



Item 13

Travis County Commissioners Court Agenda Request

Meeting Date: 12/11/2012, 9:00 AM, Voting Session

Prepared By/Phone Number: Alan Miller, Planning and Budget Office, 854-9346

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

Commissioners Court Sponsor: Judge Samuel T. Biscoe

Review and approve the annual contract with the Texas Department of Family and Protective Services for the Title IV-E Child Welfare Services grant in the Health and Human and Veterans Service Department.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

This is the routine renewal of the Title IV-E Child Welfare Services grant. It allows for the County to be reimbursed for a portion of foster care expenditures.

STAFF RECOMMENDATIONS:

PBO recommends approval.

ISSUES AND OPPORTUNITIES:

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

FISCAL IMPACT AND SOURCE OF FUNDING:

The match is met through the allocation of existing staff time. No additional funds are required.

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.

| Contracts | 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 158 | Title IV-E Child Welfare Services | | 10/01/12 - 09/30/13 | \$36,488 | \$81,190 | \$0 | \$0 | \$117,678 | - | R | C | 6 |

* 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 |
| 119 | Underage Drinking Prevention Program | 10/01/13 - 09/30/14 | \$161,204 | \$0 | \$35,951 | \$55,000 | \$252,155 | 3.00 | 11/6/2012 |
| 124 | Formula Grant- Indigent Defense Grants Program | 10/01/12 - 09/30/13 | \$441,998 | \$0 | \$0 | \$0 | \$441,998 | - | 11/27/2012 |
| 145 | Juvenile probation Pre-Doctoral Psychology Internship Program | 7/1/13- 6/30/14 | \$34,306 | \$0 | \$0 | \$0 | \$34,306 | - | 12/4/2012 |
| | | | \$645,008 | \$0 | \$41,951 | \$56,500 | \$743,459 | 3.00 | |

*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 |
| 158 | Parenting in Recovery II | 09/30/12 - 09/29/13 | \$500,000 | \$0 | \$214,286 | \$0 | \$714,286 | 2.00 | 11/6/2012 |
| 158 | Targeted Low Income Weatherization Program (TLIWP) | 10/01/12 - 12/31/12 | \$42,061 | \$0 | \$0 | \$0 | \$42,061 | - | 11/6/2012 |
| 158 | Seniors and Volunteers for Childhood Immunization (SVCI) | 09/01/12 - 08/31/13 | \$8,845 | \$0 | \$0 | \$0 | \$8,845 | 0.14 | 11/20/2012 |
| 158 | Coming of age (DADS) | 09/01/12 - 08/31/13 | \$24,484 | \$24,484 | \$0 | \$0 | \$48,968 | - | 11/20/2012 |

| Dept | Name of Grant | Grant Term | Grant Award | County Cost Share | County Contribution | In-Kind Contribution | Program Total | FTEs | Approval Date |
|------|---|---------------------|--------------|-------------------|---------------------|----------------------|---------------|-------|---------------|
| 158 | DOE Weatherization Program | 04/01/12 - 03/31/13 | \$60,471 | \$0 | \$0 | \$0 | \$60,471 | - | 11/20/2012 |
| 158 | Atmos Energy Share the Warmth | 11/01/12 - 10/31/13 | \$13,188 | \$0 | \$0 | \$0 | \$13,188 | - | 11/20/2012 |
| 139 | Travis County Adult Probation DWI Court | 09/30/12 - 09/29/13 | \$206,515 | \$0 | \$0 | \$0 | \$206,515 | 2.85 | 11/27/2012 |
| 137 | State Criminal Alien Assistance Program- SCAAP 12 | 07/01/10 - 06/30/11 | \$492,999 | \$0 | \$0 | \$0 | \$492,999 | - | 11/27/2012 |
| 147 | "Remembering When" Scholarship | 12/02/12 - 11/01/13 | \$4,000 | \$0 | \$0 | \$0 | \$4,000 | - | 11/27/2012 |
| 158 | Comprehensive Energy Assistance Program (CEAP)* | 1/1/12- 12/31/12 | \$4,546,172 | \$0 | \$0 | \$0 | \$4,546,172 | 4.00 | 12/4/2012 |
| 145 | National School Lunch/Breakfast Program* | 7/1/12- 6/30/13 | \$217,219 | \$0 | \$0 | \$0 | \$217,219 | - | 12/4/2012 |
| | | | \$13,474,297 | \$271,325 | \$214,286 | \$0 | \$13,959,908 | 22.08 | |

*Amended from original agreement.

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. PTC Approval Date | Cm. Ct. Contract Approval Date | Has the General Fund been Reimbursed? |
|--------|--|----------------------------|--------------------------|--------------------|---------------|-------------|---------------------|---------------------------|--------------------------------|---------------------------------------|
| | | | Personnel Cost | Operating Transfer | Total Request | | | | | |
| 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 | Yes |
| 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 | Yes |
| 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 | Yes |
| 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 | | | | |



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

| | | | |
|--|--|---|---------------------------------|
| Grant Title: | Title IV-E Child Welfare Services | | |
| Grant Period: | From: <input type="text" value="Oct 1, 2012"/> | To: <input type="text" value="Sep 30, 2013"/> | |
| Fund Source: | Federal: <input checked="" type="checkbox"/> | State: <input type="checkbox"/> | Local: <input type="checkbox"/> |
| Grantor: | Texas Dept. of Family and Protective Services | | |
| Will County provide grant funds to a sub-recipient? | Yes: <input type="checkbox"/> | No: <input checked="" type="checkbox"/> | |
| Are the grant funds pass-through from another agency? If yes, list originating agency below. | Yes: <input checked="" type="checkbox"/> | No: <input type="checkbox"/> | |
| Originating Grantor: | Social Security Administration | | |

| Budget Categories | Grant Funds | County Cost Share | Budgeted County Contribution #595010 (Cash Match) | In-Kind | TOTAL |
|--------------------|-------------|-------------------|---|---------|------------|
| Personnel: | \$ 6,721 | \$ 30,562 | \$ 0 | \$ 0 | \$ 37,283 |
| Operating: | \$ 22,202 | \$ 16,231 | \$ 0 | \$ 0 | \$ 38,433 |
| Capital Equipment: | \$ 0 | \$ 0 | \$ 0 | \$ 0 | \$ 0 |
| Indirect Costs: | \$ 7,565 | \$ 34,397 | \$ 0 | \$ 0 | \$ 41,962 |
| Totals: | \$ 36,488 | \$ 81,190 | \$ 0 | \$ 0 | \$ 117,678 |
| FTEs: | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |

| 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"/> | PL | |
| 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 Child Protective Services petitions filed (Stats provided annually) | 434 | 285 | 285 | 285 |
| 2. | Average number of children in conservatorship per month | 840 | 800 | 800 | 800 |
| 3. | Number of new children entering care | 627 | 625 | 625 | 625 |
| + - Measures for the Grant | | | | | |
| 1. | Number of Title IV- E eligible youth in foster care served by the contract | 140 | 100 | 100 | 100 |
| Outcome Impact Description | | This ensures that youth in foster care receive all necessary services | | | |
| 2. | | | | | |
| Outcome Impact Description | | | | | |
| 3. | | | | | |
| Outcome Impact Description | | | | | |

PBO Recommendation:

This grant contract is the continuation of an annual, automatically renewing contract that allows the county to receive federal reimbursement for certain foster care expenditures. This year, HHS is also including \$7,564.87 in indirect costs to be paid by the federal reimbursement. PBO recommends approval of this request.

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

The Texas Dept. of Family and Protective Services (DFPS) pools certain foster care expenditures made by Texas counties in order to receive federal reimbursement money for the state under Title IV-E of the Federal Social Security Act. The counties, in turn, receive a percentage of this money based on their expenditures for foster care. Travis County submits quarterly requests for reimbursement to DFPS. These funds enhance an existing program.

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

The contract with DFPS requires Travis County to continue a Child Welfare Board; provide adequate funding for the care of any child in need of protective placement who is under the conservatorship of DFPS and not eligible for Title IV-E foster care or state-paid foster care and/or Medicaid; provide adequate funds for medical care not covered by Medicaid; and maintain total net child welfare expenditures at a sufficient level.

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 match is provided by the current budget for the Accountant Associate who puts together the Title IV-E billings. No additional county 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.

Yes.

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. The county would still have to spend money for foster care even if this reimbursement program were not available.

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 contract with DFPS will allow Travis County to recover some of the costs associated with providing foster care. The appropriate departmental output measures apply to this grant.




**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: November 27, 2012

TO: Members of the Commissioners Court

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

SUBJECT: Title IV-E Child Welfare Services Contract Attachments

Proposed Motion:

Consider and take appropriate action to approve the attachments for the FY'13 Title IV-E Child Welfare Services Contract with the Texas Department of Family and Protective Services.

Summary and Staff Recommendations:

The Title IV-E Child Welfare Services Contract is part of a mutually undertaken child welfare program by Travis County and the Texas Department of Family and Protective Services (DFPS). Travis County receives partial reimbursement for eligible expenditures related to children in foster care under the oversight of the Travis County Child Protective Services Board.

DFPS pools certain foster care expenditures made by Texas counties in order to receive federal reimbursement money under Title IV-E of the Federal Social Security Act. Title IV-E was established for the purpose of enabling each state to provide, in appropriate cases, foster care, adoption assistance and transitional independent living programs for children who otherwise would have been eligible for Aid to Families with Dependent Children (AFDC) assistance as the program existed on July 16, 1996. The

federal reimbursement rate determines the amount counties receive. This rate changes each fiscal year. The rate is currently 59.30%.

Travis County Health and Human Services and Veterans Service (TCHHSVS) can receive up to \$36,488 in federal reimbursements during FY'13 depending on what it spends on Title IV-E eligible children. (This figure is based on an estimate of the amount of TCHHSVS staff time spent administering the Title IV-E program as well as the reimbursement for foster care maintenance expenditures and indirect costs.)

The Title IV-E contract automatically renews at the beginning of each fiscal year through 9/30/18. Certain attachments to the contract need to be updated each year. The budget and Risk Analysis Questionnaire attachments are included in this agenda item.

TCHHSVS staff recommends approving these attachments.

Budgetary and Fiscal Impact:

This contract is required to establish a mechanism for reimbursement of certain eligible foster care expenditures. TCHHSVS prepares a claim for DFPS at the end of each quarter based on expenditures for Title IV-E eligible foster children in the county and sends it to the County Auditor for review. TCHHSVS then submits the claim to DFPS. The funds are sent to the county and certified to be used by the Child Protective Services Board to meet the needs of the growing foster care population.

Issues and Opportunities:

This contract allows Travis County to be reimbursed for a portion of its expenditures for those children in foster care who are Title IV-E eligible.

Background:

Travis County has submitted claims for reimbursement under this contract since FY'99.

Cc: Andrea Colunga, Director, Office of Children's Services, TCHHSVS
 Nicki Riley, Travis County Auditor
 Jose Palacios, Chief Assistant County Auditor
 Patty Lennon, 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

**Budget for Title IV-E
County Child Welfare Services Contract**

| Summary | | | |
|---|--|--|--------------------------------|
| | | County: | Travis County --CWS |
| | | Contract Number: | 23940116 |
| | | Budget Effective Date: | 10/1/2012-9/30/2013 |
| Cost Category | Estimated Total Expenses Allocable to Title IV-E | Total Anticipated Federal Reimbursement* | Total Anticipated County Match |
| A. Administration | | | |
| A.1. Direct Personnel Salaries | \$26,580.82 | \$4,791.99 | \$21,788.83 |
| A.2. Direct Personnel Fringe Benefits | \$10,702.67 | \$1,929.48 | \$8,773.19 |
| A.3. Direct Personnel Travel | \$432.90 | \$78.04 | \$354.86 |
| A.4. Direct Materials and Supplies | \$0.00 | \$0.00 | \$0.00 |
| A.5. Direct Equipment | \$0.00 | \$0.00 | \$0.00 |
| A.6. Direct Other Costs | \$0.00 | \$0.00 | \$0.00 |
| Total Administration | \$37,716.39 | \$6,799.51 | \$30,916.88 |
| B. Training | | | |
| B.1. Title IV-E Training (75%) | \$0.00 | \$0.00 | \$0.00 |
| B.2. Title IV-E Fostering Connections Training (65%) | \$0.00 | \$0.00 | \$0.00 |
| B.3. Non-Title IV-E Training (50%) | \$0.00 | \$0.00 | \$0.00 |
| Total Training | \$0.00 | \$0.00 | \$0.00 |
| C. Supplemental Foster Care Maintenance (SFCM) | | | |
| Total SFCM | \$38,000.00 | \$22,123.60 | \$15,876.40 |
| D. Indirect Costs (if applicable) | | | |
| Indirect Cost Base | \$75,715.99 | \$41,961.80 | \$7,564.87 |
| Grand Total | \$117,678.19 | \$36,487.98 | \$81,190.20 |
| <p>*Estimated Federal Reimbursement for expenses based on Eligible Population Rate (EPR) during 3rd quarter of the preceding fiscal year:</p> <p>Actual reimbursement will be based on EPR in effect for the county during the month in which expenses were incurred.</p> | | | 36.056% |
| <p>* Estimated Federal Reimbursement for Supplemental Foster Care Maintenance expenses based on Federal Medicaid Assistance Percentage (FMAP) rate in effect during preceding fiscal year:</p> <p>Actual reimbursement will be based on FMAP rate in effect at the time reimbursement is made to contractor.</p> | | | 58.220% |
| <p>Indirect Cost Rate, if applicable (attach a copy of the approved Certificate of Indirect Costs):</p> <p align="center"><u>Contractor Certification</u></p> | | | 55.420% |
| Signature _____ | | Date _____ | |
| Printed Name & Title | | | |

**Budget for Title IV-E
County Child Welfare Services Contract**

| Administration | | | | | | |
|---|---------------------|---|----------------------------------|---------------------------------------|--|-------------------------------|
| A.1. Direct Personnel Salaries | | | | | | |
| County: Travis County --CWS | | | | | | |
| Contract Number: 23940116 | | | | | | |
| Budget Effective Date: 10/1/2012-9/30/2013 | | | | | | |
| Position or Title | A Monthly Salary | B % of Time Spent on IV-E Activities | C Number of Months of Service | D Estimated Total Expense* (AxBxC) | E Anticipated Federal Reimbursement (estimated EPR x 50% FFP) | F Anticipated County Match |
| Accountant Associate | \$3,691.78 | 60% | 12 | \$26,580.82 | \$4,791.99 | \$21,788.83 |
| | | | | \$0.00 | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 | \$0.00 |
| | | | | \$0.00 | \$0.00 | \$0.00 |
| Total Direct Personnel Salaries | | | | \$26,580.82 | \$4,791.99 | \$21,788.83 |

* estimated total cost for Title IV-E related activities

Note: Please refer to Title IV-E Finance Handbook for detailed information regarding allowable expenses, documentation requirements, etc.
http://www.dfps.state.tx.us/handbooks/Title_IV_E_County/default.jsp

**Budget for Title IV-E
County Child Welfare Services Contract**

| Administration | | | |
|--|-----------------------------|--|-----------------------------|
| A.2. Direct Personnel Fringe Benefits | | County: | Travis County --CWS |
| | | Contract Number: | 23940116 |
| | | Budget Effective Date: | 10/1/2012-9/30/2013 |
| Type of Fringe Benefits | Estimated Total Expense* | Anticipated Federal Reimbursement (estimated EPR x 50% FFP) | Anticipated County Match |
| FICA (\$3,691.78 x 12 mos. X .062 x .6) | \$1,648.01 | \$297.10 | \$1,350.91 |
| Hospitalization (\$735.63 per mo. X 12 mos. X .6) | \$5,296.54 | \$954.86 | \$4,341.68 |
| Life Insurance (\$8.25 per mo. X 12 mos. X .6) | \$59.40 | \$10.71 | \$48.69 |
| Retirement (\$3,691.78 x 12 mos. X .1227 x .6) | \$3,261.47 | \$587.98 | \$2,673.49 |
| Worker's Compensation (\$3,691.78 x 12 mos. X .75 x .0026 x .6) | \$51.83 | \$9.34 | \$42.49 |
| Medicare (\$3,691.78 x 12 mos. X .0145 x .6) | \$385.42 | \$69.48 | \$315.94 |
| | | \$0.00 | \$0.00 |
| | | \$0.00 | \$0.00 |
| | | \$0.00 | \$0.00 |
| | | \$0.00 | \$0.00 |
| Total Direct Personnel Fringe Benefits | \$10,702.67 | \$1,929.48 | \$8,773.19 |

* estimated total cost for Title IV-E related activities

Note: Please refer to Title IV-E Finance Handbook for detailed information regarding allowable expenses, documentation requirements, etc. http://www.dfps.state.tx.us/handbooks/Title_IV_E_County/default.jsp

**Budget for Title IV-E
County Child Welfare Services Contract**

| Administration | | | |
|---|---------------------------------|--|---------------------------------|
| A.3. Direct Personnel Travel | | | |
| | | County: | Travis County --CWS |
| | | Contract Number: | 23940116 |
| | | Budget Effective Date: | 10/1/2012-9/30/2013 |
| Type of Travel Expense Note: only include travel <u>NOT</u> related to personnel training | Estimated Total Expense* | Anticipated Federal Reimbursement (estimated EPR x 50% FFP) | Anticipated County Match |
| Travel to and from TDFPS Office (65 miles per mo. X 12 mos. X 55.5 cents per mile) | \$432.90 | \$78.04 | \$354.86 |
| | | \$0.00 | \$0.00 |
| | | \$0.00 | \$0.00 |
| | | \$0.00 | \$0.00 |
| | | \$0.00 | \$0.00 |
| | | \$0.00 | \$0.00 |
| | | \$0.00 | \$0.00 |
| | | \$0.00 | \$0.00 |
| Total Direct Personnel Travel | \$432.90 | \$78.04 | \$354.86 |

* estimated total cost for Title IV-E related activities

expenses, documentation requirements, etc.

http://www.dfps.state.tx.us/handbooks/Title_IVE_County/default.jsp

Please refer to the Texas State Comptroller's office for current mileage rates.

<https://fm.x.cpa.state.tx.us/fmx/travel/texttravel/trans/personal.php>

**Budget for Title IV-E
County Child Welfare Services Contract**

| C. Supplemental Foster Care Maintenance (SFCM) | | | |
|---|-------------------------------------|---|-------------------------------------|
| | | County: | Travis County --CWS |
| | | Contract Number: | 23940116 |
| | | Budget Effective Date: | 10/1/2012-9/30/2013 |
| Other Costs (description and basis of cost) | Estimated Total Expense* | Anticipated Federal Reimbursement (estimated FMAP) | Anticipated County Match |
| Allowances | | \$0.00 | \$0.00 |
| Clothing | \$27,300.00 | \$15,894.06 | \$11,405.94 |
| Day Care (limited) | | \$0.00 | \$0.00 |
| Gifts | \$7,000.00 | \$4,075.40 | \$2,924.60 |
| Graduation Expenses | | \$0.00 | \$0.00 |
| Personal Items | | \$0.00 | \$0.00 |
| School Supplies | \$3,700.00 | \$2,154.14 | \$1,545.86 |
| Reasonable Child Specific Travel | | \$0.00 | \$0.00 |
| Total Direct Other Costs | \$38,000.00 | \$22,123.60 | \$15,876.40 |

* estimated total cost for Title IV-E related activities

Note: Please refer to Title IV-E Finance Handbook for detailed information regarding allowable expenses, documentation requirements, etc.

http://www.dfps.state.tx.us/handbooks/Title_IV_E_County/default.jsp

**Budget for Title IV-E
County Child Welfare Services Contract**

Budget Narrative

County: Travis County --CWS

Contract Number: 23940116

Budget Effective Date: 10/1/2012-9/30/2013

Clearly describe each expense to be incurred and billed to this contract. Refer to Title IV-E Finance Handbook for detailed information regarding allowable expenses, documentation requirements, etc. http://www.dfps.state.tx.us/handbooks/Title_IV_E_County/default.jsp

A. Administration

A.1. Direct Personnel Salaries

One Account Associate is responsible for handling the Title IV-E billings.

A.2. Direct Personnel Fringe Benefits

These are the fringe benefits associated with the Account Associate position.

A.3. Direct Personnel Travel

Mileage to and from TDFPS office for Account Associate.

A.4. Direct Materials and Supplies

None.

A.5. Direct Equipment

None.

A.6. Direct Other Costs

None.

B. Training

B.1. Title IV-E Training (75%)

None.

B.2. Title IV-E Fostering Connections Training (65%)

None.

B.3. Non-Title IV-E Training (50%)

None.

C. Supplemental Foster Care Maintenance (SFCM)

Expenditure estimates for clothing, gifts, and school supplies provided to Title IV-E eligible clients.

D. Indirect Costs (if applicable)

Travis County is applying an indirect cost rate of .5542.

Contract Name: Travis County - CWS

Contract Number: 23940116

FY 2013

Please provide the person's name and number
to contact if additional information is needed: John C. Bradshaw 854-4277

1. Do you currently have other client service contracts with DFPS or any other Governmental entity [federal, state (ISD, University) county]?

Yes No

If yes, please provide the contract number and indicate which of the following payment types is utilized for the contract:

| | |
|----------------------------|---|
| Cost Reimbursement | Contractor is reimbursed for allowable costs. |
| Fee For Service | Contractor is paid a set fee per unit of service. Typically rates are negotiated with the individual vendor and may apply only to that vendor. An independent rate setting process does not exist for the contracted service. |
| Rate Based Payments | Contractor is paid at a pre-determined rate or fee per unit of service, which was established through a rate setting process. The rate setting process typically applies to multiple contractors who provide the service. |
| Other | Any other payment type not defined above. |

| Contract Number | Payment Type | Contract Number | Payment Type |
|-----------------|--------------|-----------------|--------------|
| 5382001344 | Rate Based | | |
| 5382001372 | Rate Based | | |
| | | | |
| | | | |
| | | | |

RAI Factor #4

2. Check the appropriate time period since your last audit (e.g., annual audit, compliance audit,) was completed by an independent auditor, including other state/federal agency.

Within 21 months Within 22-34 months 35 months or more OR No Audit completed

RAI Factor #15

3. Type of Related Party Transactions: "Doing business" refers to business activities such as purchasing or leasing (e.g., a building, a computer, or a vehicle), and/or obtaining a service (e.g., legal services, accounting services, banking services), even if the purchase/lease/service is provided at no charge from anyone related by blood, adoption or marriage to a member of your Board of Directors; a principal stockholder; or a key employee.

Does your agency do business with any of the above-mentioned parties for the following?

- Non-compensated services Yes No
- Compensated non-recurring services Yes No
- Compensated Consulting or Management services Yes No
- Compensated Building Leasing Yes No
- Compensated Transportation Yes No
- Compensated Goods and Services or Labor Yes No
- For-profit affiliated with non-profit Yes No
- Owned/operated by same or related entity Yes No

RAI Factor #10

4. The percentage of total expenditures paid out to Subcontractors in a fiscal year as allowable by contract.

- 0% no more than 30% 31% to 50% More than 50%

RAI Factor #9

5. Experience of key management staff: Note: Fiscal components refer to the financial aspect of the contract. Programmatic components refer to the program side of the contract, such as monitoring that services are provided to clients, monitoring the quality of the service delivery, ensuring compliance to the service provisions in the contract.

| | | | |
|---|--|---|---|
| Executive Director, Sole Proprietor, President or Equivalent | <input type="checkbox"/> Less than 2 years with fiscal <u>or</u> programmatic components of federal and/or state contracted programs | <input type="checkbox"/> At least 2 years with fiscal <u>or</u> programmatic components of federal and/or state contracted programs | <input checked="" type="checkbox"/> At least 2 years with fiscal and programmatic components of federal and/or state contracted programs |
|---|--|---|---|

| | | | |
|--|--|---|---|
| Accounting (Comptroller, Chief Financial Officer, Business Mgr, etc.) | <input type="checkbox"/> Less than 2 years with fiscal <u>or</u> programmatic components of federal and/or state contracted programs | <input type="checkbox"/> At least 2 years with fiscal <u>or</u> programmatic components of federal and/or state contracted programs | <input checked="" type="checkbox"/> At least 2 years with fiscal and programmatic components of federal and/or state contracted programs |
|--|--|---|---|

| | | | |
|--|--|---|---|
| Program Director, Program Coordinator or Equivalent | <input type="checkbox"/> Less than 2 years with fiscal <u>or</u> programmatic components of federal and/or state contracted programs | <input type="checkbox"/> At least 2 years with fiscal <u>or</u> programmatic components of federal and/or state contracted programs | <input checked="" type="checkbox"/> At least 2 years with fiscal and programmatic components of federal and/or state contracted programs |
|--|--|---|---|

RAI Factor #7

6. Check the appropriate box below if there has been any significant change in key management staff in the appropriate periods:

- No significant change in last 2 years
- Significant change in key management staff within: Last 2 years Last 12 months

RAI Factor #7

7. Total Contractor Experience

Check the appropriate box below your total contractor experience (including experience with non-DFPS agencies) providing the type of service being contracted.

- 0 to 12 months 13 to 35 months 36 to 59 months 60 or more months

RAI Factor #8

8. Check the appropriate box below if there has been any significant change in direct delivery and billing staff in the appropriate periods:

No significant change in last 2 years

Significant change in direct delivery and billing staff within: Last 2 years Last 12 months

RAI Factor #8

CERTIFICATION

Signed by an individual with documented authority as designated by the business entity.

I HEREBY CERTIFY, TO THE BEST OF MY KNOWLEDGE, THAT THE INFORMATION REPORTED HEREIN IS TRUE, CORRECT, AND COMPLETE.

Signature and Date

Printed Name and Title