

Item 10



Travis County Commissioners Court Agenda Request

Meeting Date: 07/30/2013, 9:00 AM, Voting Session

Prepared By/Phone Number: Victoria Ramirez, Planning and Budget, 854-6039

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 contract with the Automobile Burglary and Theft Prevention Authority and related amended application to continue the Sheriff's Combined Auto Theft Task Force Program in the Travis County Sheriff's Office;
- B. Contract amendment with the Texas Commission on Environmental Quality to extend the grant period through FY 15 and provide an additional \$2,356,310 to the Low-Income Repair Assistance, Retrofit, and Accelerated Vehicle Retirement Program (LIRAP) in the Transportation and Natural Resources Department;
- C. Amendment to the Intergovernmental Cooperative Reimbursement Agreement with the Texas Commission on Environmental Quality for the Low-Income Repair Assistance, Retrofit, and Accelerated Vehicle Retirement Program (LIRAP) Local Initiative Projects (LIP) in the Transportation and Natural Resources Department and approval to use of funds to provide resources to continue the Counterfeit Motor Vehicle Inspection Program;
- D. Permission to continue the AmeriCorps grant program in Health and Human Services and Veterans Services, awarded by the OneStar Foundation via the Corporation for National and Community Service; and
- E. Semi-annual report on the status of the Family Drug Treatment Court grant in Health and Human Services and Veterans Services, awarded by the United States Department of Justice.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Item A is the annual contract for the Combined Auto Theft Task Force. Item B is an amendment to an existing contract with the Texas Commission on Environmental Quality, and also extends the contract through FY 15. Item C is another amendment to the LIRAP contract with TCEQ. Item D is a permission to continue an existing grant and Item E is a grant status report, both in the Department of Health and Human Services and Veterans Services.

STAFF RECOMMENDATIONS:

PBO recommends approval.

ISSUES AND OPPORTUNITIES:

Additional information is provided on the grant summary sheets.

FISCAL IMPACT AND SOURCE OF FUNDING:

Item A includes a county cost share of \$131,022 to pay for the field agent's salary and the county agent's fringe benefits. Item B requires no county cost share. Item C requires a county match of \$7,000 to cover the fringe benefits associated with salaries paid by the grant. Item D requires a county cost share of \$500,191, which HHSVS has funded in part with vacancy savings in the AgriLife Extension General Fund budget. The remaining county contribution has come from fee-for-service contracts between Travis County and the schools hosting after-school programs, as detailed in the attached backup. Item E requires cash and in-kind matches. HHSVS will provide \$28,012 as a cash match and \$33,437 in county staff time (0.75 FTE) and office space as an in-kind match.

REQUIRED AUTHORIZATIONS:

Planning and Budget Office
County Judge's Office

Leslie Browder
David Salazar

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	137 SCATTF - Sheriff's Combined Auto Theft Task Force	9/1/13 - 8/31/14	\$641,481	\$131,022	\$254,949	\$0	\$1,027,452	11.00	R	EC	10
Contracts											
B	149 Low-Income Repair Assistance, Retrofit, and Accelerated Vehicle Retirement Program (LIRAP)	8/31/13 - 8/31/15	\$2,356,310	\$0	\$0	\$0	\$2,356,310	2.80	R	MC	61
C	149 LIRAP Local Initiative Projects (LIP) Counterfeit Motor Vehicle Inspection Program (CMVIP)	8/31/13 - 8/31/15	\$1,716,162	\$7,000	\$0	\$0	\$1,723,162	0.50	R	MC	67
Dept. Grant Title	Grant Term on Application	Personnel Cost	Operating Transfer	Total Request	Filled FTE	Expiration Date	PTC	Auditor's Assessment	Page #		

Permission to Continue

D	158 AmeriCorps Grant Program	8/1/13 - 7/31/14	\$100,540	\$7,300	\$107,840	31.00	9/30/2013	31.00	R	C	78
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Status Report

Dept. Grant Title	Grant Period	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	PBO Notes	Auditor's Assessment	Page #	
E	158 Family Drug Treatment Court - Children's Continuum Grant	10/1/11 - 9/30/14	\$550,000	\$0	\$28,012	\$155,321	\$733,333	3.05	R	EC	83

PBO Notes:

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

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

**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
145	Juvenile Treatment Drug Court	9/30/2013- 9/29/2014	\$199,970	\$0	\$0	\$0	\$199,970	-	1/8/2013
145	Juvenile Accountability Block Grant (JABG) Local Assessment Center	09/01/13 - 08/31/14	\$61,334	\$6,814	\$0	\$0	\$68,148	-	1/22/2013
158	Coming of Age (CNCS)	04/01/13 - 03/31/14	\$50,495	\$324,753	\$0	\$0	\$375,248	6.80	2/5/2013
147	Emergency Management Performance Grant	10/01/12 - 09/30/13	\$71,221	\$71,221	\$0	\$0	\$142,442	-	2/5/2013
137	TCSO Child Abuse Victim Services Personnel	09/01/13 - 08/31/14	\$23,092	\$0	\$34,639	\$0	\$57,731	1.00	2/5/2013
137	TxDOT Impaired Driving Mobilization	03/1/13 - 09/30/13	\$16,906	\$5,684	\$0	\$0	\$22,590	-	2/5/2013
124	Travis County Veterans' Court	09/01/13 - 08/31/14	\$233,124	\$0	\$0	\$0	\$233,124	2.00	2/19/2013
124	Veterans Commission Grant	07/01/13 - 06/30/14	\$49,470	\$0	\$0	\$0	\$49,470	-	2/19/2013
139	Travis County Adult Probation DWI Court	09/01/13 - 08/31/14	\$228,460	\$0	\$0	\$0	\$228,460	4.00	2/19/2013
145	The Eagle Soars: An Educational and Career Development Program	09/01/13 - 08/31/14	\$115,955	\$0	\$0	\$0	\$115,955	-	2/19/2013
145	Enhancing Services for Victims of Crime	09/01/13 - 08/31/14	\$62,886	\$15,722	\$0	\$0	\$78,608	1.00	2/19/2013
145	Drug Court & In-Home Family Services	09/01/13 - 08/31/14	\$181,000	\$20,111	\$0	\$0	\$201,111	0.23	2/19/2013
142	Drug Diversion Court	09/01/13 - 08/31/14	\$155,838	\$0	\$0	\$0	\$155,838	2.00	2/19/2013

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
122	Family Drug Treatment Court	09/01/13 - 08/31/14	\$143,438	\$0	\$0	\$0	\$143,438	1.00	2/26/2013
119	Family Violence Accelerated Prosecution Program	09/01/13 - 08/31/14	\$84,954	\$34,053	\$0	\$17,088	\$136,095	1.77	2/26/2013
145	Trauma Informed Assessment and Response program	09/01/13 - 08/31/14	\$193,808	\$0	\$0	\$0	\$193,808	0.50	2/26/2013
158	Parenting in Recovery II*	09/30/12 - 09/29/13	\$625,747	\$0	\$268,195	\$0	\$893,942	1.00	2/26/2013
145	IMPACT: Investing in Minds to Prepare for A Career in Technology	10/1/13 - 09/30/14	\$416,327	\$0	\$0	\$0	\$416,327	1.00	3/5/2013
137	K9s4COPs	04/01/13 - 09/30/13	\$12,000	\$0	\$0	\$0	\$12,000	-	3/26/2013
145	Leadership Academy	10/01/13 - 09/30/14	\$143,665	\$47,888	\$0	\$0	\$191,553	1.75	3/26/2013
158	Basic Transportation Needs Fund (Bus Pass Program)	09/01/13 - 08/31/14	\$5,790	\$0	\$0	\$0	\$5,790	-	4/9/2013
145	FRESH Youth (Finding Regionally Sourced Food for High-Risk Youth)	11/01/13 - 10/31/14	\$45,000	\$15,000	\$0	\$0	\$60,000	-	4/16/2013
157	NEH Preservation Assistance for Smaller Institutions	05/01/14 - 08/01/14	\$6,000	\$0	\$0	\$0	\$6,000	-	4/16/2013
137	State Criminal Alien Assistance Program - SCAAP 13	07/01/11 - 06/30/12	\$40,568,231	\$0	\$0	\$0	\$40,568,231	-	4/16/2013
137	SCATTIF Sheriff's Combined Auto Theft Task Force	09/01/13 - 08/31/14	\$1,001,869	\$134,184	\$258,235	\$0	\$1,394,288	12.00	4/30/2013
145	Taking the Smart Path: Enhancing Assessment and Training to Address Youths' Needs	10/01/13 - 09/30/16	\$644,987	\$0	\$0	\$0	\$644,987	-	4/30/2013
119	Other Victim Assistance Grant	09/01/13 - 08/31/15	\$84,000	\$0	\$28,129	\$0	\$112,129	1.00	5/7/2013
123	Victim Coordinator and Liaison Grant	09/01/13 - 08/31/15	\$84,000	\$0	\$0	\$0	\$84,000	-	5/14/2013
147	FY13 Homeland Security Grant Program / State Homeland Security Program (SHSP)-HAZmat ID	10/01/13 - 11/30/14	\$22,500	\$0	\$0	\$0	\$22,500	-	5/21/2013
147	FY13 Homeland Security Grant Program / State Homeland Security Program (SHSP)-GASID	10/01/13 - 11/30/14	\$9,500	\$0	\$0	\$0	\$9,500	-	5/21/2013

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
158	AmeriCorps	08/01/13 - 07/31/14	\$298,671	\$500,191	\$0	\$0	\$798,862	31.00	5/21/2013
158	Parenting in Recovery II	09/30/13 - 09/29/14	\$481,000	\$259,000	\$0	\$0	\$740,000	2.00	5/28/2013
145	National School Lunch/Breakfast Program & USDA School Commodity Program	09/30/13 - 09/29/14	\$307,204	\$0	\$0	\$0	\$307,204	-	6/4/2013
145	The Eagle Soars: An Educational and Career Development Program*	09/01/13 - 08/31/14	\$115,955	\$0	\$0	\$0	\$115,955	-	6/11/2013
120	Verifying UOCAVA Ballot Inclusion in Election Results	09/01/13 - 11/30/14	\$4,183,575	\$0	\$0	\$0	\$0	1.00	6/18/2013
120	Electronic Transmission of Ballot Portal	09/01/13 - 11/30/14	\$19,950	\$0	\$0	\$0	\$0	-	6/18/2013
137	Vision Summit	01/01/13 - 09/30/13	\$78,147	\$0	\$0	\$0	\$78,147	-	7/2/2013
145	Enhancing Supervision, Security, and Policies to Ensure Youth Safety	10/01/13 - 09/30/15	\$250,000	\$262,446	\$0	\$0	\$512,446	3.15	7/2/2013
135	Accessible Parking Awareness Campaign	10/01/13 - 03/31/14	\$37,125	\$12,375	\$0	\$0	\$49,500	0.50	7/9/2013
124	Veterans Commission Grant	01/01/14 - 12/31/14	\$21,432	\$0	\$0	\$0	\$21,432	-	7/16/2013
158	Emergency Food and Shelter Program, Phase 31	04/01/13 - 03/31/14	\$25,000	\$0	\$0	\$0	\$25,000	-	7/23/2013
			\$52,004,634	\$1,709,442	\$631,149	\$73,588	\$50,215,288	77.70	

*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 (TILIWP)	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
158	Title IV-E Child Welfare Services	10/01/12 - 09/30/13	\$36,488	\$81,190	\$0	\$0	\$117,678	-	12/11/2012
137	2012 Byrne Justice Assistance Grant	10/01/12 - 09/30/15	\$86,000	\$0	\$0	\$0	\$86,000	-	12/18/2012
158	2012 Phase 30 Emergency Food and Shelter Program	04/01/12 - 03/31/13	\$25,000	\$0	\$0	\$0	\$25,000	-	12/18/2012
140	Safe Havens: Supervised Visitation and Safe Exchange program*	10/1/10- 9/30/13	\$400,000	\$0	\$0	\$0	\$400,000	-	12/28/2012
145	Juvenile Front End Therapeutic Services Program*	09/01/11- 08/31/12	\$17,617	\$0	\$0	\$0	\$17,617	-	1/22/2013
145	Residential Substance Abuse Treatment Program*	10/01/11 - 09/30/12	\$132,063	\$47,512	\$0	\$0	\$179,575	1.00	1/22/2013
145	Eagle Resource Project*	09/01/11- 08/31/12	\$34,628	\$0	\$0	\$0	\$34,628	-	1/22/2013
137	Sheriff's Office Command & Support Vessel*	09/01/12 - 06/30/13	\$250,000	\$0	\$0	\$0	\$250,000	-	1/29/2013
137	2010 UASI-Tactical Response Vehicle*	08/01/2010 - 07/31/12	\$475,000	\$0	\$0	\$0	\$475,000	-	2/12/2013
147	2010 HSGP _ Travis County Haz. Mat. Detection and Decontamination Equipment and Related Maintenance*	08/01/2010 - 07/31/12	\$39,938	\$0	\$0	\$0	\$39,938	-	2/12/2013

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
155	Justice Reinvestment Initiative	03/01/13 - 02/28/15	\$300,000	\$0	\$0	\$0	\$300,000	-	2/19/2013
147	2010 UASI Chemical Biological Radiological Nuclear Explosive (CBRNE) Strike Team Coordinator*	08/01/10 - 12/31/12	\$250,000	\$0	\$0	\$0	\$250,000	1.00	2/26/2013
155	Justice Reinvestment Initiative (Arnold Foundation)	03/01/13 - 02/28/15	\$69,012	\$0	\$0	\$0	\$69,012	-	2/26/2013
159	Capital Area Trauma Regional Advisory Council	05/01/12 - 08/31/13	\$10,101	\$0	\$0	\$0	\$10,101	-	2/26/2013
158	Targeted Low Income Weatherization Program	03/01/13 - 11/30/13	\$54,850	\$0	\$0	\$0	\$54,850	-	4/9/2013
158	DOE Weatherization Assistance Program	04/01/12 - 03/31/13	\$60,471	\$0	\$0	\$0	\$60,471	-	4/9/2013
145	Juvenile Probation Pre-Doctoral Psychology Internship Program	07/01/13 - 06/30/14	\$35,000	\$0	\$0	\$0	\$35,000	0.65	4/16/2013
158	Basic Transportation Needs Fund Bus Pass Program	09/01/12 - 08/31/13	\$5,790	\$0	\$0	\$0	\$5,790	-	4/16/2013
158	Coming of Age (CNCS)	04/01/13 - 03/31/14	\$16,832	\$309,604	\$15,149	\$0	\$341,585	6.00	4/23/2013
145	A Culture of Excellence: Enhancing Organizational Capacity to Exceed PREA Standards	04/01/13 - 03/31/14	\$100,000	\$0	\$0	\$0	\$100,000	-	4/30/2013
158	Comprehensive Energy Assistance Program	01/01/13 - 12/31/13	\$2,637,219	\$0	\$0	\$0	\$2,637,219	4.00	4/30/2013
158	AmeriCorps*	08/01/12 - 07/31/13	\$291,671	\$487,203	\$0	\$0	\$778,874	31.00	5/21/2013
149	CAMPO Surface Transportation Program- Metropolitan Mobility; Blake-Manor Shared Use Path	05/21/13 - until complete	\$2,208,400	\$651,715	\$0	\$145,866	\$3,005,981	-	5/21/2013
147	Fire Mitigation Assistance Grant- Perdnales Fire #2959	09/04/11	\$306,990	\$0	\$0	\$0	\$306,990	-	5/28/2013
147	Fire Mitigation Assistance Grant- Steiner Ranch Fire #2960	09/04/11	\$204,379	\$0	\$0	\$0	\$204,379	-	5/28/2013
158	Comprehensive Energy Assistance Program #58120001710	04/01/13 - 07/31/13	\$1,263,589	\$0	\$0	\$0	\$1,263,589	-	5/28/2013
147	Fire Mitigation Assistance Grant- Hodde Lane Fire #2957	09/04/11	\$20,951	\$0	\$0	\$0	\$20,951	-	6/11/2013

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
149	Pace Bend Park Low Water Boat Ramp	09/04/11	\$80,460	\$0	\$26,820	\$0	\$107,280	-	6/18/2013
158	Low Income Home Energy Assistance Program (LIHEAP)	04/01/13 - 03/31/14	\$823,394	\$0	\$0	\$0	\$823,394	-	7/23/2013
			\$14,971,031	\$400,027	\$214,286	\$0	\$15,585,344	23.08	

*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	Yes
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	Yes
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	Yes
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	Yes
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	Yes
158	Comprehensive Energy Assistance Program	1/1/2013-12/31/2013	\$29,196	\$200,000	\$229,196	4.00	3/31/2013	1/8/2013	N/A	No
158	Low Income Home Energy Program	04/01/13 - 03/31/14	\$0	\$100,000	\$100,000	-	6/30/2013	4/2/2013	N/A	No
158	Comprehensive Energy Assistance Program**	1/1/2013-12/31/2013	\$29,196	\$300,000	\$329,196	4.00	6/30/2013	4/2/2013	N/A	No
Totals			\$334,807	\$600,000	\$934,807	16.00				



**TRAVIS COUNTY
FY 13 GRANT SUMMARY SHEET**

Check One:	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Sheriff - Law Enforcement	
Contact Person/Title:	Tracy Miller, Planner	
Phone Number:	512.854.6923	

Grant Title:	SCATTF - Sheriff's Combined Auto Theft Task Force		
Grant Period:	From: <input type="text" value="09-01-2013"/>	To: <input type="text" value="08-31-2014"/>	
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	ABTPA - Auto Burglary Theft Prevention Authority		
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:	\$ 641,481	\$ 131,022	\$ 254,949	\$ 0	\$ 1,027,452
Operating:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 641,481	\$ 131,022	\$ 254,949	\$ 0	\$ 1,027,452
FTEs:	10.00	1.00	0.00	0.00	11.00

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"/>	JC	

Performance Measures					
#	Measure	Actual FY 11 Measure	Projected FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure
+ -		Applicable Departmental Measures			
1.					
2.					
3.					
+ -		Measures for the Grant			
1.	Public Awareness			125	100
Outcome Impact Description		Educate and provide tools to deter and prevent auto thefts and burglaries			
2.	Interdiction Operations			215	100
Outcome Impact Description		Conduct stings in areas of high incident.			
3.					
Outcome Impact Description					

PBO Recommendation:

The Travis County Sheriff's Office is requesting approval of the annual contract with the Automobile Burglary and Theft Prevention Authority for the Sheriff's Combined Auto Theft Task Force Grant. The contract is submitted on behalf of Travis County and 16 other counties with the Sheriff of each county forming the Advisory Board of the program. Travis County has typically received roughly half of the award with the other counties receiving the remaining funds.

The actual amount that Travis County will receive is approximately \$328,115 of the \$641,481 award and could vary slightly depending on the travel needs of the other agencies. Travis County's portion of the cost share is \$131,022 and portion of the county contribution is \$133,185. Both are fully budgeted in the FY 14 Preliminary Budget.

PBO recommends approval of the contract to continue the existing program with the grantor that has been in place for the last sixteen years.

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 goal of the program is to reduce auto theft rates in the task force areas.

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

NA

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.

Matching funds are from Travis County for the field agent salary and the County Agents salary fringe benefits.

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

No - not allowable.

5. County Commitment to the Program Upon Termination of the Grant: Will the program end upon termination 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.

NA

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

The Task Force has been in existence since 1995.

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 has been very successful in combining multi-county efforts to combat auto theft rings and individuals in our part of the State of Texas.



JAMES N. SYLVESTER
Chief Deputy

GREG HAMILTON
TRAVIS COUNTY SHERIFF

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

PHYLLIS CLAIR
Major - Law Enforcement

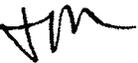
DARREN LONG
Major - Corrections

MARK SAWA
Major - Administration & Support

July 16, 2013

MEMORANDUM

TO: Honorable Sam Biscoe, County Judge
Honorable Ron Davis, Commissioner, Precinct 1
Honorable Bruce Todd, Commissioner, Precinct 2
Honorable Gerald Daughtery, Commissioner, Precinct 3
Honorable Margaret Gomez, Commissioner, Precinct 4

From: Tracy Miller, Planner 

Subject: Acceptance Letter
RE: Auto Burglary Theft Prevention Authority Grant

Attached are the acceptance documents for our ABTPA grant. The Commissioners Court passed this grant application on consent on April 30, 2013 (Item 15A).

The grant is in the amount of \$1,027,452. We will receive \$641,481 from ABTPA for task force personnel salaries. The county match will be \$385,971.

We appreciate the support the Travis County Commissioners Court has given us in our effort to reduce crimes against people and property, which are so costly to our citizens.

Attachments

xc: Travis Gatlin
Janice Cohoon
Jim Connolly



Safety, Integrity, Tradition of Service

THE STATE OF TEXAS
COUNTY OF TRAVIS

RESOLUTION

WHEREAS, the Travis County Commissioners Court finds that it is in the best interest of the citizens of Travis County that the Sheriff's Combined Auto Theft Task Force be operated for a seventeenth year; and

WHEREAS, the Travis County Commissioners Court has considered the proposed application for financial assistance to be submitted to the Auto Theft Prevention Authority, a division of the Texas Department of Motor Vehicles, and,

NOW, THEREFORE, BE IT RESOLVED, that the Travis County Commissioners Court approves submission of the grant application for the Sheriff's Combined Auto Theft Task Force to the Auto Theft Prevention Authority.

RESOLVED this 30th day of July, 2013

TRAVIS COUNTY COMMISSIONERS COURT

Samuel T. Biscoe, Travis County Judge

Ron Davis
Commissioner, Precinct One

Bruce Todd
Commissioner, Precinct Two

Gerald Daughertery
Commissioner, Precinct Three

Margaret Gomez
Commissioner, Precinct Four

Resolved, Ordered and Executed as of the dates set forth below.

County of Bastrop

County Judge Date

County of Bell

County Judge Date

County of Blanco

County Judge Date

County of Caldwell

County Judge Date

County of Colorado

County Judge Date

County of Comal

County Judge Date

County of Fayette

County Judge Date

County of Gonzales

County Judge Date

County of Hays

County Judge Date

County of Lee

County Judge Date

County of Llano

County Judge Date

County of Milam

County Judge Date

County of Travis

County Judge Date

County of Wharton

County Judge Date

County of Williamson

County Judge Date

County of Wilson

County Judge Date



7/15/2013

Ms. Phyllis Clair
PO Box 1748 | 5555 Airport Blvd
Austin, Texas 78767

Re: Grant Nbr: 2014-T01-Travis C-00008 Year of Funding:
Application: Travis County
Title: Sheriff's Combined Auto Theft Task
Amount: \$641,481.00

Dear Ms. Clair

I am pleased to inform you that the above referenced grant is approved in the amount indicated. The grant award must be accepted within 30 days by completing and returning the enclosed grantee acceptance notice to the Texas Automobile Burglary & Theft Prevention Authority. A copy of the Automobile Burglary & Theft Prevention Authority's Grant Administrative Guide is being forwarded under separate cover to the financial officer designated in your grant application.

I look forward to working with you to ensure the success of your program. Any questions relating to the administration of this grant should be directed to our office by calling the Grant Administrator, Jan Gregg (512) 374-5107.

Sincerely,

Charles Caldwell
Director, ABTPA

GRANTEE ACCEPTANCE NOTICE

AGREEMENT:

That whereas Travis County, hereinafter referred to as Grantee, has heretofore submitted a grant application to the Automobile Burglary and Theft Prevention Authority, State of Texas, entitled Sheriff's Combined Auto Theft Task Force, and further identified by grant number 2014-T01-Travis C-00008 And

Whereas, the Automobile Theft Prevention Authority has approved the grant application as evidenced by the Statement of Grant Award from the Automobile Burglary and Theft Prevention Authority dated{Print Date} Certain special requirements; and

Whereas, the Grantee desires to accept the grant award, the Uniformed Grant and Contract Management Standards, and special requirements as evidenced by the Statement of Grant Award;

Now, therefore, the Grantee accepts the aforementioned Statement of Grant Award, the Uniformed Grant and Contract Management Standards and special requirements in the grant application and the Statement of Grant Award as evidenced by the agreement, executed by the project director, the financial officer, and the official authorized to sign the original grant application, of the official's successor, as presiding officer of and on behalf of the governing body of this grantee; and

Now, therefore, the Grantee shall designate either the project director or the financial officer to coordinate and be solely responsible for submission of adjustments pertaining to both program and financial elements of the application, and the POSITION authorized to submit adjustments is _____.

NON-LOBBYING CERTIFICATION:

We, the undersigned, certify that none of the grant funds, regardless of their source or character, including local cash assumption of cost funds, shall be used in any manner to influence the outcome of any election or the passage or defeat of any legislative measure.

A finding that a grantee has violated the certification shall result in the immediate termination of funding of the project and the grantee shall not be eligible for future funding from the Automobile Burglary and Theft Prevention Authority.

Certified By:

Date:

Signature of Project Director

Signature of Project Manager

Name & Title(must print or type)

Name & Title(must print or type)

Official Agency Address(street or post office box)

Official Agency Address(street or post office box)

City/Zip Code/Telephone Number

City/Zip Code/Telephone Number

Signature of Authorized Official

Signature of Financial Officer

Name & Title (must print or type)

Name & Title(must print or type)

Official Agency Address (street or post office box)

Official Agency Address(street or post office box)

City/Zip Code/Telephone Number

City/Zip Code/Telephone Number



**Texas Automobile Burglary and Theft Prevention Authority
Statement of Grant Award**

Grant Number: 2014-T01-Travis C-00008
Grantee Name: Travis County
Project Title: Sheriff's Combined Auto Theft Task Force
Grant Period: 09/01/2013 to 08/31/2014

ABTPA Award: \$641,481.00
Grantee Cash: \$385,971.00
Grantee In-Kind: \$0.00
Total Project Cost: \$1,027,452.00

The Texas Automobile Burglary and Theft Prevention Authority (ABTPA) has awarded the above-referenced grant. The approved budget is reflected in the attached Approved Budget Summary. This grant is subject to and conditioned upon acceptance of the ABTPA Grant Administrative Guide promulgated for this specific program fund (referenced above) through the Automobile Theft Prevention Authority a listing of applicable special conditions are listed below. Total project costs must be accounted for in accordance with the Uniform Grant and Contract Management Standards and the Administrative Guide.

GRANTEE REQUEST FOR FUNDS

All Grantee request for funds shall be submitted to ABTPA in accordance with the instructions provided by ABTPA and shall be in the form required by ABTPA. Requests for funds will not be honored until all special conditions outlined on the Statement of Grant Award and action required on the part of the grantee have been satisfied.

GRANT ADJUSTMENTS

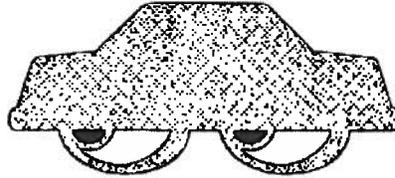
Grantee shall submit written requests for grant adjustments, as required by the applicable ABTPA Rule contained in the Grant Administrative Guide for this specific program fund.

Special Conditions and Requirements:

Non-Supplanting Certification

7/15/2013

Chad Casanova



Watch Your Car
TEXAS AUTO BURGLARY & THEFT PREVENTION AUTHORITY

**Texas Automobile Burglary and Theft
Prevention Authority
Approved Budget Summary**

Grant Number: 2014-T01-Travis C-00008
Grantee: Travis County
Project Title: Sheriff's Combined Auto Theft Task Force
Grante Period: 09/01/2013 to 08/31/2014
Funding Source: Auto Burglary and Theft Prevention Authority

Region:
Date: 7/15/2013

	ABTPA	Cash Match	In-Kind	TOTAL
A. Personnel	\$641,481.00	\$92,545.00	\$0.00	\$734,026.00
A. Fringe	\$0.00	\$293,426.00	\$0.00	\$293,426.00
B. Contractual	\$0.00	\$0.00	\$0.00	\$0.00
C. Travel	\$0.00	\$0.00	\$0.00	\$0.00
D. Equipment	\$0.00	\$0.00	\$0.00	\$0.00
E. Supplies & DOE	\$0.00	\$0.00	\$0.00	\$0.00
F. Indirect Funds				\$0.00
Totals	\$641,481.00	\$385,971.00	\$0.00	\$1,027,452.00

1. Applicant Information

a. **Legal Name:** Travis County
b. **Address**
Street or P.O. Box: PO Box 1748 **City:** Austin
County: **State:** Texas **Zip Code:** 78767

c. **Organizational Unit:** Travis County Sheriff's Office

d. **Contact Person:** Major Phyllis Clair
Telephone Number: 5128546923

2. **State Payee ID Number:** 746000192

3. **Type of Applicant:** County

If "Other", please specify: N/A

4. **Type of Application:**

New Continuation Revision

If Revision, check appropriate box(es).

Increase Award Decrease Award Other (specify)
Increase Duration Decrease Duration

If "Other", please specify: N/A

5. **Title of Project:** Sheriff's Combined Auto Theft Task Force (SCATTF)

6. **Areas of Project Activities (Cities, Counties, States, etc.):**
Select a County:

- Bastrop County
- Bell County
- Blanco County
- Caldwell County
- Colorado County
- Comal County
- Fayette County
- Gonzales County
- Guadalupe County
- Hays County
- Lee County
- Llano County
- Milam County
- Travis County
- Wharton County
- Williamson County
- Wilson County

7. **Proposed Project:**

Start Date: 9/1/2013

Ending Date: 8/31/2014

8. Is application subject to review by state executive order 12372 process?

YES, this application was made available to the Texas Review and Comment System (TRACS) for review on

Program is not covered by E. O. 12372

Program has not been selected by state for review

NO

9. Funding Summary:

Total State Grant Funds Requested (ABPTA)	\$1,001,869
Cash Match:	\$392,419
In-Kind Match:	\$0
Total:	\$1,394,288

10. Is the applicant delinquent on any federal debt?

YES If "YES" attach an explanation NO

11. To the best of my knowledge and belief, all data in this application is true and correct. The document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is awarded.

- a. **Authorized Official:** Samuel T. Biscoe
- b. **Title:** County Judge
- c. **Telephone Number:** 5128549555
- d.
- e.

Item 1.

Does this assistance request require state, local, regional, or other priority rating?

Yes No

If "Yes" please complete

Name of Governing Body:

Priority Rating:

Item 2.

Does this assistance require state, or local advisory, education, or health clearance?

Yes No

If "Yes" please complete

Name of Agency or Board:

Item 3.

Does this assistance request require state, local, regional, or other planning approval? *

Yes No

If "Yes" please complete

Name of Approving Agency:

Item 4.

Will the assistance requested serve a federal installation?

Yes No

If "Yes" please complete

Name of Federal Installation:

Federal Population Benefiting from Project:

Item 5.

Will the assistance requested have an impact on the environment?

Yes No

Item 6.

Will the assistance requested cause the displacement of individuals, families, businesses or farms?

Yes No

If "Yes" please complete

Number of Individuals:

Families:

Businesses:

Farms:

Item 7.

Is there other related assistance on this project (previous, pending, or anticipated)?

Yes No

If "Yes" Explain:

Automobile Burglary & Theft Prevention Authority

Organization: Travis County

**2014-T01-Travis C-00008
Version Date: 07/08/2013 14:23:14**

Personnel: Task Force Sergeant

Title or Position	% of Salary	ABTPA Funds	Cash Match	In-Kind	Total
Task Force Sergeant	99.9876%	\$103,224	\$1,286	\$0	\$104,510
Public Awareness Coordinator	99.9876%	\$40,841	\$509	\$0	\$41,350
Field Agent - Bastrop	99.9876%	\$46,915	\$585	\$0	\$47,500
Field Agent - Colorado	99.9876%	\$44,091	\$550	\$0	\$44,641
Field Agent - Comal	99.9876%	\$68,904	\$859	\$0	\$69,763
Field Agent	99.9876%	\$50,025	\$623	\$0	\$50,648
-					
Guadalupe					
Field Agent - Hays	99.9876%	\$51,468	\$641	\$0	\$52,109
Field Agent - Travis	99.9876%	\$93,954	\$1,171	\$0	\$95,125
Field Agent - Travis	99.9876%	\$93,954	\$1,171	\$0	\$95,125
Field Agent - Wharton	99.9876%	\$48,105	\$600	\$0	\$48,705
Field Agent - Travis	0%	\$0	\$95,125	\$0	\$95,125
NEW - Office Assistant	0%	\$0	\$0	\$0	\$0
Total Direct Salaries		\$641,481	\$103,120	\$0	\$744,601
Total Requested Amounts					

Narrative

TASK FORCE SERGEANT (40 hours / week, 100%):

- Oversees the daily operations and management of the Task Force. Direct liaison with all public entities.
- Oversees all Field Operations, which includes seizures and forfeitures (sales, etc.) by the Task Force members.
- Maintains the Confidential Informant files; supports operations; scheduling assignments; planning and schedules training.
- Strategic planning for resource deployment and organizational objectives.
- Makes official visits to Out-of-County agent offices.
- Helps the agents achieve their goals; maintain evaluations for all Task Force members. Provides guidance.
- Reviews all search warrants. Assists in all covert and overt operations; intelligence and information sharing.
- Works closely with the other 29-Auto Theft Task Forces within the State of Texas. Is actively involved with the ABTPA Board and TAVTI.

FIELD AGENTS (40 hours / week, 100%):

- Investigates criminal activity related to Auto Theft primarily, but not limited to their geographical area.
- Performs Salvage Inspections; Bait Vehicle Operations; locates Chop Shops; conducts training classes for Law Enforcement and for the public; performs covert and overt interdictions; plans and conducts surveillance operations for Burglary of Vehicles (BOV); writes search warrants.
- Investigates or assists with Insurance Fraud and Arson cases related to Auto Theft.
- Aids in the Public Awareness presentations and events.

Automobile Burglary & Theft Prevention Authority

Organization: Travis County

2014-T01-Travis C-00008

Version Date: 07/08/2013 14:23:14

Personnel: Task Force Sergeant

PUBLIC AWARENESS COORDINATOR (40 hours / week, 100%):

- Ensures the grant budget is being properly maintained and allocated. Responsible for meeting grant goals. Responsible for confirming that all grant paperwork is submitted in a timely manner.
- Gathers and prepares monthly statistics and quarterly reports. Filing of all paperwork related to but not limited to goals set forth through the grant.
- Serves as a Notary.
- Conducts Public Awareness events throughout the 17-County area. Coordinates with local media for coverage of public awareness events and noteworthy Vehicle Crime articles.
- Webmaster for the www.scattf.org website.
- Prepares requisitions for all equipment, office and field supplies and clothing ordered for the Task Force. Receives all items and follows through with invoices to the proper departments, conducts and keeps track of all inventories.

OFFICE SPECIALIST, Sr (40 hours / weekly / 100%):

- Answering the office phones / direct calls to appropriate personnel / takes and relays messages.
- Opens and distributes incoming mail, prepares mail-outs and maintains the Task Force mailing lists.
- Responsible for all filing and responsible to keep the file room organized.
- Schedule all Task Force meetings. Keeps and distributes the minutes of all Task Force and Board of Governors meetings.
- Creates data bases and generates reports using spreadsheets.
- Assists with any and all travel / training requests and submittals.
- Responds to administrative questions and ensures necessary follow-up.
- Will review all cases as they are received and make notification to TCIC if the vehicle has been recovered since the initial report has been taken.
- Will assist the Public Awareness Coordinator with events as necessary.

Automobile Burglary & Theft Prevention Authority

Organization: Travis County

**2014-T01-Travis C-00008
Version Date: 07/08/2013 14:23:14**

Fringe/Overtime

Fringe Benefits	% or \$ Rate	ABTPA Funds	Cash Match	In-Kind	Total
Overtime		\$0	\$0	\$0	\$0
Total Overtime		\$0	\$0	\$0	\$0

Narrative

After the initial submission, there will be NO APPROVED OVERTIME FOR FY2014.
tjm1067 // 07/08/2013

Note: Your Total ABTPA Funds for Fringe Benefits may only be a maximum of 25% of your Total ABTPA Direct Salaries.

Fringe Benefits	% or \$ Rate	ABTPA Funds	Cash Match	In-Kind	Total
FICA			\$58,078	\$0	\$58,078
Retirement			\$95,817	\$0	\$95,817
Insurance			\$112,536	\$0	\$112,536
Other (Explain) unemployment, workers comp, certification, longevity/uniform			\$30,863	\$0	\$30,863
Total Fringe Benefits		\$0	\$297,294	\$0	\$297,294
Total Fringe/Overtime Budget		\$0	\$297,294	\$0	\$297,294

Narrative

Fringe Benefits are various benefits received by an employee in addition to his or her regular pay. Fringe Benefits for the SCATTF are paid by the county in which the investigator / employee works. These benefits are calculated and placed in the 'cash match' section of the grant. These benefits are medicare, workers compensation, unemployment, life insurance, longevity, certification and miscellaneous expenses requested by the requesting county such as a uniform stipend.

Upload additional information:

Grant Staff Only:

Check to disable 25% match error check.

Automobile Burglary & Theft Prevention Authority

Organization: Travis County

**2014-T01-Travis C-00008
Version Date: 07/08/2013 14:23:14**

Professional and Contractual Services: N/A

Description of Service	ABTPA Funds	Cash Match	In-Kind Match	Total
N/A				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
				\$0
Total Professional & Contractual Services	\$0	\$0	\$0	\$0

Briefly describe any anticipated contractual arrangement and work products expected.

Describe basis for arriving at the cost of each line item.

Professional services (such as consultants, trainers, counselors, evaluators, etc.)

should be described by type of service, number of hours, rate per hour, and travel costs.

Currently not funded by ABTPA.

Upload additional information:

Automobile Burglary & Theft Prevention Authority

Organization: Travis County

2014-T01-Travis C-00008

Version Date: 07/08/2013 14:23:14

Travel

(We are asking to cover the per diem at \$46 a day for a total of \$3,220 and \$350 in miscellaneous expenses for a total of \$3,470 from programmed income.)

Border Solutions Meeting – 1 night – lodging is \$310; per diem is \$184; miscellaneous expenses are \$50.

Total is \$544.

Grand TOTAL for TRAVEL - \$9,980

Upload additional information:

Automobile Burglary & Theft Prevention Authority

Organization: Travis County

2014-T01-Travis C-00008

Version Date: 07/08/2013 14:23:14

Supplies and DOE

regarding auto thefts and burglary within our 17-County area such as community gatherings, fairs, festivals, etc.

Confidential Funds – will be used in accordance with Travis County Sheriff's Office Policy. All funds will be tracked and reported and can be used for things such as undercover operations, surveillance and informant payments. All uses must be approved by the Task Force Sergeant and receipts will be provided.

Upload additional information:

Automobile Burglary & Theft Prevention Authority

Organization: Travis County

2014-T01-Travis C-00008

Version Date: 07/08/2013 14:23:14

Indirect Cost

	ABTPA Funds	Cash Match	In-Kind Match	Total
Indirect Costs				\$0
Total Indirect Costs				\$0

Currently ABTPA does not fund indirect costs, except for the Council of Government agencies. Applicants may not use option (A) without having an official cost allocation plan developed in accordance with OMB Circular No. A-87. The amount may be entered as ABTPA funds or cash match for those applicants having such an approved plan.

N/A

Automobile Burglary & Theft Prevention Authority

Organization: Travis County

2014-T01-Travis C-00008

Version Date: 07/08/2013 14:23:14

Problem Statement & Historical Information

- a. Provide an assessment of the auto theft and burglary problem in the areas of coverage and existing activities that address the problem. Identify the target population and the geographical target area.

The SCATTF region is a hub of crossroads between Mexico and states north along the IH-35 corridor, US Hwy 59 to the East and West of IH-10 between San Antonio and Houston and US Hwy 290 East and West. In 1997 with the aid of the ABTPA Grant, Travis County initiated the first regional effort to combat auto-related criminal activity and has continued to focus on those efforts ever since. Total square mileage of the geographical area of the 17-Counties that are the Task Force equal 14,698 square miles. The target population, being made up of both urban (where more thefts occur) and rural (where theft rings and chop shops can go undetected more easily) is 2,487,129. Counties in the Task Force include: Bastrop, Bell, Blanco, Caldwell, Colorado, Comal, Fayette, Gonzales, Guadalupe, Hays, Lee, Llano, Milam, Travis, Wharton, Williamson and Wilson. The members of the Task Force continue to educate the citizens of the SCATTF jurisdictional areas and education is the most effective tool in the prevention of Auto Thefts and Vehicle Burglaries alike. See attached for additional information.

- b. Describe the extent to which this project will duplicate or overlap existing activities, and why that (if any) is necessary.

We often overlap with the Austin Police Department Interdiction Project. We both conduct VTR 68-A inspections, PR events, bait vehicle operations and on occasion some of our investigations overlap. APD works inside the city limits, while the Task Force works the unincorporated areas.

- c. Describe and document trends of the problem and the need that makes this grant necessary.

Our area is comprised of small rural Sheriff's Offices. Without our expertise, these agencies have no one to call upon. Most agencies have very limited manpower or experience in the Auto Theft or Vehicle Burglary fields. As VTR 68-A's are becoming more and more numerous each year (and DPS has stopped performing this service) the counties and local police departments far and wide have no one else to call but their local area Task Force. And in some areas of Texas, known as "no-mans" land, the thieves are getting bolder and bolder. Title fraud cases are on the increase as thieves are able to simply use a pen and paper to "steal" vehicles.

- d. Using the spreadsheet below, provide accurate statistical data for problem in project area. (e.g. cite 3 years of UCR data) Please provide all data that is available for your agency or agencies:

Vehicle Theft Data	Year 1	Year 2	Year 3
	2012	2011	2010
Number of Stolen Vehicles	394	458	536

Automobile Burglary & Theft Prevention Authority

Organization: Travis County

2014-T01-Travis C-00008

Version Date: 07/08/2013 14:23:14

Problem Statement & Historical Information

Number of Recovered Vehicles	574	596	703
Number of Arrests	156	128	161
Number of Auto Theft Training Classes	11	15	12
Number of (other) Cases Worked	383	363	185

Theft from a Motor Vehicle Data	Year 1	Year 2	Year 3
	2012	2011	2010
Number of Burglaries of a Vehicle	1287	1187	1325
Number of Recovered Items	0	0	0
Number of Arrests	43	12	18
Number of (other)	0	0	0
Number of (other)	0	0	0

Other Motor Vehicle Crimes	Year 1	Year 2	Year 3
	2012	2011	2010
68A Inspections	1346	884	819
Salvage Inspections	22	41	46
Number of Stolen Vehicle Inquiries	0	0	0
Number of (other) Vehicles	7598	10791	10191

Automobile Burglary & Theft Prevention Authority

Organization: Travis County

**2014-T01-Travis C-00008
Version Date: 07/08/2013 14:23:14**

Proposed Objectives

a. Select the standard goal and describe the specific objectives of the project. Include any quantifiable data by which activities measure.

Auto Theft Goal

GOAL 1: REDUCE THE INCIDENT OF MOTOR VEHICLE THEFT.

- Objective 1. Locate and shut down chop shops (6)**
- Objective 2. Conduct salvage inspections (20)**
- Objective 3. Conduct interdiction activities (100)**

Auto Burglary Goal

GOAL 2: REDUCE THE INCIDENT OF THEFT FROM A MOTOR VEHICLE.

- Objective 1. Conduct tire sting operations (6)**
- Objective 2. Conduct burglary of vehicle surveillance operations (10)**
- Objective 3. Conduct bait car sign operations using the sign boards (5)**

Public Awareness Goal

GOAL 3: PUBLIC AWARENESS METHODS USED TO EDUCATE THE CITIZENS OF TEXAS AND TRAINING OF QUALIFIED PERSONNEL IN THE DETECTION AND PREVENTION OF AUTO BURGLARY & THEFT.

- Objective 1. Public awareness events (100)**
- Objective 2. Training for officers (10)**
- Objective 3. Reach (14,000,000) through media outreach, training and PR events**

Grantee Goals

GOAL 7: PREVENT THE INCIDENT OF FRAUDULENT TITLES AND REGISTRATION OF STOLEN VEHICLES.

- Objective 1. Fraudulent title inspections (5)**
- Objective 2. Fraudulent dealer license plate cases / citations (5)**
- Objective 3. Conduct fraudulent license plate classes for LE officers (4)**

Grantee Goals

GOAL 8: REDUCE THE INCIDENT OF AUTOMOBILE INSURANCE FRAUD.

- Objective 1. Collaborate with NICB on a quarterly basis (4)**
- Objective 2. Investigate or Assist with Arson Cases (4)**
- Objective 3. Investigate or Assist with Insurance Fraud Cases (2)**

b. Describe how the project will impact the stated problem.

The expertise of the Task Force is well known both inside and outside the 17-County region and is called upon routinely for assistance. We are quickly becoming experts in counterfeit or fraudulent dealer license plates and fraudulent titles as well. We will continue to accomplish all of this through training of Law Enforcement agencies and working to educate the public through public awareness campaigns.

c. Describe proposed plan for auto theft crime prevention, education and training.

VIN etchings, HEAT registrations, neighborhood meetings, Lions and Rotary Clubs, mock citations, stuff brochures in billings, etc. Hold Auto Theft, Salvage Inspections and Highway Interdiction classes for Law Enforcement throughout the state.

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Functions Of Proposed Project

The functions of the project should:

Identify the service needs to be met by the project and the applicant's experience or qualifications.

Describe how this project will cooperate/coordinate activities with other appropriate agencies/projects.

Describe in what way (if any) is this project innovative and what methods taken to assure that the project demonstrates cross-cultural awareness in all project activities and in its staffing and training.

A. Crime prevention, education and training will be major focuses of the Task Force. We will attempt to reach as many citizens as possible with Public Awareness, educating them in the causes of and solutions for Auto Theft and Burglary of Vehicle.

B. Conducting Salvage Inspections and performing covert and overt surveillance. VTR 68-A inspections and locating Chop Shops will remain a function of the Field Agents. There is over 80 years of combined experience among our Field Agents, with three of them being experts.

C. SCATTF has an outstanding working relationship with the APD Auto Theft Interdiction Unit as well as other Task Forces. We schedule highway interdictions and / or Salvage Inspections and routinely invite DPS and local agencies to participate.

D. The Task Force continually works with other agencies with the State. These operations and cooperation allow the Task Force agents to learn from each other; fostering relationships that assists in the sharing of information; not only in our area, but about the State as a whole.

E. The Texas Commission on Law Enforcement Standards mandates all licensed Peace Officer's participate in a cultural awareness class at a minimum of every other year. Federal law requires that a racial profiling form be completed on all traffic stops made.

F. SCATTF is an innovative program within the 17-County area. Each Sheriff involved has commented on the cohesiveness and work performance the Task Force provides.

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Evaluation Design

The program evaluation should indicate how the applicant will assess the success of the project and the extent to which the strategy achieved the project's goals and objectives.

a. Describe the design of a plan for local evaluation of this project.

An important aspect in evaluating a program of this magnitude is whether the participating agencies (Sheriff's Office) perceive the program as one that is worthwhile in THEIR county and whether all counties coordinating efforts with each other are for the good of all involved. We will continue to host bi-yearly Board of Governor's meetings to discuss items relevant to this project and receive feedback. Minutes are recorded and all present are invited to speak on any item of interest.

b. Cite relevant data that will be used to measure the effectiveness of this project.

We keep monthly statistics to track the progress of the unit and to ensure we are meeting our goals set forth at the beginning of the Fiscal Grant Year. We monitor our individual county, the 17-County Task Force area and the State as a whole; to ensure we are continuing to make a difference in the fight against Auto Thefts and Burglary of Vehicles.

c. Describe the mechanism to evaluate the programs progress.

Monthly statistics, along with monthly progress reports, quarterly financial reports and end of year statistics are submitted to track our progress. We ensure our goals are reached each year and we also use feedback from our bi-yearly Board of Governor's meetings.

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Designation of Grant Officials

Project Title: Sheriff's Combined Auto Theft Task Force
Organization Name Travis County
Address PO Box 1748
Austin, TX 78767
Phone: (512) 854-9735
Fax: (512) 854-7410
Federal Tax ID 17460001922021
ABTPA Funds Requested \$1,001,869
New Continuation

Project Director
Prefix Ms. **First Name:** Phyllis **Last Name:** Clair
Title Major **Business Address:** PO Box 1748 | 5555 Airport Blvd
City Austin **State:** Texas **Zip:** 78767
Phone 512-854-9759 **Fax:** 512-854-3289 **E-Mail:** phyllis.clair@co.travis.tx.us
Alternate Signature Name Lieutenant Jason Jewert
Phone 512-854-7401

Project Manager
Prefix Mr. **First Name:** Tommy **Last Name:** Wooley
Title Sergeant **Business Address** PO Box 1748 | 7811 Burleson-Manor Rd.
City Austin **State** Texas **Zip** 78767
Phone 512-854-7423 **Fax:** 512-854-7410
E-Mail: tommy.wooley@co.travis.tx.us
Alternate Signature Name Captain Cyril Friday
Phone 512-854-7401

Financial Officer
Prefix Ms. **First Name** Nicki **Last Name** Riley
Title County Auditor **Business Address** PO Box 1748
City Austin **State** Texas **Zip** 78767
Phone 512-854-9125 **Fax** 512-854-9164 **E-Mail** nicki.riley@co.travis.tx.us
Alternate Signature Name Auditor Paul Lyon
Phone 512-854-9125

Authorized Official
Prefix Mr. **First Name** Samuel **Last Name** Biscoe
Title County Judge **Business Address** PO Box 1748
City Austin **State** Texas **Zip** 78767
Phone 512-854-9555 **Fax** 512-854-9535 **E-Mail** sam.biscoe@co.travis.tx.us
Alternate Signature Name Judge's designee (we do not know)
Phone 512-854-9555

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Americans w/ Disabilities Act (ADA)

The Grantee hereby assures and certifies compliance with Subchapter II, Part A of the Americans with Disabilities Act (ADA), 42 U.S.C., Sections 12131-12134, and Department of Justice ADA regulations, 28 CFR Part 35.

✓ I have read and understood the instructions provided.

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Non-Supplanting Certification

I certify that the programs proposed in this application meet all the requirements of the Texas Civil Statutes, Article 4413(32a), §6(a)(7), (a) Texas Civil Statutes, Article 4413(32a), §6(a)(7), requires that state funds provided by this Act shall not be used to supplant state or local funds. Public Law 98-473 requires that federal funds provided by that Act shall not be used to supplant state or local funds.

I further certify that ABTPA funds have not been used to replace state or local funds that would have been available in the absence of ABTPA funds. The certification shall be incorporated in each grantee's report of expenditure and status of funds referred to under §57.3(6) of this title (relating to Adoption by Reference).

✓ I have read and understood the instructions provided.

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Compliances

The attached digest of your grant application represents the Automobile Burglary & Theft Prevention Authority Board's approved amount. The digest represents budgeted amounts only and does not approve any items that conflict with the participating agency's personnel, procurement, travel, or local government code policies and procedures.

The grantee will be responsible in determining that the following requirements are being met prior to the release of funds:

1. Salaries are in accordance with local policy of the participating agencies.
2. Personnel are classified in accordance with the needed qualification for the position.
3. Fringe Benefits are in accordance with local policy of the participating agencies.
4. Travel Policy is in accordance with the travel policy of the participating agencies.

✓ I have read and understand the instructions provided.

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Equal Employment Opportunities (EEO)

Agencies that employ fewer than 50 people are not required to file an equal opportunity program in accordance with 28 CFR 42.301 etseq., Subpart E.

Agencies that employ 50 or more people and has received or applied to the Automobile Burglary & Theft Prevention Authority for total funds in excess of \$25.000 are considered to have formulated an equal employment opportunity program in accordance with 28 CFR 42.301 et seq.

This agency employs fewer than 50 people.

No Yes

If yes above, please provide the office of record.

Name

Kim Austin-Smith

Title

Interim Director

Address

PO Box 1748

City

Austin

State

Texas

Zip Code

78767

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Assurances

ASSURANCES CERTIFICATION

I certify that the programs proposed in this application meet all the requirements of the Texas Automobile Burglary & Theft Prevention Authority Program, that all the information presented is correct, and that the applicant will comply with the provisions of the Automobile Burglary & Theft Prevent Authority and all other federal and state laws, regulations, and guidelines. By appropriate language incorporated in each grant, subgrant, or other document under which funds are to be disbursed, the undersigned shall assure that the applicable conditions above apply to all recipients of assistance.

I have read and understand the instructions provided.

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Independent Annual Audit Certification

The grantee assures compliance by itself and its applicable sub-recipients (contractors) with the Single Audit Act Amendments of 1996, P.L. 104 - 156 and, particularly, with the requirements of OMB Circular A-133 as follows (check one):

- ✓ 1. Grant(s) expenditures of \$300,000 or more in federal funds-
An annual single audit by an independent auditor made in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133.
- 2. Grant(s) expenditures of \$300,000 or more in state funds-
An annual single audit by an independent auditor made in accordance with the Uniform Grant and Contract Management Standards (UGCMS).
- 3. Grant(s) expenditures of less than \$300,000 in federal funds-
Exempt from the Single Audit Act. However, ABTPA may require a limited scope audit as defined in OMB Circular A-133.
- 4. Grant(s) expenditures less than \$300,000 but \$50,000 or more in state funds. A program-specific audit.
- 5. Grant(s) expenditures less than a total of \$50,000 in state funds-
Financial Statements audited in accordance with Generally Accepted Audited Standards (GAAS).

NOTE: Grantees exempt from the Single Audit Act requirements (i.e. those expending less than \$300,000 in total federal financial assistance) are prohibited from charging the cost of a Single Audit to a Federal award.

Regardless of items checked above, the grantee should, within 60 days following the date of the grant award, furnish the following information:

- 1. The identity of the organization conducting the audit.
- 2. Approximate time audit will be conducted.
- 3. Audit coverage to be provided.

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Interagency Review and Approval

Prior to expending grant funds, the grantee is required to submit a copy of the interagency agreement between the grantee and each agency of the task force receiving ABTPA grant funds, for review and approval.

The interagency agreement must include the following:

(a) A detailed budget including personnel, travel, equipment, and other operating expenses that are to be reimbursed with grant funds (refer to Schedules in Grant Application where appropriate); and,

(b) A copy of the Assurance Certification from each agency, other than grantee, receiving ABTPA funds. Attach signed certification to agreement. (In lieu of having the Certification signed, the list of Assurances, or reference to them, may be included in the body of the Interagency Agreement.)

Upload the Interagency Agreement below:

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District Attorney Contract

An example of a District Attorney Contract can be found here.

Upload the District Attorney Contract (if required) below:

https://www.dmv.state.tx.us/apps/intelligrants_TXATP/_Upload/8396-DAInterlocals.docx

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Law Enforcement Training

Regional Academies

- a. Within 14 days after completion of each training school, the grantee shall submit to the Automobile Burglary and Theft Prevention Authority (ABTPA) a completed copy of the "Report of Training" form as required by the Texas Commission on Law Enforcement Officer Standards and Education (TCLEOSE). The grantee must indicate which students completed the training school and list the agency each student represented.
- b. The training academy providing services may be appropriately licensed by TCLEOSE. Any training course paid for with ABTPA funds may result in participants receiving credit hours from TCLEOSE.
- c. Peace officer training courses shall be open to all local peace officers as defined in the Texas Code of Criminal Procedure, Article 2.12, on an equal basis. Reserve law enforcement officers, law enforcement radio dispatchers, and jailers are eligible for training provided by ABTPA grant funds.
- d. Funding for Basic Peace Officer Certification courses will be limited to the TCLEOSE-mandated contact hours for each trainee, unless grantee provides adequate justification for additional hours.

Upload Report of Training form below:

https://www.dmv.state.tx.us/apps/intelligrants_TXATP/_Upload/8842-ScannedFY2014SignedCopy.pdf

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Procuring Consultants And Professional Services

To secure the professional services and/or the consultant services described in the approved grant budget, the following requirements shall apply:

a. **Fees and Arrangements.** The grantee shall consult and observe the guidelines stated in Section I, Financial and Administrative Requirements; Professional or Consultant Services.

b. **Procurement Procedures**

1. **Purchases up to \$250** may be made on a spot purchase basis, without comparative pricing.
2. **Purchases between \$1000 and \$2,500** require a minimum of three oral bids, based on identical specifications. The purchaser (grantee) is required to maintain records for audit that show the name, telephone number, date, and bid amount of each source contacted.
3. **Purchases between \$2,500 and \$5,000** require that written invitations for bid, using identical specifications, be mailed to a minimum of three prospective suppliers. Such invitations must clearly state the deadline for receipt of written bids. The purchaser (grantee) is required to maintain records for audit that include copies of all invitations and all written responses thereto (including original signatures thereon).
4. **Purchases above \$5,000** require formal newspaper advertising soliciting bids. The purchaser is required to maintain records for audit that include copies of the advertisement(s) and all written responses thereto (including original signatures thereon).
5. When the required services/supplies and/or the required skills are so unique that the purchaser cannot identify a minimum of three prospective sources – when the cost exceeds \$1,000 – the purchaser (grantee) shall seek guidance from the ABTPA. In such cases, the grantee shall provide to the ABTPA a letter containing all relevant facts and a proposed course of action.
6. **Audit organizations and individual independent auditors** typically will not respond to an “invitation for bid,” with precise specifications stipulated by the purchaser. In such cases, the purchaser should extend an “invitation for proposal” which permits the prospective supplier to develop the specifications of the engagement/purchase and to quote a relevant cost. It is then incumbent upon the purchaser to select the lowest cost proposal which meets the organizational needs.
7. In all instances, prior to the delivery of services, a written contract should be executed to secure professional and/or consultant services. An example can be found here.

c. **Grantor Agency Approval.** Following the solicitation of bids and prior to the execution of a contract, the grantee shall obtain ABTPA approval, by providing the ABTPA with a letter containing the following:

1. a brief narrative description of the specific procurement procedure (cited herein) that was used;
2. a copy of the newspaper advertisement, if that method is required by the applicable procurement procedure (cited herein);
3. a draft copy of the proposed contract;
4. a list of vendors or practitioners from whom bids or quotes were solicited;

✓ I have read and understand the instructions provided.

**INTERLOCAL ASSISTANCE AGREEMENT
REGIONAL AUTO THEFT ENFORCEMENT TASK FORCE**

This Agreement is entered into by and between the undersigned parties, hereinafter collectively referred to as the Parties, pursuant to Chapter 791 of the Texas Government Code, concerning interlocal cooperation contracts, and Chapter 362 of the Texas Local Government Code.

WHEREAS, auto theft is a crime that has steadily increased in recent years with population growth; and

WHEREAS, the cost of auto theft places burdens on the public and private sector alike; and

WHEREAS, the parties desire to address this problem by continuing to develop and implement a comprehensive auto theft law enforcement program, including violation identification, investigation, prosecution and public awareness; and

WHEREAS, the Parties desire to continue to pool their resources and to coordinate individual efforts in order to combat auto theft more efficiently and effectively; and

WHEREAS, the Parties agree to adhere to all pertinent federal, state and local laws or regulations.

NOW THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

**ARTICLE I
CONTINUATION OF TASK FORCE**

1.01 The Parties by resolution or order enter into this Agreement to continue the existence of a mutual aid law enforcement task force to cooperate in criminal investigation and law enforcement to combat auto theft. The Parties hereby continue the existence of the Sheriffs Combined Auto Theft Task Force (the Task Force). The Task Force will continue to pool its resources and coordinate individual efforts to combat auto theft more efficiently and effectively. The Task Force will continue to assist its members in investigating, prosecuting and preventing auto theft.

**ARTICLE II
RESOURCES**

2.01 The allocation of law enforcement resources is a discretionary decision, which is to be made by the governmental entity and official(s) who controls the resources. It is acknowledged that the allocation of law enforcement is dependent on availability of funding and the resources in question. Subject to these expressly acknowledged

limitations, the Parties agree to endeavor to provide available law enforcement resources as requested in order to facilitate Task Force operations.

- 2.02 Travis County has applied for a grant from the Automobile Theft Prevention Authority (the ATPA) to provide funding for several positions to support Task Force operations, as set forth in Exhibit A (Grant Application), which is attached hereto and made a part hereof. The in-kind match for the ATPA grant is also set forth in Exhibit A.
- 2.03 Travis County may apply for and receive other grants to support the Task Force operations.
- 2.04 Travis County will act as the Manager for the administration of the grant(s), which will be utilized to support Task Force operations, and Travis County will allocate funding and equipment in accordance with the provisions of the grant documents.
- 2.05 To the extent that any of the Parties receive any grant funding or equipment which has been purchased with grant funds pursuant to this Agreement, such Parties will be considered subrecipients (the Subrecipients) and, as such, are subject to OMB Circulars A-87, A-133 and the Uniform Grant and Contract Management Standards, as applicable. Travis County, as the pass-through grant recipient, will provide the Subrecipients with a copy of the grant agreement, administrative guidelines and CFDA number, when applicable. In addition, the Subrecipients agree to and shall provide monthly accountings and expenditure reports to Travis County on a timely basis on forms, which will be provided to the applicable Parties. Final expenditure reports are due from any recipient of grant funding under the initial term of this Agreement no later than September 15, 2014. In accordance with the requirements of the grant, any Subrecipient costs, which have been paid from grant funds, but which are later deemed unallowable for reimbursement under the grant, shall be refunded by such subrecipient to Travis County.
- 2.06 The Parties agree to maintain accurate accounting records of any funds received or disbursed pursuant to this Agreement and, if requested, to allow Travis County and/or the granting agencies access to the records for the purpose of performing inspections and audits.
- 2.07 Any equipment received by the Parties under this Agreement which has been purchased with ATPA grant funds will remain Travis County property and will be separately accounted for and returned to Travis County at the termination of this Agreement, subject to the approval of ATPA. Any other equipment received by the Parties under this Agreement, which has been purchased with other grant funds, will remain Travis County property and will be separately accounted for and returned to Travis County at the termination of this Agreement, subject to the conditions of the grant.

2.08 To the extent that any of the Parties receive ATPA grant fund proceeds or equipment, which has been purchased with such grant funds, pursuant to this Agreement, such Parties shall comply with the applicable regulations, policies, guidelines and requirements referenced in Exhibit B (DA Contract), a copy of which is attached hereto and made a part hereof. In addition, to the extent that any of the Parties receive ATPA grant fund proceeds or equipment, which has been

purchased with such grant funds, pursuant to this Agreement, such Parties, by executing this Agreement, certify that the program proposed in this Agreement meets all of the requirements of the ATPA, that all of the information presented is correct, and that such Parties will comply with the provisions of the ATPA and all other federal and state laws, regulations and guidelines.

2.09 In the event that funds and/or other property are forfeited under the provision of law as a result of the activities of the Task Force, the property will be sold or any other intended use of the property shall be approved by the ATPA (and, if applicable, any other granting agency), and all such funds will be expended for Task Force purposes. The Task Force will provide custody and accounting of these funds and assets, if any, and will utilize the funds and assets in accordance with applicable law and the decision of the Task Force Board of Governors.

ARTICLE III TASKS

3.01 The Parties will each appoint a representative to serve on a Board of Governors of the Task Force, which will be chaired by the Sheriff of Travis County.

3.02 The Board will:

1. set the policy of the Task Force;
2. receive reports concerning the activities of the Task Force;
3. meet annually on a date selected by its chairperson and at other times as set by the Board;
4. adopt and follow proper parliamentary procedures at each of its meetings;
5. organize the Task Force to most effectively utilize Task Force resources in the accomplishment of its objectives;
6. appoint a Committee to develop standard operating procedures for the Task Force and the committee will submit the procedures to the Board for its approval;
7. organize and implement Task Force operations;
8. establish inter-agency flow charts, meeting schedules and screening criteria; and
9. designate points of contact and determine agency responsibility.

3.03 The Sheriff of Travis County will appoint a Task Force Coordinator to coordinate the day-to-day operation of the Task Force.

**ARTICLE IV
JURISDICTION**

- 4.01 The peace officers of the Parties, who are assigned to a Task Force operation, will have the additional jurisdictional authority set forth in this Agreement.
- 4.02 The jurisdiction conferred under this Agreement will include the power to conduct investigations, make arrests without a warrant, to execute search warrants and to make other reasonable and necessary law enforcement actions for the purpose of and in the pursuit of achieving Task Force objectives outside the jurisdiction from which the officer is assigned and within the territory of a specific Task Force operation. All assigned officers will have the investigative and arrest authority necessary to effectively cooperate in the attainment of the Task Force objectives within the area covered by a specific Task Force operation.
- 4.03 Venue for the prosecution of a criminal offense brought in connection with any Task Force operation will be in accordance with applicable law.

**ARTICLE V
COORDINATION OF LAW ENFORCEMENT OPERATIONS**

- 5.01 With the return of this executed Agreement, each party will designate in writing an individual to serve as a single point of contact for the purpose of coordinating law enforcement operations. The designation will include telephone, fax and pager numbers. The Parties may change the designated points of contact by delivering a notice to the other parties in accordance with the terms of this Agreement.
- 5.02 The individuals, who act as the single points of contact, will also act as the liaisons between the Task Force and the law enforcement officials of the participating jurisdictions. The Task Force Coordinator will notify the single point of contact of each jurisdiction to be involved in a Task Force operation of the contemplated operation and will communicate with the single points of contact to coordinate the day-to-day operation of the Task Force.
- 5.03 The law enforcement agencies of the area where an arrest is made pursuant to a Task Force operation shall be notified of the arrest without delay, and the notified agency shall make available the notice of arrest in the same manner as if the arrest were made by a member of that agency.

**ARTICLE VI
PEACE OFFICER COMPENSATION**

- 6.01 A peace officer assigned to the Task Force shall receive from the assigning party the same wages, salary, pensions and other compensation, employment benefits and rights, including injury or death benefits, for the service as though the service had been rendered directly for the party who assigned the officer to the Task Force.

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**ARTICLE VII
ALLOCATION OF FUNDS**

- 7.01 Grant funds will be allocated in conformance with the intent and requirements of the applicable grant.
- 7.02 A party to this Agreement shall not request reimbursement for any services performed pursuant to this Agreement by another party to this Agreement.

**ARTICLE VIII
LEGAL RESPONSIBILITIES**

- 8.01 If any law enforcement officer assigned to the Task Force is cited as a defendant in any civil law suit arising out of his or her official acts as a law enforcement officer assigned to the Task Force, the officer will have the same benefits from the assigning agency that such law enforcement officer would be entitled to receive if such civil action had arisen out of an official act within the scope of his or her duties as an officer of and in the jurisdiction of the assigning party.
- 8.02 No party to this Agreement will be responsible for the acts of a law enforcement officer of another jurisdiction, who is assigned to the Task Force, except as may be decreed against that party by a judgment of a court of competent jurisdiction.
- 8.03 It is expressly understood and agreed that in the execution of this Agreement, no party waives, nor shall be deemed to waive, any immunity or defense otherwise available to it against any claims arising in the exercise of governmental powers and functions.
- 8.04 Each party to this Agreement waives all claims against every other party to the agreement for compensation for any loss, damage, personal injury or death, occurring as a consequence of the performance of this Agreement, except for acts in violation of law.

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**ARTICLE IX
NON-PEACE OFFICER PERSONNEL**

9.01 In the event that a party to this Agreement assigns any non-peace officer personnel to participate in any Task Force operations, such personnel will have the rights to compensation and legal defense provided to peace officers under Sections VI and VIII of this Agreement, provided however, that nothing in this Agreement is intended to grant any law enforcement authority upon any such non-peace officer personnel.

**ARTICLE X
DISTRIBUTION OF ASSETS**

- 10.01 Upon termination of this Agreement, all assets of the Task Force, itself, including any real property or funds available due to forfeitures made in accordance with State and Federal law, will be distributed in accordance with applicable law and the decision of the Task Force Board of Governors.
- 10.02 Upon termination of this Agreement, equipment on loan to the Task Force by the agreement of a party will be returned to the appropriate party.

**ARTICLE XI
TERM & COMMENCEMENT & ADDITIONAL PARTIES**

11.01 The term of this Agreement will be one (1) year from September 1, 2013, to August 31, 2014. If less than all of the contemplated parties execute this Agreement prior to commencement of the Task Force operations, this Agreement will operate as an Interlocal Agreement between the signatory parties at that time. Any governmental entities located in or serving the targeted region not a party to this Agreement may execute a copy of this Agreement and become a party upon the approval of the Task Force Board of Governors.

**ARTICLE XII
TERMINATION**

12.01 Any party may, upon written notice to all other parties, withdraw from this Agreement at any time.

**ARTICLE XIII
PAYMENTS**

13.01 The party or parties paying for the performance of governmental functions or services shall make payments therefor from current revenues available to the paying party.

**ARTICLE XIV
NOTICE**

14.01 Any notice given hereunder by any party to the other parties shall be in writing and may be effected by personal delivery in writing, by registered or certified mail, return receipt requested, when mailed to the proper party, in care of the official signing this Agreement or by fax transmission as agreed to by the Parties and as evidenced by a confirming return fax transmission.

**ARTICLE XV
LEGAL CONSTRUCTION**

15.01 If any one or more of the provisions of this Agreement is held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability will not affect any other provision and the Agreement will be construed without the invalid, illegal or unenforceable provision.

15.02 Whenever the context of this Agreement requires, the masculine, feminine or neuter gender and the singular or plural number shall each be deemed to include the others. Any portion of this Agreement held by a court of competent jurisdiction to be invalid, illegal or ineffective shall not impair, invalidate or nullify the remainder of this Agreement, but the effect thereof shall be confined to the clause, sentence, provision, paragraph or article so held to be invalid, illegal or ineffective.

**ARTICLE XVI
ENTIRE AGREEMENT**

16.01 This is the complete and entire Agreement between the Parties with respect to the matters herein and supersedes all prior negotiations, agreements, representations and understandings, if any. This Agreement may not be modified, discharged, or changed in any respect whatsoever except by a further agreement in writing duly executed by the parties hereto. No official, representative, agent or employee of

Travis County, Texas has any authority to modify this Agreement, except pursuant to such express authority as may be granted by the Commissioners Court of Travis County, Texas.

**ARTICLE XVII
ADDITIONAL AGREEMENTS**

17.01 The Parties agree to execute such other and further instruments and documents as are or may become necessary or convenient to carry out the purposes of this Agreement.

**ARTICLE XVIII
APPLICABLE LAW**

18.01 This Agreement shall be construed under the laws of the State of Texas. Any suits relating to this Agreement will be filed in a district court of Travis County, Texas.

**ARTICLE XIX
NO THIRD PARTY RIGHTS**

19.01 Nothing in this Agreement, express or implied, is intended to confer upon any person, other than the parties hereto, any benefits, rights or remedies under or by reason of this Agreement.

**ARTICLE XX
MULTIPLE COUNTERPARTS**

20.01 This Agreement may be executed simultaneously in one or more counterparts, each of which shall be deemed an original and all of which together constitute one and the same instrument. In like manner, from and after the time it executes a consent or other document authorized or required by the terms of the Agreement, such consent or other document shall be binding upon such party.

**ARTICLE XI
ASSURANCES CERTIFICATION**

21.01 The undersigned Parties certify that the programs described herein meet all the requirements of the Texas Automobile Theft Prevention Authority Program, that all the information presented is correct and that they will comply with the provisions of the Automobile Theft Prevention Authority and all other applicable federal and state laws. The undersigned Parties certify that they will comply with the list of Assurances which is attached hereto as Exhibit C and incorporated herein by reference. The undersigned Parties further certify that, by appropriate language incorporated in each grant, subgrant, or other document under which funds are to be disbursed, they shall assure that the applicable conditions in Exhibit C (Assurances) apply to all recipients of assistance.



JAMES SYLVESTER
Chief Deputy

GREG HAMILTON

DARREN LONG
Major - Corrections

PHYLLIS CLAIR
Major - Law Enforcement

MARK SAWA
Major - Administration & Support

TRAVIS COUNTY SHERIFF

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

July 17, 2013

TO: Janice Cohoon, Auditor's Office
FROM: Tracy Miller, Sheriff's Office 
SUBJECT: Revenue Certification 2014 ABTPA Grant

In response to the recently awarded grant contract, we would request revenue certification for:

External Reference: 2014-T01-Travis C-00008
Grant Name: Sheriffs' Combined Auto Theft Task Force
Grant Period: 09/01/2013 - 8/31/2014
Program Fund: Automobile Burglary and Theft Prevention Authority
Sponsor: 500026 Texas of Department of Motor Vehicles
Grant Award: \$641,481
Grantee Match: \$385,971
In Kind Match: \$0
Total Project Cost: \$1,027,452

If you have any questions please feel free to contact my office at 512.854.6923.



Safety, Integrity, Tradition of Service

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JAMES SYLVESTER
Chief Deputy

GREG HAMILTON

TRAVIS COUNTY SHERIFF

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

DARREN LONG
Major - Corrections

PHYLLIS CLAIR
Major - Law Enforcement

MARK SAWA
Major - Administration & Support

July 18, 2013

TO: Mike Long, Purchasing Assistant
FROM: Tracy Miller, Planner *JM*
SUBJECT: Contract No.s IL04291ML-IL040296ML
RE: Sponsor Number 500026 Texas Department of Motor Vehicles
Cost Center 1370700001
External Reference 2014-T01-Travis C-00008

The above referenced contracts are scheduled to expire August 31, 2013. These contracts are for the reimbursement of the partner counties in the Sheriff's Combined Auto Theft Task Force. The Sheriff's Office has applied to the Auto Theft Prevention Authority to renew the grant. The State has accepted our application and the award of the grant. The Sheriff's Office would like to renew these contracts, with note they will not exceed the amounts as indicated below (and actually they are the same amounts as last year):

- IL040291ML - Bastrop County - \$47,500
- IL040296ML - Colorado County - \$44,640
- IL040292ML - Comal County - \$69,763
- IL040293ML - Guadalupe County - \$50,648
- IL040294ML - Hays County - \$52,110
- IL040295ML - Wharton County - \$48,705

I will be sending the counties the Interlocal agreements. As soon as I have them back I will route them to you for your files.

If you have any questions please feel free to contact my office at 512.854.6923.

xc: Janice Cohoon
TCSO Finance



Safety, Integrity, Tradition of Service

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**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:	Transportation and Natural Resources	
Contact Person/Title:	Steven M. Manilla, P.E. County Executive	
Phone Number:	512-854-9383	

Grant Title:	Low-Income Repair Assistance, Retrofit, and Accelerated Vehicle Retirement Program (LIRAP)		
Grant Period:	From: <input type="text" value="Agreement Execution"/>	To: <input type="text" value="Project Completion"/>	
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Texas Department of Transportation		
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 type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Originating Grantor:	Texas Commission on Environmental Quality		

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 200,286	\$ 0	\$ 0	\$ 0	\$ 200,286
Operating:	\$ 2,156,024	\$ 0	\$ 0	\$ 0	\$ 2,156,024
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 2,356,310	\$ 0	\$ 0	\$ 0	\$ 2,356,310
FTEs:	2.80	0.00	0.00	0.00	2.80

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"/>	MG	
County Attorney	<input checked="" type="checkbox"/>	JJ	

cel

Performance Measures					
#	Measure	Actual FY 11 Measure	Projected FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure
+ - Applicable Departmental Measures					
1.					
2.					
3.					
+ - Measures for the Grant					
1.	Number of Applications Processed				800
	Outcome Impact Description	Providing good customer service by processing applications and educating the public about this program.			
2.					
	Outcome Impact Description				
3.					
	Outcome Impact Description				

PBO Recommendation:

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?

In this year's state legislative process, Travis County actively supported the addition to Senate Bill 1 that increased the amount of funding from the Texas Commission on Environmental Quality to the County for the Low Income Vehicle Repair, Retrofit, and Replacement Assistance Program (LIRAP). This amendment extends the grant through FY 15 and increases the award from annual amount of about \$160,000 a year to \$1,178,155 a year for FY 14 and FY 15, for an additional total award of \$2,356,310.

Ninety percent of the grant funding is used to directly fund additional repairs to vehicles. The remaining funds are used to support the 2.8 FTE that support the program directly in TNR and HHS. The program does not have a grant match and no requirements to continue funding after termination of the grant.

PBO recommends approval of the contract amendment to continue the program with increased resources.

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

N/A. 100% of funding is from TCEQ

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

No.

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

The contract amendment does not affect indirect costs. Indirect costs under the parent contract are allowable but 100% of the funds are used for program administration.

5. County Commitment to the Program Upon Termination of the Grant: Will the program end upon termination 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.

Yes, the program will discontinue upon discontinuance of grant funding.

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

Program has been on-going since 2005

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

This amendment continues a program already in place since 2005 which improves air quality in Travis County by assisting with the cost of emission related automobile repair costs for qualified applicants.



RECEIVED

13 JUL 19 PM 12:18

TRANSPORTATION AND NATURAL RESOURCES
STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE

700 Lavaca Street, 5th Floor, Suite 540
Travis County Administration Building
P.O. Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4697

TRAVIS COUNTY
PLANNING & BUDGET OFFICE

July 19, 2013

MEMORANDUM

TO: Leslie Browder, County Executive, Planning and Budget Office

FROM: *Carol B. Doyle for*
Steven M. Manilla, P.E., County Executive

SUBJECT: Low-Income Repair Assistance, Retrofit, and Accelerated Vehicle Retirement Program (LIRAP) Counterfeit Motor Vehicle Inspection Program (CMVIP) Grant Contract Amendment

TNR is requesting that PBO post an item to the July 30, 2013 agenda for the award of a grant contract amendment for the LIRAP LIP CMVIP program. This amendment will add \$28,000 of funding for FY 2013. The additional funding is provided from the TCEQ based upon the 2009 legislative amendment for the Local Initiation Projects (LIP) program through HB 1796.

The Texas Commission on Environmental Quality (TCEQ) has notified Travis County that we are eligible for additional funding due to other participating counties returning their CMVIP program budgets. This grant provides funding for the salaries of law enforcement officers who participate in the investigation of fake or counterfeit emissions certificates.

If you have any questions or require additional information please contact Donna Williams-Jones at extension 47677 for financial issues and Adele Noel at extension 47211 for program issues.

Attachments: Grant Summary Sheet
Grant Contract Amendment #7- 3 Originals
FY 2013 LIP Project Summary - County Certification

cc: Michelle Gable, Auditor's Office
Julie Joe, County Attorney's Office
Alan Miller, PBO
Adele Noel, TNR
Sydnie Crosbie, TNR
Donna Williams-Jones, TNR

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TRAVIS COUNTY - TNR
LIRAP GRANT CONTRACT 582-12-20268 - AMENDMENT #1
Budget Allocation

	Total	90% Repair/ Replacement Operating	15% of 10% Admin Operating	Total Operating	85% of 10% Admin Personnel
FY 2014	\$ 1,178,155	\$ 1,060,340	\$ 17,672	\$ 1,078,012	\$ 100,143
FY 2015	\$ 1,178,155	\$ 1,060,340	\$ 17,672	\$ 1,078,012	\$ 100,143
	\$ 2,356,310	\$ 2,120,679	\$ 35,345	\$ 2,156,024	\$ 200,286

S:\Grants\LIRAP\[LIRAP 582-12-20268 Amendment Budget for 2014_2015_DWJ Jul'2013 .xlsx]Sheet1

CONTRACT NUMBER 582-12-20268

**CONTRACT AMENDMENT TO THE INTERGOVERNMENTAL COOPERATIVE
REIMBURSEMENT AGREEMENT BETWEEN THE TEXAS COMMISSION ON
ENVIRONMENTAL QUALITY (TCEQ) AND TRAVIS COUNTY**

AMENDMENT NUMBER 1

Pursuant to Article 1 (CONTRACT PERIOD) and Article 9 (AMENDMENTS) in the General Terms and Conditions of the Agreement, TCEQ and Travis County (GRANTEE) agree to amend Contract Number 582-12-20268 to extend the Expiration Date of the Agreement from 08/31/2013 to 08/31/2015 and to add \$2,356,310 in funding for Fiscal Years 2014 and 2015, bringing the total Maximum TCEQ Obligation to \$2,690,920.00.

Fiscal Year	Contract Amount
Fy12	\$169,872.00
FY13	\$164,738.00
FY14	\$1,178,155.00
FY15	\$1,178,155.00
Total Maximum TCEQ Obligation	\$2,690,920.00

In accordance with Section 1.2 of the General Terms and Conditions (Renewal and Extension Period), the Contract Signature Page is amended to reflect an Expiration Date of August 31, 2015.

Grantee shall use its best efforts to expend funds carried over by this amendment before utilizing the new funding provided for continuation of the Program.

All other conditions and requirements of Contract Number 582-12-20268 remain unchanged and shall apply to all provisions specified herein.

TCEQ:

Grantee:

Texas Commission on Environmental Quality

Travis County

(Signature)

(Signature)

Richard A. Hyde, P.E.
(Printed Name)

The Honorable Samuel T. Biscoe
(Printed Name)

Deputy Executive Director
(Title)

Travis County Judge
(Title)

Date: _____

Date: _____

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**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:	Transportation and Natural Resources	
Contact Person/Title:	Steven M. Manilla, P.E. County Executive	
Phone Number:	512-854-9383	

Grant Title:	LIRAP Local Initiative Projects (LIP) Counterfeit Motor Vehicle Inspection Program (CMVIP)		
Grant Period:	From: <input type="text" value="Agreement Execution"/>	To: <input type="text" value="Project Completion"/>	
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Texas Department of Transportation		
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 type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Originating Grantor:	Texas Commission on Environmental Quality		

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 1,716,162	\$ 7,000	\$ 0	\$ 0	\$ 1,723,162
Operating:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 1,716,162	\$ 7,000	\$ 0	\$ 0	\$ 1,723,162
FTEs:	0.50	0.00	0.00	0.00	0.50

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"/>	MG	
County Attorney	<input checked="" type="checkbox"/>		

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Performance Measures					
#	Measure	Actual FY 11 Measure	Projected FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure
+ - Applicable Departmental Measures					
1.					
2.					
3.					
+ - Measures for the Grant					
1.	Track Citations Issued on Quarterly Basis - No quantities required by grantor				None Required by TCEQ
	Outcome Impact Description	Identify/reduce the number of fake or counterfeit emissions certificates issued in Travis County.			
2.					
	Outcome Impact Description				
3.					
	Outcome Impact Description				

PBO Recommendation:

TNR has submitted a request to approve Amendment # 7 to the Intergovernmental Cooperative Reimbursement Agreement between the Texas Commission on Environmental Quality (TCEQ) and Travis County. The amendment provides \$28,000 of additional resources to continue the Counterfeit Motor Vehicle Inspection Program. The additional resources will provide funding for the Sheriff's Office to investigate fake or counterfeit emission certificates.

PBO recommends approval of the amendment to continue the program.

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

This amendment continues a program already in place since 2009 which helps to verify the validity of the emissions certificate and vehicle registration in Travis County. Grant amendment #7 will provide \$28,000 of additional funding to cover Sheriff Office salaries so they can investigate potential violations and issue citations if warranted. Travis County is on the edge of being declared non-attainment for ozone. This program is an important component of improving air quality in Travis County. The cost share shown is just for amendment #7

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

N/A. No County requirements beyond the grant period.

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. Estimated \$7000 of related fringe benefits paid on the salaries will be the County's match.

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

The contract amendment does not affect indirect costs. Indirect costs under the parent contract are allowable but 100% of the funds are used for program administration.

5. County Commitment to the Program Upon Termination of the Grant: Will the program end upon termination 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.

Yes, the program will discontinue upon discontinuance of grant funding.

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

Program has been on-going since 2009.

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

This amendment continues a program already in place since 2009 which improves air quality in Travis County by assisting with the reduction of fake and counterfeit emission certificates and vehicle registrations.



**TRANSPORTATION AND NATURAL RESOURCES
STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE**

700 Lavaca Street, 5th Floor, Suite 540
Travis County Administration Building
P.O. Box 1748
Austin, Texas 78767
(512) 854-9383
FAX (512) 854-4697

July 19, 2013

MEMORANDUM

TO: Leslie Browder, County Executive, Planning and Budget Office
FROM: *Steven M. Manilla*
Steven M. Manilla, P.E., County Executive
SUBJECT: Low-Income Repair Assistance, Retrofit, and Accelerated Vehicle Retirement Program (LIRAP) Counterfeit Motor Vehicle Inspection Program (CMVIP) Grant Contract Amendment

TNR is requesting that PBO post an item to the July 30, 2013 agenda for the award of a grant contract amendment for the LIRAP LIP CMVIP program. This amendment will add \$28,000 of funding for FY 2013. The additional funding is provided from the TCEQ based upon the 2009 legislative amendment for the Local Initiation Projects (LIP) program through HB 1796.

The Texas Commission on Environmental Quality (TCEQ) has notified Travis County that we are eligible for additional funding due to other participating counties returning their CMVIP program budgets. This grant provides funding for the salaries of law enforcement officers who participate in the investigation of fake or counterfeit emissions certificates.

If you have any questions or require additional information please contact Donna Williams-Jones at extension 47677 for financial issues and Adele Noel at extension 47211 for program issues.

Attachments: Grant Summary Sheet
Grant Contract Amendment #7- 3 Originals
FY 2013 LIP Project Summary - County Certification

cc: Michelle Gable, Auditor's Office
Julie Joe, County Attorney's Office
Alan Miller, PBO
Adele Noel, TNR
Sydnia Crosbie, TNR
Donna Williams-Jones, TNR



Travis County Commissioners Court Agenda Request

Meeting Date: July 30, 2013

Prepared By: Adele Noel Phone #: (512) 854-7211

Division Director/Manager: Jon White/Tom Weber - NREQ

Department Head/Title: *Carl B. J. [Signature]*
Steven M. Marilla, P.E., County Executive-TNR

Sponsoring Court Member: County Judge Samuel T. Biscoe

AGENDA LANGUAGE:

Consider and take appropriate action on the following requests:

- A) on Amendment 7 to the Interlocal Cooperative Reimbursement Agreement Between the TCEQ and Travis County, contract 582-8-89964 ; and
- B) to use the grant to continue the Counterfeit Motor Vehicle Inspection Program.

BACKGROUND/SUMMARY OF REQUEST:

In 2007, the 80th Texas Legislature, passed Senate Bill 12, amending the Texas Health and Safety Code, Chapter 382 to add Section 382.220 titled, Use of Funding for Local Initiative Projects. This section authorizes the expenditure of accumulated funds on clean air projects by counties participating in Low Income Vehicle Repair Assistance, Retrofit, and Accelerated Vehicle Retirement Program (LIRAP).

In 2009, the 81st Legislature amended the requirements for the Local Initiation Projects program, through HB 1796 by:

- authorizing additional expenditure of accumulated funds on clean air projects,
- restricting local county governments from purchasing vehicles to replace their fleet; and
- allowing the TCEQ to reduce the matching requirement contribution to less than 50% for the development and implementation of projects proposing to reduce the occurrence of counterfeit state inspection stickers.

Amendment 7 adds \$28,000.00 for Fiscal Year 2013. These additional funds were returned to the TCEQ by other participating counties and were offered to Travis County for the Counterfeit Motor Vehicle Emissions Certificate Program.

The contract will reimburse the county for the salaries of law enforcement officers who participate in the Counterfeit Motor Vehicle Inspection Program (CMVIP). Officers will have 24-hour access to a database to investigate vehicle records of potential offenders. An officer can enter a license plate number or vehicle identification number into the North Central Texas Council of Governments

Emissions Database (NED) to verify the validity of the emissions certificate and vehicle registration. If the emissions certificate is a fake or counterfeit certificate, a citation is issued. The officer will also verify registration. Affected vehicle owners are provided information about the Drive A Clean Machine Program to assist in bringing their vehicles into compliance.

STAFF RECOMMENDATIONS:

TNR recommends approval.

ISSUES AND OPPORTUNITIES:

In 2007, the 80th Texas Legislature, passed Senate Bill 12, amending the Texas Health and Safety Code, Chapter 382 to add Section 382.220 titled, Use of Funding for Local Initiative Projects. This section authorizes the spending of accumulated funds on clean air projects proposed by counties that participate in Low-Income Repair Assistance, Retrofit, and Accelerated Vehicle Retirement Program.

The current National Ambient Air Quality Standard (NAAQS) for ozone is 75 parts per billion. Addressing the quality of emissions from vehicles is one of the primary strategies for addressing ozone in Travis County, considering that the majority of nitrogen oxides (precursors to ozone formation) result from on-road mobile sources like passenger vehicles.

FISCAL IMPACT AND SOURCE OF FUNDING:

There will be no negative impact on Travis County's budget.

EXHIBITS/ATTACHMENTS:

Amendment 7
Project Summary

REQUIRED AUTHORIZATIONS:

Cynthia McDonald	Financial Manager	TNR	(512) 854-4239
Steven M. Manilla	County Executive	TNR	(512) 854-9429

CC:

Jon White	Division Director	TNR	(512) 854 7212
Thomas Weber	Env. Proj. Mgr	TNR	(512) 854 4692
Michele Gable	Financial Auditor	TNR	(512) 854 5883
Julie Joe	County Attorney	County Attorney	(512) 854 9415

: :
0101 - Administrative Svs-

CONTRACT NUMBER 582-8-89964

**CONTRACT AMENDMENT TO THE INTERGOVERNMENTAL COOPERATIVE
REIMBURSEMENT AGREEMENT BETWEEN THE TEXAS COMMISSION ON
ENVIRONMENTAL QUALITY (TCEQ) AND TRAVIS COUNTY**

AMENDMENT NUMBER 7

Pursuant to Article 7 (AMENDMENTS) of the General Conditions of the Agreement, TCEQ and Travis County (Grantee) agree to amend Contract Number 582-8-89964 adding \$28,000.00 for Fiscal Year (FY) 13 as listed in the table below, thereby increasing the Total Maximum TCEQ Obligation to \$1,716,162.68. This amendment will also amend the expiration date of the agreement and allow for advance payment of funds.

1. In accordance with Section 1.2 of the General Conditions (Renewal and Extension Period), the Contract Signature Page is amended to reflect an Expiration Date of August 31, 2014.
2. In accordance with the Agreement, FY11 funds may be expended through August 31, 2013. As this Agreement now terminates on August 31, 2014, the FY12 and FY13 funds added by previous amendment must be expended by August 31, 2014.
3. Section 1.3 of the General Conditions is amended to read as follows:
 - 1.3 Contract Renewals. There are no additional renewals available after the Expiration Date of this Agreement.
4. Article 6 of the General Conditions is amended to add Section 6.8, reading as follows:
 - 6.8 The TCEQ may provide the funds in advance of the Grantee's incurring anticipated costs of Local Initiative Projects.
 - 6.8.1. By paying advance payments the TCEQ does not waive any requirements for the reimbursement of costs. The TCEQ may at any time before or after any advance payment request additional evidence concerning costs. The TCEQ may audit the records of the Grantee and may also audit the Grantee's performance as to any Contract Activity and any other Contract requirement.
 - 6.8.2. Advance Payments are conditioned on the approval of the FSR. If the FSR does not demonstrate that the Grantee has complied with the Contract requirements, the TCEQ may withhold approval or reject the FSR.

Original Contract Amount for FY08	\$ 373,217.48
Amendment 1 (FY09)	\$ 443,325.66
Amendment 2 (FY09)	\$ 0.00
Amendment 3 (FY10)	\$ 443,186.97
Amendment 4 (FY11)	\$ 443,186.97
Amendment 5 (FY11)	\$ (52,776.40)
Amendment 6 (FY12)	\$ 19,011.00
Amendment 6 (FY13)	\$ 19,011.00
Amendment 7 (FY13)	\$ 28,000.00

Fiscal Year Total as Amended	
Fiscal Year 08	\$ 373,217.48
Fiscal Year 09	\$ 443,325.66
Fiscal Year 10	\$ 443,186.97
Fiscal Year 11	\$ 390,410.57
Fiscal Year 12	\$ 19,011.00
Fiscal Year 13	\$ 47,011.00
Total Maximum TCEQ Obligation	\$1,716,162.68

All other conditions and requirements of Contract Number 582-8-89964 remain unchanged and shall apply to all provisions specified herein.

TCEQ:

Texas Commission on Environmental Quality

(Signature)

David Brymer
(Printed Name)

Division Director
(Title)

Date: _____

Grantee:

Travis County

(Signature)

The Honorable Samuel T. Biscoe
(Printed Name)

Travis County Judge
(Title)

Date: _____



SAMUEL T. BISCOE
COUNTY JUDGE

TRAVIS COUNTY ADMINISTRATION BUILDING
P.O. BOX 1748 ROOM 520
AUSTIN, TEXAS 78767
(512) 854-9555
(512) 854-9535 FAX

July 30, 2013

**FY 2013 Local Initiative Projects
Project Summary**

County Certification

Travis County makes the following certifications regarding the project included with the accompanying Project Summary:

1. The project was selected in accordance with the procedures set forth in the grant agreement with The Texas Commission on Environmental Quality (TCEQ):
2. The project proposal has been fully evaluated and determined to fit within the minimum criteria and standards established by TCEQ for this program, as well as more specific standards established for the project categories by the County;
3. The project proposal is consistent with and directly support implementation of the Texas Health and Safety Code Section 382.220; and
4. The governing body of Travis County officially approved the selection of these projects on July 30, 2012

Samuel T. Biscoe
County Judge

Date

**FY 2013 Local Initiative Projects
Project Summary Form**

New Revised

County: Travis County	Fiscal Year: 2013 and 2014
Date: July 30, 2012	Revision Date:
Contact Person and Phone Number: Adele Noel, 512/854-7211	

Brief Project Title: Counterfeit Motor Vehicle Inspection Program (CMVIP)	Total Grant Funding: \$28,000
Counties to be Served: Travis County	Matching/In-Kind Services: \$7,000
Project Dates: Start Date: Date of NTP issued End Date: August 31, 2014	If contracting with another entity, list name and contact person: N/A

BUDGET CATEGORY	FUNDING AMOUNT	MATCHING/SOURCE
Personnel / Salaries	\$28,000	
Fringe Benefits		\$7,000
Travel		
Supplies <i>List & itemize detailed travel expenditures</i>		
Equipment <i>List & itemize equipment expenditures (must have a unit cost of \$5,000 or more)</i>		
Construction <i>List & itemize construction expenditures</i>		
Contractual <i>List & itemize contractual expenditures (other than construction)</i>		
Other		
Indirect Charges		
TOTAL FUNDING	\$28,000	\$7,000

In-Kind Match:

The in-kind match will include the cost of fringe benefits for law enforcement officers who participate in the program.

Project Description:

Summary: Law enforcement officers will check the North Central Texas Council of Governments (NCTCOG) Emissions Database (NED) for counterfeit, fictitious, improperly issued, or expired state inspection certificates. If a certificate is identified as being counterfeit, fictitious, improperly issued, or expired, the certificate will be scraped from the windshield of the vehicle and a citation will be issued. Information about the Drive a Clean Machine Program may be given to the driver of the vehicle.

How: When (if) a vehicle is pulled over for a moving violation, (or if the vehicle is identified by a parking lot check) an officer will run the license plate number through NED to verify the validity of the emissions certificate and registration. If the emissions certificate is a fake, expired, or counterfeit certificate, a citation will be issued. The officer will also verify registration. Usually if the emissions certificate is counterfeit, fake, or expired, so is the registration. Periodically, vehicles in various parking lots will be surveyed to ensure that the vehicle has valid certificates. If the emissions certificate is expired, or deemed as fake, a note will be placed on the vehicle informing the owner that the vehicle needs to pass an annual inspection within the next 60 days. Failure to comply may result in enforcement action.

Compliance with the annual inspection can be confirmed by checking NED. Information referencing the Drive a Clean Machine Program will be given to the driver or placed on a vehicle to assist the owner with compliance.

Training: Training is paramount to the success of the program. All officers participating in this program will attend training on motor vehicle inspections and how to use NED. Training on motor vehicle inspections will be conducted by the Texas Department of Safety. The purpose of the training is it familiarize the officers with the proper procedures of safety inspections (what to look for), and how the emission portions of the inspection affects the total program overview.

NED: NED was developed to effectively and quickly determine whether a vehicle is displaying a current and legitimately issued a Vehicle State Inspection Certificate. NED contains information about vehicle inspection reports from the following counties since 2001: Brazoria, Collin, Dallas, Denton, Ellis, Ft. Bend, Galveston, Harris, Johnson, Kaufman, Montgomery, Parker, Rockwall, and Tarrant. Information for Travis and Williamson Counties started in 2006 when emission testing began. This database also contains information about reported smoking vehicles for the counties in North Central Texas. Smoking vehicle information can be entered if an offense is observed and reported. NED is updated weekly, internet based, password protected, and available to Law Enforcement officers 24 hours per day, 7 days per week. This program will assist in improving air quality in Travis County by reducing vehicle emissions. Vehicles that were previously high emitters will be repaired and emit fewer pollutants.

Authorized Signature:

Date:



**TRAVIS COUNTY
FY 13 GRANT SUMMARY SHEET**

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

Grant Title:	AmeriCorps		
Grant Period:	From: <input type="text" value="Aug 1, 2013"/>	To: <input type="text" value="Jul 31, 2014"/>	
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	OneStar Foundation		
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:	Corporation for National and Community Service (CNCS)		

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 298,671	\$ 375,876	\$ 0	\$ 0	\$ 674,547
Operating:	\$ 0	\$ 51,691	\$ 0	\$ 0	\$ 51,691
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 72,624	\$ 0	\$ 0	\$ 72,624
Totals:	\$ 298,671	\$ 500,191	\$ 0	\$ 0	\$ 798,862
FTEs:	14.00	17.00	0.00	0.00	31.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
1580030001	\$ 100,540	\$ 7,300	\$ 107,840	31.00	Sep 30, 2013

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

Performance Measures					
#	Measure	Actual FY 11 Measure	Projected FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure
+ - Applicable Departmental Measures					
1.	Educational Contacts	266,939	110,000	180,000	280,000
2.					
3.					
+ - Measures for the Grant					
1.	AmeriCorps members successfully completing national service training	29	32	32	32
	Outcome Impact Description	The training gives AmeriCorps members knowledge about national			
2.	AmeriCorps member service hours	32,941	34,800	34,800	34,800
	Outcome Impact Description	This measure shows the number of service hours the AmeriCorps m			
3.	Students enrolled in after-school programs	1830	1400	1400	1400
	Outcome Impact Description	This measure shows the number of students served by the AmeriC			
4.	Number of students who complete an after-school program and show increased academic engagement (The figure for FY'11 was obtained using TAKS scores. The way the measurement is obtained was changed in FY'12 to using an attitude questionnaire at the beginning and end of the after-school program.)	169	446	773	773
	Outcome Impact Description	AmeriCorps members are used to augment staff in after-school pro			

PBO Recommendation:

HHSVS is requesting Commissioners Court permission to use General Fund dollars to continue funding the temporary and permanent Travis County employees who work with AmeriCorps after-school programs. In addition, this request is for permission to use general fund budget to continue paying AmeriCorps member living stipends and to purchase supplies needed for the beginning of the school year.

The HHSVS General Fund budget will fund these grant expenses until the grant contract is received and executed. The total amount requested is \$107,840. This funding option will last through September 2013. The grant contract is expected to be received in early August and be on the Court's agenda for approval soon thereafter. Once a contract is approved, these expenses will be reclassified to the grant budget and the funds will be returned to the HHSVS General Fund budget.

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?

Travis County 4-H CAPITAL uses the AmeriCorps members to expand its after-school programs.

The department notes the following about the grant amounts listed above:
(Grant Funds: The amount of grant funds listed on the application is \$301,696. Of this total, \$298,671 goes to Travis County and \$3,025 goes to the OneStar Foundation for administration. Only the grant funds going to Travis County are included in the total shown above.)

(County Cost Share: Funding for the \$375,876 in Personnel is coming from keeping four slots vacant in the AgriLife Extension General Fund budget (\$174,399), while the remaining \$201,477 is coming from fee-for-service contracts between Travis County and the schools hosting after-school programs. Funding for the \$51,691 in Operating expenses is coming from the AgriLife General Fund budget (\$6,659) and from the fee-for-service contracts (\$45,032). The grant instructions allow Travis County to claim 10% of the total of the Grant Funds and County Cost Share for Personnel and Operating expenses as an Indirect Cost match.)

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

There are no county funding requirements once the grant ends. There is a match required while the grant is in progress.

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 FY'14 grant requires a match totaling \$500,191. This will come from 4-H CAPITAL and TCHHSVS. The grant is revenue neutral. It will not increase the General Fund budget.

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

The grant allows for a 4% indirect cost allocation for the county and 1% for the OneStar Foundation. TCHHSVS has not claimed its 4% allocation because this would increase the cost per member service year. The OneStar Foundation has stated that it expects the cost per member service year for continuation applications to decrease or remain the same. Therefore, TCHHSVS requests permission to not claim an indirect cost amount for this application but explore the possibility of including some indirect costs in the future.

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.

Travis County 4-H CAPITAL will continue to offer after-school programs once the grant ends but not at as many locations.

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 grant allows 4-H CAPITAL to increase the number of sites where it offers after-school programs without increasing General Fund expenditures. This increases the departmental performance measure for educational contacts.



**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: July 15, 2013

TO: Members of the Commissioners Court

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

SUBJECT: Permission to continue/Permission to use General Fund for funding
the AmeriCorps Program

Proposed Motions:

- 1) Consider and take appropriate action on the request of Travis County Health and Human Services and Veterans Service to allocate \$100,540 from the General Fund to continue funding staff and member positions for the Travis County CAPITAL AmeriCorps Project until the FY'14 grant contract is executed.
- 2) Consider and take appropriate action on the request of Travis County Health and Human Services and Veterans Service to use \$7,300 from the General Fund for program supplies for the Travis County CAPITAL AmeriCorps Project until revenue from the FY'14 after-school contracts is received.

Summary and Staff Recommendations:

The Travis County CAPITAL AmeriCorps Project has served more than 17,000 area youth since its inception in 2003. During this time, more than 230 AmeriCorps members have received career and professional development while contributing more than 175,000 service hours. AmeriCorps members work with 4-H CAPITAL staff to expand after-school programs and summer camps in the Austin and Del Valle Independent School Districts and at certain charter schools.

The \$100,540 from the General Fund will pay the salary and benefits of seven full-time county employees funded by the grant as well as living allowances for 32 AmeriCorps members until the new grant contract is executed. The \$7,300 is for program supplies needed to get the after-school programs up and running.

The grantor has sent the award letter for 2013-2014 but not the grant contract. The contract should be sent by early August.

Travis County Health and Human Services and Veterans Service staff recommends approving the continuation of funding.

Budgetary and Fiscal Impact:

The \$100,540 for salary, benefits and member living allowances as well as the \$7,300 for program supplies will come from cost center 1580030001, G/L account 500050. This money will fund the program until the end of September if necessary. Funds for four of the staff positions as well as the member living allowances will be reclassified and rebudgeted back to the General Fund upon execution of the new AmeriCorps grant. Money from the after-school revenue contracts will reimburse expenses for three of the staff positions as well as the \$7,300 for program supplies.

Travis County Health and Human Services and Veterans Service is requesting permission to take the total of \$107,840 from salary savings rather than operating accounts because of timing. The reclassification and rebudgeting that will occur once the new grant contract is fully executed will probably not happen until the middle of September. This does not leave TCHHSVS enough time to use the money once it is put back in the operating accounts due to the fiscal year ending on September 30.

Issues and Opportunities:

Studies show that students who participate in after-school programs have fewer behavior problems, handle conflict better, show improved social skills and enhanced academic performance. AmeriCorps members provide much-needed staff to increase the number of after-school programs in Travis County as well as enhance existing programs. Travis County 4-H CAPITAL programs differ from more traditional programs by offering hands-on activities that reinforce key concepts in the curriculum.

Background:

The FY'14 grant program runs from 8/1/13 – 7/31/14.

Cc: Dolores Sandmann, Director, Texas AgriLife Extension Service
 Nicki Riley, CPA, CMA, Travis County Auditor
 Patty Lennon, Financial Analyst, Travis County Auditor's Office
 Mary Etta Gerhardt, Assistant County Attorney
 Leslie Browder, County Executive, Planning and Budget Office
 Aerin Toussaint, Analyst, Planning and Budget Office
 Cyd Grimes, C.P.M., Travis County Purchasing Agent
 Shannon Pleasant, Purchasing Agent Assistant, Travis County Purchasing Office



**TRAVIS COUNTY
FY 13 GRANT SUMMARY SHEET**

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

Grant Title:	Travis County Family Drug Treatment Court - The Children's Continuum		
Grant Period:	From: <input type="text" value="Oct 1, 2011"/>	To: <input type="text" value="Sep 30, 2014"/>	
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention, Family Drug Court Programs		
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:	\$ 366,249	\$ 0	\$ 0	\$ 134,873	\$ 501,122
Operating:	\$ 183,751	\$ 0	\$ 28,012	\$ 20,448	\$ 232,211
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 550,000	\$ 0	\$ 28,012	\$ 155,321	\$ 733,333
FTEs:	2.30	0.00	0.00	0.75	3.05

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.	Total number of children who remain in the home (Children FIRST Measure)	513	230	230	230
2.	Percentage of drug-free babies born to participants while in TCFDTC program (TCFDTC Measure)	100% 0/5	90%	90%	90%
3.					
Measures for the Grant					
1.	Number of children served	41	35	35	35
	Outcome Impact Description	Children enrolled in the Children's Continuum as part of the TCFDTC will receive early identification of their needs along with immediate intervention and monitoring. Children enrolled in the Children's Continuum as part of the TCFDTC will receive early identification of their needs along with immediate intervention and monitoring.			
2.	Number of developmental screenings that are completed using the ASQ	47	35	35	35
	Outcome Impact Description	Children enrolled in the Children's Continuum as part of the TCFDTC will receive developmental screenings using the ASQ which will ensure early intervention and services.			
3.	Percentage of children who receive an individual plan of care	100%	95%	95%	95%
	Outcome Impact Description	A trained professional will assess a child's immediate and long-term needs, identify appropriate local resources, assist in accessing these resources, and create a plan of interventions and support			

PBO Recommendation:

HHSVS is requesting Commissioners Court approval of the submission of a semi-annual status report to the US Department of Justice on the Travis County Family Drug Treatment Court - Children's Continuum grant. The grant was awarded in FY 11, with Travis County and other community child welfare partner organizations providing the required cash and in-kind resource matches for the grant.

This three-year grant program provides children aged 0-5 with parents participating in the Travis County Family Drug Treatment Court with a continuum of care from early identification of a child's needs to immediate intervention and continued monitoring.

PBO recommends approval of this status report as it is a requirement of this grant that provides care for those children who are the most vulnerable due to child welfare involvement and parental substance abuse.

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 Travis County Family Drug Treatment Court (TCFDTC) was established in the fall of 2007 as a specialized docket managed by the 126th District Court. The aim was to provide judicial oversight for parents with substance dependency issues who were involved in the child welfare system. TCFDTC oversees a program that provides coordinated treatment and support for these parents in collaboration with community partners and the Parenting in Recovery grant. Although all children in the TCFDTC program receive monitoring by a child welfare case worker and Court Appointed Special Advocate, these children, unlike their parents, are not provided with a consistent assessment nor are they connected to an easy to navigate continuum of services. The result has been an inconsistent level of intervention and support for these children as well as an inability to provide targeted services to enhance the parent/child bond. A lack of a healthy relationship between parent and child can contribute to future incidents of maltreatment.

This grant will enhance the operation of the TCFDTC by allowing early identification of a child's needs, immediate intervention, and monitoring. A trained professional will assess a child's immediate and long-term needs, identify appropriate local resources, assist in accessing these resources, and create a plan of interventions and support. Additionally, this grant will fund a percentage of a child advocate position through CASA of Travis County to ensure the children's best interest is represented at the TCFDTC hearings.

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

Travis County will provide \$28,012 as a cash match to be used for child services and \$33,437 in county staff time and office space as an in-kind match. CASA of Travis County will provide \$107,436 as an in-kind match by paying 75% of the Child Advocate's salary. Mauney and Associates will provide \$8,640 as an in-kind match in form of reduced fees for Parent Coaching services. ATCIC will provide an in-kind match of \$5,808 in the form of a reduced MSO fee for managing the grant funds that will be used for specialized, therapeutic children services.

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 grant requires a combination of cash and in-kind matches. TCHHSVS is providing all of the cash match and part of the in-kind match. The grant partners are providing the remainder of in-kind match.

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

TCHHSVS will explore the possibility of including some indirect costs if there is an opportunity to renew this grant after the 9/30/14 end date in light of the request from PBO that all grant applications include some indirect costs unless specifically prohibited by the grantor.

5. County Commitment to the Program Upon Termination of the Grant: Will the program end upon termination 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.

This grant provides seed money that will be used to establish a system to better serve the needs of children whose parents are involved with the TCFDTC. The proposed funding mechanism for post grant will be a combination of partner contribution, the full utilization of existing community resources, potential future grants, and available State and local funds. The concept of the grant is to develop a continuum of services for children 0-5 to improve infant mental health for those children who are the most vulnerable due to child welfare involvement and parental substance abuse. It is the intent to develop this continuum of services through both the full utilization of and then augmentation of existing services. This will allow for the majority of sustainability to occur with available community resources and partner support.

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

This grant will enhance the work already being done by the TCFDTC.

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

This grant will augment the work already being done by the TCFDTC. Helping the children of parents involved in TCFDTC should reflect positively on the departmental performance measures concerning parents involved in TCFDTC, Children FIRST and Healthy Families. Both Children FIRST and Healthy Families are home-visiting programs for at-risk youth. Where HF serves 0-3; and Children FIRST serves children 0-17 who are involved with Child Welfare due to abuse/neglect.



**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: July 16, 2013

TO: Members of the Commissioners Court

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

SUBJECT: Status report for the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention, Family Drug Court Program, on the Travis County Family Drug Treatment Court – Children's Continuum grant.

Proposed Motion:

Consider and take appropriate action to approve submission of a semiannual status report to the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention, Family Drug Court Program, on the Travis County Family Drug Treatment Court – Children's Continuum grant.

Summary and Staff Recommendations:

Travis County received a \$550,000 grant, known as The Children's Continuum, from the U.S. Department of Justice to enhance the operation of the Travis County Family Drug Treatment Court (TCFDTC). The court was established in the fall of 2007 as a specialized docket managed by the 126th District Court. The aim is to provide judicial oversight for parents with substance dependency issues who are involved in the child welfare system. TCFDTC oversees a program that provides coordinated treatment and support for these parents in collaboration with various community partners.

Although all children involved with the TCFDTC receive monitoring by a child welfare case worker and Court Appointed Special Advocate, these children, unlike their parents, are not provided with a consistent assessment nor are they connected to an easy to navigate continuum of services. The result has been an inconsistent level of intervention and support for these children as well as an inability to provide targeted services to enhance the parent/child bond. The Children's Continuum grant allows early identification of a child's needs and immediate intervention and monitoring.

The U.S. Department of Justice requires Travis County to submit semiannual status reports for the The Children's Continuum grant. Travis County Health and Human Services and Veterans Service staff recommends approving this report.

Budgetary and Fiscal Impact:

The \$550,000 grant requires a cash and in-kind match totaling \$183,333 over the three year grant period. Travis County is currently in year two of the grant.

Issues and Opportunities:

The Children's Continuum grant will enhance the well-being of children whose parents are involved with TCFDTC as well as improve the ability of those parents to care for their children.

Background:

The purpose of the Family Drug Court Programs run by the Office of Juvenile Justice and Delinquency Prevention in the U.S. Department of Justice is to build the capacity of states, state and local courts, units of local government, and federally recognized Indian tribal governments to either implement new drug courts or enhance existing drug courts for substance-dependent adults involved with the court as a result of child abuse and neglect issues.

Cc: Andrea Colunga Bussey, Director, Office of Children's Services, TCHHSVS
Nicki Riley, Travis County Auditor
Janice Cohoon, Financial Analyst, Travis County Auditor's Office
Mary Etta Gerhardt, Assistant County Attorney, Travis County Attorney's Office
Leslie Browder, County Executive, Planning and Budget Office
Aerin Toussaint, Analyst, Planning and Budget Office
Shannon Pleasant, Purchasing Agent Assistant, Travis County Purchasing Office



OJJDP FY 11 Family Drug Court Programs 2011-DC-BX-0010



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[Semi-Annual Progress Report Handbook](#)

Certification

To the best of my knowledge and belief, all data in this progress report that I have provided is true and correct, the document has been duly authorized by the governing body of the grantee and the applicant will comply with the attached certifications.

[Report Overview](#)

[Point of Contact](#)

Your typed name, in lieu of your signature represents your legal binding acceptance of the terms of your grant and your statement of the veracity of the representations made in this progress report. The document has been duly authorized by the governing body of the grantee and the grantee will comply with the following:

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[Narratives](#)

[Attachments](#)

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*Prefix:	The Honorable ▼
Prefix (Other):	
*First Name:	Samuel
Middle Initial:	T
*Last Name:	Biscoe
Suffix	Suffix ▼
Suffix (Other):	
*Title:	Travis County Judge
*Address Line 1:	P.O. Box 1748
Address Line 2:	
*City:	Austin
County:	
*State:	Texas ▼
*Zip Code:	78767 - 1748 Zip+4 Lookup
*Phone:	512 - 854 - 9555 Ext :
Fax:	512 - 854 - 9535
*E-mail:	sam.biscoe@co.travis.t Email Help

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

A. The grantee certifies that the appropriated funds were spent for the purpose or purposes of the grant, and only such purpose or purposes;

B. the terms of the grant, cooperative agreement, or contract were complied with; and,

C. all documentation necessary for conducting a full and proper audit under generally accepted accounting principles, and any (additional) documentation that may have been required under the grant, cooperative agreement, or contract, have been kept in orderly fashion and will be preserved for not less than 3 years from the date of such close out, termination, or end.

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

I have examined the information provided here regarding the signing authority and certify it is accurate. I am the signing authority, or have been delegated or designated formally as the signing authority by the appropriate authority of official, to provide the information requested for this progress report on behalf of this jurisdiction. Information regarding the signing authority, or the delegation of such authority, has been placed in a file and is available on-site for immediate review.

Accept and Continue

Accept

90

IMPLEMENTATION/MANAGEMENT

The Children's Continuum (CC) has been serving the children of parents enrolled in the Travis County Family Drug Treatment Court (TCFDTC) since February 2012. CC supports two full-time positions: a Child Therapist and a Case Aide; a CASA position at 25% (the position is full-time dedicated to the grant – 75% is considered match); flexible funding to support therapeutic services to the children and parents; and training to enhance the knowledge of the partners and community. The CC is part of two other grants that support the TCFDTC: a Governors' Grant that funds the Drug Court Coordinator and an Administration of Child and Family Services – Children's Bureau RPG called Parenting in Recovery (PIR) which provides service dollars for TCFDTC parent participants. PIR grant concluded in September 2012 but the site was awarded a two-year extension grant; which funds an additional child therapist and an Attorney ad Litem for the children whose parents have an open lawsuit with TCFDTC.

In the last six months (January – June 2013), the site has maintained all the administrative oversight required to successfully manage the grant. These include:

- Monthly management meetings are held for the CC grant management team which includes Child Therapists, Case Aide, Drug Court Coordinator, PIR Project Director, and TCHHS/VS CC project manager. The purposes of these meetings are to review grant implementation, fidelity, service provision, design, data collection and management, and reporting. Once a quarter, the CC in conjunction with PIR grant will host a larger community meeting to provide updates regarding the status of the grant; the last meeting held was May 2013. These meetings will be increased to twice monthly starting August 2013.
- Travis County Auditor site reviews of grant funded contracts:
 - CASA completed in Fall 2012
 - ATCIC (Child Therapist and SOC) was completed January 2013
- Match collected for Year 1 and partial Year 2. The match reporting has been less than projected each quarter due to contractual issues and decrease in projected service needs. In Year 2 of the grant there was a delay in executing the contracts with the community providers. This delay did not result in a suspension and/or disruption in services; but it did delay the billing and subsequent reimbursement by the County. This delay impacts when the site can report on the accumulated match. This site has continually reported that the initial expenditures projected in services/supports has been under-utilized which has impacted the match as well. To address these issues a GAN will be submitted to expand the match to include the time of the Judges who oversee the TCFDTC and reallocate the budget over a four year period instead of three. The match status will be carefully monitored by the grant management team to ensure that the site meets the required match for the grant award.
- There have been no turnovers in grant funded or key grant management staff.
- Status of the Grant funded positions.
 - Child Therapist remains employed by Austin Travis County Integral Care. This position continues to conduct assessments, develop plans of care, refer children to additional services, provide intensive services, and attend collaborative meetings.
 - Case Aide remains employed by Travis County Health and Human Services. This position provides both transportation and supervision of parent/child visits as well as

collecting and updating data requirements for the grant. Recently this position has expanded their duties to include oversight of the expenditure of match funds to meet concrete/basic needs of children/youth and their families.

- Child Advocate remains employed by CASA of Travis County. This position provides advocacy and support to the children and families of the FDTC.
- Status of Direct Services for Children's Continuum Grant participants:
 - Specialized Children Services – all Eligible Children
 - Receives a screening using the ASQ- SE or the CANS (depending on age of the child) and a follow-up assessment if indicated
 - Individualized service planning including a social history; service referrals; medical home and wellness appointments
 - Child/Parent psychotherapy; CBT-TF; EMRD for those children who require that level of intervention
 - Referrals to community providers for specialized services. Funds for these services have not been utilized as fully as was projected in the grant application. This is due to several reasons: 1) a significant number of the needed services are funded by Medicaid and a majority of the children eligible for and have their Medicaid established within the first 30 to 45 days of enrollment; and 2) 66% (a reduction of 6% from last reporting period) of our current enrolled children are two years of age or less and would not benefit from the unique specialized services describe in the grant application (equine, art, recreational therapy, pro-social groups). The approved GAN (October 2012) that increased the eligible service population to 0-17, which is now 17% of the population served has resulted in a slight growth in the utilization of specialized services. However, these older children are also receiving services directly from the therapist and may not always require additional paid services. The primary services authorized during this reporting period were camp, pro-social skills acquisition group, skill development activity, and recreational therapy.
 - Parent Coaching Services
 - Mauney and Associates continues to be the service provider for the 1:1 parent coaching services. There have been no changes to their service design; there has been turn over in providers which has resulted in occasional delays in service implementation.
 - CC has funded 43 sessions for 10 participants from January – April 2013
 - The prior challenges that related to authorizing, invoicing and payment have been successfully addressed and resolved.

BUDGET

By mid-year of Year 2 the grant continues to under spend the projected budget. This is attributable to various factors: 1) delay in contract execution which resulted in a delay in billing and grant reimbursement of eligible expenditures; 2) the projected budget over estimated the rate of expenditures for specialized children and parent services.

The site has resolved the first issue as all contracts are executed and back billing is being processed as quickly as possible, as well, the renewal contracts for 2013-14 have been submitted for review and execution in September 2013. To address the second issue, the site has completed and will submit a GAN that stretches the grant funding into a fourth year. The funding for the fourth year will be primarily utilized to continue funding the grant positions. This will allow the grant to utilize the awarded funds in a productive manner that supports the goal of the project and provides for additional time to sustain local funding for the project.

The site will also be monitoring the match submission to ensure compliance with the grant application. CC management team put into place a method to ensure expanded expenditure of concrete service dollars as match to the grant; as well as, expanding the personnel match. These two adjustments along with current match should ensure full compliance with this requirement.

STATUS OF GRANT GOALS

Enhanced functioning and well-being of children

To date the CC has provided 72 ASQ-SE pre and post screenings, which resulted in 25 developmental assessments, 27 received child/parent psychotherapy/EMDR/Family Therapy, and 46 children received 71 (duplicated count) unique therapeutic supports. These supports included play therapy, family mentoring, speech/physical/occupational therapy, pro-social acquisition group, behavioral aide, therapeutic camp, social integration activity, infant massage, EMDR therapy, CFT-TF and equine assisted therapy. Additionally, the child therapist developed individualized plans, identified and linked to medical homes (when necessary), and referred to community services. The 17 pre/post ASQ-SE completed thus far demonstrated improvement in the children's functioning. CC grant also provided 82 parent/child visits and 65 transports to medical/behavioral health appointments. The site has developed a system that ensures each eligible child's service needs are identified early and then supports are put into place to improve/enhance functioning. CC is beginning to see an emerging pattern, that the majority of the children ranging from 0 to 12 months of age are not being assessed as developmentally delayed nor do they appear to have significant behavioral/emotional needs. The primary intervention, in this case, is to stabilize and improve the functioning of the household and the skills of the parent. However, with children 3 to 17 years of age, at the time of entry into the program, there are significantly more behavioral issues that are impacting the functioning of the child. This requires a more extensive intervention with services targeted at the child, the parent/child relationship, and the skills of the parent. Through the TCFDTC/CC this site is able to improve the functioning of a child while at the same time increasing the capacity of the parent which results in a more stable, successful home environment.

Improved capacity of parents to safely care for their children through improved parent/child relationships

The TCFDTC continues to provide an array of services and supports to the participants that include: substance abuse treatment, housing and basic needs supports, parent training, therapeutic services and other individualized services. These supports and services will continue to be funded through the RPG – Parenting in Recovery and Governor's Grants. The services that

are being provided under the CC to increase the capacity of parents to safely parent their children: individualized parent coaching/education sessions utilizing the Nurturing Parenting Program and Child- Parent Psychotherapy (CPP). As the site is serving children from 0-17 there continues to be a further integration of parent and child services. The goal is to improve the functioning of the child, the parent/child relationship and the skill and coping ability of the parent. This requires a flexible approach to services that includes individual services for the child, parent and integrated services with parent(s) and child. This is reflected in the child/parent psychotherapy, family therapy, CBT-TF, and individual skill building and mental health services for the child and parent such as EMDR. All parents, eligible under the Children's Continuum, receive expanded parent coaching/education services. These parents are screened pre/post using the AAPI-2; year to date, 86% of the parents demonstrated improvement in parenting abilities and knowledge. Twenty seven children and their parents participated in child/parent psychotherapy/EMDR/CBT-TF year to date. Previous to the Children's Continuum, these integrated parent/child services were not readily available and/or accessible for families in the child welfare system. Now through this grant the service need is identified early; the therapist engages the parent and provides the service at a time and location that works for the parent's schedule and the length of the service provision is based on the progress of the parent/child relationship. These services have shown to be impactful in improving the child's behaviors, parental capacity and repairing/strengthening the parent/child relationship. This is critical for the long-term stability of the families served by this project.

Establishment of a continuum of screening, development, therapeutic and non-traditional services for children

The development and enhancement of a continuum of services for the children continues to be a key focus area for the grant. Our community continues to successfully ensure that the children are enrolled in a health insurance program (Medicaid primarily); have a medical home; and receive wellness check-ups and immunizations. The TCFDTC has a partnership with Lone Star Circle of Care, a federally qualified health center, to provide services to drug court participants and their children. The site now serves children 0-17 whose parents are eligible drug court participants. The screening tools have expanded from the ASQ-SE to include the CANS (used primarily which children 5 and older). These tools have been successful in both determining potential developmental delays and emotional, behavioral, coping issues. The infrastructure is now in place to provide a variety of services to the children ranging in age from 0-17. The primary services for children 0-3 continues to be child/parent psychotherapy; developmental screenings as services (speech, physical, occupational), and infant massage. The services for the 4-17 can include the aforementioned services but may also include pro-social groups, therapeutic camp, mentor and tutoring services, CBT-TF, EMDR, and enrichment activities. The services vary based on the individual need of the child, the status of the parent/child relationship and the skills of the parent. Recently, the site introduced a supportive education group for children of addicted parents. The group is called locally the Safe Zone and is based on the Children's Program developed through the Department of Health and Human Services – SAMHSA. This group is being provided by a local provider of traditional and non-traditional services – Blue Skies Ability.

DATA REPORTING

The site continues to track required reporting data through the use of multiple databases and tracking through excel spreadsheets.

For the site selected measures there are two measures that are currently under or over reporting: Number of parent/child visits supported by the Case Aide, and Child advocate is present at FDTC activities. All other measures for the year are within +/- 10% of the stated measure.

As previously reported the case aide visitation is significantly under the reporting measure goal as the need for transportation/visitation is not as significant a need as was projected in the grant application. The position will continue to provide this service but it is estimated that the number of service provisions will be between 30 and 50 a year. The majority of the children are residing with their parents or with relatives who are able and willing to facilitate visitation. Based on the above this site has reduced this output number to 50 annual for grant year two. It is expected that the site will meet this goal within +/- 10% of the stated measure The Child Advocate is measuring their attendance at FDTC staffing, hearings; CPS hearings; and collaboration meetings. This measure is exceeding projections and will be revised up to 300; which may again be an under representation and if warranted the measure will be raised at the end of year two reporting in January 2014.

Below are interpretations of how the site will define the data set and/or explanation for the current reporting numbers for the DCTAF required data. *Please note there are minimal changes to this section and it is repeated for ease of comparison each reporting period. The additional information included is current output numbers for selected measures.*

Definitions

- *Percentage of children in permanent placement* – This site defines permanent placement for any reporting period as that placement which the child is expected to reside in permanently and will report a child in a permanent placement who meets that criteria regardless of the legal status of the case.
- *Percent of families served by an evidence-based program or practices intervention model* – These are the evidence-based practices that this site will be reporting on: Seeking Safety; Nurturing Parenting Program; EMDR; Oxford House; and *Child-Parent Psychotherapy*
- *Percentage of parents whose parental rights were terminated* – the site will report this occurrence for any parent who is open with TCFDTC. This reported number will most often be 0%, as rarely does termination of parental rights occur while someone is a TCFDTC participant. Termination usually occurs during the final course of the CPS case, after a participant has been unsuccessfully discharged from the TCFDTC program.

Explanation for selected measures:

- *Number of families served.* This measure will include all TCFDTC participants who are eligible for CC services and who actually received services through CC. Please note

that during the reporting period that they are found eligible they may or may not utilize specific grant services under CC. Participants will be counted as carry-over if they were reported on in the prior period regardless of whether they accessed services in the current reporting period.

- *Average length of program stay.* This will be an average of those eligible participants who received CC services and were closed to services during the reporting period. . Please note that the current average length of participation is over a year.
- *Percentage of participants who reoffend through child protection offenses.* This refers to enrolled families who receive another CPS referral that is found reason to believe.
- *Percentage of children reunited after being removed from the home and placed in temporary placement.* For this site this refers to children being returned to the care of the parent after placement with a relative through a safety placement. This site does not routinely work with children who are placed in foster care and then reunited with their parents.
- *Number of unique services provided to children.* These are traditional and non-traditional services provided to the children. This is reported on the number of services provided not on the unique child. This means that every unique service is reported and this will not be an unduplicated count of the children.
- *Percentage of children who demonstrate improvement in achieving developmental milestones.* This is derived from contrasting the pre and post ASQ-SE scores that are administered to each child. This measure may be impacted when families are abruptly discharged from the TCFDTC.
- *Number of parents who participate in insight-oriented psychotherapy* – this will be measured by Child-Parent Psychotherapy (CCP); CBT-TF; EMDR all EBPs, that is provided by a grant funded child therapist
- *Long Term Outcome Measures* are completed on those individuals who have been previously discharged (prior reporting period) from TCFDTC either successfully or unsuccessfully. The prior discharges are used for reporting so they can be in the community for a longer period of time before reporting on their long-term outcomes. For the current reporting period we had 12 discharges from the TCFDTC, of those 8 were successful and 4 were unsuccessful.
 - *Substance use* – this is measured two ways: 1) either by self-report gathered by telephone interview; 2) or review of Child Protective Services court reports where the statuses of UAs are recorded.
 - *Social competence* – this is measured through a telephone interview where these questions are asked: Do you have permanent housing?; Are you currently parenting your children full-time?; Are you still involved in a recovery program?; Have your relationships with others gotten worse, stayed the same , or improved since discharge from the drug court program? If a person responds affirmatively in 3 out of the 4 questions they are deemed to be socially competent.
 - *Employment* – this is measured through a telephone interview where a participant is asked if they are employed (full or part time).

Also please note that the TCFDTC is providing a subset of total data for the CC grant. The site is only reporting on those children and parents who were eligible and received actual services as designed by the CC grant. CC N is a subset of the total N served by the TCFDTC. This will result in smaller numbers and could "skew" the data interpretation. Additionally, the total findings for this site will differ from those of CC.

ACHIEVEMENTS & CHALLENGES

- The site continues to successfully integrate child and child/parent integrated services into the service delivery system of the TCFDTC. This has raised the competency of the parents, improved parent/child relationships, and enhanced the functioning of the children.
- The child therapists have been integrated into the TCFDTC.
- Child and family focused trainings have been provided to the FDTC members and the community.
- The TCFDTC and the CC are seen as an important, viable program that should be continued post grants.
- The child therapist will begin "mock" billing for services through Medicaid so the project can determine the extent that their services can be maintained through billable hours.
- The site is currently working to expand the TCFDTC members' acceptance of parent/child integrated services and individualized parent services provided by the child therapist. Traditionally, the perception was that the child therapist works solely with the child and is perceived as a "child advocate" in the child welfare system. CC is promoting the concept that therapeutically, and with the use of EBT, it is critical to integrate the parent into the work with the child. That this integration will differ based on the capacity of the parent/child and the extent of the issues to address. To this end, one practical change will be to refer to the child therapists as child and family therapists.
- The site is also working to better define the role of the child and family therapist in the TCFDTC. This is especially true when the therapist has a service recommendation that is contrary to the desires and/or recommendations of the other members of the TCFDTC.

CHILDREN'S CONTINUUM IN ACTION

In this section of the report, a brief synopsis of the impact of the services rendered through the grant is provided.

Child A

A 26 year old parent of a newborn joins TCFDTC. The parent has an extensive history of heroin addiction and sought treatment through joining the TCFDTC. When she entered the program her newborn, who was exposed to prenatally to heroin, was born with Neonatal Withdrawal Syndrome. The infant spent the first few weeks of his life in the NICU being weaned off morphine. He was released to the care of his mother at the treatment center, which made accommodations to support the special needs of the infant and his mother in their facility. Without these accommodations the infant would have been placed in foster care. The infant's father was also in treatment and was able to visit his child and develop a relationship. The infant

was unable to attend daycare for the first four months due to his extreme sensory sensitivities. To address the multiple issues faced by this family, the parents both completed inpatient treatment with the mother receiving 90 days of treatment with her infant; the parents participated in therapeutic parent-coaching, and individual and couple's counseling. The infant received infant massage and the parents were trained in this service and the family received infant-parent psychotherapy. These services have culminated in the infant celebrating his first birthday, being above age level in his development and no longer experiencing extreme sensory issues and the mother's successful graduation from the TCFDTC.

Child B

A 32 year old mother of a newborn and two latency age children ages 11 and 13 joins the TCFDTC. The parent has been a poly-substance abuser for the last ten years with her most recent addiction being methamphetamines. The older children have resided in the care of their father with a limited relationship with their mother. The mother entered inpatient substance abuse treatment with her infant who had been prenatally exposed to methamphetamines. The mother has struggled to fully engage and actively utilize available services but did complete both inpatient and IOP substance abuse treatment. The mother's relationship with her 13 year old daughter was very strained and combative and the daughter was experiencing behavioral issues, self-harming and criminal activity. The infant child responded well to the care of the mother, received a screening and was monitored but did not require specialized intervention and/or services. The daughter received Cognitive Behavioral Therapy – Trauma Focused for several months, the mother participated in family sessions and the mother elected to participate in individual therapy sessions – EMDR. The results of these services are an improved parent/child relationship; a decrease in behavioral issues and an elimination of the self-harming behavior. These services helped to repair a critical relationship and allowed the mother to self-identify her need for individual treatment.

These synopses demonstrate the immediate impact the CC grant services can have on the functioning of the children and their parents. This grant provides the necessary services to ensure that the children are functioning optimally and the parent is able to successfully manage their behavior while maintaining their independence and sobriety.

OJJDP FY 2011 Family Drug Court Program Output Measures January 1st, 2013 to June 30th, 2013
Travis County Children's Continuum

Output Measure	Projected Outcome	Outcome for 01/01/2013 - 06/30/2013	Comments
Number of families served.	24 families	33 families	There are a total of 38 TCFDTC/CC participants; 5 are fathers which reduce the CC count to 33 families. Of these 33 families: 25 were enrolled prior to this reporting period; and 8 were enrolled during this reporting period.
Percent of families served by an evidence-based program or practices intervention model.	90%	73%	EBP as it relates to 24 families out of the 33 served in the reporting period (The 9 reflect participants who did not receive an EBP this reporting period only) Seeking Safety: 12 Nurturing Program: 17 EMDR: 2 Oxford House: 2 Child-Parent Psychotherapy: 13 CBT-TF: 1
Average length of program stay	334 days	431 Days	12 participants @ 5175 days
Percentage of participants who successfully complete the program.	40%	66%	Total discharges: 8 – successful 4 – unsuccessful
Percentage of participants who reoffend through drug offenses.	5%	0%	0 participants had a new drug offense this reporting period. Total number of CC participants is 38. (Additionally, it is possible that one past participant had a drug offense but it is unclear from the criminal history received. The report from the Department of Public Safety indicates that this past participant was incarcerated for a federal offense within 12 months of discharge from the drug court program. There is no additional information. Federal offenses are often drug offenses in Texas so it is possible that this is what the report refers to.)
Percentage of participants who reoffend through child protection offenses.	5%	0%	This reporting period there were 3 referrals on 4 parents/participants. 2 referrals were on individuals who unsuccessfully discharged from the program. Of those, 1 was R/O and the other was RTB. Of current participants, 1

OJJDP FY 2011 Family Drug Court Program Output Measures January 1st, 2013 to June 30th, 2013
 Travis County Children's Continuum

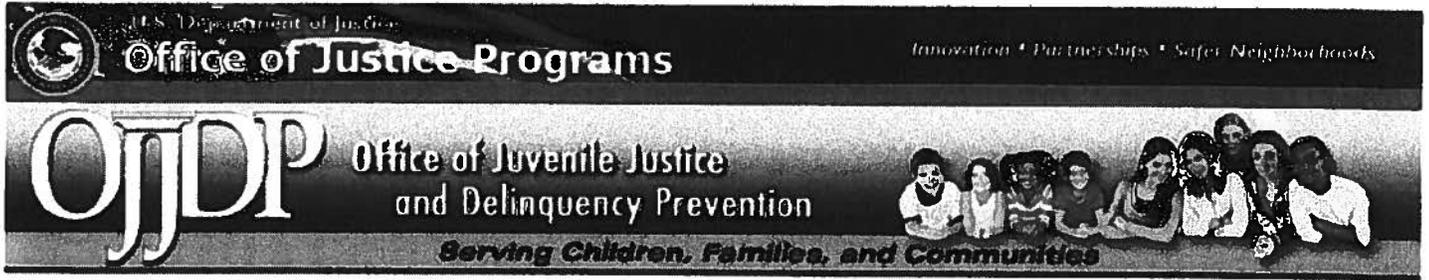
Output Measure	Projected Outcome	Outcome for 01/01/2013 – 06/30/2013	Comments
<p>Percentage of children reunited after being removed from the home and placed in temporary placement.</p>	<p>50%</p>	<p>31%</p>	<p>was PN and 1 is a current investigation. N = 58 children that received services this reporting period. 16 children (of this 58) were in out of home care at some time during the reporting period. 5 children were reunified during the reporting period. Of the children who were out of the home, 3 children were placed with relatives so that their mothers could complete 90 days of inpatient substance abuse treatment. The children could not go with their mothers to treatment because they did not meet age or number of children requirements (these being no more than 2 children and no children over 6 years of age). 2 children were in placements which eventually became permanent with their grandmothers. Another child was initially placed with her grandmother to give the mother time to start and get settled in inpatient treatment. This child joined her mother in treatment within the first 2 months of the treatment stay. Finally, 10 children were removed from their parents during this reporting period due to safety concerns by the Court.</p>
<p>Percentage of children in permanent placement</p>	<p>75%</p>	<p>88%</p>	<p>N = 51 children in their expected permanent placement.</p>
<p>Percentage of parents whose parental rights were terminated for their child(ren)</p>	<p>30%</p>	<p>0%</p>	<p>38 participants during the reporting period and none had parental rights terminated while participating in the drug court program. However, one drug court participant did have her parental rights terminated based on a voluntary relinquishment the day after she was unsuccessfully discharged from drug court.</p>
<p>Number of system level initiatives implemented (by type)</p>	<p>5</p>		<p>1) Ongoing process to integrate children's progress into the Drug Court phases</p>

OJJDP FY 2011 Family Drug Court Program Output Measures January 1st, 2013 to June 30th, 2013
Travis County Children's Continuum

Output Measure	Projected Outcome	Outcome for 01/01/2013 - 06/30/2013	Comments
			2) Ongoing process to educate DCT members on the implementation process, role and value of child/parent integrated therapy
Number of professionals receiving training	60 per quarterly training/1 conference attendee a year	2/ child specific Trgs w/ 117 participants 4 DCT members attended TACP conference	4 DCT members attended the TADCP training. 2 quarterly trainings were held: 48 attended the Effects of Prenatal Drug Exposure and 69 attended What can go wrong and what can make it right - Helping children heal from parental addiction.
Number of unique services provided to children.	30 unique services provided per year	43	For this reporting period 31 children received unique services with many receiving multiple services. The services provided included: speech therapy (2), physical therapy (1), occupational therapy (1), pro-social skills group (9), play therapy (2), parent/child psychotherapy (21), therapeutic camp (1), social integration activity (1), infant massage (3), family therapy (1), CBT-TF therapy (1).
Number of ASQ screenings completed on children.	40	24	Project is on target with this goal. This includes 13 initial screenings and 11 post screenings.
Number of psychological and/ or developmental assessments completed on children.	15 assessments recommended and 15 completed	9	Project is on target with this goal. This includes 7 developmental assessments and 2 speech assessments.
Percentage of parents who demonstrate improvement in AAPI-2 rating.	85%	86%	19 clients participated in parenting training. 5 participants have taken pre-test only. 12 participants improved AAPI-2 scores while engaged in the service. Only two participant's scores declined after participation in the service and this declined represented only a one or two point difference.
Percentage of children who demonstrate improvement in achieving	90%	100%	11 Children received exit ASQ-SE during this reporting period. All 11 children showed improvement in their scores/achieving developmental

OJJDP FY 2011 Family Drug Court Program Output Measures January 1st, 2013 to June 30th, 2013
 Travis County Children's Continuum

Output Measure	Projected Outcome	Outcome for 01/01/2013 – 06/30/2013	Comments
developmental milestones.			milestones.
Number of parents who participate in insight-oriented psychotherapy	15	14	For this period parents participated in Child-Parent Psychotherapy; EMDR ; and Family Therapy.
Number of parent/child visits supported by the Case Aide	50 (revised down to reflect actual service need)	27	This is not an unduplicated count of children but the number of times this service was provided to a family during the reporting period.
Number of transportations provided by Case Aide to medical/behavioral health appointments	50	20	This is not an unduplicated count of children but the number of times this service was provided to a family during the reporting period.
Child advocate is present at FDTC activities.	300	471	Grant Related Subcommittee Mtg – 5 Drug Court Management Mtg – 10 Drug Court Staffing – 22 Drug Court Hearings – 399 CPS Hearings – 35 The project underestimated this outcome measure in the grant application.



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Family Drug Court 2011-DC-BX-0010 January to June 2013 [Switch Grant Program](#)

View of Performance Data Report

Below is a view of the Performance Data Report containing data entered for the reporting period January 1 - June 30, 2013.

Please remember to upload the Performance Data Report by the date specified in your Grant Award.

OJJDP DCTAT Performance Data Report
Family Drug Court Program
Grantee: Travis County
Award Number: 2011-DC-BX-0010
Reporting Period: January 1 - June 30, 2013
Data have not been marked as complete

The Performance Data Report is created for the Travis County and represents performance measurement data entered into OJJDP's Data Collection Tool (DCTAT) for Federal award number 2011-DC-BX-0010. The Federal award amount is \$550,000. Any dollars shown only represent an estimate of funds allocated or used for activities covered by the Federal award cited.

The performance measurement data were entered by the grantee for activities conducted between January 1, 2013 and June 30, 2013.

Performance Data Reported
January 1, 2013 - June 30, 2013

Family Drug Court Performance Measures

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Is the federal award used to implement an evidence-based program or practice?		Yes
A. Is the federal award used to implement an evidence-based program or practice?		
1.	Number of enrolled parents or guardians served during the reporting period (OP)	
	A. Number of enrolled parents or guardians carried over from the previous reporting period	28
	B. New admissions during the reporting period.	10
	C. Total of enrolled parents and guardians served during the reporting period (A+B)	38
2.	Number of additional family members served during the reporting period (OP)	
	A. Number of additional family members carried over from the previous reporting period	41
	B. New admissions during the reporting period	17
	C. Total (A+B)	58
3.	Number of enrolled parents or guardians with whom an evidence-based program or practice was used (OP)	
	A. The number of enrolled parents or guardians served using an evidence-based program or practice	25
	B. Total number of enrolled parents or guardians served during the reporting period	38
	C. Percent (A/B)	65.79%
4.	Number (by type) of services provided to enrolled parents or guardians (OP)	
	A. Number of enrolled parents or guardians assessed as needing substance use counseling/services during the reporting period.	17
	B. Number of enrolled parents or guardians enrolled in substance use counseling/services during the reporting period	19
	C. Number of enrolled parents or guardians assessed as needing mental health services during the reporting period	10
	D. Number of enrolled parents or guardians enrolled in mental health services during the reporting period	33
	E. Number of enrolled parents or guardians assessed as needing housing services during the reporting period	9
	F. Number of enrolled parents or guardians who successfully found housing during the reporting period	10
	G. Number of enrolled parents or guardians assessed as needing other services during the reporting period	10
	H. Number of enrolled parents or guardians enrolled in other services during the reporting period	32
5.	Number (by type) of services provided to additional family members (OP)	
	A. Number of additional family members assessed as needing substance use counseling/services during the reporting period.	0
	B. Number of additional family members enrolled in substance use counseling/services during the reporting period	0
	C. Number of additional family members assessed as needing mental health services during the reporting period	6
	D. Number of additional family members enrolled in mental health services during the reporting period	24
	E. Number of additional family members assessed as needing housing services during the reporting period	0
	F. Number of additional family members who successfully found housing during the reporting period	0
	G. Number of additional family members assessed as needing other services during the reporting period	12
	H. Number of additional family members enrolled in other services during the reporting period	22
6.	Number of drug/alcohol tests performed on enrolled parents or guardians (OP)	
	A. Number of drug and alcohol tests performed on enrolled parents or guardians during the reporting period	850
	B. The number of positive tests recorded	16
	C. Percent (B/A)	1.88%
12.	Average length of program stay for enrolled parents or guardians (OP)	
	A. Total number of parents or guardians who exited the program regardless of reason for exit during the reporting period	12
	B. Total number of days in the program for parents or guardians who exited the program regardless of reason for exit during the reporting period	5,175
	C. B/A	431.25
13.	Number of children placed in out of home care (OP)	
	A. Number of children served during the reporting period	58
	B. Number of children placed in out of home care during the reporting period	10
	C. Percent (b/a)	17.24%
14.	Average length of stay for children in out of home care (OP)	
	A. Total number of days between entering and exiting out of home care during the reporting period	50
	B. Number of children placed in out of home care during the reporting period	10
	C. Average (A/B)	5
15.	Number of children reunited after being removed from the home and placed in temporary placement (OP)	
	A. Number of children removed from their parents' or guardians' home during the reporting period.	10
	B. Number of children reunited with their parents or guardians after being removed from the home.	1
16.	Number of parents or guardians whose parental rights were terminated (OP)	
	A. Number of parents or guardians whose parental rights were terminated during the reporting period	0
	B. Number of parents or guardians in the program	38
	C. Percent (A/B)	0%

17.	Number of children in permanent placement (OP)	
	A. Number of children awaiting permanent placement during the reporting period	7
	B. Number of children in permanent placement during the reporting period	51
7.	Number of enrolled parents or guardians arrested for technical violations (ST)	
	A. Number of enrolled parents or guardians arrested for a new technical violation during the reporting period	2
	B. Number of enrolled parents or guardians with a technical violation during the reporting period	2
	C. Number of enrolled parents or guardians tracked for technical violations during the reporting period	38
	D. Percent of arrests for technical violations (A/C)	5.26%
	E. Percent of technical violations (B/C)	5.26%
8.	Number of enrolled parents or guardians arrested for technical violations (LT)	
	A. Number of enrolled parents or guardians arrested for a new technical violation 6-12 months after exiting the program	0
	B. Number of enrolled parents or guardians with a technical violation 6-12 months after exiting the program	0
	C. Number of enrolled parents or guardians tracked for technical violations 6-12 months after exiting the program	16
	D. Percent of arrests for technical violations (A/C)	0%
	E. Percent of technical violations (B/C)	0%
9.	Number of enrolled parents or guardians arrested for new drug offenses (ST)	
	A. Number of enrolled parents or guardians arrested for a new drug offense during the reporting period	1
	B. Number of enrolled parents or guardians tracked for drug offenses during the reporting period	38
	C. Percent (A/B)	2.63%
10.	Number of enrolled parents or guardians arrested for new drug offenses (LT)	
	A. Number of enrolled parents or guardians arrested for a new drug offense 6-12 months after exiting the program	0
	B. Number of enrolled parents or guardians tracked for drug offenses 6-12 months after exiting the program	16
	C. Percent (A/B)	0%
11.	Number of enrolled parents and guardians who successfully exit the court (ST)	
	A. Number of enrolled parents and guardians who exited the court having completed all requirements during the reporting period.	8
	B. Total number of enrolled parents and guardians who exited the court during the reporting period (either successfully or unsuccessfully).	12
	C. Percent (A/B)	66.67%
18a.	Substance use (Parents/Guardians) (ST)	
	A. Number of parents or guardians served during the reporting period with the noted behavioral change	28
	B. Total number of parents or guardians receiving services for target behavior during the reporting period	38
	C. Percent (A/B)	73.68%
18a.	Substance use (Parents/Guardians) (LT)	
	A. Total number of parents or guardians who exited the program 6-12 months ago who had the noted behavioral change	3
	B. Total number of parents or guardians who received services for the target behavior and who exited the program 6-12 months ago	16
	C. Percent (A/B)	18.75%
18b.	Social competence (Parents/Guardians) (ST)	
	A. Number of parents or guardians served during the reporting period with the noted behavioral change	15
	B. Total number of parents or guardians receiving services for the target behavior during the reporting period	38
	C. Percent (A/B)	39.47%
18b.	Social competence (Parents/Guardians) (LT)	
	A. Total number of parents or guardians who exited the program 6-12 months ago who had the noted behavioral change	3
	B. Total number of parents or guardians who received services for the target behavior and who exited the program 6-12 months ago	16
	C. Percent (A/B)	18.75%
18h.	Employment status (Parents/Guardians) (ST)	
	A. Number of parents or guardians served during the reporting period with the noted behavioral change	19
	B. Total number of parents or guardians receiving services for target behavior during the reporting period	38
	C. Percent (A/B)	50%
18h.	Employment status (Parents/Guardians) (LT)	
	A. Total number of parents or guardians who exited the program 6-12 months ago who had the noted behavioral change	3

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- B. Total number of parents or guardians who received services for the target behavior and who exited the program 6-12 months ago
- C. Percent (A/B)

16
18.75%

NR=no valid data reported for the period January 1, 2013 - June 30, 2013

Grantee Comments

For more information contact ojjdp-dctat@csrincorporated.com
Toll-free Technical Assistance Hotline Number: 1-866-487-0512