



Travis County Commissioners Court Agenda Request

Meeting Date: 11/06/2012, 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 Samuel T. Biscoe

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

- A. Annual application to the Texas Department of Transportation to continue the Underage Drinking Prevention Program in the County Attorney's Office;
- B. Contract with the U.S. Department of Health and Human Services, Administration of Children Youth and Families for a two-year continuation of the Parenting in Recovery grant in Health and Human Services and Veterans Services; and
- C. New contract with the Texas Association of Community Action Agencies Inc. Pedernales Electric Cooperative for a Targeted Low Income Weatherization Program in in Health and Human Services and Veterans Services

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Items A and B are requests related to continuing existing programs. Item C is a new grant program to provide additional weatherization funding for HHS.

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:

Items A & B both require cash matches. In the case of Item A, the match is met through a combination of funds, existing General Fund Budget and County Attorney CAPSO funds. Item B's match is currently an earmark on Allocated Reserves. If the grant is approved, the department will be requesting a transfer from reserves to fund the match requirement of \$214,286. Please see the Grant Summary Forms for additional information.

REQUIRED AUTHORIZATIONS:

Planning and Budget Office
County Judge's Office

Leslie Browder
Melissa Velasquez

GRANT APPLICATIONS, CONTRACTS AND PERMISSIONS TO CONTINUE
FY 2013

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.

Application	Dept. Grant Title	Grant Period	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	PBO Notes	Auditor's Assessment	Page #
A	119 Underage Drinking Prevention Program	10/01/13 - 09/30/14	\$161,204	\$0	\$35,951	\$55,000	\$252,155	3.00	R	MC	5
B	158 Parenting in Recovery II	09/30/12 - 09/29/13	\$500,000	\$0	\$214,286	\$0	\$714,286	2.00	R	EC	11
C	158 Targeted Low Income Weatherization Program (TLIWP)	10/01/12 - 12/31/12	\$42,061	\$0	\$0	\$0	\$42,061	-	R	EC	22

* Amended from original.

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 2013 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, 2012, 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
117	Southeast Travis County Historical Survey	10/01/12 - 09/30/14	\$7,500	\$0	\$6,000	\$1,500	\$15,000	-	10/30/2012

*Amended from original agreement.

**FY 2013 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, 2012

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
145	Travis County Eagle Resource Project	09/01/12 - 08/31/13	\$29,930	\$0	\$0	\$0	\$29,930	-	10/2/2012
145	Trama Informed Assessment and Response Program	09/01/12 - 08/31/13	\$192,666	\$0	\$0	\$0	\$192,666	0.50	10/2/2012
137	Sheriff's Office Command and Support Vessel*	9/1/12- 3/31/13	\$250,000	\$0	\$0	\$0	\$250,000	-	10/16/2012
139	Travis County Adult Probation DWI Court	9/1/2012- 8/31/2013	\$229,112	\$0	\$0	\$0	\$229,112	4.00	10/16/2012
147	Emergency Management Performance Grant	10/01/11 - 03/31/13	\$71,221	\$71,221	\$0	\$0	\$142,442	-	10/16/2012
119	Family Violence Protection Team*	10/1/2010 - 03/31/2012	\$699,507	\$168,239	\$0	\$0	\$867,746	4.50	10/23/2012
122	Family Drug Treatment Court	09/01/12 - 08/31/13	\$137,388	\$0	\$0	\$0	\$137,388	1.00	10/23/2012
145	Drug Court & In-Home Family Services	09/01/12 - 08/31/13	\$66,428	\$7,381	\$0	\$0	\$73,809	0.09	10/23/2012
158	Comprehensive Energy Assistance Grant*	01/01/12 - 12/31/12	\$4,546,172	\$0	\$0	\$0	\$4,546,172	-	10/23/2012
158	Low Income Home Energy Assistance Program (LIHEAP) Weatherization Program	04/01/12 - 03/31/13	\$817,334	\$0	\$0	\$0	\$817,334	-	10/23/2012
124	Travis County Veterans' Court	09/01/12 - 08/31/13	\$186,000	\$0	\$0	\$0	\$186,000	2.00	10/30/2012
142	Drug Diversion Court	09/01/12 - 08/31/12	\$132,585	\$0	\$0	\$0	\$132,585	1.00	10/30/2012

*Amended from original agreement.

\$7,358,343 \$246,841 \$0 \$0 \$7,605,184 13.09

FY 2013 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.		Has the General Fund been Reimbursed?
			Personnel Cost	Operating Transfer	Total Request			PTC Approval Date	Contract Approval Date	
137	Child Abuse Victim Services Personnel**	9/1/12-8/31/13	\$8,920	\$0	\$8,920	1.00	10/31/2012	8/14/2012	N/A	No
119	Family Violence Accelerated Prosecution Program	9/1/12-8/31/13	\$12,620	\$0	\$12,620	1.00	10/31/2012	8/21/2012	N/A	No
122	Family Drug Treatment Court	09/01/12 - 08/31/13	\$10,922	\$0	\$10,922	1.00	10/31/2012	8/28/2012	N/A	No
124	Travis County Veterans Court	09/01/12 - 08/31/13	\$25,630	\$0	\$25,630	2.00	10/31/2012	8/28/2012	N/A	No
142	Drug Diversion Court	09/01/12 - 08/31/13	\$10,144	\$0	\$10,144	1.00	10/31/2012	8/28/2012	N/A	No
145	Juvenile Accountability Block Grant- Local Assessment Center	09/01/12 - 08/31/13	\$13,747	\$0	\$13,747	1.00	11/30/2012	8/28/2012	N/A	No
145	Residential Substance Abuse Treatment Program	10/01/12 - 09/30/13	\$15,046	\$0	\$15,046	1.00	12/31/2012	8/28/2012	N/A	No
158	Parenting in Recovery (PIR) FY 12	09/30/12 - 09/29/13	\$94,630	\$0	\$94,630	-	12/31/2012	9/25/2012	N/A	No
158	Parenting in Recovery (PIR) FY 13	09/30/12 - 09/29/13	\$84,756	\$0	\$84,756	-	12/31/2012	10/2/2012	N/A	No
Totals			\$276,415	\$0	\$276,415	8.00				

GRANT SUMMARY SHEET

Check One:	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	County Attorney's Office/Underage Drinking Prevention Program	
Contact Person/Title:	Gloria Souhami/Program Director	
Phone Number:	854-4229	

Grant Title:	Underage Drinking Prevention Program		
Grant Period:	From:	10/1/13	To: 9/30/14
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Texas Department of Transportation		
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:	National Highway Traffic Safety Administration (NHTSA)		

Budget Categories	Grant Funds	County Cost Share	County Contribution	In-Kind	TOTAL
Personnel:	156,361	0	34,951	0	\$191,312
Operating:	4,843	0	1,000	55,000	\$60,843
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	0	0	0	0	\$0
Total:	\$161,204	\$0	\$35,951	\$55,000	\$252,155
FTEs:	3.00	0.00	0.00	0.00	3.00

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	X	JM	
County Attorney	X	JC	

Performance Measures Applicable Depart. Measures	Projected FY 13 Measure	Progress To Date:				Projected FY 14 Measure
		9/30/12 end of FY 12	3/31/13	6/30/13	9/30/13	
Measures For Grant						
Presentations and Community Events	700	700				700
Outcome Impact Description	Community demand for presentations continues to grow.					
Involvement with other organizations and agencies	150	150				150
Outcome Impact Description	Program continues its work with outside organizations and agencies.					
Media Coverage	70	233				70
Outcome Impact Description	Program continues to utilize public and private media outlets.					
Number of material distributed	115,000	107,000				115,000
Outcome Impact Description	Program continues to disseminate materials to grant mandated tri-county area.					

PBO Recommendation:

PBO concurs with proceeding with this continuation grant application for this 19 year program.

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

The goal of the existing program is to discourage illegal underage alcohol consumption in Travis County. The Travis County Attorney's Office is responsible for the prosecution of DWI/DUI cases and other alcohol related offenses in Travis County. The Comprehensive Underage Drinking Prevention Program provides prevention resources for the department and Travis County citizens.

The grant is enhancing an existing program by expanding community prevention activities to middle school youth while continuing education efforts to high school and college students as well as hosting information booths at community events and collaborating with other agencies.

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

The General Fund contributes \$17,600 toward the part-time community educator's salary and mileage to meet match requirements. The County Attorney's Office contributes \$18,351 through CAPSO funds for school educator and part of 2 FTE salaries.

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.

Yes, a county match is required - \$1,000 county commitment for mileage, \$15,936 contribution for a school educator salary, \$17,231 for part-time community educator's salary and \$1,734

toward two FTE salaries and approximately \$55,000 in-kind services such as media, print shop, computer and network services, office space, fax and telephone service.

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

They are not permitted and costs are included in matching funds.

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

No, the program will not discontinue. The UDPP will request additional funding via a grant extension.

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

N/A – This program is a continuation of an existing program.

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 program continues community prevention activities to grades 4th – 12th and under 21 college students as well as parents. Will also continue to expand community collaborations.

Problem ID:

Alcohol is the most commonly used and abused drug among US youth. Although drinking under the age of 21 is illegal, people aged 12 to 20 years drink 11% of all alcohol consumed in the US (Underage Drinking Enforcement Training Center 2011). Alcohol continues to be the most widely used substance among Texas secondary school students, with 62% reporting they had used alcohol at some point in their lives (Texas Department of State Health Services, 2010). Texas currently leads the nation in the number of drinking and driving deaths (NHTSA 2011). In 2010, there were 1,075 people killed in motor vehicle crashes where a driver was under the influence of alcohol. This is 35.5% of the total number of people killed in motor vehicle traffic crashes (TxDOT 2011). Vehicle crashes are the leading cause of death for teens (15-20 years old), and 31% of teen traffic deaths are alcohol-related (MADD Power of Parents 2010). From January 2011 – September 6, 2011, there were 1,874 alcohol related crashes and injuries in Travis, Hays and Williamson Counties (TxDOT 2011). In Austin, 24% of traffic fatalities were alcohol-related (Austin Police Department 2011). According to the Adolescent Drinking – 2011 Texas Youth Risk Behavior Survey, 1 in 3 students rode with someone who had been drinking, and 1 in 10 students drove after they had been drinking. The UDPP believes the availability and use of alcohol resulting in underage drinking and driving crashes and fatalities is a significant traffic safety problem for youth.

Travis, Hays and Williamson Counties have rural areas where youth drink because there is not much else to do and drive at the earliest legal age (UDPP 2011). Historically, idle youth are cited as a prime factor in the prevalence of underage drinking. While some view underage drinking as a “rite of passage”, teens have a greater risk of death in an alcohol-related crash than the overall driving population, despite their inability to legally purchase, possess or consume alcohol. Texans ages 17-24 accounted for 27.5% of all drinking and driving deaths despite representing only 8% of the overall Texas population (2009 Crash Records Report.) This risk is also increased by the tendency of teens to drive during high-risk weekends and holidays. [UDPP 2011/Leadership to Keep Children Alcohol Free Foundation 2011]

Underage impaired driving, Minor in Possession, and making available to a minor continue to challenge parents, teachers, law enforcement, faith communities, and the community at large. The Austin Metropolitan Statistical Area, which includes Hays, Williamson and Travis Counties, is expected to grow approximately 150% by 2039. This growth will see an additional 640,000 more vehicles on the road (Capital Area Council of Government 2010). The student population will continue to grow as well, and so will new teen drivers, with a new crop of students each fall who have not been reached with the prevention message. In 2010-2011, there were 281,307 students in Travis, Hays, and Williamson County schools (Texas Education Agency 2011). In addition, the Travis County Hispanic population is projected to exceed the Anglo population by 2015 (Travis County CAN 2010). Motor vehicle crashes are the leading cause of death for Hispanics one to 44 years of age (TxDOT 2010). This illustrates a need for culturally sensitive and bilingual outreach and material for Spanish speakers.

Underage youth are attracted to the tri-county area by higher education institutions and recreational activities, which include water sports and aquatic recreation. A 2010 Red Cross study cites alcohol as a

factor in about 25%-50% of adolescent and adult deaths from drowning or injuries. College age youth are particularly at risk for water fatalities as they are for binge drinking.

Close to 40% of college students in the US binge drink, and that number has remained virtually unchanged for decades. Almost 2,000 US college students die yearly from alcohol-related injuries. Locally, the 2010 City of Austin Healthy Adolescent Initiative focus group with youth ages 10-19, tells us that alcohol is the #1 drug of choice.

The Eanes ISD 2010 PRIDE Survey revealed that 43% of 12th graders reported 30 day alcohol use, and 72 % said alcohol was fairly or very easy to get. The Austin ISD 2010-2011 cites 80 alcohol violations in high schools and middle schools. A national survey of more than 2,500 11th and 12th graders found 90% believed their friends were more likely to drink and drive on prom night (Liberty Mutual Insurance & SADD 2011). Parents making alcohol available and hosting parties is a factor in underage drinking.

Nationally 29% of current drinkers aged 12 to 20 reported that their last use of alcohol in the past month occurred at home, and parents or other family members provided the alcohol 21% of the time (SAMHSA 2009 Survey on Drug Use and Health). Efforts to reduce underage drinking must focus on adults as well as youth and must engage the entire community.

4,994

Solution:

In order to reduce underage drinking and driving in three counties, these measures will be utilized:

"Why Risk It?" and "Busted!" presentations to high schools, middle schools and 4th/5th graders in elementary school, as well as to parents and caregivers, that includes information regarding riding with a drinking driver, the zero tolerance law, and the legal and social consequences of underage drinking. Presentations are conducted by staff and law enforcement volunteers. It will also increase the awareness of risk, in order to reduce the number and severity of motor vehicle crashes among drivers under 21. Teen drinking has predictable and preventable patterns and conditions. UDPP assessments assist in tailoring presentations to youth behaviors.

The Eanes ISD 2010 PRIDE Survey says friend's homes are most popular with older students. Leading national surveys reveal that parents are the number one source that teens turn to for important information; parents can influence their teen's decision not to drink alcohol (MADD 2010). The UDPP addresses this issue by providing adult/parent presentations that include the "Jacqueline Saburido" video and working with school parent support specialists, parent involvement programs (Parent/Teacher Coffee) and PTA. Adults are also targeted during the Christmas/New Year's Emphasis Patrol dedicated to an underage victim of DWI. This media event is reinforced by teen anti-DWI/alcohol awareness presentations. It maintains cooperative multi-jurisdictional law enforcement efforts addressing underage impaired driving. The program will also reach adults and college age youth through

orientations, open enrollments, presentations and health fair events sponsored by public and private employers, as well as by colleges and universities.

Other educational components will include media campaigns during high risk times and participation in grassroots projects such as Red Ribbon Week and Project Celebration. A survey of more than 2,500 high school juniors and seniors found that 90% believe their peers are more likely to drink and drive on prom night and 79 % believe the same is true of graduation night (Join Together, May 2011). High-risk times such as spring break, prom, graduation and Halloween will be targeted, and BWI and DWI/summer water safety will be addressed in partnership with the Central Texas Water Safety Coalition. Continue collaboration with groups, including the Austin Police Department Athletic League, Williamson County Youth Substance Abuse Prevention Coalition, Hispanic Futures Conference, Community Action Network, Del Valle and Austin ISDs School Health Advisory Councils (SHAC), and the Safe Kids Coalition. Continue UDPP task force efforts by increasing membership and providing quality programs and speakers. The task force celebrates a history of community service and has grown to over 200 members. The task force meets regularly and encourages members to support, utilize and create awareness of new and existing resources; it also serves as a distribution site for seasonal campaign material and local event information. Will also utilize Travis County Television for public affairs show "Focus on Youth and Alcohol" and community notices.

The Comprehensive Underage Drinking Prevention Program is in a position to reduce alcohol-related harm in the tri-county area by providing education and outreach prevention services as well as changing social norms and perceptions about youth and alcohol. Continuing the UDPP provides continuity to build on previous successes and makes a significant contribution in saving the lives of teenagers by discouraging alcohol consumption. The UDPP addresses the spectrum of underage drinking from 4th graders to 20 year-old college age youth, where the risks vary from riding with a drinking driver for young students to binge drinking, and drinking and driving for older youth.

UDPP strengths include name recognition, staff longevity, working relationships with school districts, private and charter schools, established task force and strong working relationships with local law enforcement agencies and media. The "Why Risk It?" program will continue to reach high school age and older youth. The anti-DWI high school program will be supported by the middle school prevention program, "Busted!", especially to 8th graders as they transition to high school and to 4th/5th grade students. Evidence based research shows prevention programs at key transition points can produce beneficial effects even among high risk children and families. The UDPP will also grow its partnership with the Mexican Consulate, Con Mi Madre (Hispanic Mother/Daughter program), PTAs in predominantly Spanish speaking schools, and other Spanish speaking parent groups to address this population's risks.

The UDPP will utilize branded materials to enhance marketing efforts and enforce its mission statement: To create a community consensus that underage drinking is illegal, unhealthy and unacceptable.

5,000



**TRAVIS COUNTY
FY 13 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 checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Travis County Health and Human Services/ Office of Children's Services	
Contact Person/Title:	John C. Bradshaw, Contract Specialist	
Phone Number:	854-4277	

Grant Title:	Parenting in Recovery II		
Grant Period:	From: <input type="text" value="Sep 30, 2012"/>	To: <input type="text" value="Sep 29, 2013"/>	
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	U.S. Dept. of Health and Human Services/ Administration for Children and Families		
Will County provide grant funds to a sub-recipient?	Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>	
Are the grant funds pass-through from 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	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 75,206	\$ 74,580	\$ 0	\$ 0	\$ 149,786
Operating:	\$ 424,794	\$ 139,706	\$ 0	\$ 0	\$ 564,500
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 500,000	\$ 214,286	\$ 0	\$ 0	\$ 714,286
FTEs:	1.00	1.00	1.00	0.00	3.00

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

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

Performance Measures					
#	Measure	Actual FY 11 Measure	Projected FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure
+ - Applicable Departmental Measures					
1.	Number of clients receiving substance treatment services	477	250	250	250
2.	Number of families involved with child welfare completing service plan goals	147	90	90	90
3.	Number of new children entering care	420 (AVG)	275	275	275
+ - Measures for the Grant					
1.	Percentage of children who had an initial occurrence and/or recurrence of substantiated/indicated child maltreatment within 6, 12, 18 and 24 months after enrolling in the RPG program	12%	35%	35%	35%
Outcome Impact Description		Reduces the number of incidences of child maltreatment in our co			
2.	Percentage of children identified as at risk of removal from the home who are able to remain in the custody of a parent or caregiver through case closure	72%	50%	50%	50%
Outcome Impact Description		Reduces the number of children placed in the foster care system d			
3.	Percentage of parents or caregivers who were able to access timely and appropriate substance abuse treatment as calculated by number of days between program entry and treatment entry (10 days)	93%	80%	80%	80%
Outcome Impact Description		Parents and caregivers with early access to substance dependence			

PBO Recommendation:

This grant contract will provide \$500,000 in federal funds to continue the Parenting in Recovery Program for another year. A second year of federal funding in the same amount is also included in this contract, although the budget shows only the first year figures. This program is a collaborative project with the Civil Courts, Austin Recovery, Foundation Communities, Austin Travis County Integral Care, and the Texas Department of Family and Protective Services.

The grant match is currently earmarked against the Allocated Reserve and a companion budget adjustment is included on the November 6th budget amendments and transfers agenda item.

PBO recommends approval of this grant contract.

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 one?

For the past five years, Parenting in Recovery (PIR) has been used to fund services as part of the Family Drug Treatment Court (FDTC) collaboration with the District Attorney's Office, District Court and these primary community partners:

- Department of Family and Protective Services – Child Protective Services
- Austin Recovery
- CASA
- Foundation Communities
- ATCIC
- Private Attorneys
- SafePlace
- Communities in Recovery
- Manos de Cristo
- Lone Star Circle of Care.

The PIR funds help to provide a flexible, comprehensive continuum of services for families involved with the FDTC as a result of methamphetamine or other substance dependence. The primary objective is to keep families together in the community while they receive an individualized set of interventions and supports that promote sustained recovery and independent functioning.

FY'12 was the fifth and final year of initial grant fundings. TCHHSVS applied for and received a competitive two-year extension of funding at \$500,000 per year through 9/29/14.

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

The year one match requirements is \$214,286. The long-term goal of the PIR grant is program sustainability. The role of TCHHSVS in the sustainability of the FDTC is to provide a portion of the substance abuse treatment and recovery support dollars and provide staff expertise as it relates to substance abuse by funding a Substance Abuse Clinical Manager position. (PBO has recommended an earmark on FY'13 allocated reserves of \$378,290 that includes \$285,000 for services as well as \$93,290 for salary, benefits and operating expenses for a Substance Abuse Clinical Manager.)

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.

TCHHSVS is using \$139,706 of the service dollars mentioned above as well as \$74,580 of the Substance Abuse Clinical Manager's salary and benefits to provide the \$214,286 required in year one of the extension.

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

TCHHSVS did not request any indirect costs as it was under the impression that Travis County does not have a federally approved indirect cost rate. However, TCHHSVS will explore the possibility of including some indirect costs in year two of the extension in light of an email from PBO requesting that all grant applications include an amount for indirect costs unless specifically prohibited by the grantor.

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

No. As mentioned in the response to question 2, the long-term goal of the PIR grant is program sustainability. This program relies heavily on local resources to support substance abuse and recovery supports for sustainability after the grant ends. TCHHSVS staff and grant partners will identify the funding for treatment and flexible services potentially through increased Travis County, City of Austin, State funding, and health insurance. The structure of PIR/FDTC will be sustained by the various partners: District Attorney, District Court, Child Protective Services will sustain positions, supports and structure to maintain the PIR/FDTC.

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 services provided by the PIR grant are in line with other services offered by the Office of Children's Services within TCHHSVS. The relevant departmental performance measures are included in this summary.



**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: October 23, 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 from the U.S. Department of Health and Human Services,
Administration on Children, Youth and Families

Proposed Motion:

Consider and take appropriate action to approve a \$500,000 grant from the U.S. Department of Health and Human Services, Administration on Children, Youth and Families for the Parenting in Recovery project.

Summary and Staff Recommendations:

For the past five years, Travis County Health and Human Services and Veterans Service (TCHHSVS) has served as the lead agency for a regional partnership (known as the Parenting in Recovery project) that includes Austin Recovery, Foundation Communities, the Texas Department of Family and Protective Services, Austin Travis County Integral Care, the Travis County Family Drug Treatment Court (FDTTC) and others.

The Parenting in Recovery (PIR) project works with these partners to provide a flexible, comprehensive continuum of services for families in the child welfare system as a result of parental methamphetamine or other substance dependence. The primary objective of

the project is to keep families together while the parents receive an individualized set of interventions and supports that promote sustained recovery and independent functioning.

PIR started in February 2008 and has enrolled 115 mothers and their children as of September 29, 2012. Of these 115 participants, 28 are currently enrolled in the project and 87 have been discharged. The five-year success rate for the project is currently 46% which is in-line with the national average for drug courts. For those participants who remained engaged in the project for more than twelve months, the success rate increased to 73%. This project serves parents who are extremely compromised in their functioning and generally have these characteristics and/or experiences: prior child welfare involvement (including prior termination of parental rights), criminal history and incarceration, failed substance dependence treatment, victim of domestic violence and childhood dependence, trauma experiences, mental health diagnosis, limited education/employment, and homelessness. Of all those who have participated in the project,

- 93% entered into substance dependence treatment within 10 days of enrolling in the project,
- 96% completed 90 days of residential substance dependence treatment,
- 100% of those who received parent training showed some level of improvement with an average showing a 35% increase in their parenting knowledge,
- 86% of the children remained with a parent or relative at the time of discharge from the program.

The initial grant ended on 9/29/12 but TCHHSVS has received a two-year competitive extension through 9/29/14 at \$500,000 per year.

TCHHSVS staff recommends approving this grant.

Budgetary and Fiscal Impact:

The extension provides \$500,000 a year for two years. There is a match requirement of \$214,286 in year one and of \$269,231 in year two.

TCHHSVS is providing the match for year one in the form of \$74,580 in salary and benefits for a full-time Substance Dependence Clinical Manager and \$139,706 in funding for substance dependence and recovery services provided to PIR participants. TCHHSVS will provide the same \$74,580 for the Substance Dependence Clinical Manager in year two as well as \$194,651 for continued services to PIR participants.

Issues and Opportunities:

Parental substance dependence is a key factor underlying the dependence or neglect experienced by many of the children entering foster care. The PIR project is designed to keep families together by providing treatment and support services. PIR, as one of the grants supporting the FDTC, has made significant accomplishments during the five years it has been in existence. The project has developed a strong and effective

community collaboration. It has designed and implemented a continuum of services that reduce the risk factors associated with maternal drug dependence, and has increased the ability of mothers to safely care for their children. These achievements have allowed the project to receive an additional two years of funding.

Background:

The Administration on Children, Youth and Families within the U.S. Department of Health and Human Services provides grants for regional partnerships designed to enhance the safety of children who are in an out-of-home placement or are at risk of being put in an out-of-home placement due to a parent's or caretaker's methamphetamine or other substance dependence.

Cc: Andrea Colunga, Director, Office of Children's Services, TCHHSVS
Nicki Riley, Travis County Auditor
Jose Palacios, Chief Assistant County Auditor
Janice Cohoon, Financial Analyst, Travis County Auditor's Office
Mary Gerhardt, Assistant County Attorney
Leslie Browder, Executive Manager, Planning and Budget Office
Diana Ramirez, Analyst, Planning and Budget Office
Cyd Grimes, C.P.M., Travis County Purchasing Agent
Shannon Pleasant, Purchasing Agent Assistant, Travis County Purchasing Office



DEPARTMENT OF HEALTH & HUMAN SERVICES

RECEIVED
COUNTY CLERK'S OFFICE

12 OCT 16 AM 11:43

ADMINISTRATION FOR CHILDREN AND FAMILIES
Administration on Children, Youth and Families
1250 Maryland Avenue, S.W.
Washington, D.C. 20024

SEP 19 2012

Mr. Samuel T. Biscoe
Travis County Judge
Travis County
100 N IH 35
Austin, TX 78701-4138

Reference: Award No. 90CU0039

Dear Mr. Biscoe:

I am pleased to inform you that your competing continuation award application submitted in response to HHS-2012-ACF-ACYF-CU-0550, Two Year Extension -- Regional Partnership Grants to Increase the Well-Being of, and to Improve the Permanency Outcomes for, Children Affected by Substance Abuse has been approved for funding. The grant award is made pursuant to the legislative authority of the Promoting Safe and Stable Families Program (Section 437(f), Subpart 2, Title IV-B, of the Social Security Act) (42 U.S.C. 629g(f)), as amended by the Child and Family Services Improvement and Innovation Act (Pub.L. 112-34).

The enclosed Notice of Award (NOA) specifies the amount and duration of the grant. Also enclosed is material that describes the administrative policies and procedures pertinent to your grant.

The Federal Project Officer responsible for monitoring the project and for providing programmatic assistance is:

Jean Blankenship
Child Welfare Program Specialist
Administration on Children, Youth and Families
Children's Bureau
1250 Maryland Avenue, SW
Suite 800
Washington, DC 20024
Telephone: 202-401-2887

Page 2 – Mr. Samuel T. Biscoe

The Grants Management Specialist assigned to your project and available to assist you with the business and administrative aspects of the project is:

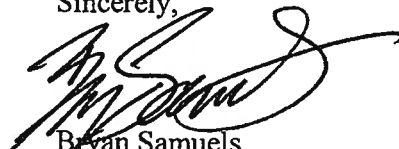
Bernard Morgan
Grants Management Specialist
Administration for Children and Families
Office of Grants Management
370 L'Enfant Promenade, SW
6th Floor
Washington, DC 20447
Telephone: 202-401-4896

Please note that originals of all correspondence and reports related to your grant are to be transmitted to the Grants Management Specialist with copies to the Federal Project Officer. All grant-related correspondence and reports must reference the award number appearing in box 3 of the NOA.

Program and financial status reports are due 30 days after the end of the second and fourth quarters (six-month intervals) throughout the total approved project period. The enclosed material on reporting requirements details the reporting schedule and format.

If we can be of any assistance, please feel free to contact us. We look forward to working with you as you continue with this important project.

Sincerely,



Bryan Samuels
Commissioner

Enclosures

1.RECIPIENT
Department of Health and Human Services
Administration for Children and Families
Notice of Award (NOA)

SAI NUMBER:

PMS DOCUMENT NUMBER:
 90CU003906

1. AWARDING OFFICE: Administration for Children and Families		2. ASSISTANCE TYPE: Discretionary Grant	3. AWARD NO.: 90CU0039/06	4. AMEND. NO.:
5. TYPE OF AWARD: OTHER	6. TYPE OF ACTION: Competing Continuation		7. AWARD AUTHORITY: Prom S & S Fam. Sec. 437 (f) title IV-B42 U.S.C. 629(f)(b)	
8. BUDGET PERIOD: 09/30/2012 THRU 09/29/2013		9. PROJECT PERIOD: 09/30/2007 THRU 09/29/2014		10. CAT NO./CFDA: 93.087 ...
11. RECIPIENT ORGANIZATION: Travis County <i>through Travis County</i> Health and Human Services 100 North I.H. 35 Austin TX 78701 4138 Samuel Biscoe, Travis County Judge			12. PROJECT / PROGRAM TITLE: Targeted Grants: Methamphetamine and other Substance Abuse	

13. COUNTY: TRAVIS	14. CONGR. DIST: 25	15. PRINCIPAL INVESTIGATOR OR PROGRAM DIRECTOR: Laura Peveto , Prevention and Intervention Manager		
------------------------------	-------------------------------	--	--	--

16. APPROVED BUDGET:		17. AWARD COMPUTATION:		
Personnel.....	\$ 56,747	A. NON-FEDERAL SHARE.....	\$ 214,286	30.00 %
Fringe Benefits.....	\$ 18,459	B. FEDERAL SHARE.....	\$ 500,000	70.00 %
Travel.....	\$ 11,200	18. FEDERAL SHARE COMPUTATION:		
Equipment.....	\$ 0	A. TOTAL FEDERAL SHARE.....	\$ 500,000	
Supplies.....	\$ 4,022	B. UNOBLIGATED BALANCE FEDERAL SHARE.....	\$	
Contractual.....	\$ 393,091	C. FED. SHARE AWARDED THIS BUDGET PERIOD..	\$ 500,000	
Facilities/Construction.....	\$ 0	19. AMOUNT AWARDED THIS ACTION:		
Other.....	\$ 16,481		\$ 500,000	
Direct Costs.....	\$ 500,000	20. FEDERAL \$ AWARDED THIS PROJECT PERIOD:		
Indirect Costs.....	\$ 0		\$ 3,000,000	
At % of \$		21. AUTHORIZED TREATMENT OF PROGRAM INCOME:		
In Kind Contributions.....	\$ 0	ADDITIONAL COSTS		
Total Approved Budget(**)..	\$ 500,000	22. APPLICANT EIN: 1-746000192-A5	23. PAYEE EIN: 1-746000192-A5	24. OBJECT CLASS: 41.51

25. FINANCIAL INFORMATION:							DUNS: 030908842
ORGN	DOCUMENT NO.	APPROPRIATION	CAN NO.	NEW AMT.	UNOBLIG.	NONFED %	
ACF	90CU003906	75-2-1512	2012 G996440	\$500,000			

26. REMARKS: (Continued on separate sheets)

Paid by DHHS Payment Management System (PMS), see attached for payment information.
 This award is subject to the requirements of the HHS Grants Policy Statement (HHS GPS) that are applicable to you based on your recipient type and the purpose of this award.
 This includes requirements in Parts I and II (available at <http://www.hhs.gov/asfr/ogapa/grantinformation/hhsgps107.pdf>) of the HHS GPS.
 Although consistent with the HHS GPS, any applicable statutory or regulatory requirements, including 45 CFR Part 74 or 92, directly apply to this award apart from any coverage in the HHS GPS.
 This award is subject to requirements or limitations in any applicable Appropriations Act.
 This award is subject to the requirements of Section 106 (g) of the Trafficking Victims Protection Act of 2000, as amended (22 U.S.C. 7104).

27. SIGNATURE - ACF GRANTS OFFICER <i>Robin Bunch</i> Robin Bunch		DATE: 9/15/2012	28. SIGNATURE(S) CERTIFYING FUND AVAILABILITY <i>for Catherine F. Wade Nicole Males</i> Catherine F. Wade Nicole Males	
29. SIGNATURE AND TITLE - PROGRAM OFFICIAL(S) Bryan SamuelsCO, Commissioner, ACYF <i>Bryan Samuels</i>			DATE: 9/19/12	

1. RECIPIENT
Department of Health and Human Services
Administration for Children and Families
Notice of Award (NOA)

SAI NUMBER:

PMS DOCUMENT NUMBER:
 90CU003906

1. AWARDING OFFICE: Administration for Children and Families		2. ASSISTANCE TYPE: Discretionary Grant	3. AWARD NO.: 90CU0039/06	4. AMEND. NO.
5. TYPE OF AWARD: OTHER	6. TYPE OF ACTION: Competing Continuation		7. AWARD AUTHORITY: Prom S & S Fam. Sec. 437 (f) title IV-B42 U.S.C. 629(f)(b)	
8. BUDGET PERIOD: 09/30/2012 THRU 09/29/2013		9. PROJECT PERIOD: 09/30/2007 THRU 09/29/2014		10. CAT NO./CFDA: 93.087

11. RECIPIENT ORGANIZATION:
 Travis County, Health and Human Services
v through Travis County

BY: _____ **Date:** _____

Samuel T. Biscoe
Travis County Judge

26. REMARKS: (Continued from previous page)

For the full text of the award term, go to http://www.acf.hhs.gov/grants/award_term.html.
 This award is subject to requirements as set forth in 2 CFR 25.110 Central Contractor Registration (CCR) and DATA Universal Number System (DUNS).
 For full text go to http://www.acf.hhs.gov/grants/award_term_ccr_duns.html.
 This award is subject to requirements as set forth in 2 CFR 25.110.
 For full text go to http://www.acf.hhs.gov/grants/msg_sf425.html.
 This grant is subject to the requirements as set forth in 45 CFR Part 87.
 Attached are terms and conditions, reporting requirements, and payment instructions.
 Initial expenditure of funds by the grantee constitutes acceptance of this award.
 (**) Reflects only federal share of approved budget.

\$4,743 budgeted under "Supplies" moved to "Other" category.

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 checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input checked="" type="checkbox"/>	Continuation Grant: <input type="checkbox"/>
Department/Division:	HHS - 1580320001	
Contact Person/Title:	Lisa Sindermann / Financial Analyst Lead	
Phone Number:	854-4594	

Grant Title:	Targeted Low Income Weatherization Program (TLIWP)		
Grant Period:	From:	10/01/12	To: 12/31/12
Fund Source:	Federal: <input type="checkbox"/>	State: <input type="checkbox"/>	Local: <input checked="" type="checkbox"/>
Grantor:	Texas Association of Community Action Agencies Inc. (PEC)		
Will County provide grants funds to a subrecipient?	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Are the grant funds pass-through another agency? If yes list originating agency below	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Originating Grantor:			

Budget Categories	Grant Funds	County Cost Share	<i>County Contribution</i>	In-Kind	TOTAL
Personnel:	22,713	0	0	0	\$22,713
Operating:	15,142	0	0	0	\$15,142
Capital Equipment:	0	0	0	0	\$0
Indirect Costs:	4,206	0	0	0	\$4,206
Total:	\$42,061	\$0	\$0	\$0	\$42,061
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"/>	MG	
County Attorney	<input checked="" type="checkbox"/>	MEG	

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	
Number of referrals required to support Housing programs from emergency assistance centers includes DOE, LIHEAP, and Home Repair	710					710
Measures For Grant						
# of Households receiving TLIWP program assistance	7					7
Outcome Impact Description	Providing weatherization services for clients as prescribed by the grant guidelines will lower the household energy usage, lower household energy costs, and enable the household to become energy self-sufficient.					
Outcome Impact Description						
Outcome Impact Description						

PBO Recommendation:

This grant contract will provide HHS with \$42,061 in local funds to weatherize approximately seven households. There is no grant match required. This project must be completed by the end of the fiscal year. 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 Department has received the 2012 Targeted Low Income Weatherization Program contract from the Texas Association of Community Action Agencies Inc. with the contract award amount of \$42,061 for the program. This is a new program designed to provide weatherization measures to reduce the energy consumption and energy costs of the qualified customers of Pedernales Electric Cooperative within Travis County. This funding allows for costs up to \$6,500 for weatherization services to be provided to the residences. The reimburseable costs will be for labor, materials and program support. Also there is an allowed 10% administration cost that will be reimbursed per completed unit.

Pedernales Electric Cooperative (PEC) is providing the funding for this program to the Texas Association of Community Action Agencies Inc (TACAA), and TACAA is administering the program. The department will follow the guidelines for assistance as set out by the federally funded weatherization programs (DOE and LIHEAP) when approved. The program also allows for incidental repairs to the dwelling units and will reimburse for those repairs that result in electrical energy savings. These expenses will be included in the \$6,500 cost limit per household.

These funds will be utilized to assist low-income PEC customers within Travis County who are at or below 200% of the current federal poverty income guidelines. The funding will be used to enhance and supplement assistance to households to achieve a level of energy efficiency by providing weatherization assistance. The benefit of weatherizing these households will result in reducing their home energy needs and will further their ability to improve and become energy self-sufficient.

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

No additional funds are required.

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

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

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

This grant's funding source, Texas Association of Community Action Agencies Inc., only allows for indirect costs at the rate of 10% of the total allowable expenditures.

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.

By providing assistance through this program funding, Travis County can expand the number of residences served with weatherization measures.

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

Travis County Health and Human Services & Veterans Service Family Support Services division staff will perform the client eligibility interviews for assistance provided by this program and other programs available through the department. The Family Support Services staff will make referrals to the Housing Services division staff of those households deemed eligible for weatherization assistance. The Housing Services' staff performs assessments of these residences and determines the weatherization services and minor home repairs that can be addressed with this and other grant funding applicable and available at the time. The weatherization assistance services are provided at the client's residences by either in-house staff or through purchasing vendor contracted services.



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

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

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

Date: October 10, 2012

TO: MEMBERS OF THE COMMISSIONERS COURT

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

SUBJECT: Acceptance of 2012 Targeted Low Income Weatherization Program contract from the Texas Association of Community Action Agencies Inc.

Proposed Motion: Consider and take appropriate action to approve the contract for the Targeted Low Income Weatherization Program from Texas Association of Community Action Agencies, Inc. for 2012.

Summary and Staff Recommendation: Staff requests the acceptance of this contract from the Texas Association of Community Action Agencies, Inc. (TACAA). The total grant funding for this contract is in the amount of \$42,061. This is a new grant program being awarded to Travis County. The goal for this program is to assist low-income households to achieve electrical energy savings by applying weatherization measures. These grant funds awarded will be used to provide weatherization services and minor home repair assistance. The distribution of assistance will be to qualified Travis County residents who are customers of Pedernales Electric Cooperative with household income levels at or below 200% of the current Federal Poverty Income Guidelines.

Budgetary and Fiscal Impact: We will be able to use these grant funds for materials, labor, program support, and administration costs. The funds for materials will be budgeted in the GL accounts of building repairs and maintenance and supplies & equipment. Funding for labor will be budgeted in the corresponding salaries and benefit GL accounts. The funding for administration and program support will be

budgeted in the corresponding GL accounts. No matching funds are required for this grant. This contract period is 10/01/12 through 12/31/12.

Issues and Opportunities: Utilizing the existing assistance guidelines of the DOE and LIHEAP Weatherization Assistance programs, these funds will be used to provide weatherization measures to a minimum of 7 qualified Travis County households. The maximum assistance level of expenditures is limited to \$6,500 per household. These funds may be used in conjunction with the two other weatherization programs available to fully address the weatherization needs of a qualified household.

cc: Leslie Browder, County Executive, Planning and Budget Office
Diana Ramirez, Budget Analyst Sr., Planning and Budget Office
Nicki Riley, CPA, Travis County Auditor
Jose Palacios, Chief Assistant County Auditor
Michelle Gable, Auditor Analyst II, Travis County Auditor
Mary Etta Gerhardt, Assistant County Attorney
Cyd Grimes C.P.M., CPPO, Travis County Purchasing Agent
Deborah Britton, Division Director, Community Services
Lance Pearson, Housing Manager, Housing Services

**Contract for Services
Between
TEXAS ASSOCIATION OF COMMUNITY ACTION AGENCIES, INC.**

**And
Travis County, through
TRAVIS COUNTY HEALTH AND HUMAN SERVICES AND VETERAN SERVICES, HOUSING DEPARTMENT**

Contract No. 3446-12-006

Section 1. Parties to Contract

This contract (hereinafter "Contract") is made by and between the Texas Association of Community Action Agencies, Inc. (hereinafter "Agency") and Travis County, through Travis County Health and Human Services and Veteran Services, Housing Department (hereinafter the "Contractor"). Agency and Contractor together hereinafter referred to as "Parties."

Section 2. Contract Period

The Contract shall commence on July 1, 2012, and, unless earlier terminated, shall end on December 31, 2012. The Contract may be extended contingent upon availability of funds from Pedernales Electric Cooperative (PEC), satisfactory performance by the Contractor, and mutual agreement between the Parties.

Section 3. Purpose

The Targeted Low Income Weatherization Program (the "Program") is designed to employ weatherization measures to cost-effectively reduce the energy consumption and energy costs of PEC's low income customers using the existing service delivery systems of the federally funded Weatherization Assistance Programs (WAPs). Appropriate weatherization measures and basic on-site energy education will be provided to eligible residential energy consumers. PEC's funding, administered by Agency, for weatherization measures will enhance and supplement the federally funded WAP for low income PEC customers in the PEC service territory, expanding the number of eligible customers served and weatherization measures installed.

Section 4. Scope of Work

Contractor shall provide weatherization services similar to the federally funded WAPs, unless otherwise instructed by Agency, to eligible PEC customers (hereinafter "Participants") residing in Travis County, in the PEC service territory.

Section 5. Program Requirements and Responsibilities of Contractor

5.1 Contractor shall:

5.1.1 Determine client eligibility, including:

- Customer of PEC at the time of application;

- Household income at or below 200 percent of the federal poverty guidelines; and
 - Dwelling unit has refrigerated electric air conditioning.
- 5.1.2 Operate under the standards established and allowed by the U.S. Department of Energy-approved National Energy Audit Tool or Mobile Home Energy Audit (Audit).
 - 5.1.3 Conduct a “pre-blower door test,” a “post blower door test,” and the completion of all weatherization measures, including incidental repairs, which attain a Savings to Investment Ratio (SIR) of 1.0 or greater using the Audit and which are feasible and reasonable in light of conditions at the dwelling unit and for which funding is available.
 - 5.1.4 Provide the Participant, or a designated representative, energy education, which may include how to read an electric meter, understanding an electric bill, understanding the impact of energy savings, and/or providing other general energy management information. Energy education will be determined to have been successfully delivered when the Participant signs a document stating the Participant has received and understands the energy education.
 - 5.1.5 Encourage Participants to use products provided through the Program in accordance with manufacturers' instructions.
 - 5.1.6 Encourage Participants to follow energy efficiency suggestions provided through the on-site energy education.
 - 5.1.7 Complete and maintain all program reports and forms as required by WAPs, both programmatic and financial, such as landlord/tenant ownership agreement forms, and forms to ensure proper accounting of all weatherization measures installed.
 - 5.1.8 Report to Agency per Section 9 of this Contract.
 - 5.1.9 Meet federal and state insurance regulations.
- 5.2 Program funds may be used for incidental repairs made to a Dwelling Unit in conjunction with allowed Weatherization Measures. Agency will only reimburse Contractor for expenditures required to achieve electrical energy savings. Contractor will not be reimbursed for projects that do not result in electrical energy savings. All weatherization measures, including incidental repairs, installed in the home regardless of the source of funding must produce a SIR of 1.0 or greater.
 - 5.3 At minimum, Contractor will weatherize seven (7) dwelling units as specified in Section 4 of this Contract.

Section 6. Program Requirements and Responsibilities of Agency

- 6.1 Agency shall provide Contractor up to \$42,061.00 to provide cost effective weatherization measures to PEC's eligible customers, contingent upon availability of funds from PEC. If sufficient funds are not available, Agency shall notify Contractor in writing within a reasonable time after such fact is determined. Agency shall then terminate this Contract.
- 6.2 Agency shall:
 - 6.2.1 Conduct quality control inspections;
 - 6.2.2 Conduct financial and programmatic monitoring; and

6.2.3 Report to PEC.

Section 7. Quality Control

- 7.1 Inspections may be done by Agency and/or PEC at any time, but for Agency to withhold or reduce payments for completed weatherization measures at a dwelling unit, the inspection must be completed within 60 days from the date Agency receives a complete monthly report with all supporting documentation for the dwelling unit.
- 7.2 If quality control checks reveal undelivered services (i.e., services for which the Participant is eligible that are feasible and reasonable in light of conditions at the dwelling unit and that meet SIR requirements and for which funding is available), Contractor shall return and provide such services.
- 7.3 If it is determined in the quality control inspections conducted by Agency or PEC that an authorized measure installed at a reported dwelling unit is incapable of performing its intended function and/or it will not provide that function for the length of time prescribed to the savings, then the requested payment for that measure (including the associated administrative fee) will be subtracted from current or future payments. Contractor will have 60 days from the date it is notified by Agency of the deficiency to bring the deficient measure(s) into compliance and resubmit the measures associated with the dwelling unit for consideration.
- 7.4 If Contractor fails to bring the deficient measures into compliance within the 60 day period and the SIR of the dwelling unit falls below 1.0, then the remaining payment for the dwelling unit (including the associated administrative fee) will be subtracted from a current or future payment by that amount.

Section 8. Compensation

- 8.1 Each month, Contractor will report funds expended in order to receive payment from Agency. Advances will be paid separately from reimbursements. The advance will be sent to the agency upon receipt of the invoice / report for the month the performance occurs.
- 8.2 Contractor will be entitled to compensation for materials, labor and program support used by the federally funded WAP Service Provider to install weatherization measures for up to \$6,500 per weatherized Dwelling Unit. Agency may reimburse Contractor for program support costs of no more than 15 percent of total performance during the project period and up to 10 percent of the monthly invoice amount for administration. The amount paid to Contractor for administration shall not be included in the calculation of the \$6,500 per Dwelling Unit cap or the calculation of the Whole House SIR. Contractor's program support costs shall be included in the calculation of the \$6,500 per Dwelling Unit cap, but shall not be included in calculating the Whole House SIR.
- 8.3 If it is determined that a reported dwelling unit is ineligible for participation and there are no options available to make it eligible, then that dwelling unit will be excluded from payment.
- 8.4 All funds must be encumbered during the Contract period in accordance with this Contract.

Section 9. Reporting

- 9.1 Beginning September 15, 2012, and through the end of the Contract, Contractor will ensure monthly reports are received by the Agency by the fifteenth (15th) day of each subsequent month. Agency will provide reporting form to Contractor. Report will include:
- 9.1.1 Total amounts expended by category (materials, labor, program support, and administrative costs);
 - 9.1.2 Number of dwelling units weatherized;
 - 9.1.3 Demographic information for each weatherized dwelling unit as outlined in the report form; and
 - 9.1.4 A copy of the Audit and Building Weatherization Report for each weatherized dwelling unit.
- 9.2 Contractor agrees that it will keep accurate records of its expenditure of funds, program performance documentation, and Participant files under this Contract. Files must include a customer release form which allows release of information to Agency and PEC.
- 9.3 All records required for a program monitoring and inspection shall be made available at the offices of the Contractor, at all reasonable times, for inspection, audit, or reproduction, until three (3) years after the date of final payment for any work.
- 9.4 Failure to fulfill reporting requirements may result in withholding of payments.
- 9.5 Reports must be delivered to:
- Texas Association of Community Action Agencies, Inc.
2512 I.H. 35 South, Suite 100
Austin, TX 78704-5772

Section 10. Termination of Contract

- 10.1 Either party upon thirty (30) days written notice may terminate the Contract. Upon receiving notice of termination, Contractor will place no further orders, or enter into further subcontracts for services, materials, or equipment related to the work where possible. In addition, Contractor will delay or terminate all existing orders and subcontracts insofar as those orders and subcontracts relate to the performance of the work terminated. However, to the extent possible, Agency will allow continued delivery of eligible services to those customers promised services prior to receipt of notice of termination. In the event of termination, Contractor will identify any such customers and notify Agency to negotiate delivery of services to them.
- 10.2 Agency may terminate the Contract without notice if the Contractor's Community Services Block Grant, Comprehensive Energy Assistance Program and/or Weatherization Assistance Program funds are suspended by the authorizing state agency.

Section 11. Recapture of Funds

- 11.1 As a benchmark for measuring performance goals, as of October 31, 2012, if the amount spent or encumbered is less than 30 percent of the Contract total, Agency may, after

review with Contractor, reduce the funding of the remaining allocation by up to 30 percent of the total annual budget.

Section 12. Miscellaneous Provisions

12.1 Independent Contractor. Contractor is not an employee of the Agency. Contractor is an independent contractor. To the fullest extent permitted by law, Contractor will indemnify, defend and hold Agency harmless from any loss, claim, liability, or damage, including but not limited to those relating to bodily injury (including death) and property damage resulting from or related to the work. Notwithstanding these provisions, the Contractor does not waive constitutional or statutory protections afforded to state and local agencies against lawsuit claims. Contractor agrees to comply with all applicable state, federal and local laws.

12.2 Contract Renewal and Modification. Should questions or disputes develop with respect to matters related to Contract terms, or with respect to Contractor activities, the Parties shall meet promptly to resolve such issues. Should informal resolution not be possible, the Parties stipulate to the selection of a resolution committee to assist in resolving any issues that cannot be readily resolved through informal means. Should judicial resolution of a disputed matter become necessary, the Parties agree that the forum shall be the courts of Travis County, Texas.

12.3 Severability. In the event any provision of the Contract is held to be void, unlawful, or otherwise unenforceable, that provision will be severed from the remainder of the Contract. The Contract, as so modified, will continue to be in full force and effect.

12.4 Publicity. Information relating to this Contract may be released for publication and/or advertising only with the prior written approval of Agency. Contractor is expressly prohibited from using PEC's name in any publication, advertising, or promotion without Agency's written approval.

12.5 Binding On Successors. This Contract will inure to the benefit of and be binding upon the undersigned Parties and entities, and their respective legal representatives, successors and assigns.

Section 13. Entire Contract

This Contract constitutes the entire understanding of the Parties. Any change in the terms of this Contract shall be made by an amendment in writing and signed by both Parties to this Contract.



Stella Rodriguez, Executive Director for Agency
Texas Association of Community Action Agencies, Inc.

8-28-2012

Date

By: _____
Samuel T. Biscoe, Travis County Judge

Date