMB Number: 1121-0243
Expires: 02/29/2004

Application

Contact

Help

Home

Submit

Inmate InformationApplication Number: **2012-H3801-TX-AP**

BJA strongly recommends that you read the Inmate Reporting Requirements section of the FY 2012 SCAAP Guidelines prior to beginning this portion of the application. Instructions here deal primarily with the mechanics of the upload process and do not address statutory or programmatic requirements and restrictions. For the current ICE Country Code listing, click here: https://www.bja.gov/Funding/12_ICE_Country_Codes.pdf

SCAAP Help

Inmate Data File Overwrite and Deletion: You may select the file upload method that best meets your needs. However, if you switch upload methods at any time, the inmate files uploaded or entered via the previous method will be overwritten and deleted. Additionally, once inmate records are uploaded into GMS via the Direct File Upload method, any subsequent upload deletes and overwrites the previous file in its entirety.

Due Diligence: Applicants are required to certify that they used due diligence in the preparation and submission of their inmate files. For an explanation of this concept, view applicable sections of the FY 2012 Guidelines or click here: https://www.bja.gov/Funding/12SCAAP_Guidelines.pdf

THE TWO INMATE DATA FILE UPLOAD METHODS ARE:

Upload File (Direct File Upload): This method allows you to submit your entire set of qualifying inmate records as a single ASCII formatted file directly into GMS. Click here for information about the required format: https://www.bja.gov/Funding/12SCAAP_Inmate_Data_Elements.pdf

During the Upload File process, a red flashing bar will appear at the bottom of your screen. This bar will continue to flash until the inmate file upload is complete. Upon completion, you will receive an on-screen status report, listing the total number of inmate records and the number of records that are complete. In addition, the report will provide a detailed list of Inmate records (by file number) that are incomplete or have data format errors and the nature of the errors. Upon receipt of the on-screen data report, you must either correct the data errors and upload the file again or submit the file with the errors. You should print the on-screen report for your records. Warning: Once inmate records are uploaded using this method, any subsequent upload deletes and overwrites the previous file in its entirety.

Enter Data (Direct Data Entry): This method allows you to manually enter

each inmate's data directly into an online template. This approach is best suited for jurisdictions with smaller facilities or small criminal alien populations. Drop-down menus are provided for selecting incarceration dates, date of birth, and country of birth (the complete country names are listed).

Access to Submitted Files: Once your FY 2012 application is submitted, inmate files are no longer available for changes or additions. To ensure that the maximum number of inmate records are considered for payment, please correct any data errors at the time of the file upload and before the Application is submitted. Requests to reopen submitted applications are discouraged and may not be honored by BJA.

For Upload File method, please follow these steps:

- Step 1: Click on the "Upload File" radio button.
- Step 2: Click on the "Upload" box to attach your file. A pop-up window will appear.
- Step 3: Click on the "Browse" button in the pop-up window.
- Step 4: Find your file name and double-click on it. The file name will appear in the blank field.
- Step 5: Click the save button and a message will appear in the pop-up window, telling you the status of your upload. Click the "X" in the upper right corner of the pop-up box to close it. Your inmate file name will now appear next to the upload button on the main page.
- Step 6: Click on the "Save Information" button to continue on to the next phase of the application process.

For Enter Data method, please follow these steps:

- Step 1: Click on the "Enter Data" radio button.
- Step 2: Click one of the four corresponding boxes. "Add" to add inmate data, "Select All" to select all Inmate records entered, "Un-Select All" to un-select all inmate records entered, and "Delete Selected" to delete all selected inmate records.
- Step 3: Click on the "Save Information" button to continue on to the next phase of the application process.

I certify that the inmate data and records provided in this SCAAP application are in keeping with all SCAAP program and statutory requirements included in the SCAAP 2012 Guidelines. I used due diligence in determining the accuracy of the inmate records contained in this application, and I did not submit inmate records for an otherwise qualifying inmate where the jurisdiction's records indicated the inmate: (1) was born in the United States or one of its territories, (2) had a claim to U.S. citizenship, (3) was a U.S. citizen, or (4) did not qualify as an undocumented criminal alien in accordance with the SCAAP statute. Sanctions, including referral to a U.S. Attorney's Office, recalculation and/or return of awarded funds, or other sanctions, may be made when a jurisdiction knowingly submits false data or makes claims for ineligible inmates.

Inmate Information

How will inmate information be entered? Enter Data Upload File

Inmate List ASCII File :

File Upload Successful

Your file has been successfully uploaded! The file you uploaded is **Upload 1.txt**.

	Count
Accepted Inmate Records	1159
Rejected Inmate Records	0
Total Inmates	1159

[Print] [Close]



12 1-T

Switch to ...

Application Handbook

OMB Number: 1121-0243

Expires: 02/29/2004

Facility Information

Application Number: **2012-H3801-TX-AP**

BJA strongly recommends that you read the Facility and Correctional Officer Reporting Requirements section of the FY 2012 SCAAP Guidelines prior to beginning this portion of the application. Instructions and definitions here are general in nature and do not address all the statutory or programmatic requirements and restrictions that are covered in the Guidelines.

Correctional Officers include employees, officers, and contractual staff whose primary responsibility is the control, custody, or supervision of persons detained (pretrial detention) and incarcerated (convicted and sentenced inmates). Employees, officers, and contractual staff whose primary responsibility is providing noncustody services to the facility or its inmate population are not eligible for inclusion in the SCAAP salary calculation.

CO Salary costs must reflect the total actual salaries and wages paid to correctional officers during the reporting period, July 1, 2010 to June 30, 2011. Benefits should not be included in this total.

FTEs (Full Time Equivalent) is calculated by taking the sum of all work hours during the reporting period for qualifying part-time correctional officers and dividing that total by 1,980. The result is the FTE.

Total Bed Count is the total number of the jurisdiction's inmate beds in all facilities, including temporary, non-traditional and/or overflow accommodations (e.g. gymnasiums, open bays, etc). If the number varied during the reporting period, select and report the number that best reflected your jurisdiction's most typical operating conditions.

Total Number of Days for ALL Inmates is the cumulative number of incarceration and detention days attributable to all inmates housed in the jurisdiction's qualifying facilities during the reporting period. It includes all inmates, regardless of their inmate status, citizenship, disposition, or length of stay. It does not refer to the cumulative total daily capacity of the jurisdiction's facilities, or to the total number of days only attributable to undocumented criminal aliens. If the Total All Inmate Days exceeds the maximum capacity (Total Bed Count X 365), your jurisdiction will be required to provide an explanation.

Please access the SCAAP Help section for a complete discussion of Facility and Correctional Officer information, definitions, requirements and

SCAAP Help

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restrictions.

The following information for Fiscal Year 2012 SCAAP must reflect your correctional facility(ies) information for the reporting period of **July 01, 2010 through June 30, 2011.**

Correctional Officer Information:

(Use decimal values if needed to express full or partial full-time equivalents (FTE))

* Please report the maximum number of *full-time* correctional officers your facility(ies) employed during the reporting period: 833

* Please report the maximum number of *part-time* correctional officers your facility(ies) employed during the reporting period: (Please report as FTE's) 0

* Please report the maximum number of *contracted full-time* correctional officers your facility(ies) employed during the reporting period: 0

* Please report the maximum number of *contracted part-time* correctional officers your facility(ies) employed during the reporting period:(Please report as FTE's) ; 0

Total number of correctional officers your facility(ies) employed during the reporting period: (calculated from above) 833

* Please enter the total salary costs paid to all correctional officers during the reporting period. Do not use commas: The reported sum should total the jurisdiction's actual salary expenditures for the reporting period, not an estimate or average. Correctional officer salary costs may include premium pay for specialized service, shift differential pay, and fixed-pay increases for time in service. It may also include overtime required by negotiated contract, statute, or regulation such as union agreements, contractual obligations, and required post staffing minimums. \$ 40716530

Facility(ies) Information

* Total bed count for correctional facility(ies): 3534

* Total number of days for ALL inmates (legal aliens, illegal aliens, unknowns and U.S. citizens) housed in your facility(ies) for the reporting period (Do not report your

capacity. BJA Requires an actual count of inmates housed during the reporting period):

993299

* - Indicates required field

I certify that the facility and correctional officer data provided in this SCAAP application are in keeping with all SCAAP program and statutory requirements included in the SCAAP 2012 Guidelines. I further understand that inaccurate, misleading, or fraudulent information provided on this form may result in various sanctions or corrective actions, including the application being disapproved, the award amount being recalculated, or awarded funds being returned to DOJ.

Save Information

Clear

NOTE: You must click on the "Accept" button at the bottom of the page before closing this window



OMB APPROVAL
NUMBER 1121-0140

EXPIRES 12/31/2012

STANDARD ASSURANCES

The Applicant hereby assures and certifies compliance with all applicable Federal statutes, regulations, policies, guidelines, and requirements, including OMB Circulars A-21, A-87, A-102, A-110, A-122, A-133; Ex. Order 12372 (intergovernmental review of federal programs); and 28 C.F.R. pts. 66 or 70 (administrative requirements for grants and cooperative agreements). The applicant also specifically assures and certifies that:

1. It has the legal authority to apply for federal assistance and the institutional, managerial, and financial capability (including funds sufficient to pay any required non-federal share of project cost) to ensure proper planning, management, and completion of the project described in this application.
2. It 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.
3. It will give the awarding agency or the General Accounting Office, through any authorized representative, access to and the right to examine all paper or electronic records related to the financial assistance.
4. It will comply with all lawful requirements imposed by the awarding agency, specifically including any applicable regulations, such as 28 C.F.R. pts. 18, 22, 23, 30, 35, 38, 42, 61, and 63, and the award term in 2 C.F.R. § 175.15(b).
5. It will assist the awarding agency (if necessary) in assuring compliance with section 106 of the National Historic Preservation Act of 1966 (16 U.S.C. § 470), Ex. Order 11593 (identification and protection of historic properties), the Archeological and Historical Preservation Act of 1974 (16 U.S.C. § 469 a-1 et seq.), and the National Environmental Policy Act of 1969 (42 U.S.C. § 4321).
6. It will comply (and will require any subgrantees or contractors to comply) with any applicable statutorily-imposed nondiscrimination requirements, which may include the Omnibus Crime Control and Safe Streets Act of 1968 (42 U.S.C. § 3789d); the Victims of Crime Act (42 U.S.C. § 10604(e)); The Juvenile Justice and Delinquency Prevention Act of 2002 (42 U.S.C. § 5672(b)); the Civil Rights Act of 1964 (42 U.S.C. § 2000d); the Rehabilitation Act of 1973 (29 U.S.C. § 7 94); the Americans with Disabilities Act of 1990 (42 U.S.C. § 12131-34); the Education Amendments of 1972 (20 U.S.C. §§1681, 1683, 1685-86); and the Age Discrimination Act of 1975 (42 U.S.C. §§ 6101-07); see Ex. Order 13279 (equal protection of the laws for faith-based and community organizations).
7. If a governmental entity:
 - a. it will comply with the requirements of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. § 4601 et seq.), which govern the treatment of persons displaced as a result of federal and federally-assisted programs; and
 - b. it will comply with requirements of 5 U.S.C. §§ 1501-08 and §§ 7324-28, which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by federal assistance.

Accept

NOTE: You must click on the "Accept" button at the bottom of the page before closing this window

h1>U.S. DEPARTMENT OF JUSTICE
OFFICE OF JUSTICE PROGRAMS
OFFICE OF THE CHIEF FINANCIAL OFFICER

CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Acceptance of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying," 2 CFR Part 2867, "DOJ Implementation of OMB Guidance of Nonprocurement Debarment and Suspension," and 28 CFR Part 83, "Government-wide Debarment and Suspension," and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, 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 making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;

(b) If any funds other than Federal appropriated funds have 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 this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 2 CFR Part 2867, for prospective participants in primary covered transactions, as defined at 2 CFR Section 2867.20(a):

A. The applicant certifies that it and its principals:

(a) 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 covered transactions by any Federal department or agency;

(b) 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;

(c) 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 paragraph (1)(b) of this certification; and

(d) 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.

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 83, Subpart F, for grantees, as defined at 28 CFR Sections 83.620 and 83.650:

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;

(b) Establishing an on-going drug-free awareness program to inform employees about

(1) The dangers of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

Grant Title:	Basic Transportation Needs Fund Pilot Program
Grant Period:	From: 9/1/2012 To: 8/31/2013
Grant Period:	Federal: <input type="checkbox"/> State: <input type="checkbox"/> Local: <input checked="" type="checkbox"/>
Grant:	Basic Transportation Needs Fund of the Justice Community Foundation
Will the grant funds pass through another agency? If yes:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Are the grant funds pass-through another agency? If yes:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Originating Agency:	Capital Area
Phone Number:	854-98721854-3123
Contact Person Title:	Jim Latham - 7557 Lector / Santa Valeriana - Santa Packer
Organization:	Family Support Services
Check One:	New Grant <input checked="" type="checkbox"/> Continuation Grant <input type="checkbox"/>
Check One:	Original <input checked="" type="checkbox"/> Amendment <input type="checkbox"/>
Check One:	Contract Approval <input type="checkbox"/> Agency Approval <input checked="" type="checkbox"/>
Check One:	Application Approval <input checked="" type="checkbox"/> Extension to Contract <input type="checkbox"/>

Grant Title:	Basic Transportation Needs Fund Pilot Program
Grant Period:	From: 9/1/2012 To: 8/31/2013
Grant Period:	Federal: <input type="checkbox"/> State: <input type="checkbox"/> Local: <input checked="" type="checkbox"/>
Grant:	Basic Transportation Needs Fund of the Justice Community Foundation
Will the grant funds pass through another agency? If yes:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Are the grant funds pass-through another agency? If yes:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Originating Agency:	Capital Area

Agency Category	Grant Period				
Personnel	0	0	0	0	0
Contract	7,500	0	0	0	22,500
Travel	0	0	0	0	0
Equipment	0	0	0	0	0
Other (state)	0	0	0	0	0
Total	7,500	0	0	0	22,500
FTEs	0.00	0.00	0.00	0.00	0.00

Agency Category	Personnel	Contract	Travel	Equipment	Other (state)
Personnel	0	0	0	0	0
Contract	7,500	0	0	0	22,500
Travel	0	0	0	0	0
Equipment	0	0	0	0	0
Other (state)	0	0	0	0	0
Total	7,500	0	0	0	22,500
FTEs	0.00	0.00	0.00	0.00	0.00

Department:	Capital Area
Contact Person:	W
Review:	W
Approval:	W
Signature:	
Date:	

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GRANT SUMMARY SHEET

Check One:	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input checked="" type="checkbox"/>	Continuation Grant: <input type="checkbox"/>
Department/Division:	Family Support Services	
Contact Person/Title:	Jim Lehrman - FSS Director / Sandra Valenzuela - Senior Planner	
Phone Number:	854-9879/854-3732	

Grant Title:	Basic Transportation Needs Fund Bus Pass Program			
Grant Period:	From:	9/01/2012	To:	08/31/2013
Fund Source:	Federal: <input type="checkbox"/>	State: <input type="checkbox"/>	Local: <input checked="" type="checkbox"/>	
Grantor:	Basic Transportation Needs Fund of the Austin Community Foundation			
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:	Capital Metro			

Budget Categories	Grant Funds	County Cost Share	County Contribution	In-Kind	TOTAL
Personnel:		0	0	0	\$0
Operating:	5,790	0	0	0	\$5,790
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	0	0	0	0	\$0
Total:	\$5,790	\$0	\$0	\$0	\$5,790
FTEs:	0.00	0.00	0.00	0.00	0.00

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

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

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						
There is no applicable measure. FSS and BTNF measure progress toward providing basic needs assistance to eligible persons..						
Measures For Grant						
Number of bus passes distributed to eligible persons	62 daily 420 7-day					688 daily 4620 7-day
Outcome Impact Description	This program will offset the transportation costs of the working poor, refugees and homeless persons served by FSS. By offering passes to our FSS clients, we are maximizing our investment in services to the client by ensuring that they will have transportation to get to medical appointments, job interviews or other service sites and it won't be lack of bus fare that keeps them from continuing to move toward self-sufficiency.					
Outcome Impact Description						
Outcome Impact Description						

PBO Recommendation:

This grant application is for a new program to provide free bus passes to the working poor, homeless and refugee clients of the county's Family Support Services programs. There is no county match or commitment to continue providing this number of bus passes once the local funding is spent.

The backup to be submitted with the two page application for this funding is attached but does not include the body of the audit. That is available upon request. PBO recommends approval.

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?

Travis County HHS/VS is requesting 750 daily and 1120 weekly passes from the Basic Transportation Needs Fund [BNTF] for distribution to working poor, homeless, and refugee clients served through our Family Support Services [FSS] sites. We estimate that at least 1800 clients will receive passes through this initiative so that they can obtain needed services at other sites, attend medical appointments, and travel to job interviews and employment training.

Persons at or below 150% of the federal poverty income guideline (FPIG) served by TCHHS/VS FSS sites will be eligible to receive bus passes through the BNTF program. TCHHS/VS' FSS sites are the largest providers of emergency assistance for individuals and families in Travis

County. There are seven sites located throughout the county. Key FSS services consist of rental and/or utility assistance for eligible individuals, as well as food from our pantries for those requiring food assistance. For most types of assistance, households at or below 125% of the FPIG are eligible. There are five sites which will utilize bus passes requested in this application: Jonestown, Oak Hill, Post Road, Palm Square and Del Valle. [The remaining two are not participating because they lack bus services through Capital Metro.] In 2010-2011, some FSS sites distributed bus passes to clients under 150% FPIG. Most of these clients used their passes to get to medical appointments and to look for work. Other uses include accessing services at another agency they had been referred to by a TCHHS/VS case manager and traveling to work. The purpose of this program is to offset the transportation costs of the working poor, refugees and homeless persons served by TCHHS/VS. By offering passes to our FSS clients, we are maximizing our investment in services to the client by ensuring that they will have transportation to get to medical appointments, job interviews or other service sites and it won't be lack of bus fare that keeps them from continuing to move toward self-sufficiency.

Leveraging opportunities presented by this grant are numerous. TCHHS/VS has been partially funding the Capital Metro route serving Del Valle for a number of years. A grant from the BNTF will enable more working poor, homeless and refugee clients to utilize this route, therefore maximizing our investment in this vital piece of local transportation infrastructure. Most FSS sites are co-located with other services that many clients utilize in addition to FSS services. The FSS Oak Hill site is co-located with a WIC site, a CommunityCare Clinic, services for seniors, a Justice of the Peace Court, and a Travis County tax office. The Del Valle FSS site is co-located with a WIC site, a CommunityCare Clinic, as well as SMART, a substance abuse treatment program for ex-offenders, Travis County Correctional Complex and a senior program. The Post Road FSS site is co-located with an Attorney General Child Support Court, Services for the Deaf and Hard of Hearing, Travis County Drug Diversion Court, and the Offices of both the Juvenile Public Defender and the Mental Health Public Defender. Palm Square FSS is co-located with the Office of Children's Services, Workforce Solutions, Goodwill Industries, Travis County Veterans Service, and Children FIRST. The bus passes distributed to FSS clients will maximize utilization and efficiency of services provided at organizations co-located with FSS sites.

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

No additional funds are required.

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

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

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

Funding is only provided in the form of reduced-fare bus passes. No actual funds will be awarded. There is no indirect cost allocation.

5. County Commitment to the Program Upon Discontinuation of Grant by Grantor: Will the program discontinue upon discontinuance of the grant funding? (Yes/No) If No: What is the proposed funding mechanism: (1) Request additional funding (2) Use departmental resources. If

(2) is answered, provide details about what internal resources are to be provided and what other programs will be discontinued as a result.

Yes

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

TCHHS/VS has provided bus passes to FSS clients, so in that sense, this program would not be an expansion into a new area. The BNTF is, however, a newly created initiative. A high percentage of clients served by TCHH/VS through FSS programs are transit-dependent. This means that due to age, disability, income or lack of a working car, they are more likely to be reliant on public transportation to meet basic life needs such as obtaining food, accessing health care, or getting to work. Transit-dependent populations face many challenges. For those living in central areas of the city, a trip to work or a doctor's office will often require a number of transfers and several hours from door to door. For those living in outlying areas of the County, public transportation infrastructure is not robust enough to meet the needs of working families and individuals without imposing significant hardship.

A recent analysis performed by KFH Group, Inc. found that, relative to other counties in the region, most of Travis County has a high density of transit-dependent individuals. Those transit-dependent individuals who speak languages other than English and/or are members of minority communities are transit-dependent at higher rates than their white, English-speaking counterparts. Offsetting the cost of transportation makes it possible for these populations to use their scarce resources to meet other basic needs as they move toward self-sufficiency.

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 program will incur a very minimal increase of administrative, reporting, and tracking tasks on FSS staff. The benefits accrued to TCHHS/VS will be that our investment in FSS services will be maximized by offering transportation to FSS clients so they can access referral services, get to medical appointments and search for employment. FSS and BTNF measure progress toward providing basic needs assistance to eligible persons.



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

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

DATE: June 15, 2012
TO: Members of the Commissioners Court

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

SUBJECT: Grant Application to the Basic Transportation Needs Fund of the
Austin Community Foundation.

Proposed Motion:

Consider and take appropriate action to approve a grant application to the Basic Transportation Needs Fund of the Austin Community Foundation requesting \$5,790 in funding to purchase bus passes for distribution to Family Support Services [FSS] clients at FSS sites.

Summary and Staff Recommendations:

Travis County HHS/VS is requesting 750 daily and 1120 weekly passes from the Basic Transportation Needs Fund [BNTF] for distribution to working poor, homeless, and refugee clients served through our FSS sites. We estimate that at least 1800 clients will receive passes through this initiative so that they can obtain needed services at other sites, attend medical appointments, and travel to job interviews and employment training. The BNTF allows grantees to purchase bus passes at much reduced rates - \$1 for day passes and \$4.50 for a 7 day pass. We estimate that the requested bus passes will enable the target population to take a minimum of 9,500 rides in the 12-month grant period. Bus passes will be distributed to sites on or before September 1, 2012 and must be distributed prior to August 31, 2013.

Persons at or below 150% of the federal poverty income guideline (FPIG) served by TCHHS/VS FSS sites will be eligible to receive bus passes through the BNTF program. TCHHS/VS' FSS sites are the largest providers of emergency assistance for individuals and families in Travis County. There are seven sites located throughout the county. Key FSS services consist of rental and/or utility assistance for eligible individuals, as well as food from our pantries for those requiring food assistance. For most types of assistance, households at or below 125% of the FPIG are eligible. There are five sites which will utilize bus passes requested in this application: Jonestown, Oak Hill, Post Road, Palm Square and Del Valle. [The remaining two are not participating because they lack bus services through Capital Metro.] In 2010-2011, some FSS sites distributed bus passes to clients under 150% FPIG. Most of these clients used their passes to get to medical appointments and to look for work. Other uses include accessing services at another agency they had been referred to by a TCHHS/VS case manager and traveling to work.

FSS sites will use an internal eligibility form (the Del Valle site already has such a form in use) for the bus pass program which will include all the information grantees are required to collect for the tracking form. (This includes sex, age, income, refugee or homeless status, whether client wants a 1 day or 7 day pass, and the purpose/use of pass.) FSS clients will fill out this simple eligibility form and if the client meets requirements, passes will be distributed at that time. Staff will enter information from the eligibility form into an online database. Once entered, this information will be used to populate the monthly reports required by BTNF. Some FSS sites use a similar system for the Family Eldercare fan distribution program so we feel confident that this tracking and reporting system will be more than sufficient to meet grant requirements.

TCHHSVS staff recommends approving this grant application.

Budgetary and Fiscal Impact:

The \$5,790 grant does not require a cash or in-kind match, nor does it require the County to make any additional expenditure.

Issues and Opportunities:

The purpose of this program is to offset the transportation costs of the working poor, refugees and homeless persons served by TCHHS/VS. By offering passes to our FSS clients, we are maximizing our investment in services to the client by ensuring that they will have transportation to get to appointments, job interviews or other service sites and it won't be lack of bus fare that keeps them from continuing to move toward self-sufficiency.

Leveraging opportunities provided by this grant are numerous. TCHHS/VS has been partially funding the Capital Metro route serving Del Valle for a number of years. A grant from the BNTF will enable more working poor, homeless and refugee clients to utilize this route, therefore maximizing our investment in this vital piece of local transportation infrastructure. Most FSS sites are co-located with other services that many clients utilize in addition to FSS services. The FSS Oak Hill site is co-located with a WIC site, a

CommUnityCare Clinic, services for seniors, a Justice of the Peace Court, and a Travis County tax office. The Del Valle FSS site is co-located with a WIC site, a CommUnityCare Clinic, as well as SMART, a substance abuse treatment program for ex-offenders, Travis County Correctional Complex and a senior program. The Post Road FSS site is co-located with an Attorney General Child Support Court, Services for the Deaf and Hard of Hearing, Travis County Drug Diversion Court, and the Offices of both the Juvenile Public Defender and the Mental Health Public Defender. Palm Square FSS is co-located with the Office of Children's Services, Workforce Solutions, Goodwill Industries, Travis County Veterans Service, and Children FIRST. The bus passes distributed to FSS clients will maximize utilization and efficiency of services provided at organizations co-located with FSS sites.

Background:

A high percentage of clients served by TCHH/VS through FSS programs are transit-dependent. This means that due to age, disability, income or lack of a working car, they are more likely to be reliant on public transportation to meet basic life needs such as obtaining food, accessing health care, or getting to work. Transit-dependent populations face many challenges. For those living in central areas of the city, a trip to work or a doctor's office will often require a number of transfers and several hours from door to door. For those living in outlying areas of the County, public transportation infrastructure is not robust enough to meet the needs of working families and individuals without imposing significant hardship.

A recent analysis performed by KFH Group, Inc. found that, relative to other counties in the region, most of Travis County has a high density of transit-dependent individuals. Those transit-dependent individuals who speak languages other than English and/or are members of minority communities are transit-dependent at higher rates than their white, English-speaking counterparts.¹ Offsetting the cost of transportation makes it possible for these populations to use their scarce resources to meet other basic needs as they move toward self-sufficiency.

Cc: Jim Lehrman, Director, Family Support Services, TCHHS/VS
Susan A. Spataro, CPA, CMA, Travis County Auditor
Jose Palacios, Chief Assistant County Auditor
Janice Cohoon, Financial Analyst, Travis County Auditor's Office
Laura Ward, Assistant County Attorney
Rodney Rhoades, Executive Manager, Planning and Budget Office
Diana Ramirez, Analyst, Planning and Budget Office
Cyd Grimes, C.P.M., Travis County Purchasing Agent
Elizabeth Corey, Assistant Purchasing Agent, Travis County Purchasing Office

¹ KFH Group, Inc. Update to Capital Area Coordinated Public Transit- Health and Human Services Transportation Plan, March 2011, <http://www.caction.org/CAN-Research/Reports/2011/CAMPO%20RTCC%20TM%204%20-%20Needs%20Assessment%203-17-11.pdf>, accessed June 7, 2012.

**Travis County Health and Human Services and Veterans Service
Basic Transportation Needs Fund - Bus Pass Program 2012-2013**

Overview

Organization: Travis County Health and Human Services and Veterans Service [HHS/VS]

Contact Name: Sandra Valenzuela

Contact phone and email: 512-854-3732; sandra.valenzuela@co.travis.tx.us

Website: http://www.co.travis.tx.us/health_human_services/default.asp

Amount of Funding Requested: \$5,790

Category requested: Bus Passes

Project Description

Travis County HHS/VS is requesting 750 daily and 1120 weekly passes from the Basic Transportation Needs Fund [BNTF] for distribution to working poor, homeless, and refugee clients served through our Family Support Services [FSS] sites. We estimate that at least 1800 clients will receive passes through this initiative so that they can obtain needed services at other sites, attend medical appointments, and travel to job interviews and employment training.

Who will receive the passes: Persons at or below 150% of the federal poverty income guideline (FPIG) served by TCHHS/VS FSS sites will be eligible to receive bus passes through the BNTF program. TCHHS/VS' FSS sites are the largest providers of emergency assistance for individuals and families in Travis County. There are seven sites located throughout the county. Key FSS services consist of rental and/or utility assistance for eligible individuals, as well as food from our pantries for those requiring food assistance. For most types of assistance, households at or below 125% of the FPIG are eligible. There are five sites which will utilize bus passes requested in this application: Jonestown, Oak Hill, Post Road, Palm Square and Del Valle. [The remaining two are not participating because they lack bus services through Capital Metro.] In 2010-2011, some FSS sites distributed bus passes to clients under 150% FPIG. Most of these clients used their passes to get to medical appointments and to look for work. Other uses include accessing services at another agency they had been referred to by a TCHHS/VS case manager and traveling to work.

Need: A high percentage of clients served by TCHH/VS through FSS programs are transit-dependent. This means that due to age, disability, income or lack of a working car, they are more likely to be reliant on public transportation to meet basic life needs such as obtaining food, accessing health care, or getting to work. Transit-dependent populations face many challenges. For those living in central areas of the city, a trip to work or a doctor's office will often require a number of transfers and several hours from door to door. For those living in outlying areas of the County, public transportation infrastructure is not robust enough to meet the needs of working families and individuals without imposing significant hardship.

A recent analysis performed by KFH Group, Inc. found that, relative to other counties in the region, most of Travis County has a high density of transit-dependent individuals. Those transit-dependent individuals who speak languages other than English and/or are members of minority communities are transit-dependent at higher rates than their white, English-speaking

**Travis County Health and Human Services and Veterans Service
Basic Transportation Needs Fund - Bus Pass Program 2012-2013**

counterparts.¹ Offsetting the cost of transportation makes it possible for these populations to use their scarce resources to meet other basic needs as they move toward self-sufficiency.

Purpose: The purpose of this program is to offset the transportation costs of the working poor, refugees and homeless persons served by TCHHS/VS. By offering passes to our FSS clients, we are maximizing our investment in services to the client by ensuring that they will have transportation to get to medical appointments, job interviews or other service sites and it won't be lack of bus fare that keeps them from continuing to move toward self-sufficiency.

Process to distribute: As mentioned above, we will create an internal eligibility form for the bus pass program which will include all the information grantees are required to collect for the tracking form. FSS clients will fill out this simple eligibility form [sex, age, income, refugee or homeless status, kind of pass requested, purpose/use of pass] and if the client meets requirements, passes will be distributed at that time. Staff will enter information from the eligibility form into an online database. Once entered, this information will be used to populate the monthly reports required by BNTF. Some FSS sites use a similar system for the Family Eldercare fan distribution program so we feel confident that this tracking and reporting system will be sufficient to meet grant requirements.

Performance

We estimate that the requested bus passes will enable the target population to take a minimum of 9,500 rides in the 12-month period. Performance will be tracked using the monthly tracking form provided by the BNTF, which will be populated with data from our internal eligibility form described in the previous paragraph.

Leveraging

TCHHS/VS has been partially funding the Capital Metro route serving Del Valle for a number of years. A grant from the BNTF will enable more working poor, homeless and refugee clients to utilize this route, therefore maximizing our investment in this vital piece of local transportation infrastructure. Most FSS sites are co-located with other services that many clients utilize in addition to FSS services. The FSS Oak Hill site is co-located with a WIC site, a CommunityCare Clinic, services for seniors, a Justice of the Peace Court, and a Travis County tax office. The Del Valle FSS site is co-located with a WIC site, a CommunityCare Clinic, as well as SMART, a substance abuse treatment program for ex-offenders, Travis County Correctional Complex and a senior program. The Post Road FSS site is co-located with an Attorney General Child Support Court, Services for the Deaf and Hard of Hearing, Travis County Drug Diversion Court, and the Offices of both the Juvenile Public Defender and the Mental Health Public Defender. Palm Square FSS is co-located with the Office of Children's Services, Workforce Solutions, Goodwill Industries, Travis County Veterans Service, and Children FIRST. The bus passes distributed to FSS clients will maximize utilization and efficiency of services provided at organizations co-located with FSS sites.

¹ KFH Group, Inc. Update to Capital Area Coordinated Public Transit- Health and Human Services Transportation Plan, March 2011, <http://www.caction.org/CAN-Research/Reports/2011/CAMPO%20RTCC%20TM%204%20-%20Needs%20Assessment%203-17-11.pdf>, accessed June 7, 2012.

EEO Policy

Travis County



Code

**For all
Travis County Employees**

**Chapter 10
Chapter 15-§15.013-15.030
Chapter 16
Chapter 30
Chapter 57
Chapter 66**

**Approved by Commissioners Court September 19, 1990
Effective Date: October 1, 1990**

**Content Last Revised: October 1, 2010
Printed: October 2010**

The County auditor has the authority to withhold wages from an employee's paycheck if the employee owes the County for money, goods or services. At the discretion of the County auditor, the employee may be allowed to make arrangements to cover their debt to the County.

10.012 Licenses/Certifications

- (a) Employees must obtain and maintain all licenses and certifications that are legally required to do the duties of the position for which they are hired. If a legally required license or certification of an employee is suspended, that employee must report the suspension to their supervisor and department head in writing within one business day after the employee becomes aware of the suspension. Any employee who does not maintain all licenses and certifications that are legally required to do the duties of the position for which he/she was hired is not eligible to be compensated for the period during which the license or certification is suspended, unless the employee has accrued vacation or compensatory time and is prohibited from operating or using any County equipment for which the licenses or certifications are required.
- (b) If the legal requirements for licenses or certifications change after an employee is hired, the employee must fulfill the new requirements before they become effective. Travis County may notify employees of changes in legal requirements applicable to their positions and may assist regular employees to comply with the new requirements. If an employee is not successful in complying with the new requirements, elected officials and department heads may, at their option, terminate that employee or consider that employee for other positions or assign that employee tasks not requiring the license or certification if any are included in the duties of the position for which that employee is hired.
- (c) Elected officials and department heads may, at their option, adopt procedures to assist in uniform application of this condition of employment within their departments. If procedures are adopted, copies should be provided to the Human Resources Management Department and the County attorney.

Employment and staff development

10.013 Purpose

- (a) The County is an equal employment opportunity (EEO) employer. The County shall conduct its employment activities (i.e., Selection, promotion, demotion, transfer, training, and separation). In accordance with federal, state and local EEO laws and regulations that affect the County. There will be no discrimination in selection and advancement based on sex, race, color, religious beliefs, national origin, age, or physical/mental handicap.
- (b) To ensure compliance with the Fair Labor Standards Act and to promote employment opportunities to as many persons as possible, Commissioners

Court should be notified by the Human Resources Management Department, through the weekly personnel amendments, when an employee holds more than one temporary or regular position.

10.014 Employment²

- (a) Selection of regular employees should be the responsibility of each elected official or department head. The Human Resources Management Department may provide assistance to department heads and elected officials to promote appropriate hiring and employment procedures being completed for each new employee.
- (b) If the hiring office or department wishes to recruit through a newspaper advertisement or other targeted recruitment methods, the Human Resources Management Department is available to provide assistance. This may include, but not be limited to, professional journals, selected WBE/MBE networks, radio, and cable broadcasts.
- (c) A new job bulletin is produced and printed weekly for distribution each Monday. Positions are posted from Monday through Friday except on occasions when holidays occur.
- (d) The Human Resources Management Department accepts applications for currently advertised positions until the close of business on the deadline date.
- (e) After the deadline, applications are processed, and a list is prepared of the persons applying for each job. The hiring office or department is notified when its applications are ready to be picked up.
- (f) The Human Resources Management Department offers the service of pre-screening applications upon request. An office or department requesting this service should notify the Human Resources Management Department at the time the position is posted.
- (g) The Immigration Reform and Control Act of 1986 requires all new employees to provide proof of identity and eligibility to work in the United States. New employees who have not satisfied the above conditions before or during new employee orientation will not be placed on the County's payroll. It is the duty of the Human Resources Management Department to see that the County complies with this law. This does not apply to County employees who are transferring between County departments or offices without a break in service.
- (h) The final stage of the selection process occurs when new employees sign up for their insurance and other County benefits at a new employee orientation session, which is held weekly. Attendance is required before an employee will be placed on the County payroll.

² Section 10.014 was amended on 9/16/1997, Item 7.A

Non-Discrimination
Policy

Travis County



Code

Chapter 9
Chapter 15

Approved by Commissioners Court September 19, 1990
Effective Date: October 1, 1990

Content Last Revised: July 27, 2010
Printed: August 2010

Yellow
Book

- (2) "Disability" means any of the following:
- (A) A physical or mental impairment that substantially limits one or more major life activities of a person,
 - (B) A record of this type of impairment, or
 - (C) Is regarded as having such an impairment.
- (3) "Genetic Information" means information about the following with respect to any individual:
- (A) That individual's genetic tests,
 - (B) The genetic tests of family members of that individual, and
 - (C) The manifestation of a disease or disorder in family members of that individual.
- Genetic information does not include information about the sex or age of any individual.
- (4) "Military status" means an active or reserve member of any branch of the armed forces of the United States, including the National Guard, Coast Guard, and armed forces reserves and includes a veteran of any of these services.
- (5) "Protected Class" means any classification of individuals against whom discrimination, harassment or retaliation is prohibited under any applicable federal, state or local law. In this policy, "protected class" also includes other classifications of individuals who may or not be legally recognized as a protected class but are protected from discrimination, harassment, and retaliation under Travis County policy. Currently under this policy, "protected class" includes: race, color, age, religion, sex/gender, national origin, disability, military status, sexual orientation, and genetic information.
- (6) "Religion" means belief in and reverence for a supernatural power and includes all aspects of observance and practice associated with a sincerely held belief.
- (7) "Unwelcome" means unsolicited and unprovoked and undesirable and both personally and objectively offensive.

9.128 Policy Against Discrimination

- (a) It is the policy of the County to embody positive business and personnel practices designed to provide the full realization of equal employment opportunity without regard to any protected class.
- (b) Discrimination based on another's membership in a protected class is strictly prohibited.

- (c) Officials appointed by Commissioners Court, executive managers, department heads, and supervisors shall recruit, hire, train, and promote persons in all job classifications in accordance with this subchapter's purpose and objective and the principles of equal opportunity by imposing only valid requirements for employment opportunities.
- (d) It is the policy of Travis County to administer all personnel policies, practices and programs without regard to membership in any protected class.

9.129 Policy Against Harassment

- (a) It is the policy of the County to provide a respectful working environment free from unwelcomed conduct, either physical or verbal that is based upon membership in a protected class or that adversely affects a term or condition of employment.
- (b) The County prohibits harassment based on race, color, age, religion, sex/gender, national origin, disability, military status, sexual orientation, genetic information, or membership in any protected status in accordance with federal, state or local laws. Harassment may occur as a general course of conduct or as a result of a single, severe incident and includes, but is not limited to:
 - (1) Slurs, epithets, name calling, ridicule, insult, or other unsolicited remarks;
 - (2) Gestures, physical contact;
 - (3) Display or circulation of materials or pictures derogatory to any protected class; or
 - (4) Intimidation.
- (c) Employees shall not behave in a manner that is unwelcomed by any employee or applicant, such as:
 - (1) Verbal abuse based on membership in any protected class,
 - (2) Comments or joking based on membership in any protected class,
 - (3) Graphic or degrading comments about an applicant's or employee's appearance based on membership in any protected class,
 - (4) Any conduct based on membership in any protected class that unreasonably interferes with an applicant's or employee's performance or even if no tangible or economic damages result,
 - (5) Any conduct based on membership in any protected class that creates an intimidating, hostile, or offensive working environment even if no tangible or economic damages result, or
 - (6) Comments suggesting that an applicant or employee does not conform to traditional stereotypes based on membership in any protected class.

x _____
 x County Judge

_____ Date

Bus Pass Intake Form

Date						
Name						
Age						
Address: (Street, apt #, City, Zip)						
County						
Male or Female						
Monthly income (include all adults in household)						
Race (circle one)	Caucasian	Hispanic	Black/ Afro-American	Asian	Other	Unknown
Do you have refugee status?	Yes No					
What is your living situation? (Circle One)	<ul style="list-style-type: none"> • Own Apt/Condo • Own Mobile Home • Own Single Family Home 	<ul style="list-style-type: none"> • Public Housing Unit • Rent Multi Family Unit • Rent Mobile Home • Rent Single Family Home • Rent Room • Rent Subsidized Home 	<ul style="list-style-type: none"> • Sleeping Outside or in Car • Someone Else's Home • Staying in Shelter • Nursing Home 			
Staff Use Only:	1 Weekly Pass		1 Daily Pass			
Distribution Site:	Travis County Health & Human Services Department, Jonestown Community Center					
Submitted by:						

Declaration of Income:

I have received the amount of income indicated during the last thirty (30) days. I understand that, in the case of any misstatement of income or "no income", I may be liable for the full value of any assistance received and to criminal prosecution.

The undersigned individual(s) certify:

SSN: _____

DOB: _____

Gross Income \$ _____ (for all adults in the household for the last 30 days)

Signature _____

Date _____

Travis County, Texas
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ATCHLEY & ASSOCIATES^{LLP}
CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS ADVISORS

**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

To the Honorable County Judge and Commissioners of
Travis County, Texas

We have audited the statutory basis financial statements of the governmental activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of Travis County (the County) as of and for the year ended September 30, 2011, and have issued our report thereon dated February 24, 2012. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Other auditors audited the financial statements of the Travis County Healthcare District (Central Health), the discretely presented component unit of the County, as described in our report on the County's financial statements. This report does not include the results of other auditors' testing of internal control over financial reporting or compliance and other matters that are reported on separately by those auditors.

Internal Control Over Financial Reporting

Management of Travis County is responsible for establishing and maintaining effective internal control over financial reporting. In planning and performing our audit, we considered the County's internal control over financial reporting as a basis for our auditing procedures for the purpose of expressing our opinion on the financial statements but not for the purpose of expressing an opinion on the effectiveness of the County's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the County's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of the internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies, or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

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Compliance and Other Matters

As part of obtaining reasonable assurance about whether the County's basic financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, including the Public Funds Investment Act (Section 2256, Texas Government Code), regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The result of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the County Judge and Commissioners, management of the County, and federal and state awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specific parties.

Atehley & Associates, LLP

Austin, Texas
February 24, 2012

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; OMB Circular A-133, Federal Financial Management Regulation, and 28 CFR 201.610-614, and the standards for special audits of federal financial statements issued by the U.S. Office of Inspector General. We also performed tests of compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The result of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of the County Judge and Commissioners, management of the County, and federal and state awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specific parties.

The management of the County is responsible for establishing and maintaining an effective internal control system that complies with the requirements of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The result of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.



ATCHLEY & ASSOCIATES^{LLP}
CERTIFIED PUBLIC ACCOUNTANTS & BUSINESS ADVISORS

**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH
REQUIREMENTS THAT COULD HAVE A DIRECT AND MATERIAL EFFECT
ON EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER
COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133**

To the Honorable County Judge and Commissioners of
Travis County, Texas

Compliance

We have audited the compliance of Travis County, Texas (the County) with the types of compliance requirements described in the U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement that could have a direct and material effect on each of its major federal and state programs for the year ended September 30, 2011. The County's major federal and state programs are identified in the summary of auditors' results section of the accompanying *Schedule of Findings and Questioned Costs*. Compliance with the requirements of laws, regulations, contracts, and grants applicable to each of its major federal and state programs is the responsibility of the County's management. Our responsibility is to express an opinion on the County's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*; and the State of Texas *Uniform Grant Management Standards* (UGMS). Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal or state program occurred. An audit includes examining, on a test basis, evidence about the County's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the County's compliance with those requirements.

In our opinion, the County complied in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal and state programs for the year ended September 30, 2011.

Internal Control Over Compliance

The management of the County is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal and state programs. In planning and performing our audit, we considered the County's internal control over compliance with requirements that could have a direct and material effect on a major federal or state program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the County's internal control over compliance.

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A *deficiency in internal control over compliance* exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal or state program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal or state program will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses, as defined above.

Schedules of Expenditures of Federal and State Awards

We have audited the statutory basis financial statements of the governmental activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information of the County as of and for the year ended September 30, 2011, and have issued our report thereon dated February 24, 2012. Our audit was performed for the purpose of forming an opinion on the statutory basis financial statements that collectively comprise the County's basic financial statements. The accompanying schedules of expenditures of federal and state awards are presented for purposes of additional analysis as required by OMB Circular A-133 and the State of Texas UGMS. The supplemental schedules on pages 16 to 24 are also presented for the purpose of additional analysis as required by the Texas Department of Housing and Community Affairs (TDHCA). These schedules are not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated, in all material respects, in relation to the basic financial statements taken as a whole.

Other auditors audited the financial statements of the Travis County Healthcare District (Central Health), the discretely presented component unit of the County, as described in our report on the County's financial statements. This report does not include the results of other auditors' testing of internal controls over financial reporting or compliance and other matters that are reported on separately by those auditors.

This report is intended solely for the information and use of the County Judge and Commissioners, management of the County, and applicable federal and state grantors and is not intended to be and should not be used by anyone other than these specified parties.

Atchley & Associates, LLP

Austin, Texas
February 24, 2012

GRANT SUMMARY SHEET

Check One:	Application Approval: <input type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input checked="" type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input type="checkbox"/>	Amendment: <input checked="" type="checkbox"/>
Check One:	New Grant: <input checked="" type="checkbox"/>	Continuation Grant: <input type="checkbox"/>
Department/Division:	Transportation and Natural Resources	
Contact Person/Title:	Mickey Roberts/Environmental Specialist Senior	
Phone Number:	512-854-6613	

Grant Title:	Onion Creek Greenway Phase 1 Urban Outdoor Grant				
Grant Period:	From:	10-2-09	To:	7-15-2013	
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>		
Grantor:	Texas Parks and Wildlife Department				
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:	0	0	0	0	\$0
Operating:	1,000,000	0	1,000,000	0	\$2,000,000
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	0	0	0	0	\$0
Total:	\$1,000,000	\$0	\$1,000,000	\$0	\$2,000,000
FTEs:	0.00	0.00	0.00	0.00	0.00

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

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

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	
Acquire land and develop park in southeast Travis County	Acquire 68.06 acres by waiver of retroactivity	68.06 acres purchased and submitted by waiver July 21, 2009				
Measures For Grant						
Develop park amenities	Submit plans and specifications for TPWD review and begin construction					Park amenities constructed
Outcome Impact Description						
Outcome Impact Description						
Outcome Impact Description						

PBO Recommendation:

This amendment will extended the term of the project until July 15, 2013 to allow the completion of the construction elements of the contract. Because this is a large construction grant project, PBO recommends approval of this amendment.

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 amendment extends the term of the contract by one year to July 15, 2013.

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

The grant requires that projects funded must be operated and maintained for public park and recreation purposes in perpetuity. The County has already made this commitment through voter and Commissioners Court approval of the park project. The proposed amendment has no impact on this commitment.

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 amendment does not impact the grant budget. No additional funds are required.

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

This grant program does not provide for indirect costs. Funding can be applied only to professional services, land acquisition, and park construction 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.

The grant program will end upon termination of the contract. Long-term operation of the park will be assumed by the County Parks Division within TNR and appropriate resources have been allocated through the County budget process.

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

This is not a new program as the County has developed, maintained and operated a parks system countywide.

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 grant supports the development of a new park in the southeastern area of the County, as approved by voters and the Commissioners' Court. Performance measures are related to one of TNR's goals, to "provide increasing and diverse recreational opportunities using public resources." A one-year extension will ensure the performance measures for this grant are completed within the term of the contract.

A key performance indicator will be the successful development of the Onion Creek Greenway to meet the desires of Travis County residents as expressed in the 2001 and 2005 bond elections for parks and open space projects.

TEXAS PARKS AND WILDLIFE DEPARTMENT
TEXAS RECREATION AND PARKS ACCOUNT AGREEMENT

AMENDMENT TO PROJECT AGREEMENT

Project Amendment Number: 55-000005.1

Project Name: TRAVIS COUNTY Onion Creek Greenway

* * *

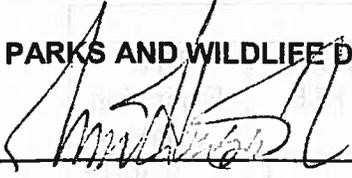
THIS AMENDMENT to Project Agreement Number 55-000005 is hereby made and agreed upon by the State of Texas, acting through the Texas Parks and Wildlife Department and by the undersigned subdivision pursuant to the Texas Recreation and Parks Account Program.

The political subdivision (sponsor) and the State of Texas, in mutual consideration of the promises made herein and in the fund agreement of which this is an amendment, do promise as follows:

To EXTEND the project agreement expiration date through July 15, 2013.

In all other respects the fund agreement of which this is an amendment, and the plans and specifications relevant hereto, shall remain in full force and effect. This amendment is effective upon execution by the Department.

TEXAS PARKS AND WILDLIFE DEPARTMENT

by 

Tim Hogsett, Director, Recreation Grants Branch
Name and Title

PWD Approval Date 11-10-12

EPLS Date-Initials: N/A DL

TRAVIS COUNTY

Political Subdivision (Sponsor)

by _____

The Honorable Samuel T. Biscoe, County Judge
Name and Title

GRANT SUMMARY SHEET

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

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

Budget Categories	Grant Funds	County Cost Share	County Contribution	In-Kind	TOTAL
Personnel:	57,979	0	0	0	57,979
Operating:	22,021	0	0	0	22,021
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	0	0	0	0	\$0
Total:	80,000	0	0	0	80,000
FTEs:	1	0	0	0.00	1

Permission to Continue Information					
Funding Source (Account number)	Personnel Cost	Operating Transfer	Estimated Total	Filled FTE	PTC Expiration Date
500050	15,862	0	15,862	1	9/30/12

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

Performance Measures	Projected FY 12 Measure	Progress To Date:				Projected FY 13 Measure
		12/31/11	3/31/12	6/31/12	9/30/12	
Applicable Dept. Measures		12/31/11	3/31/12	6/31/12	9/30/12	
Total number of families served by the program (OCS – Children FIRST)	200	95	90			200
Children served will be maintained in their homes	80%	88%	83%			80%
Measures For Grant						
Number of youth w/family screened for enrollment	20	2 ⁱ	10			20
Outcome Impact Description	Youth and family are screened to determine eligibility for services.					
Number of youth w/family enrolled	12	0 ⁱⁱ	7			12
Outcome Impact Description	Youth with complex mental health needs and their families are provided with traditional and non-traditional services.					
Number of youth reintegrated into family home	5	0 ⁱⁱⁱ	2			5
Outcome Impact Description	The ultimate goal of the reintegration project is to prevent and/or reduce the out-of-home placement of youth and maintain them in their communities.					

PBO Recommendation:

PBO recommends a third quarter of county funding for the salary and benefits for the Care Coordinator working on this grant project. Every year, this grant is finalized very late in the grant project period due to protracted negotiations on the grant MOU. The latest delay in finalizing the MOU is that the grantor removed a clause in the latest draft of the MOU. HHS has sent a request to the grantor asking them to add this clause back into the MOU. HHS has also indicated that other delays were due to: (1) the grantor not sending the renewal until the end of April 2012, (2) the work statement requiring significant changes, (3) the grantor’s attorney is in Seattle. Last year, the contract was not approved until September, so even with all the delays this year, the approval process is ahead of where it was last year.

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

Casey Family Programs is providing \$80,000 to cover salary, benefits, training, travel and office supplies for a Care Coordinator to work with clients referred to the Office of Children’s Services

(OCS) in Travis County Health and Human Services and Veterans Service (TCHHSVS). Part of the \$80,000 will also be used for various client services.

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

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

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

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

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

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

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

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

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

NA

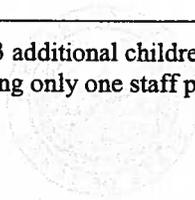
7. Please explain how this program will affect your current operations. Please tie the performance measures for this program back to the critical performance measures for your department or office.

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

ⁱ This number is below expectations because for the first quarter of the year one staff person was on approved FMLA leave and there was no capacity to screen families for enrollment.

ⁱⁱ This number is below expectations because for the first quarter of the year one staff person was on approved FMLA leave and there was no capacity to screen and enroll families.

iii 6 children were reintegrated in the prior quarter and 3 additional children are expected to be reintegrated in the second quarter of the year. Due to the first quarter having only one staff person available the program scheduled reintegration prior to and after the first quarter.



TRAVIS COUNTY HEALTH and HUMAN SERVICES
and VETERANS SERVICE
303 E. Highland Mall Blvd.
P. O. Box 1745
Austin, Texas 78707

Shawn E. Fleming
County Executive
for TRAVIS
(512) 854-4100
Fax (512) 512-4000

DATE: June 15, 2012
TO: Members of the Commissioners Court
FROM: Shawn E. Fleming
County Executive for Travis County Health and Human Services
and Veterans Service
SUBJECT: Permission to continue funding the Care Coordinator position funded by the Casey Family Program Grant

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

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



CLERK
12 JUN 12 PM 3:40
TRAVIS COUNTY
PLANNING & BUDGET OFFICE

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

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

DATE: June 12, 2012

TO: Members of the Commissioners Court

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

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

Proposed Motion:

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

Summary and Staff Recommendations:

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

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

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

TCHHSVS is requesting \$15,862 to continue funding the Care Coordinator position through 9/30/12. This is the third permission to continue request. The grant will reimburse the General Fund upon execution of the new MOU.

TCHHSVS staff recommends approving the permission to continue.

Budgetary and Fiscal Impact:

The \$15,862 will come from vacant slot 231, which is funded from General Ledger Account 500050.

Issues and Opportunities:

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

Background:

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

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