



Travis County Commissioners Court Agenda Request

Meeting Date: 08/27/2013, 9:00 AM, Voting Session

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

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

Commissioners Court Sponsor: Judge Samuel T. Biscoe

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

- A. Annual contract with Austin/Travis County Integral Care to continue the Austin/Travis County Integral Care Community Partners for Children Coordinator Program within Juvenile Probation;
- B. Annual contract with the Texas Department of Agriculture to continue the National School Lunch/Breakfast and USDA School Commodity Programs in the Juvenile Probation Department;
- C. Annual contract with the Office of Attorney General to continue the Victim Coordinator and Liaison Grant program in the District Attorney's Office;
- D. Permission to continue the Family Violence Accelerated Prosecution Program in the County Attorney's Office until a contract can be fully executed;
- E. Permission to continue the Other Victim Assistance Grant Program in the County Attorney's Office until a contract can be fully executed;
- F. Permission to continue the Travis County Family Drug Treatment Court in the Civil Courts until a contract can be fully executed;
- G. Permission to continue the Travis County Veterans' Court Program in the Criminal Courts until a contract can be fully executed;
- H. Permission to continue the Child Abuse Victim Services Personnel Program in the Sheriff's Office until a contract can be fully executed;
- I. Permission to continue the Drug Diversion Court Program in Pretrial Services Department until a contract can be fully executed;
- J. Permission to continue the Juvenile Accountability Block Grant Local Assessment Center Program in the Juvenile Probation Department until a contract can be fully executed;
- K. Permission to continue the Trauma Informed Assessment and Response Program in the Juvenile Probation Department until a contract can be fully executed;
- L. Permission to continue the Austin/Travis County Integral Care Community Partners for Children Coordinator in the Juvenile Probation Department until a contract can be fully executed; and
- M. Permission to continue the Texas Juvenile Justice Department Grants in Juvenile Probation until the forthcoming agreements are fully executed.

ISSUES AND OPPORTUNITIES:

Items A, B, & C are annual renewals of existing grant programs.

Items D through M are State grant programs that follow the State fiscal year. Due to the legislative session approval of the renewal contracts is delayed. These items allow the continuation of staff employed by the grants until a contract can be executed. Once the contract is executed these expenses are reclassified against the grant.

There is always the potential that these expenses may not be reimbursed, but so far this has not occurred. The liability exists though, particularly on item M, to have an adverse impact on ending fund balance that would be corrected in FY 2014 when grant funds become available.

Additional information is provided on the grant summary sheets.

STAFF RECOMMENDATIONS:

The Planning and Budget Office believes the likelihood of not receiving subsequent reimbursement is remote and recommends approval of these items.

FISCAL IMPACT AND SOURCE OF FUNDING:

Permissions to continue costs are generally absorbed within the existing salary savings within departments. If the reimbursement is delayed, there could be an impact on the FY 2013 ending fund balance. The total amount proposed for items D through M is \$492,380.

REQUIRED AUTHORIZATIONS:

Planning and Budget Office
County Judge's Office

Leslie Browder
David Salazar

TRAVIS COUNTY

8/27/2013

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.

Dept.	Grant Title	Grant Period	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	PBO Notes	Auditor's Assessment	Page #
Contracts											
A	145 Austin/Travis County Integral Care Community Partners for Children Coordinator	09/01/2013 - 08/31/2014	\$63,923	\$0	\$0	\$0	\$63,923	1.00	R	MC	11
B	145 Texas Department of Agriculture to continue the National School Lunch/Breakfast and USDA School Commodity Programs	07/01/2013 - 06/30/2014	\$307,204	\$0	\$0	\$0	\$307,204	0.00	R	S	31
C	123 Victim Coordinator and Liaison Grant Program	09/01/2013 - 08/31/2014	\$42,000	\$0	\$0	\$0	\$42,000	0.00	R		39
Permission to Continue											
Dept.	Grant Title	Grant Term on Application	Personnel Cost	Operating Cost	Total Request	Filled FTE	Expiration Date	Notes	Auditor's Assessment	Page #	
D	119 Family Violence Accelerated Prosecution Program	09/01/2013 - 08/31/2014	\$13,150	\$0	\$13,150	1.00	10/31/2013	R	MC	62	
E	119 Other Victim Assistance Grant Program	09/01/2013 - 08/31/2014	\$9,286	\$0	\$9,286	1.00	10/31/2013	R	S	66	
F	122 Family Drug Treatment Court	09/01/2013 - 08/31/2014	\$5,422	\$0	\$5,422	1.00	9/30/2013	R	MC	71	
G	124 Veterans' Court Program	09/01/2013 - 08/31/2014	\$13,801	\$0	\$13,801	2.00	10/31/2013	R	MC	77	
H	137 Child Abuse Victim Services Personnel Program	09/01/2013 - 08/31/2014	\$8,852	\$0	\$8,852	1.00	10/31/2013	R	MC	82	
I	142 Drug Diversion Court Program	09/01/2013 - 08/31/2014	\$10,376	\$0	\$10,376	1.00	10/31/2013	R	MC	86	
J	145 Juvenile Accountability Block Grant Local Assessment Center Program	09/01/2013 - 08/31/2014	\$9,800	\$0	\$9,800	1.00	10/31/2013	R	MC	90	

Permission to Continue		Grant Term	Personnel	Operating	Total	Filled	PTC	Notes	Auditor's	
Dept.	Grant Title	on Application	Cost	Cost	Request	FTE	Expiration Date		Assessment	
									Page #	
K	145 Trauma Informed Assessment and Response Program	09/01/2013 - 08/31/2014	\$5,966	\$0	\$5,966	0.50	10/31/2013	R	MC	94
L	145 Austin/Travis County Integral Care Community Partners for Children Coordinator	09/01/2013 - 08/31/2014	\$10,250	\$0	\$10,250	1.00	10/31/2013	R	MC	99
M	145 Texas Juvenile Justice Department Grants	09/01/2013 - 08/31/2014	\$405,477	\$0	\$405,477	72.00	10/31/2013	R	C	103

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

- S - Simple
- MC - Moderately Complex
- C - Complex
- EC - Extremely Complex

PBO Notes:

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

**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

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
142	Drug Diversion Court	09/01/13 - 08/31/14	\$155,838	\$0	\$0	\$0	\$155,838	2.00	2/19/2013
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
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

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
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
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
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
137	SCATTF - Sheriff's Combined Auto Theft Task Force	09/01/13 - 08/31/14	\$641,481	\$131,022	\$254,949	\$0	\$1,027,452	11.00	7/30/2013
158	Coming of Age (DADS)	09/01/13 - 03/31/14	\$14,282	\$14,282	\$0	\$0	\$28,564	-	8/13/2013

*Amended from original agreement.

\$52,576,460 \$1,854,746 \$886,098 \$73,588 \$51,187,367 88.70

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**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- Perdernes 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

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
147	Fire Mitigation Assistance Grant- Hodde Lane Fire #2957	09/04/11	\$20,951	\$0	\$0	\$0	\$20,951	-	6/11/2013
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
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	7/30/2013
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	7/30/2013
117	Southeast Travis County Historical Survey	10/01/12 - 09/30/14	\$7,500	\$0	\$6,000	\$1,500	\$15,000	0.00	8/6/2013
137	Vision Summit	01/01/13 - 09/30/13	\$78,147	\$0	\$0	\$0	\$78,147	0.00	8/13/2013
158	Basic Transportation Needs Fund (Capital Metro Pass Program)	09/01/13 - 08/31/14	\$5,790	\$0	\$0	\$0	\$5,790	0.00	8/13/2013
158	Comprehensive Energy Assistance Program #58120001710*	04/01/13 - 07/31/13	\$1,263,589	\$0	\$0	\$0	\$1,263,589	4.00	8/20/2013
158	Comprehensive Energy Assistance Program #58130001651*	01/01/13 - 12/31/13	\$2,898,329	\$0	\$0	\$0	\$2,898,329	4.00	8/20/2013
158	AmeriCorps	08/01/13 - 07/31/14	\$298,671	\$500,191	\$0	\$0	\$798,862	31.00	8/20/2013
			\$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**	09/01/12 - 08/31/13	\$8,920	\$0	\$8,920	1.00	10/31/2012	8/14/2012	N/A	Yes
119	Family Violence Accelerated Prosecution Program	09/01/12 - 08/31/13	\$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
158	AmeriCorps Grant Program	08/01/13 - 07/31/14	\$100,540	\$7,300	\$107,840	31.00	9/30/2013	7/30/2013	N/A	No
Totals			\$435,347	\$607,300	\$1,042,647	47.00				



TRAVIS COUNTY FY 13 GRANT SUMMARY SHEET

Check One:	Application Approval: <input type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input checked="" type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Juvenile Probation/	
Contact Person/Title:	Maya Duff/Grant Coordinator	
Phone Number:	512-854-7046	

Grant Title:	Community Partners for Children Coordinator		
Grant Period:	From: <input type="text" value="Sep 1, 2013"/>	To: <input type="text" value="Aug 31, 2014"/>	
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Austin/Travis County Integral Care (ATCIC)		
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:	Texas Department of State Health Services		

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 63,923	\$ 0	\$ 0	\$ 0	\$ 63,923
Operating:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 63,923	\$ 0	\$ 0	\$ 0	\$ 63,923
FTEs:	1.00	0.00	0.00	0.00	1.00

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"/>	MG	
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.	Number of youth served by the program	105	124*	110	110
2.	Percentage of youth served by the program who are of juvenile age	89%	85%*	90%	93%
3.	Number of youth participants in program from TCJPD	48	45*	41	40
4.	Number discharged from program	31	34*	38	26
5.	Percent of youth who successfully completed the program	68%	65%*	68%	67%
6.	Number of youth re-referred to TCJPD as an adult	5	7*	7	5
7.	Percent of youth re-referred to TCJPD or arrested as an adult	33%	41%*	37%	37%
8.	*All FY 12 measures represent actual figures.				
+ - Measures for the Grant					
1.	n/a				
Outcome Impact Description					
2.					
Outcome Impact Description					
3.					
Outcome Impact Description					

PBO Recommendation:

The Juvenile Probation Department is requesting approval of the annual agreement with the Austin/Travis County Integral Care to continue the Austin/Travis County Integral Care Community Partners for Children Coordinator Program. The grant provide funds to support one FTE who serves as the point of access and referral for children and families with complex needs who meet criteria for receiving services through Austin/Travis County Integral Care.

The grant provides \$63,923.24 and requires no County match. The grant does not require the program to continue after termination, but the department has indicated that should funding discontinue, they will seek additional resources to continue the position. The grant term is from September 1, 2013 to August 31, 2014.

PBO recommends approval of the contract in order 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?

Austin/Travis County Integral Care has renewed our Community Partners for Children Coordinator contract. This contract will provide a single point of access to youth and families receiving services through Community Partners for Children. Through this contract, ATCIC agrees to provide \$63,923.24 to the Juvenile Probation Department (*Note, this number has been automatically truncated in the budget portion of this form). This contract supports one full time staff person who serves as the Community Partners for Children Coordinator. This position provides access to community services for families with children that have complex needs.

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

There has been some additional funding provided by TCJPD in the past years. County funds have paid the longevity in the past for the position and COLA increases due to limited funding from the grantor. Funding may be needed for additional mileage and travel.

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 County match is required.

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

n/a

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.

There is no one program directly associated with this agreement. Instead, the activities that are supported through this agreement represent progressive efforts to streamline access to services that are already in existence and that are funded through other sources.

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

n/a

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

The activities supported through this contract affect TCJPD's current services in that they provide for a single point of access and referral for services provided by ATCIC and other government and non-profit agencies in the county that collaborate to serve youth with special needs.

The Travis County Commissioner's Court approved the community plan, entitled—"Travis County Community Plan for Coordination of Criminal Justice and Related Activities FY 2012 - FY 2015," on December 6, 2011. Nearly 30 Travis County government agencies including Travis County Juvenile Probation Department, school districts, and nonprofit organizations participated in developing the Community Plan. This project addresses priority C from the juvenile justice section. Priority C states: "Travis County is in need of services and programming for youth with mental health/co-occurring disorders and substance abuse problems."



TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

2515 South Congress Avenue ~ Austin Texas 78704
Phone: (512)854-7000 Fax: (512)854-7097

ESTELA P. MEDINA
Chief Juvenile Probation Officer

TO: Aerin Toussaint, PBO
Budget Analyst

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

THROUGH: *Maya Duff*
Maya Duff
Program Coordinator

SUBJECT: Approval of Contract Award to Continue FY14 Austin/Travis County Integral Care (ATCIC) Community Partners for Children Coordinator

DATE: August 9, 2013

Austin/Travis County Integral Care (formerly Mental Health Mental Retardation Center A/TCMHMR) has proposed continuing our inter-local agreement to fund our Community Partners for Children Coordinator (formerly the Community Resource Coordinator Grant- CRCG). Through this contract, ATCIC agrees to provide \$63,923.24 to Travis County Juvenile Probation Department. This contract supports one full-time staff person who serves as the Community Partners for Children Coordinator. This staff will continue to provide children and their families with complex needs a single point of access, information, and referral to community service providers.

Please review this item and place it on the **August 27th** Commissioner's Court agenda for their consideration and action. Once approved, we will send the contract to ATCIC for their signature. If you have any questions, please contact Maya Duff at 4-7046 for further information.

Thank you in advance for your attention to this request.

CC: Jim Connolly
Michelle Gable
Chris Hubner
Emmitt Hayes
Darryl Beatty
Sylvia Mendoza
Lisa Eichelberger
Grant File

INTERLOCAL AGREEMENT
between
**AUSTIN-TRAVIS COUNTY MENTAL HEALTH AND MENTAL RETARDATION
CENTER dba AUSTIN TRAVIS COUNTY INTEGRAL CARE**
and
TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

THIS INTERLOCAL AGREEMENT (“Agreement”) is made and entered into by and between the Austin-Travis County Mental Health and Mental Retardation Center dba Austin Travis County Integral Care, a community center under the provisions of Chapter 534 of the Texas Health & Safety Code Ann., as amended, (the “Local Authority”) and Travis County Juvenile Probation Department (“Contractor”), a political subdivision of the State of Texas, for the purpose of providing the services described below. Local Authority and Contractor are authorized to enter into this Agreement pursuant to Texas Government Code, Chapter 791.

RECITALS

WHEREAS, pursuant to the Texas Health & Safety Code § 533.035(a), the Texas Department of State Health Services (“DSHS”) delegates to Local Authority the authority and responsibility for planning, policy development, coordination, including coordination with criminal justice entities, and resource development and allocation for and oversight of mental health services in the most appropriate and available setting to meet individual needs in Travis County, Texas; and

WHEREAS, pursuant to the Texas Health & Safety Code § 533.035(a), the Texas Department of Aging and Disability Services (“DADS”) delegates to Local Authority the authority and responsibility for planning, policy development, coordination, and resource development and allocation for and oversight of intellectual and developmental disabilities services in the most appropriate and available setting to meet individual needs in Travis County, Texas; and

WHEREAS, as the local mental health/intellectual and developmental disabilities authority, Local Authority has the authority and responsibility for the planning, policy development, coordination, resource allocation and resource development for and oversight of mental health and intellectual and developmental disabilities services for Travis County; and

WHEREAS, Contractor desires to contract with Local Authority to provide certain services more particularly described herein.

WHEREAS, this Agreement sets forth the terms and conditions evidencing the agreement of the parties hereto;

NOW THEREFORE, in consideration of the mutual covenants, rights, and obligations set forth herein, the benefits to be derived therefrom, and other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the parties agree as follows:

I.
LOCAL AUTHORITY PERSONNEL

The Local Authority staff member responsible for monitoring this Agreement is Arturo Hernandez or his/her successor or designee (s).

The Local Authority staff member authorized to approve billing hereunder is Arturo Hernandez or his/her successor or designee (s).

II.
**INDEPENDENT CONTRACTOR RELATIONSHIP
BETWEEN THE PARTIES**

1. Independent Contractor.

A. The relationship between the Local Authority and Contractor shall be that of an independent contractor. It is agreed that Contractor and Contractor's personnel will not be considered an employee, agent, partner, joint venturer, ostensible or apparent agent, servant, or borrowed servant of the Local Authority.

B. Contractor understands and agrees that Local Authority will not:

(i) Withhold on behalf of Contractor any sum for income tax, unemployment insurance, social security, or any other withholding; or

(ii) Give to Contractor any of the benefits given to employees of Local Authority.

2. Professional Judgment. Contractor and its personnel shall exercise its own professional judgment in the performance of the services described herein.

III.
OBLIGATIONS OF CONTRACTOR

1. Services. The services to be provided by Contractor are set forth in **Exhibit A** (the "Services").

2. Qualifications. Any required Professional and educational qualifications of Contractor and/or Contractor's personnel are set forth in **Exhibit B**.

3. Work Made for Hire. All work developed or prepared by Contractor pursuant to this Agreement (the "Work Product") is the exclusive property of the Local Authority. All right, title and interest in and to the Work Product shall vest in the Local Authority upon creation and the Work Product shall be deemed to be a work made for hire and made in the course of the services rendered pursuant to this Agreement. To the extent that title to

either any such Work Product or such work may not, by operation of law, vest in the Local Authority, or either such Work Product or such work may not be considered a work made for hire, all rights, title and interest thereto are irrevocably assigned to the Local Authority. The Local Authority shall have the right to obtain and to hold in its own name any and all patents, copyrights, registrations, or such other protection as may be appropriate to any particular portion of the Work Product, and any extensions and renewals thereof. Contractor shall give Local Authority, as well as any person designated by the Local Authority, all assistance required to perfect the rights defined herein without any charge or expense beyond those amounts payable to Contractor for the Services.

4. **Copyright Infringement.** Contractor warrants and represents that no property protected by copyright will be reproduced or used in performance of this Agreement without the Local Authority's prior written consent, and only then provided that Contractor has previously obtained written permission from the copyright holder(s), or has otherwise demonstrated to the satisfaction of the Local Authority its right to use such property, each to the full extent necessary in Local Authority's sole judgment.
5. **Local Authority Approval of Contractor Personnel.** Contractor agrees not to subcontract or assign any Services to any third party without the Local Authority's prior written approval. Any subcontractors or employees of Contractor are the direct and sole responsibility of Contractor.
6. **Representations.** Contractor represents and warrants that:
 - (a) at all times during this Agreement, it will comply with all applicable local, state, and federal laws, rules, and regulations now in effect and that become effective during the term of this Agreement including, without limitation, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990 (ADA), and the Age Discrimination in Employment Act of 1967, and all amendments to each and all requirements imposed by the regulations issued pursuant to these acts;
 - (b) to the extent applicable, it is not more than 30 days delinquent in child support payments and is eligible to receive payments from state funds as required by Texas Family Code Section 231.006; and
 - (c) it shall immediately disclose to Local Authority if, now or at any time during the term of this Agreement, it or any of its employees, contractors or agents providing Services:
 - (i) is or becomes barred from the award of a federal, state or county contract;
 - (ii) is convicted of a criminal offense related to any county, state or federally funded program;
 - (i) is placed on "vendor hold" status for any county, state, or federally funded program; or
 - (ii) becomes an employee of Local Authority.

7. **Receipts and Records.** Contractor agrees to provide the Local Authority upon request with original receipts for the purchases of all goods and services involving the use of Local Authority funds as well as all other financial and supporting documents and statistical records.
8. **Disclosure.** Contractor agrees to disclose to the Local Authority if it or any of its subcontractors or employees rendering Services pursuant to this Agreement is currently barred from the award of a federal or state contract, or if such occurs anytime during the term of this Agreement.
9. **Immigration Reform and Control Act.** Contractor agrees to maintain appropriate identification and employment eligibility documents to meet requirements of the Immigration Reform and Control Act of 1986.
10. **AIDS/HIV Workplace Guidelines.** Contractor agrees to adopt and implement AIDS/HIV workplace guidelines and AIDS/HIV confidentiality guidelines, consistent with state and federal law.
11. **Required Reporting Regarding Licensure.** Contractor agrees that it shall report to Local Authority any allegations that either Contractor or any professional licensed or certified by the State of Texas and employed by or contracted with the Contractor and is or may provide any Services has either (a) committed an action that constitutes grounds for the denial or revocation of certification or licensure, or (b) had his/her license revoked. If Contractor or Contractor's employee has such a denial or revocation, and thereafter provides Services, then this Agreement may be terminated without prior notice.
12. **Reports of Abuse, Neglect and Exploitation.** Contractor agrees that it shall report any allegations of abuse and neglect in accordance with applicable law including, without limitation, rules of the Texas Department of Family and Protective Services, and rules of the Texas Department of Health.
13. **Contractor's Governing Body.** Contractor agrees to provide Local Authority with a list of the members of Contractor's governing body, if applicable.
14. **Confidentiality/Protected Health Information.** Contractor shall comply with all applicable laws, rules and regulations relating to the confidentiality of information and shall establish a method to secure the confidentiality of records and other information pertaining to Covered Individuals, all as required by the applicable provisions of Texas law, the privacy and security regulations promulgated pursuant to Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), the Health Information Technology for Economic and Clinical Health Act ("HITECH") and the Federal regulations contained in 42 CFR Part 2 governing confidentiality of alcohol and drug abuse records.
15. **Access.** Pursuant to Health and Safety Code § 534.060, Contractor agrees to allow the Local Authority, its representatives, including independent financial auditors, or other authorized governmental agencies unrestricted access to all facilities, data, and other information under the control of the Contractor, as necessary, to enable such agencies

and the Local Authority to audit, monitor, and review all financial or programmatic activities in services associated with this Agreement.

16. **Retention of Records.** Except as expressly provided otherwise in this Agreement, Contractor agrees to retain all records pertinent to the Agreement for a period of five (5) years after the date of termination or expiration of this Agreement.
17. **Lobbying and Political Activity.** Contractor shall not use funds received under this Agreement to pay any person for influencing or attempting to influence an officer or employee of any agency, federal or state, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any contract or grant or the extension, continuation, renewal, amendment, or modification of any contract or grant (31 USC §1352, as amended, and UGMS).

Contractor shall execute **Exhibit D**, "Certification Regarding Lobbying". If applicable, Contractor shall submit to Local Authority Standard Form LLL (Disclosure of Lobbying Activities), containing the name(s) of any registrant under the Lobbying Disclosure Act of 1995 who has made lobbying contacts on behalf of Contractor in connection with that contract or grant, a certification that none of the funds received under this Agreement have been or will be used for payment to lobbyists, and disclosure of the names of any and all registered lobbyists with whom Contractor has an agreement.

18. **Certification Regarding Debarment, Suspension, and Other Responsibility Matters—Lower Tier Covered Transactions.**

For purposes of this Section III.18., "prospective lower tier participant," and "prospective participant in a lower tier covered transaction" shall each refer to Contractor. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.

The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

The prospective lower tier participant shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or had become erroneous by reason of changed circumstances.

The terms covered transaction, debarred, suspended, ineligible, lower tier covered transaction, participant, person, primary covered transaction, principal, proposal, and voluntarily excluded, as used in this clause, have the meaning set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.

The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part

9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitation for lower tier covered transactions.

A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Nonprocurement Programs.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Contractor certifies that it is in good standing with all state and federal funding and regulatory agencies; is not currently debarred, suspended, or otherwise excluded from participation in federal grant programs; is not delinquent on any repayment agreements; has not had a required license or certification revoked; has not had a contract terminated by DSHS or DADS; and has not voluntarily surrendered issued by DSHS or any other entity within the past three (3) years.

IV. RESPONSIBILITIES OF THE LOCAL AUTHORITY

1. Payment.

A. In consideration of the obligations undertaken by Contractor, the Local Authority agrees to pay Contractor, in accordance with the fee schedule attached as **Exhibit C**. The maximum amount to be paid to Contractor under this Agreement is \$63,923.24, which shall be paid from Local Authority's current revenue funds.

B. Payment will be made as reflected in **Exhibit C** based upon a completed invoice approved either by Local Authority's Executive Director, or by the Local Authority employee(s) authorized to approve billing(s).

C. Payment for Services is conditioned upon the Contractor completing the documentation necessary for the Local Authority to process the invoice(s). Such documentation must be complete, legible, and properly signed with title, date, and time as required. The contents must meet applicable standards, reporting requirements and rules set forth by any governmental agency and/or the Local Authority. Contractor shall prepare a separate invoice for each Local Authority division requesting Services, and submit invoices to such division(s) on a monthly basis for the Services provided during the immediately preceding month. The standard invoice form will be used for all Services.

D. The Local Authority agrees to pay the Contractor for expenses that are incurred in performing services authorized by this Agreement as specified in writing and approved in writing in advance of such incurrence by the Local Authority employee authorized to approve billings.

2. **Franchise Tax.** If Contractor is a corporation and becomes delinquent in the payment of its Texas Franchise tax, then payments to the Contractor due under this Agreement may be withheld until such delinquency is fully cured.

V. INSURANCE

Contractor agrees to be self-insured during the existence of this Agreement, to the extent required by state statutes, as provided in **Exhibit E**, "Memorandum of Self-Insurance." Contractor shall give the Local Authority 30 days' written notice prior to ending the self-insurance as described in **Exhibit E**.

VI. INDEMNIFICATION

To the extent permitted by Texas law and the Constitution of the State of Texas, Contractor and the Local Authority each (as an "Indemnifying Party") agree to and shall indemnify and hold harmless the other, and such other's respective trustees, officers, agents, and employees, from and against any and all claims, losses, damages, negligence, causes of action, suits, and liability of every kind, including all expenses of litigation, court costs, and attorney's fees, for injury to or death of any person, for any act or omission by the Indemnifying Party, or damage to any property, arising out of or in connection with such Indemnifying Party's performance or failure to perform under this Agreement.

**VII.
TERM AND TERMINATION**

1. **Term.** This Agreement shall become effective on September 1, 2013 (the "Effective Date"), and shall terminate August 31, 2014.
2. **Immediate Termination.** Local Authority may terminate this Agreement immediately if (a) Local Authority does not receive the full anticipated funding to pay for the Services under this Agreement from any funding source; (b) Local Authority has cause to believe that termination of the Agreement is in the best interests of the health and safety of any persons served under this Agreement; (c) Contractor has become ineligible to receive Local Authority funds; or (d) Contractor or its employees has its Texas or other state license or certification suspended or revoked.
3. **Termination Upon Default.** Either party may terminate this Agreement after 30 days' written notice if the other party is in default of any of the provisions herein.
4. **Termination without Cause.** Local Authority may terminate this Agreement without cause on thirty (30) days' written notice to Contractor.
5. **Termination by Mutual Consent.** This Agreement may be terminated by the mutual consent of both parties.

**VIII.
MISCELLANEOUS**

1. **Nondiscrimination.** Each party to this Agreement agrees that no person, on the basis of race, ethnicity, color, national origin, religion, sex, sexual orientation, age, disability, or political affiliation, will be excluded from participation, be denied the benefits of, or be subject to discrimination in the provision of any Services hereunder. The parties hereto agree to comply with the Civil Rights Act of 1964, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, the Civil Rights Act of 1991, and the Age Discrimination in Employment Act of 1967, all amendments to each and all requirements imposed by the regulations issued pursuant to these Acts.
2. **No Waiver of Immunities.** Notwithstanding any other provision of this Agreement, Contractor and Local Authority expressly acknowledge and agree that no provision of this Agreement is intended to constitute a waiver by Contractor or the Local Authority of any immunities from suit or from liability that Contractor or the Local Authority may have by operation of law, nor shall it be so construed.
3. **No Third-Party Rights.** This Agreement is not intended, nor shall it be construed, to confer any benefits, rights or remedies upon any person or entity not a party hereto.
4. **Amendment.** Unless otherwise specifically provided herein, this Agreement may be amended or changed only by mutual written consent of an authorized representative of the Local Authority and Contractor, respectively.

5. **Entire Agreement.** This Agreement constitutes the sole and only agreement of the parties hereto and supersedes any prior understandings, written or oral agreement between the parties respecting the subject matter herein.
6. **Governing Law and Venue.** This Agreement shall be construed and enforced in accordance with the laws of the State of Texas, and venue shall lie in Travis County, Texas.
7. **Notices.** Any required notice hereunder shall be in writing and shall be sent, postage prepaid, by certified mail, return receipt requested, to Local Authority or Contractor at the address for such recipient shown below. The notice shall be effective on the date of delivery indicated on the return receipt.

If to the Local Authority:

Austin-Travis County Mental Health and Mental Retardation Center
dba Austin Travis County Integral Care
David Evans, Chief Executive Officer
P.O. Box 3548
Austin, Texas 78764-3548

With a copy to the Local Authority's General Counsel at the same address.

If to Contractor:

Travis County Juvenile Probation Department
Attn: Chief Estela Medina
2515 S. Congress Ave.
Austin, Texas 78704

8. **Severability.** The invalidity or unenforceability of any term or provision hereof shall not affect the validity or enforceability of any other terms or provisions.
9. **Authority to bind Local Authority.** This Agreement is not binding upon the Local Authority unless and until it has been executed by Local Authority's Chief Executive Officer or his designee.
10. **Survival.** The provisions of this Agreement which, by their nature, are intended to survive termination or expiration of this Agreement shall so survive including, without limitation, Sections III.3., III.4., III.6., III.14, III.16., V., VI. and VIII.
11. **Contractor's Authority.** The person or persons executing and signing this Agreement on behalf of the Contractor guarantee that they have been fully authorized by the Contractor to execute the Agreement and to legally bind the Contractor to all the terms and provisions of the Agreement.
12. **Exhibits.** All Exhibits referred to in this Agreement and attached hereto are incorporated herein by this reference.

AUSTIN-TRAVIS COUNTY MENTAL HEALTH AND MENTAL RETARDATION CENTER
dba AUSTIN TRAVIS COUNTY INTEGRAL CARE

By: _____
David Evans, Chief Executive Officer

Date: _____

TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

By: _____
Estela P. Medina, Chief Juvenile Probation Officer

Date: _____

By: _____
Samuel T. Biscoe, Travis County Judge

Date: _____

EXHIBIT A

SERVICES TO BE PROVIDED

The services to be provided by Contractor (collectively, the "Services") include (a) providing (1) full-time person to serve as a Community Partners For Children Coordinator (such Community Partners For Children Coordinator sometimes hereinafter referred to as "Staff"), and (b) providing Staff with appropriate office space, supplies and furniture. Staff's responsibilities shall include, but may not be limited to (a) determining and identifying the strengths and needs of those persons in the community with complex needs, and (b) coordinating care and serving as the single point of access, information and referral to other community-based providers for children and families with complex needs. Staff will be involved in training with appropriate community partners.

EXHIBIT B

QUALIFICATIONS OF CONTRACTOR

Staff must have a minimum of a bachelor's degree and either (a) have at least five (5) years of experience with children and families with complex needs, or (b) be a parent of a child with disabilities who is or has been involved in any child serving system providing services in Travis County, Texas.

EXHIBIT C

Contractor will be paid on an actual cost reimbursement basis for costs of Staff including salary, fringe benefits, auto mileage, training and seminar expenses, and training/seminar-related travel, meals and lodging.

EXHIBIT D

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated-funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of congress, or an employee of a member of congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal-appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of congress, an officer or employee of congress, or an employee of a member of congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure of Lobbying Activities, in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants, and contracts under grants, loans and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

EXHIBIT E

MEMORANDUM OF SELF-INSURANCE

This memorandum affirms that pursuant to resolution of the Travis County Commissioners Court, the Contractor, as a Department of Travis County, is self-insured for the following to the extent required by state statutes:

General Liability, including:

- Premises and Operations
- Professional (includes Errors & Omissions)
- Contractual
- Damage coverage from blasting or explosion (X), structural damage or collapse (C), and damage caused during excavation by mechanical equipment (U)
- Personal Injury

Automobile Liability

- Owned Vehicles
- Hired Vehicles

Workers' Compensation

Fidelity Insurance

Errors & Omissions

Travis County vehicles are exempt from providing proof of insurance in accordance with Section 33, Article VI, General Provisions, of the Texas Motor Vehicle Laws.

This memorandum is issued to:

Austin Travis County Integral Care
1430 Collier Street, Austin, Texas 78704
Attention: Ms. Lisa Laky

William F Paterson A.R.M.
Risk Manager

WFP/dps

TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

By: _____
Estela P. Medina, Chief Juvenile Probation Officer

Date: _____

By: _____
Samuel T. Biscoe, Travis County Judge

Date: _____



**TRAVIS COUNTY
FY 13 GRANT SUMMARY SHEET**

Check One:	Application Approval: <input type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input checked="" type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Juvenile Probation Department/Food Services	
Contact Person/Title:	Maya Duff/Grant Coordinator	
Phone Number:	854-7046	

Grant Title:	National School Lunch/Breakfast program and USDA School Commodity Program		
Grant Period:	From: <input type="text" value="Jul 1, 2013"/>	To: <input type="text" value="Jun 30, 2014"/>	
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Texas Department of Agriculture		
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:	United States Department of Agriculture		

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Operating:	\$ 307,204	\$ 0	\$ 0	\$ 0	\$ 307,204
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 307,204	\$ 0	\$ 0	\$ 0	\$ 307,204
FTEs:	0.00	0.00	0.00	0.00	0.00

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

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

Performance Measures					
#	Measure	Actual FY 11 Measure	Projected FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure
+ - Applicable Departmental Measures					
1.	Average Daily Population for Program	130	122	126	130
2.					
3.					
+ - Measures for the Grant					
1.	Number of children enrolled in program	1,273	1,048	1,082	1,105
Outcome Impact Description		Number of youth determines lunch and breakfast meals to be reimbursement by the Texas Department of Agriculture			
2.	Number of operating days this year	365	366	365	365
Outcome Impact Description		Number of youth and available surplus of commodities determines the amount of available groceries from the Texas Department of Agriculture.			
3.					
Outcome Impact Description					

PBO Recommendation:

Juvenile Probation is requesting Commissioners Court approval of the annual contract with the Texas Department of Agriculture to continue participation in both the USDA Commodity Program and the National School Lunch Program/School Breakfast Program for the grant term July 1, 2013 to June 30, 2014. The grants do not require a county match and there is no ongoing funding commitment. The grant offsets food costs that would otherwise need to be funded by the County.

PBO recommends approval of the request to accept this grant award.

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 is an ongoing grant to provide financial assistance to Travis County in providing school age children with nutritious meals. The County is reimbursed based on the number of meals served to qualified juveniles. The USDA commodities portion of the program (\$11,482) provides donated food items to the Juvenile Probation Department. The Breakfast Lunch program, which is a reimbursement, program is \$295722.

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

The County is required to provide meals to juveniles held in detention and residential. This grant offsets food costs that would otherwise need to be funded by the County.

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 County match is required.

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

The grant does not allow for indirect costs. The contract is strictly based on reimbursement for qualified meals served

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.

Providing meals to juveniles held in detention and residential will not stop if this contract ends. If the contract ended, the County will incur the full cost for each meal served.

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

n/a

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

This grant reduces the overall cost to the County to provide required meals to juveniles held in detention and residential.



TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

2515 South Congress Avenue ~ Austin Texas 78704
Phone: (512)854-7000 Fax: (512)854-7097

ESTELA P. MEDINA
Chief Juvenile Probation Officer

TO: Aerin Toussaint, PBO
Budget Analyst

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

THROUGH: *Maya Duff*
Maya Duff
Grant Coordinator

SUBJECT: National School Lunch/Breakfast Program and USDA School Commodity Program

DATE: August 9, 2013

The Texas Department of Agriculture (TDA) has awarded Travis County Juvenile Probation Department (TCJPD) continued funding for the National School Lunch/Breakfast Program and the USDA School Commodity Program. TCJPD has received support from this program in the past; its purpose is to offset the cost to the County for meals provided to Juveniles held in detention and the Intermediate Sanctions Center. There is no county match associated with this program.

Please review this item and place it on the **August 27th** Commissioner's Court agenda for their consideration and signature. Please contact Maya Duff at 4-7046 for further information.

Thank you in advance for your attention to this request.

CC: Jim Connolly
Patty Lennon
Britt Canary
Declan O'Reilly
Sylvia Mendoza
Lisa Eichelberger
Grant File

2013 - 2014 Application Packet

01282	Status: Active	Packet Submitted Date:	06/07/2013
TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT		Packet Approved Date:	06/14/2013
DBA:		Packet Original Approval Date:	06/14/2013
2515 S CONGRESS		Packet Status:	Approved
AUSTIN, TX 78704			
County District Code: 227			
ESC Region: 13			

Action	Form Name	Latest Version	Status
View Revise	✔ Contracting Entity Application	Original	Approved
Details	✔ Meal Pattern Compliance Dashboard		Approved
Details	✔ Checklist Summary (1)		

Site Applications	Approved	Pending	Return for Correction	Denied	Withdrawn/ Closed	Error	Total Applications
School Nutrition Program	1	0	0	0	0	0	1
Seamless Summer Option	0	0	0	0	0	0	0

Show Packet History

2013 - 2014 NSLP Contracting Entity Application

01282 Status: Active
TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT
 DBA:
 2515 S CONGRESS
 AUSTIN, TX 78704
 County District Code: 227
 ESC Region: 13

Version: Original

Contracting Entity Type

A1. Type of Agency: Government Agency

School Year Dates of Operation

A2. Operational Dates: Start Date: 07/01/2013 End Date: 06/30/2014

Superintendent/Sponsoring Official

	Salutation	First Name	Last Name
A3. Name:	Mr.	Britt	Canary
A4. Email Address:	Britt.Canary@co.travis.tx.us		
A5. Phone:	(512) 854-7541	Ext:	Fax: (512) 854-7093
A6. Title:	Deputy Chief Travis County Juvenile Probation		

Street Address

A7. Address Line 1: 2515 S CONGRESS
 Address Line 2:
 A8. City: AUSTIN
 A9. State: TX Zip: 78704

Mailing Address

A10. Address Line 1: 2515 S CONGRESS
 Address Line 2:
 A11. City: AUSTIN
 A12. State: TX Zip: 78704

Child Nutrition Director

	Salutation	First Name	Last Name
A13. Name:	Ms.	Declan	O'Reilly
A14. Email Address:	declan.oreilly@co.travis.tx.us		
A15. Phone:	(512) 854-5669	Ext:	Fax: (512) 854-7093
A16. Title:	Food Services Manager		

Claim Preparer

	Salutation	First Name	Last Name
A17. Name:	Ms.	Declan	O'Reilly
A18. Email Address:	declan.oreilly@co.travis.tx.us		
A19. Phone:	(512) 854-5669	Ext:	Fax: (512) 854-7093
A20. Title:	Food Services Manager		

Hearing Official

A21. This person shall ensure that all required provisions of the appeal process are followed as outlined on the Letter to Households of Approval/Denial of Benefits. The hearing official must be someone not involved in making the determination under appeal or any previous conference and hold a position at a higher administrative level than the

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reviewing and verifying official(s).

Job Title: not applicable

*Hearing Official must be in a position higher than the Reviewing Official.

Reviewing Official

A22. This person reviews applications and makes eligibility determinations.

Job Title: not applicable

Verifying Official

A23. This person verifies the eligibility of applicant households in accordance with program regulations.

Job Title: not applicable

Meal Count and Collection Procedures

A24. Have your meal counting and claiming procedures at any of your sites been revised? Yes No

Food Distribution Program (Commodities)

Note: The renewal of NSLP will renew your FND Commodity Agreement. Therefore, you are eligible for distributions of food donated by USDA.

A25. Do you wish to accept distributions of USDA donated food? Yes No

Eligibility Information

A26. Does your organization use scanned applications? Yes No

A27. Does your organization use online applications? Yes No

Residential Child Care Institution (RCCI) only

A28. What is the student population type? Residential and day students Residential only

A29. What documentation is used to qualify residential students for free meals? Master Roster Other

If Other, please describe:

A30. What documentation is used to qualify day students for free and reduced price meals? N/A (residential only) Free and Reduced Priced Application/Categorical Eligibility None (all day students' meals claimed at paid rate)

Food Service Management Company (FSMC)

A31. Will the school nutrition program be managed by a Food Service Management Company (FSMC)? Yes No

Contracting Entity Contact for FSMC Contract

Salutation First Name Last Name

A32. Name:

A33. Email Address: 

A34. Phone: Ext: Fax:

A35. Title:

Vended Meals

A36. Does your organization purchase meals from a School Food Authority (SFA)? Yes No
Do you have an agreement? Yes No

A37. Does your organization purchase meals/snacks from a vendor other than a Yes No

School Food Authority (SFA)?

Do you have an agreement? Yes No

A38. Does your organization claim reimbursement for meals provided to a School Food Authority (SFA)? Yes No

Do you have an agreement? Yes No

A39. Does your organization vend meals to a School Food Authority (SFA)? Yes No

If Yes, please list the School Food Authority (SFA) name(s):

Attendance Factor

A40. Attendance Factor: 100.00

Severe Need Lunch - Reimbursement Rate Determination

Lunches claimed for School Year (2011 - 2012)

Total Free Lunches	Total Reduced Price Lunches	Total Lunches	Free & Reduced %	Qualify for extra \$.02 reimbursement rate
42,165	0	42,165	100.00 %	Yes

Seamless Summer Option

A41. Does your agency intend to participate in the demonstration project for non-congregate feeding related to excessive heat? Yes No

Comments from Contracting Entity

A42.

Certification

I hereby certify that neither the Contracting Entity nor its principals/authorized representatives is presently debarred, suspended, proposed for debarment, declared ineligible, disqualified, or voluntarily excluded from participation in this transaction by any Federal/State department or agency.

I certify under penalty of perjury that the information on these application forms is true and correct, and that I will immediately report to the Texas Department of Agriculture any changes that occur to the information submitted. I understand that this information is being given in connection with receipt of federal funds. The Texas Department of Agriculture may verify information; and the deliberate misrepresentation of information will subject me to prosecution under applicable federal and state criminal statutes.

On behalf of the Contracting Entity, I hereby agree to comply with all state and federal laws and regulations governing the Child Nutrition Programs administered by the Texas Department of Agriculture. In accordance with Federal law and U.S. Department of Agriculture policy, this Contracting Entity does not discriminate on the basis of race, color, national origin, sex, age or disability. I will ensure that all monthly claims for reimbursement are true and correct and that records are available to support these claims.

Created By: dorelly10 on: 4/10/2013 9:42:42 AM Modified By: dorelly10 on: 6/7/2013 1:25:20 PM

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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 checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	District Attorney's Office - Victim/Witness Director	
Contact Person/Title:	Liza House-Friend/Director	
Phone Number:	854-9079	

Grant Title:	Victim Coordinator and Liaison Grant		
Grant Period:	From: <input type="text" value="Sep 1, 2013"/>	To: <input type="text" value="Aug 31, 2014"/>	
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Office of the Attorney General		
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:			

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Operating:	\$ 42,000	\$ 0	\$ 0	\$ 0	\$ 42,000
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 42,000	\$ 0	\$ 0	\$ 0	\$ 42,000
FTEs:	0.00	0.00	0.00	0.00	0.00

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

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	RP	
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.	# victims served	3486	3571	3650	4400
2.	ratio of service actions to victims and witnesses	18.3:1	16.5:1	16.2:1	15.6:1
3.					
+ - Measures for the Grant					
1.	# victims served	707	727	700	725
Outcome Impact Description					
2.	# information/referral actions	1586	1744	1500	1500
Outcome Impact Description					
3.	# follow-ups with victims	1383	1321	1350	1275
Outcome Impact Description					

PBO Recommendation:

This is the contract to continue the Victim Coordinator and Liaison Grant in the District Attorney's Office, which provides funding for SafePlace to provide victim services. There is no grant match nor any continuing obligations for the County. FYI - DA Rosemary Lehmborg is the Authorized Official to sign this grant award. PBO recommends approval of this grant contract.

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

The purpose of this grant is to assist the District Attorney's Office in addressing the unique needs of victims of domestic violence. The funding will support and expand the collaboration between the District Attorney's Office and SafePlace which currently provides targeted victim support within the criminal justice system to victims of felony domestic violence cases. The goals of the project are: 1) to provide continuity of supportive services to victims of family violence from time of assault to offender's conviction, and 2) to advocate on behalf of the victim and support cooperation with prosecution in family violence cases.

Project activities include: 1) assisting victims referred, 2) linking victims with supportive services at SafePlace, 3) linking victims with other community resources, 4) informing victims about the Crime Victims' Compensation Fund and assisting them in filling out the application, 5) maintaining contact with victims throughout the criminal justice process, and 6) collaborating with the Family Violence Task Force to improve the systematic response to crime.

This is not a new program but a continuation of services currently provided by the District Attorney's Office. These specialized services targeted to assist victims of family violence were begun with the original grant funding in July, 2000. The grant funding enables the District Attorney's Office to contract with SafePlace to provide a full-time Counselor trained in family violence issues.

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

None

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

No County Match required.

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

The Office of the Attorney General does not allow indirect cost allocations in Victim Coordinator and Liaison Grants.

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.

There is no County commitment to the expanded services upon discontinuation of the grant by the grantor.

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

This is not a new program. Funding will allow continuation of the provision of specialized services begun under the previous grant. These services are targeted to victims of family violence that are in need of emotional, informational, educational and advocacy support.

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 project is directly tied to the following goals and objectives in the Strategic Plan of the District Attorney's Office:
Maintain victim-focused prosecution.
Objectives:
Include the victim throughout the prosecution process.
Enhance supportive services to crime victims.
Promote changes within the community that enhance services to victims of crime.

Improve the administration of justice.
Objective: Foster collaboration with all justice-related agencies, volunteer organizations, service providers and organizations. .

Funding for this grant impacts the following Victim/Witness output measures:

of services to victims and witnesses
of victims served
of files reviewed
ratio of follow-up contacts to files reviewed
ratio of services to victims served

**GRANT CONTRACT BETWEEN
THE OFFICE OF THE ATTORNEY GENERAL
AND
TRAVIS COUNTY DISTRICT ATTORNEY'S OFFICE**

OAG Contract No. 1442763

This contract is executed between the Office of the Attorney General (OAG) and Travis County District Attorney's Office (GRANTEE) for certain grant funds. The Office of the Attorney General and Travis County District Attorney's Office may be referred to in this contract individually as "Party" or collectively as "Parties."

SECTION 1. PURPOSE OF THE CONTRACT

The purpose of the Victim Coordinator and Liaison Grant (VCLG) program is to fund the mandated positions described in the Texas Code of Criminal Procedure, Article 56.04, specifically Victim Assistance Coordinators (VAC) in prosecutor offices and Crime Victim Liaisons (CVL) in law enforcement agencies. It is intended that the grants will be awarded through a competitive selection and allocation process taking into consideration, among other criteria, the number of victims that may be served by a program. The purpose of this grant contract is to provide reasonable contractual controls to ensure that the public purposes of the grant are achieved. In addition to the duties imposed in the Texas Code of Criminal Procedure, Article 56.04 (and more specifically described in Article 56.02), VACs and CVLs are also expected to promote and educate the community and other professionals about victim rights and services in an effort to identify crime victims and provide or refer them to needed services. In general, and subject to the limitations of each specific grant contract with each VCLG Grantee, VCLG grant contracts awarded must be used for victim-related services or assistance.

SECTION 2. TERM OF THE CONTRACT

This contract shall begin on September 1, 2013 and shall terminate August 31, 2014, unless it is terminated earlier in accordance with another provision of this contract. The OAG is not obligated to reimburse expenses that were incurred prior to the commencement or after the termination of this contract.

SECTION 3. GRANTEE'S CONTRACTUAL SERVICES

3.1 GRANTEE'S Compliance with the OVAG/VCLG FY 2014-2015 Grant Application Kit.

GRANTEE will comply with the terms and conditions as set forth and required in the OVAG/VCLG FY 2014-2015 Grant Application Kit ("Application Kit") if not supplemented, amended or adjusted by the OAG, as acknowledged by GRANTEE.

3.2 Establishment of Final Project Budget, Targets, Outputs, Outcomes, and Special Conditions. The OAG, at its sole discretion, establishes the initial Budget for this grant project, as reflected on the attached Exhibit A. If any adjustments were made by the OAG to GRANTEE's budget, those adjustments will be reflected on the attached Exhibit A. The final Narrative, as submitted by GRANTEE, is attached as Exhibit B. If any Special Conditions were imposed by the OAG, those provisions will be reflected on the attached Exhibit C.

The OAG, at its sole discretion, will establish the final project targets, outputs, and outcomes. In addition, the OAG, at its sole discretion, may adjust GRANTEE's budget, targets, outputs, outcomes, and/or any other items as deemed appropriate by the OAG, at any time, during the term of this contract.

SECTION 4. GRANTEE'S OBLIGATIONS AND REQUIRED REPORTS

4.1 General Matters

4.1.1 Required Reports; Form of Reports; Filings with the OAG. GRANTEE shall forward to the OAG, the applicable reports on forms as specified by the OAG. GRANTEE shall establish procedures to ensure that it files each document or form required by the OAG in an accurate and timely manner. Unless filing dates are given herein, all other reports and other documents that GRANTEE is required to forward to the OAG shall be promptly forwarded. From time to time, the OAG may require additional information from GRANTEE.

4.1.2 Cooperation; Additional Information. GRANTEE shall cooperate fully with the OAG. In addition to the information contained in the required reports, other information may be required as requested by the OAG.

4.1.3 Notification of Changes in Organization, Changes in Authorized Official or Grant Contact. GRANTEE shall submit within ten (10) business days notice to the OAG of any change of the following: GRANTEE's name; contact information; key personnel, officer, director or partner; organizational structure; legal standing; or authority to do business in Texas. GRANTEE shall promptly notify the OAG, preferably in advance, of a change in address or main telephone number of GRANTEE. A change in GRANTEE's name requires an amendment to the contract. GRANTEE must submit a written request by the governing body on GRANTEE's letterhead, with original signature, to change an Authorized Official. GRANTEE, by an email, fax or GRANTEE letterhead signed by the Authorized Official, may request a change to the Grant Contact.

4.1.4 Standards for Financial and Programmatic Management. GRANTEE and its governing

body shall bear full and sole responsibility for the integrity of the fiscal and programmatic management of the organization including financial and programmatic policies and procedures.

Such fiscal and programmatic management shall include accountability for all funds and materials received from the OAG; compliance with OAG rules, policies and procedures, and applicable federal and state laws and regulations; and correction of fiscal and program deficiencies identified through self-evaluation and/or the OAG's monitoring processes. Ignorance of any contract provisions or other requirements referenced in this contract shall not constitute a defense or basis for waiving or failing to comply with such provisions or requirements.

GRANTEE shall develop, implement, and maintain financial management and control systems that include appropriate financial planning, including the development of budgets that adequately reflect all functions and resources necessary to carry out authorized activities and the adequate determination of costs; financial management systems, including accurate and complete payroll, accounting, and financial reporting records; cost source documentation; effective internal and budgetary controls; determination of reasonableness, allocation of costs; and timely and appropriate audits and resolution of any findings; and annual financial statements, including statements of financial position, activities, and cash flows, prepared on an accounting basis that complies with State financial laws and State constitution and follows OMB A-87 and Uniform Grant Management Standards (UGMS).

4.1.5. Security and Confidentiality of Records. GRANTEE shall establish a method to secure the confidentiality of records and other information relating to services provided in accordance with applicable federal and state law, rules and regulations. This provision shall not be construed as limiting the OAG's access to such records and other information.

4.2 Programmatic Reports

4.2.1 Quarterly Statistical (Performance) Reports. GRANTEE shall forward to the OAG quarterly statistical reports no later than the 30th day of each month following the end of the quarter. The four quarters end on the last day of the month of November, February, May and August. Accordingly, quarterly statistical reports, for each quarter, are due on or before December 30, 2013, March 30, 2014, June 30, 2014, and continuing until the last quarterly statistical report which is due on or before September 30, 2014.

Contents of Quarterly Statistical Reports. The quarterly statistical reports shall contain, at a minimum, information on the following statistical measures:

- a. Targets as established by the OAG;
- b. Outputs and Outcomes as established by the OAG; and
- c. Program Impact Narratives.

4.2.2 Written Explanation of Variance. GRANTEE is required to provide a written explanation to the OAG for any variances on the quarterly statistical report for any year-to-date performance by

GRANTEE that varies from projected performance. In addition to the written explanation, GRANTEE shall promptly answer any questions of the OAG, whether in writing or otherwise, in connection with the quarterly and annual reports presented to the OAG.

4.2.3 Other Program Reports. GRANTEE shall cooperate fully in any social studies, fiscal or programmatic monitoring, auditing, evaluating, and other reviews pertaining to services rendered by GRANTEE which may be conducted by the OAG or its designees.

GRANTEE shall submit service delivery reports required by the contract or self-evaluations of performance and other reports requested by the OAG in appropriate format and on a timely basis and make available at reasonable times and for reasonable periods, client records and other programmatic or financial records, books, reports, and supporting documents for reviewing and copying by the OAG or its designees.

4.3 Financial Matters

4.3.1 Grant Budget. With regard to the use of funds pursuant to this contract, GRANTEE will immediately review the budget as established in this contract.

4.3.2 Monthly Request for Reimbursement and Financial Status Report. Grant funds are paid on a cost reimbursement basis. GRANTEE will submit, each month, a monthly request for reimbursement for the actual and allowable allocable costs incurred by GRANTEE for project costs to provide services under this contract. The payments made to GRANTEE shall not exceed its actual and allowable allocable costs to provide the services under this contract.

The request for reimbursement will be submitted to the OAG in the form and manner as approved by the OAG and will specify the detailed and total expenses for the month, in the following cost categories: (i) personnel and fringe benefits, reported separately, (ii) professional and consulting services, (iii) travel, (iv) equipment, (v) supplies, and (vi) other direct operating expenses. The request for reimbursement must be accompanied by supporting documentation as required by the OAG. The OAG may from time to time require different or additional supporting documentation.

A financial status report is required each month, whether GRANTEE has paid expenses, or is seeking reimbursement.

4.3.3 Fiscal Year End Required Reports. On or before October 15, 2014, GRANTEE will submit fiscal year end required reports.

- a. Record of Reimbursement.** GRANTEE will submit a reconciled record of its expenses for the prior fiscal year in the following cost categories: (i) personnel and fringe benefits, reported separately, (ii) professional and consulting services, (iii) travel, (iv) equipment, (v) supplies, and (vi) other direct operating expenses.

- b. Equipment Inventory Report.** GRANTEE will submit an Equipment Inventory Report which provides record of the current inventory of items purchased, disposed, replaced or transferred of any equipment purchased with grant funds.

4.3.4 Annual Independent Financial Audit Report. Unless otherwise noted on Exhibit C (Special Conditions), GRANTEE shall timely submit to the OAG a copy of its annual independent financial audit – “timely” means on or before May 31, 2014; otherwise, the timely submission to the OAG is on or before nine (9) months after the end of GRANTEE’s accounting year. GRANTEE will contract an independent CPA firm to perform an annual financial audit engagement. GRANTEE’s independent CPA firm will determine the type of annual financial audit, which may include a compliance attestation in accordance with the requirements of OMB Circular A-133 (audits of State, Local Government, and Non-Profit Organizations) and/or Texas Single Audit Circular (Single Audit or non-Single Audit financial audit). If applicable, GRANTEE will provide the OAG with any and all annual independent financial audits or audited financial statements, related management letters, and management responses of GRANTEE.

4.3.5 Timing of Submission of Request for Reimbursement to the OAG; Close-Out Invoice. GRANTEE is responsible for submitting bills in an accurate and timely manner, and shall make every reasonable effort to submit monthly billings to the OAG, which cover the previous month’s expenses, so that they are received by the OAG on or before the twentieth (20th) day of each month, or if the 20th falls on a weekend or holiday, the next business day. The OAG will make all reasonable efforts to promptly process and make payments on properly completed billings. GRANTEE may submit a final invoice not later than the earlier of (1) forty-five (45) calendar days after termination of this contract; or (2) forty-five (45) calendar days after the end of each state fiscal year.

4.3.6 Reimbursement of Actual and Allowable Costs. The OAG shall only reimburse costs incurred and paid by GRANTEE during the term of this contract. The OAG shall only reimburse GRANTEE for employee costs that are directly related to performing the responsibilities of this contract.

4.3.7 Refunds and Deductions. If the OAG determines that GRANTEE has been overpaid grant funds under this contract, such as payments made inadvertently or payments made but later determined to not be actual and allowable allocable costs, GRANTEE shall refund that amount of the OAG reimbursement identified by the OAG as an overpayment. The OAG may offset and deduct the amount of the overpayment from any amount owed to GRANTEE, as a reimbursement, but not yet paid by the OAG to GRANTEE. The OAG may choose to require a payment directly from GRANTEE rather than offset and deduct a specified amount. GRANTEE shall refund any overpayment to the OAG within thirty (30) calendar days of the receipt of the notice of the overpayment from the OAG unless an alternate payment plan is specified by the OAG.

4.3.8 Purchase of Equipment; Maintenance and Repair; Title upon Termination. GRANTEE shall not give any security interest, lien or otherwise encumber any item of equipment purchased with contract funds. GRANTEE shall permanently identify all equipment purchased under this

contract by appropriate tags or labels affixed to the equipment. GRANTEE shall maintain a current inventory of all equipment or assets, which is available to the OAG at all times upon request.

GRANTEE will administer a program of maintenance, repair, and protection of equipment or assets under this contract so as to ensure the full availability and usefulness of such equipment or assets. In the event GRANTEE is indemnified, reimbursed, or otherwise compensated for any loss of, destruction of, or damage to the assets provided under this contract, it shall use the proceeds to repair or replace said equipment or assets.

To the extent that the OAG reimburses GRANTEE for its purchase of equipment and supplies with funds from this contract, GRANTEE agrees that upon termination of the contract, title to or ownership of all such purchased equipment and supplies, at the sole option of the OAG, shall remain with the OAG.

4.3.9 Direct Deposit. GRANTEE may make a written request to the OAG to be placed on Direct Deposit status by completing and submitting to the OAG the State Comptroller's Direct Deposit Authorization Form. After the direct deposit request is approved by the OAG and the setup is completed on the Texas Identification Number System by the State Comptroller's Office, payment will be remitted by direct deposit and the OAG will discontinue providing GRANTEE with copies of reimbursement vouchers.

SECTION 5. OBLIGATIONS OF OAG

5.1 Monitoring. The OAG is responsible for closely monitoring GRANTEE to ensure the effective and efficient use of grant funds to accomplish the purposes of this contract.

5.2 Maximum Liability of OAG. The maximum liability of the OAG is contained in the attached Exhibit A. Any change to the maximum liability must be supported by a written amendment to this contract.

5.3 Reimbursement of Grantee Expenses. The OAG shall be liable to reimburse GRANTEE for all actual and allowable allocable costs incurred by GRANTEE pursuant to this contract. The OAG is not obligated to pay unauthorized costs. In addition to other reasons, prior written approval from the OAG is required if GRANTEE anticipates altering the scope of the grant, adding funds to previously un-awarded budget categories, changing funds in any awarded budget category by more than 10% of the annual budget and/or adding new line items to any awarded budget category.

5.4 Contract Not Entitlement or Right. Reimbursement with contract funds is not an entitlement or right. Reimbursement depends, among other things, upon strict compliance with all terms, conditions and provisions of this contract. The OAG and GRANTEE agree that any act, action or representation by either party, their agents or employees that purports to increase the maximum liability of the OAG is void, without first executing a written amendment to this contract.

GRANTEE agrees that nothing in this contract will be interpreted to create an obligation or liability of the OAG in excess of the funds as stated in this contract.

5.5 Funding Limitation. GRANTEE agrees that funding for this contract is subject to the actual receipt of grant funds (state and/or federal) appropriated to the OAG and such funds are sufficient to satisfy all of OAG's duties, responsibilities, obligations, liability, and for reimbursement of all expenses, if any, as set forth in this contract or arising out of any performance pursuant to this contract. GRANTEE agrees that the grant funds, if any, received from the OAG are limited by the term of each state biennium and by specific appropriation authority to and the spending authority of the OAG for the purpose of this contract. **GRANTEE agrees that notwithstanding any other provision of this contract, if the OAG is not appropriated the funds or if the OAG does not receive the appropriated funds for the purpose of this grant program, or if the appropriated funds made for the purposes of this grant program, are deemed, in the sole discretion of the OAG, required to be reallocated to fund other state programs or purposes, the OAG is not liable to pay the GRANTEE any remaining balance on this contract.**

SECTION 6. TERMINATION

6.1 Termination for Convenience. Either Party may, at its sole discretion, terminate this contract in whole or in part, without recourse, liability or penalty, upon thirty (30) calendar days notice to the other party.

6.2 Termination for Cause. In the event that GRANTEE fails to perform or comply with an obligation of the terms, conditions and provisions of this contract, the OAG may, upon written notice of the breach to GRANTEE, immediately terminate all or any part of this contract.

6.3 Termination Not Exclusive Remedy; Survival of Terms and Conditions. Termination is not an exclusive remedy, but will be in addition to any other rights and remedies provided in equity, by law, or under this contract.

Termination of this contract for any reason or expiration of this contract shall not release the Parties from any liability or obligation set forth in this contract that is expressly stated to survive any such termination or by its nature would be intended to be applicable following any such termination. The following terms and conditions, (in addition to any others that could reasonably be interpreted to survive but are not specifically identified), survive the termination or expiration of this contract: Sections 4, 5, 7, 11 and 12.

SECTION 7. AUDIT RIGHTS; RECORDS RETENTION

7.1 Duty to Maintain Records. GRANTEE shall maintain adequate records to support its charges, procedures, and performances to the OAG for all work related to this contract. GRANTEE

also shall maintain such records as are deemed necessary by the OAG, OAG's auditor, the State Auditor's Office or other auditors of the State of Texas, the United States, or such other persons or entities designated by the OAG, to ensure proper accounting for all costs and performances related to this contract.

7.2 Records Retention. GRANTEE shall maintain and retain for a period of four (4) years after the submission of the final expenditure report, or until full and final resolution of all audit or litigation matters which arise after the expiration of the four (4) year period after the submission of the final expenditure report, whichever time period is longer, such records as are necessary to fully disclose the extent of services provided under this contract, including but not limited to any daily activity reports and time distribution and attendance records, and other records that may show the basis of the charges made or performances delivered.

7.3 Audit Trails. GRANTEE shall maintain appropriate audit trails to provide accountability for updates to mission critical information, charges, procedures, and performances. Audit trails maintained by GRANTEE will, at a minimum, identify the supporting documentation prepared by GRANTEE to permit an audit of the system by tracing the activities of individuals through the system. GRANTEE's automated systems must provide the means whereby authorized personnel have the ability to audit and to verify contractually required performances and to establish individual accountability for any action that can potentially cause access to, generation of, or modification of confidential information.

7.4 Access and Audit. GRANTEE shall grant access to and make available all paper and electronic records, books, documents, accounting procedures, practices, and any other items relevant to the performance of this contract, compliance with the applicable state or federal laws and regulations, and the operation and management of GRANTEE to the OAG or its designees for the purposes of inspecting, auditing, or copying such items. GRANTEE will direct any other entity, person or contractor receiving funds directly under this contract or through a subcontract under this contract to likewise permit access to, inspection of, and reproduction of all books, records, and other relevant information of the person, entity, or contractor(s) that pertain to this contract. All records, books, documents, accounting procedures, practices, and any other items, in whatever form, relevant to the performance of this contract, shall be subject to examination or audit. Whenever practical as determined at the sole discretion of the OAG, the OAG shall provide GRANTEE with up to five (5) business days advance notice of any such examination or audit.

7.5 State Auditor. In addition to and without limitation on the other audit provisions of this contract, pursuant to Section 2262.003 of the Texas Government Code, the State Auditor's Office may conduct an audit or investigation of GRANTEE or any other entity or person receiving funds from the State directly under this contract or indirectly through a subcontract under this contract. The acceptance of funds by GRANTEE or any other entity or person directly under this contract or indirectly through a subcontract under this contract acts as acceptance of the authority of the State Auditor's Office, under the direction of the Legislative Audit Committee, to conduct an audit or investigation in connection with those funds. Under the direction of the Legislative Audit

Committee, GRANTEE or other entity that is the subject of an audit or investigation by the State Auditor's Office must provide the State Auditor's Office with access to any information the State Auditor's Office considers relevant to the investigation or audit. GRANTEE further agrees to cooperate fully with the State Auditor's Office in the conduct of the audit or investigation, including providing all records requested. GRANTEE shall ensure that this paragraph concerning the authority to audit funds received indirectly by subcontractors through GRANTEE and the requirement to cooperate is included in any subcontract it awards. The State Auditor's Office shall at any time have access to and the right to examine, audit, excerpt, and transcribe any pertinent books, documents, working papers, and records of GRANTEE related to this contract.

7.6 Location. Any audit of records shall be conducted at GRANTEE's principal place of business and/or the location(s) of GRANTEE's operations during GRANTEE's normal business hours. GRANTEE shall provide to OAG or its designees, on GRANTEE's premises (or if the audit is being performed of a subcontractor, the subcontractor's premises if necessary) private space, office furnishings (including lockable cabinets), telephone and facsimile services, utilities and office-related equipment and duplicating services as OAG or its designees may reasonably require to perform the audits described in this contract.

SECTION 8. SUBMISSION OF INFORMATION TO THE OAG

The OAG will designate methods for submission of information to the OAG by GRANTEE. The OAG generally requires submission of information via email or hard copy format. Some reporting requirements must occur via the internet and/or a web-based data collection method.

8.1 Programmatic Reports and Information (excluding Financial Reports). All quarterly statistical reports, annual performance reports, correspondence, reports or notices, except financial reports specified below, must be submitted via email to:

OAG-Grants@texasattorneygeneral.gov

If requested or approved by the OAG, other programmatic reports, may be submitted to:

Program Manager – Grants Administration Division
Office of the Attorney General
Mail Code 005
Post Office Box 12548
Austin, Texas 78711-2548

8.2 Financial Reports (excluding Programmatic Reports and Information). All financial status reports, requests for reimbursement, audits, and inventory reports, must be submitted in hard copy format to:

Financial Manager – Grants Administration Division
Office of the Attorney General
Mail Code 005
Post Office Box 12548
Austin, Texas 78711-2548

The Annual Independent Financial Audit and related documents, as well as any other reports, if requested or approved by the OAG, may be submitted to:

OAG-Grants@texasattorneygeneral.gov

SECTION 9. CORRECTIVE ACTION PLANS AND SANCTIONS

The Parties agree to make a good faith effort to identify, communicate and resolve problems found by either the OAG or GRANTEE.

9.1 Corrective Action Plans. If the OAG finds deficiencies with GRANTEE's performance under this contract, the OAG, at its sole discretion, may impose one or more of the following remedies as part of a corrective action plan: increase monitoring visits; require additional or more detailed financial and/or programmatic reports be submitted; require prior approval for expenditures; require additional technical or management assistance and/or make modifications in business practices; reduce the contract amount; and/or terminate this contract. The foregoing are not exclusive remedies, and the OAG may impose other requirements that the OAG determines will be in the best interest of the State.

9.2 Financial Hold. Failure to comply with submission deadlines for required reports, invoices, or other requested information, may result in the OAG, at its sole discretion, placing GRANTEE on immediate financial hold without further notice to GRANTEE and without first requiring a corrective action plan. No reimbursements will be processed until the requested information is submitted. If GRANTEE is placed on financial hold, the OAG, at its sole discretion, may deny reimbursement requests associated with expenses incurred during the time GRANTEE was placed on financial hold.

9.3 Sanctions. In addition to financial hold, the OAG, at its sole discretion, may impose other sanctions without first requiring a corrective action plan. The OAG, at its sole discretion, may impose sanctions, including, but not limited to, withhold or suspend funding, offset previous reimbursements, require repayment, disallow claims for reimbursement, reduce funding, terminate this contract and/or any other appropriate sanction.

9.4 No Waiver. Notwithstanding the imposition of corrective actions, financial hold and/or sanctions, GRANTEE remains responsible for complying with the contract terms and conditions. Corrective action plans, financial hold and/or sanctions do not excuse or operate as a waiver of prior

failure to comply with this contract.

SECTION 10. GENERAL TERMS AND CONDITIONS

10.1 Federal and State Laws, Rules and Regulations, Directives, Guidelines, OMBs and Other Relevant Authorities. GRANTEE agrees to comply with all applicable federal and state laws, rules and regulations, directives, guidelines, OMB circulars, or any other authorities relevant to the performance of GRANTEE under this contract.

10.2 Uniform Grant Management Act, UGMS and Applicable Standard Federal and State Certifications and Assurances. GRANTEE agrees to comply with applicable laws, executive orders, regulations and policies as well as the Uniform Grant Management Act of 1981 (UGMA), Texas Government Code, Chapter, 783, as amended, GRANTEE agrees to comply with Uniform Grant Management Standards (UGMS), as promulgated by the Governor=s Budget and Planning Office. Further, GRANTEE agrees to comply with the applicable OAG Certifications and Assurances, as contained in the Application Kit, including, but not limited to, the equal employment opportunity program certification, disclosure and certification regarding lobbying, non-procurement debarment certification, drug-free workplace certification, annual single audit certification, compliance with annual independent financial audit filing requirement, compliance with UGMS and the applicable OMB circulars, return of grant funds in the event of loss or misuse, and conflict of interest.

10.3 Basis of Accounting. GRANTEE shall adhere to an accounting basis that complies with State financial laws and State constitution and follows OMB A-87 and Uniform Grant Management Standards (UGMS) and follow OAG fiscal management policies and procedures in processing and submitting for reimbursement GRANTEE's billing and maintaining financial records related to this contract.

10.4 Conflicts of Interest; Disclosure of Conflicts. GRANTEE has not given, offered to give, nor intends to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor, or service to a public servant or employee of the OAG, at any time during the negotiation of this contract or in connection with this contract, except as allowed under relevant state or federal law. GRANTEE will establish safeguards to prohibit its employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain. GRANTEE will operate with complete independence and objectivity without actual, potential or apparent conflict of interest with respect to their performance under this contract. GRANTEE must disclose, in writing, within fifteen (15) calendar days of discovery, any existing or potential conflicts of interest relative to their performance under this contract.

10.5 Compliance with Regulatory and Licensing Bodies. GRANTEE agrees that it has obtained all licenses, certifications, permits and authorizations necessary to perform the

responsibilities of this contract and currently is in good standing with all regulatory agencies that regulate any or all aspects of GRANTEE's business or operations. GRANTEE agrees to remain in good standing with the Texas Secretary of State, Texas Comptroller of Public Accounts and related Federal governmental bodies related to GRANTEE's right to conduct its business in Texas. GRANTEE agrees to comply with all applicable licenses, legal certifications, inspections, and any other applicable local ordinance, state, or federal laws. If GRANTEE is a law enforcement agency regulated by Chapter 1701, Texas Occupations Code, GRANTEE agrees that it is in compliance with all rules developed by the Texas Commission on Law Enforcement Officer Standards and Education.

SECTION 11. SPECIAL TERMS AND CONDITIONS

11.1 Independent Contractor Status; Indemnity and Hold Harmless Agreement. GRANTEE expressly agrees that it is an independent contractor and under no circumstances shall any owners, incorporators, officers, directors, employees, or volunteers of GRANTEE be considered a state employee, agent, servant, joint venturer, joint enterpriser or partner of the OAG or the State of Texas. GRANTEE agrees to take such steps as may be necessary to ensure that each contractor of GRANTEE will be deemed to be an independent contractor and will not be considered or permitted to be an agent, servant, joint venturer, joint enterpriser or partner of OAG.

All persons furnished, used, retained, or hired by or on behalf of GRANTEE or any of their contractors shall be considered to be solely the employees or agents of GRANTEE or the contractors. GRANTEE or contractors shall be responsible for ensuring that there is payment of any and all appropriate payments, such as unemployment, workers compensation, social security, any benefit available to a state employee as a state employee, and other payroll taxes for such persons, including any related assessments or contributions required by law.

To the extent permitted by Texas law, GRANTEE or contractors are responsible for all types of claims whatsoever due to the actions or performance under this contract, including, but not limited to, the use of automobiles or other transportation, taken by its owners, incorporators, officers, directors, employees, volunteers or any third parties and, to the extent permitted by Texas law, GRANTEE and/or contractors will indemnify and hold harmless the OAG and/or the State of Texas from and against any and all claims arising out of their actions or performance under this contract. To the extent permitted by Texas law, GRANTEE agrees to indemnify and hold harmless the OAG and/or the State of Texas from any and all liability, actions, claims, demands, or suits, and all related costs, attorney fees, and expenses, that arise from or are occasioned by the negligence, misconduct, or wrongful act or omission of GRANTEE, its employees, representatives, agents, or subcontractors in their performance under this contract.

11.2 Publicity. GRANTEE shall not use the OAG's name or refer to the OAG directly or indirectly in any media release, public service announcement or public service disclosure relating to this contract or any acquisition pursuant hereto, including in any promotional or marketing materials,

without first obtaining the written consent from the OAG. This section is not intended and does not limit GRANTEE's ability to comply with its obligations and duties under the Texas Open Meetings Act and/or the Texas Public Information Act.

11.3 Intellectual Property. GRANTEE understands and agrees that where funds obtained under this contract may be used to produce original books, manuals, films, or other original material and intellectual property, GRANTEE may copyright such material subject to the royalty-free, non-exclusive, and irrevocable license which is hereby reserved by the OAG and GRANTEE hereby grants to the OAG or the state (or federal government, if federal funds are expended in this grant) government. The OAG is granted the unrestricted right to use, copy, modify, prepare derivative works, publish and distribute, at no additional cost to the OAG, in any manner the OAG deems appropriate at its sole discretion, any component of such intellectual property made the subject of this contract.

11.4 Program Income. Gross income directly generated from the grant funds through a project or activity performed under this contract are considered program income. Unless otherwise required under the terms of this contract, any program income shall be used by GRANTEE to further the program objectives of the project or activity funded by this grant, and the program income shall be spent on the same project or activity in which it was generated. GRANTEE shall identify and report this income in accordance with the OAG's reporting instructions. GRANTEE shall expend program income during this contract term; program income not expended in this contract term shall be refunded to the OAG.

11.5 No Supplanting. GRANTEE shall not supplant or otherwise use funds from this contract to replace or substitute existing funding from other sources that also supports the activities that are the subject of this contract.

11.6 No Solicitation or Receipt of Funds on Behalf of OAG. It is expressly agreed that any solicitation for or receipt of funds of any type by GRANTEE is for the sole benefit of GRANTEE and is not a solicitation for or receipt of funds on behalf of the OAG or the Attorney General of the State of Texas.

11.7 No Subcontracting or Assignment Without Prior Written Approval of OAG. GRANTEE may not subcontract or assign any of its rights or duties under this contract without the prior written approval of the OAG. It is within the OAG's sole discretion to approve any subcontracting or assignment. In the event OAG approves subcontracting or assignment by GRANTEE, GRANTEE will ensure that its contracts with others shall require compliance with the provisions of this contract to the extent compliance is needed to support GRANTEE's compliance with this contract. GRANTEE, in subcontracting for any performances specified herein, expressly understands and agrees that it is not relieved of its responsibilities for ensuring that all performance is in compliance with this contract and that the OAG shall not be liable in any manner to GRANTEE's subcontractor(s).

11.8 No Grants to Certain Organizations. GRANTEE confirms that by executing this contract that it does not make contributions to campaigns for elective office or endorse candidates.

11.9 No Waiver of Sovereign Immunity. The Parties agree that no provision of this contract is in any way intended to constitute a waiver by the OAG or the State of Texas of any immunities from suit or from liability that the OAG or the State of Texas may have by operation of law.

11.10 Governing Law; Venue. This contract is made and entered into in the State of Texas. This contract and all disputes arising out of or relating thereto shall be governed by the laws of the State of Texas, without regard to any otherwise applicable conflict of law rules or requirements.

Except where state law establishes mandatory venue, GRANTEE agrees that any action, suit, litigation or other proceeding (collectively "litigation") arising out of or in any way relating to this contract shall be commenced exclusively in the Travis County District Court or the United States District Court in the Western District, Austin Division, and to the extent allowed by law, hereby irrevocably and unconditionally consent to the exclusive jurisdiction of those courts for the purpose of prosecuting and/or defending such litigation. GRANTEE hereby waives and agrees not to assert by way of motion, as a defense, or otherwise, in any suit, action or proceeding, any claim that GRANTEE is not personally subject to the jurisdiction of the above-named courts, the suit, action or proceeding is brought in an inconvenient forum and/or the venue is improper.

11.11 Limitation on Civil Legal Services Providers. If GRANTEE is a provider of civil legal services to victims of crime, and if the purpose of the grant funds is to provide legal services to victims of crime, GRANTEE shall comply with the following:

11.11.1 Services to Indigent Clients. GRANTEE shall provide victim-related civil legal services directly to indigent victims, indigent immediate family members of indigent victims, or indigent claimants. "Indigent" means an individual who earns not more than 187 ½% of the federal poverty guidelines published by the United States Department of Health and Human Services. Victims, immediate family members of victims and claimants are defined in Article 56.32 of the Code of Criminal Procedure.

11.11.2 Eligibility Screening. GRANTEE shall conduct eligibility screening for each individual seeking victim-related civil legal services. GRANTEE agrees to use the intake screening form supplied by the OAG. A copy of all intake screening forms shall be maintained by GRANTEE in a central location and shall be made available to the OAG or any party the OAG determines should have access to the documents at any reasonable time.

11.11.3 No Cases Resulting in Fees. Grant funds to organizations to provide legal services to the victims of crime, immediate family members or claimants in civil matters shall not be used for any case or matter that, if undertaken on behalf of an indigent person by an attorney in private practice, might reasonably be expected to result in payment of a fee for legal services from an award to a client from public funds, or from the opposing party.

The above provisions of may not be applicable in any case where GRANTEE determines in good faith that the indigent person seeking legal assistance has made reasonable efforts to obtain the services of an attorney in private practice for the particular matter (including contacting attorneys in private practice in the county of residence of the indigent person who normally accept cases of a similar nature), and has been unable to obtain such services because the potential fee is inadequate, is likely to be uncollectible, would substantially consume any recovery by the client, or because of any other reason which the organization, acting in good faith, believes prevents the client from obtaining the services of a private attorney.

11.11.4 Other Restrictions. Grant funds shall not be used to directly fund class action suits, lawsuits against governmental entities, or lobbying for or against any candidate or issue. Grant funds shall not be used to sue or otherwise support a cause of action, claim, or defense against the State of Texas or the Office of the Attorney General, except as specifically provided below.

Grant funds may be used to support a lawsuit brought by an individual, solely on behalf of the individual or the individual's dependent or ward, to compel a governmental entity to provide benefits that the individual or the individual's dependent or ward is expressly eligible to receive, by statute or regulation, including social security benefits, temporary assistance to needy families, financial assistance under Chapter 31, Human Resources Code, food stamps, special education for persons with disabilities, Medicare, Medicaid, subsidized or public housing, and other economic, shelter or medical benefits provided by a government directly to an indigent individual, but not to support a claim for actual or punitive damages.

Grant funds shall not be used to support any legal action seeking to establish, obtain or appeal Compensation for Crime Victims payments as administered by the Office of the Attorney General.

11.11.5 Cooperation and Collaboration. GRANTEE will cooperate and collaborate in their service areas with (a) all other organizations providing civil legal services to the indigent, (b) the local organized bar, (c) relevant social and human service organizations, (d) relevant governmental agencies, and (e) other organizations that specifically provide victim related services.

11.11.6 Professional Conduct. In accepting and pursuing matters for clients, GRANTEE shall adhere to the Texas Disciplinary Rules of Professional Conduct and the Texas Rules of Disciplinary Procedure and any other code or rules of professional responsibility adopted by this state for attorneys and should exercise reasonable prudent judgment and consider all relevant factors, including the legal merits and the economic and practical value of the matter.

11.11.7 Retainer Agreements and Private Referrals. Except for matters involving limited advice and brief services (e.g. clinics, hotlines, and similar services), each grantee shall execute a written retainer agreement, or letter of engagement, containing appropriate provisions for withdrawal of representation, with each client who receives legal services from the grantee. For cases that are referred by grantees to private attorneys, the grantee shall make available to the accepting attorney a

standard form retainer agreement which may be modified based on agreement between the attorney and client.

The OAG, at its sole discretion, may further limit, authorize or define the scope of permitted legal services by GRANTEE.

SECTION 12. CONSTRUCTION OF CONTRACT AND AMENDMENTS

12.1 Construction of Contract. The provisions of Section 1 are intended to be a general introduction to this contract. To the extent the terms and conditions of this contract do not address a particular circumstance or are otherwise unclear or ambiguous, such terms and conditions are to be construed consistent with the general objectives, expectations and purposes of this contract.

12.2 Entire Agreement, including All Exhibits. This contract, including all exhibits reflect the entire agreement between the Parties with respect to the subject matter therein described, and there are no other representations (verbal or written), directives, guidance, assistance, understandings or agreements between the Parties relative to such subject matter. By executing this contract, GRANTEE agrees to strictly comply with the requirements and obligations of this contract, including all exhibits.

12.3 Amendment. This contract shall not be modified or amended except in writing, signed by both parties. Any properly executed amendment of this contract shall be binding upon the Parties and presumed to be supported by adequate consideration.

12.4 Partial Invalidity. If any term or provision of this contract is found to be illegal or unenforceable, such construction shall not affect the legality or validity of any of its other provisions. The illegal or invalid provision shall be deemed severable and stricken from the contract as if it had never been incorporated herein, but all other provisions shall continue in full force and effect.

12.5 Non-waiver. The failure of any Party to insist upon strict performance of any of the terms or conditions herein, irrespective of the length of time of such failure, shall not be a waiver of that party's right to demand strict compliance in the future. No consent or waiver, express or implied, to or of any breach or default in the performance of any obligation under this contract shall constitute a consent or waiver to or of any breach or default in the performance of the same or any other obligation of this contract.

12.6 Official Capacity. The Parties stipulate and agree that the signatories hereto are signing, executing and performing this contract only in their official capacity.

**OFFICE OF THE ATTORNEY
GENERAL**

**TRAVIS COUNTY DISTRICT
ATTORNEY'S OFFICE**

Printed Name: _____
Office of the Attorney General

Printed Name: _____
Authorized Official

**GRANT CONTRACT BETWEEN
THE OFFICE OF THE ATTORNEY GENERAL
AND
TRAVIS COUNTY DISTRICT ATTORNEY'S OFFICE**

OAG Contract No. 1442763

EXHIBIT A

Maximum Liability of the OAG. The OAG and GRANTEE stipulate and agree that the total liability of the OAG to GRANTEE directly or indirectly arising out of this contract and in consideration of full, satisfactory and timely performance of all its duties, responsibilities, obligations, liability, and for reimbursement of all expenses, if any, as set forth in this contract or arising out of any performance herein, shall not exceed the following:

FORTY-TWO THOUSAND AND 00/100 (\$42,000) DOLLARS.

Budget. Subject to the limitations within this contract, the OAG will reimburse GRANTEE for actual allowable and allocable costs paid according to the following amounts and budget categories:

Budget Category	State Fiscal Year 2014
Personnel	\$0
Fringe Benefits	\$0
Professional & Consultant Services	\$42,000
Travel	\$0
Equipment	\$0
Supplies	\$0
Other Direct Operating Expenses	\$0
Total	\$42,000

**GRANT CONTRACT BETWEEN
THE OFFICE OF THE ATTORNEY GENERAL
AND
TRAVIS COUNTY DISTRICT ATTORNEY'S OFFICE**

OAG Contract No. 1442763

EXHIBIT B

GRANT NARRATIVE

UNLESS OTHERWISE LIMITED, DEEMED INAPPROPRIATE BY SPECIAL CONDITIONS OR ALTERED BY APPROVED BUDGET ADJUSTMENTS/BUDGET MODIFICATIONS, the following narrative provided by GRANTEE in its FY2014-2015 grant application, applies to this contract:

The counselor in this position will bring specialized knowledge of and experience with domestic violence to her/his work with victims of felony domestic violence over the next two years. Expertise in domestic violence ensures the skill-level needed when assisting victims of violence by an intimate partner. With this project TCDAO will continue its partnership with SafePlace, local non-profit service provide with 40 years experience serving domestic and sexual violence victims. The counselor, employed by SafePlace but housed at TCDAO and a member of their Victim/Witness Division, will receive on-site supervision by the TCDAO Victim Services Director. They will also meet regularly with their SafePlace supervisor. The counselor hired for this position will be well-equipped by experience and training to assist victims dealing with the complex dynamics of domestic violence and the effects of abuse. Three examples of what victims want and need to know are: 1. Clear information about the court and criminal justice system. 2. To comprehend the part they play in the system and their rights as victims; and, 3. Ongoing information and updates about their case. In addition, and equally important, victims want knowledge about services from SafePlace and/or other community services that might be useful to them, such as legal, financial, medical and affordable housing services. Our liaison will continue to provide answers to questions, information about services, and will educate victims about the dynamics of interpersonal violence and the effects of violence on victims and their loved ones. This expertise will inform all of her/his work with victims including informing them of their rights and choices, explaining relevant court processes, updating them on their cases and referring/linking them to needed community services including but not limited to the full range of services provided by SafePlace.

**GRANT CONTRACT BETWEEN
THE OFFICE OF THE ATTORNEY GENERAL
AND
TRAVIS COUNTY DISTRICT ATTORNEY'S OFFICE**

OAG Contract No. 1442763

EXHIBIT C

SPECIAL CONDITIONS

Special Conditions are imposed by the OAG, at its sole discretion. In addition to the ones identified in this exhibit to this contract, the OAG may, at its sole discretion, impose additional special conditions, with or without notice, without amending this contract.

The OAG is placing GRANTEE on immediate financial hold, without further notice, until all Special Conditions, if any, listed in this Exhibit are met.

The following Special Conditions apply to this contract:

- Submit missing Job Descriptions.
- Submit revised Budget to reflect one grant funded staff providing at least 20 hours per week direct victim services or two grant funded staff providing at least 10 hours per week each direct victims services, or request an exception.
- Submit revised Budget to reflect at least 75% of the requested funds in Personnel and Fringe or request an exception.
- Submit missing Cooperative Working Agreements or Memorandums of Understanding for required collaborations as listed on Tab D.



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 Attorney's Office/Family Violence Division	
Contact Person/Title:	Megan Fox Navarro	
Phone Number:	Direct: (512) 854-9529 Main: (512) 854-9415	

Grant Title:	Family Violence Accelerated Prosecution Program		
Grant Period:	From: <input type="text" value="09/01/2013"/>	To: <input type="text" value="08/31/2014"/>	
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	State of Texas, Office of the Governor, Criminal Justice Division		
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:	OVW/Office on Violence Against Women		

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 84,954	\$ 34,053	\$ 0	\$ 17,088	\$ 136,095
Operating:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 84,954	\$ 34,053	\$ 0	\$ 17,088	\$ 136,095
FTEs:	1.17	0.60	0.00	0.46	2.23

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
1190020001	\$ 13,150	\$ 0	\$ 13,150	1.00	Oct 31, 2013

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	JM	
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.	Average days to file a FV Case	15	16	15	15
2.	Average number of Jury Trial settings per month for FV Misd cases	242	315	280	Under 300
3.	Number of FV cases filed	3398	3048	3000	3000
+ -		Measures for the Grant			
1.	Number of interns trained to provide direct assistance to victims of FV.	2	3	2	2
Outcome Impact Description					
2.	Number of victims assisted with a PO by grant funded victim counselor and interns.	394	615	500	500
Outcome Impact Description					
3.	Number of victims assisted with Crime Victim Compensation applications by funded victim counselors and interns.	171	177	175	175
Outcome Impact Description					

PBO Recommendation:

PBO concurs with the two-month Permission to Continue for an existing FTE position for this grant 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?

The Travis County Attorney's Office (TCAO) seeks to continue enhancing victim services while increasing the efficiency of prosecuting family violence criminal cases. Accelerated prosecution is the process of using the same prosecutorial team from the time a complaint is reviewed until a final disposition is reached.

With the Accelerated Prosecution grant, Family Violence cases are reviewed and prosecuted by the same team of prosecutors. Our intake attorney formally files these cases and then works to collect needed evidence that will ensure proper prosecution. Having one position intake all of our cases ensures continuity and reliability. Not only that, this position is able to file cases in a much timelier manner than before we had this grant funding.

This program also includes several components related to victim services. Per grant in-kind match requirements, we have at least two social work interns who operate as Victim Counselors in the Protective Order (PO) division. These interns also work with victims of criminal assault cases by attending court settings and seeking victim input. In addition, part of a full-time PO Victim Counselors' salary acts as a needed match. This grant also funds a part-time Victim Counselor position during the summer months. All of these positions ensure that victims are receiving outreach and intervention at a very critical time. These victim counselors provide support in obtaining a PO, assistance with information surrounding a criminal case, as well as provides resources and referrals.

By receiving continued grant funding, this project will continue to enhance our already established project by reaching dispositions faster and working to ensure victim and community safety.

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

The current grant is available one year at a time. If TCAO performs adequately, we have priority eligibility to re-apply for an additional year. We are required to provide a match, office space, equipment and supplies for grant funded employees. The section below will further discuss the county commitment in more detail.

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

This grant requires that we provide matching funds that equal 35% of the total project. This match can be in-kind, cash or a combination of both. TCAO provides an in-kind match by using the hours that two UT School of Social Work interns provide throughout the year. TCAO will provide a cash-match equaling \$34,053, provided by the general fund, and whose origin comes from 60% of a salary for a Victim Counselor in the PO division that is already established. Last year, TCAO had to provide an additional cash match due to the added position that we requested funding for. Since we are no longer including that position in this years' application, no cash match is needed.

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

Yes, this grant contract offers a 3% indirect cost allocation.

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.

Should there be discontinuance of grant funding, our office would ask the Commissioner's Court for permission to fund the attorney position using revenue from the general fund. The likelihood of this request being granted is unknown given today's economic climate. However, no other programs will be able to be discontinued.

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

N/A

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

Continuing this accelerated prosecution program will provide more outreach and connection to victims, as well as increase how quickly we are able to file charges. Additionally, the prosecutor will assist with managing the ever-increasing family violence caseload. Last year, we filed 3,081 family violence misdemeanor cases, each case with a victim who needs outreach. Our office has also been very close to meeting the measure for how many cases we dismiss (actual: 743, target: 700) or receive convictions on (actual: 655, target: 800). This project is an essential and imperative part of our office and ultimately guarantees that victims get needed support and guidance, and offenders are held accountable for their actions. It is our hope to continue maintaining this grant so we can keep working towards reaching our identified goals, which will ultimately serve all of Travis County.

DAVID ESCAMILLA
COUNTY ATTORNEY



COUNTY ATTORNEY'S OFFICE
314 W. 11TH ST.
SUITE 300
AUSTIN, TEXAS 78701
Phone: (512) 854-9415
Fax: (512) 854-9316

PERMISSION TO CONTINUE MEMORANDUM

**William Derryberry – PBO Analyst
David Escamilla, TCAO
Mack Martinez, TCAO
Chantelle Abruzzo, TCAO
Jessie Mars, Auditor's Office
Dede Bell, Auditor's Office**

**TO: Alan Miller, PBO
FROM: Megan Fox Navarro, LMSW, TCAO
DATE: August 8, 2013**

**RE: 2014 Violent Crimes Against Women Criminal Justice and Training Projects – Domestic Violence,
Sexual Assault, Dating Violence, and Stalking Solicitation Grant
Permission to Continue for the months of September 2013 and October 2013 - Grant #2104405**

Dear William Derryberry,

The Travis County Attorney's Office (TCAO) is requesting that Commissioner's Court approve a Permission to Continue (PTC) for our grant funded Accelerated Prosecution Program in the Family Violence Division. Funding for this program will come from the 2014 Violent Crimes Against Women Criminal Justice and Training Projects – Domestic Violence, Sexual Assault, Dating Violence, and Stalking Solicitation Grant. The grant period for this program will begin 9/1/2013. A PTC will be needed to ensure enough time for Travis County to receive the contract, submit the contract to commissioner's court, and certify the revenue for use.

The Criminal Justice Advisory Committee (CJAC) Application Review and Prioritization meeting was held in April. Based on the scores that our presentation yielded, CJAC gave their recommendation to fund this project again. TCAO is awaiting notification as to whether or not we will receive another grant contract.

<u>Time Frame</u>	<u>Category</u>	<u>TC Contribution for Salary & Fringe</u>
9/1/13 – 9/30/13	Intake Prosecutor for TCAO/FV Division	\$ 6,575
10/1/13-10/31/13	Intake Prosecutor for TCAO/FV Division	\$ 6,575

TCAO requests that Travis County contributes \$13,150 to continue to fund this project without interruption from 9/1/13-10/31/13. If and when the grant contract arrives, it will be submitted to the Commissioner's Court. If the contract is approved and the revenue is certified by the County Auditors, then the temporary County contribution will be repaid by grant funds.

Enclosed for your review is the following document:

- 1) Grant Summary Sheet

Should you have any questions regarding this grant, please contact me.

Sincerely,

Megan Fox Navarro

Megan Fox Navarro, LMSW
Senior Victim Counselor
Office: 512-854-9529, Fax: 512-854-9570
Travis County Attorney's Office, Family Violence Division



**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 Attorney's Office (TCAO)/ Family Violence Division	
Contact Person/Title:	Megan Fox Navarro, Victim Counselor	
Phone Number:	(512) 854-9529 (direct) (512) 854-9415 (main)	

Grant Title:	Other Victim Assistance Grant (OVAG)		
Grant Period:	From: <input type="text" value="Sep 1, 2013"/>	To: <input type="text" value="Aug 31, 2015"/>	
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Office of the Attorney General (OAG), Crime Victim Services Division		
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:			

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 84,000	\$ 0	\$ 28,129	\$ 0	\$ 112,129
Operating:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 84,000	\$ 0	\$ 28,129	\$ 0	\$ 112,129
FTEs:	1.00	0.00	0.00	0.00	1.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
1190020001	\$ 9,286	\$ 0	\$ 9,286	1.00	Oct 31, 2013

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	JM	
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.	Number of victims served by OVAG Funded Victim Counselor	577	635	500	500
2.	Number of victims given victim advocacy	180	188	150	150
3.	Number of victims assisted with Crime Victims Compensation	105	192	100	100
+ - Measures for the Grant					
1.	Number of victims provided with Information and Referrals by OVAG funded Victim Counselor	463	635	500	500
Outcome Impact Description					
2.	Number of Volunteers in Family Violence Division	4	5	4	4
Outcome Impact Description					
3.	Number of victims assisted with VINE by OVAG funded Victim Counselor	25	92	75	75
Outcome Impact Description					

PBO Recommendation:

PBO concurs with the two-month Permission to Continue for an existing FTE position for this grant 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?

The OVAG grant has been funded without interruption since 2009. The primary function of this victim counselor position is to outreach to victims of criminal cases in a timely manner as well as provide assistance to walk-in clients applying for a protective order. This grant provides our office with a victim counselor who is skilled, educated, and trained to work with victims of family violence. This position is able to assess a victim's needs and provide much needed support, counseling, and referrals during a time when the victim may feel extremely vulnerable and scared. This funding allows victims to have earlier access to safety planning, and education/information about the dynamics around domestic violence as well as how the criminal justice system works. This position enhances the already existing victim services program at the TCAO and for the last four years, has proven to be an extremely important addition to the Family Violence Division.

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

This OVAG grant is available for a 2 year time period. If our office performs adequately, we are eligible to reapply for an additional two years in the future. We are required to provide an office space, desk, telephone, and supplies for the grant funded employee. The Victim Counselor who is currently in this position is using a computer that was paid for with funds from the OVAG grant from 2009.

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 OAG allows each applicant to apply for a maximum award of \$42,000 per year, totalling an award of \$84,000 for both Fiscal Year (FY) 2014 and FY 2015.

Currently, in FY 2013, the base salary for this position is \$37,024 with \$16,603 for fringe costs, for a total of \$53,627. Since there is no way to predict if rates will change in the future, for this application, we are including a 3% increase to cover possible changes in benefits in both years.

For FY 2014, the grant funds would cover 100% of the salary and approximately 23% of the fringe costs (\$3,865.28), leaving the County to match approximately \$13,236 from the general fund.

For FY 2015, the grant funds would continue to cover 100% of the salary and approximately 16% of the fringe costs (\$2,721.24), leaving the County to match approximately \$14,893 from the general fund.

TCAO would like to continue with this grant program and asks that a total of \$28,129 be allotted to keep this position for FY 14 and FY 15.

We feel that this position is an extremely vital part of our division, as the number of family violence victims in Travis County continues to rise each year. Our Family Violence Division also believes that there is a significant importance in being able to outreach to victims early in criminal cases. Early outreach increases victim safety and victim prosecution cooperation, and it also allows our counselors to offer resources and referrals to the victims, a key component in victim restoration. Early outreach also allows our prosecutors to strategize the cases early on and get the victim's input before the offender has a chance to convince the victim to try to drop charges.

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

No, there is no indirect cost allocation with this grant.

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.

TCAO is committed to meeting the needs and enhancing services to victims of family violence crimes. That being said, should we lose funding for this position, we would request that the County Commissioner's Court grant a request to fund this position internally. Given today's economic climate, we have no way to know if that request is possible. Should we lose this grant funding, we would continue to rely on the current victim counselors in this division, as well as the University of Texas School of Social Work interns that we have each semester.

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

N/A

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

In the next two years, it is our goal to make initial phone contact with victims of criminal Family Violence cases within 30 days of the filing. Since these victims are considered 'high-risk,' we believe that early intervention is extremely important for victim safety. Not only that, reaching out to victims is critical in order to help them feel less overwhelmed by the system and hopefully, more empowered and trusting of the criminal justice system. We want to provide safety planning to victims at a time when it may be needed most. Victims of family violence need early opportunities to give their victim input to us, as well as know what their rights are.

Given that our office is converting to paperless files, a transitional period is predicted as we determine the best method to ensure that timely outreach is occurring in the future.

Victims are also encouraged to come in to our office to apply for a two year protective order as well. Especially on days when there are no social work interns to assist with clients, this grant funded position has proven to be extremely important to help with the significant amount of people wanting to be screened for a protective order every day. This grant position provides essential support to victims in Travis County.

In FY 2012, of the County Court #4 cases where outreach was able to occur (meaning the victim had a working phone where we were able to reach them), that outreach occurred in an average of 26 days. Our office is confident that should this position be funded again, we will be able to decrease that amount of time given our recent transition into a more efficient and paperless system.

DAVID ESCAMILLA
COUNTY ATTORNEY



COUNTY ATTORNEY'S OFFICE
314 W. 11TH ST.
SUITE 300
AUSTIN, TEXAS 78701
Phone: (512) 854-9415
Fax: (512) 854-9316

PERMISSION TO CONTINUE MEMORANDUM

William Derryberry – PBO Analyst
David Escamilla, TCAO
Mack Martinez, TCAO
Chantelle Abruzzo, TCAO
Jessie Mars, Auditor's Office
Dede Bell, Auditor's Office
TO: Alan Miller, PBO
FROM: Megan Fox Navarro, LMSW, TCAO
DATE: August 8, 2013
FY 2014-2016, Other Victim Assistance Grant (OVAG)
RE: Permission to Continue for the months of September 2013 and October 2013

Dear William Derryberry,

The Travis County Attorney's Office (TCAO) is requesting that the Commissioner's Court approve a Permission to Continue (PTC) for the Other Victim Assistance Program grant in the Family Violence Division. Funding for this program will come from the Office of the Attorney General. The grant period for this program will begin 9/1/2013.

TCAO is awaiting notification as to whether or not we will receive another grant contract. A PTC will be needed to ensure enough time for Travis County to receive the contract, submit the contract to commissioner's court, and certify the revenue for use.

<u>Time Frame</u>	<u>Category</u>	<u>TC Contribution for Salary & Fringe</u>
9/1/13 – 9/30/13	Victim Counselor/FV Division	\$ 4,643
10/1/13-10/31/13	Victim Counselor/FV Division	\$ 4,643

TCAO requests that Travis County contributes \$9,286 to continue to fund this project without interruption from 9/1/13-10/31/13. If and when the grant contract arrives, it will be submitted to the Commissioner's Court. If the contract is approved and the revenue is certified by the County Auditors, then the temporary County contribution will be repaid by grant funds.

Enclosed for your review is the following document:

- 1) Grant Summary Sheet

Should you have any questions regarding this grant, please contact me.

Sincerely,

Megan Fox Navarro

Megan Fox Navarro, LMSW
Senior Victim Counselor
Office: 512-854-9529, Fax: 512-854-9570
Travis County Attorney's Office, Family Violence Division



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:	Civil Courts (22/10)	
Contact Person/Title:	Judge Darlene Byrne, 126th District Judge / Peg Liedtke, Director of Civil Courts	
Phone Number:	512-854-9313 or 512-854-9364	

Grant Title:	Family Drug Treatment Court (Grant #1974706)		
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:	Office of the Governor, Criminal Justice Division's Drug Court Program		
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:			

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 65,494	\$ 0	\$ 0	\$ 0	\$ 65,494
Operating:	\$ 69,200	\$ 0	\$ 0	\$ 0	\$ 69,200
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 2,694	\$ 0	\$ 0	\$ 0	\$ 2,694
Totals:	\$ 137,388	\$ 0	\$ 0	\$ 0	\$ 137,388
FTEs:	1.00	0.00	0.00	0.00	1.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
1220010001	\$ 5,422	\$ 0	\$ 5,422	1.00	9/30/2013

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

Performance Measures					
#	Measure	Actual FY 11 Measure	Projected FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure
+ - Applicable Departmental Measures					
1.	Number of new enrollments in the program	27	20	24	24
2.	Number of participants in the program	56	40	44	48
3.	Number of people assessed for eligibility to participate in the program	42	25	32	32
+ - Measures for the Grant					
1.	Number of participants employed or enrolled in school at the time of drug court graduation	9	6	6	8
Outcome Impact Description		Indicates the number of participants who are employed full or part time or who are enrolled in GED preparation or a vocational or college program at the time that they successfully complete the drug court program.			
2.	Number of participants that earn a GED, high school diploma, or vocational training credential while in the program	14	8	8	10
Outcome Impact Description		Indicates the number of program participants that earn some sort of certification or degree, including a GED or high school diploma while they are participating in the FDTC program this fiscal year			
3.	Number of participants that successfully complete the program	14	8	8	10
Outcome Impact Description		Indicates the number of successful graduates from the FDTC program this fiscal year.			

PBO Recommendation:

This grant follows the state's fiscal year and thus is scheduled to end on 8/31/13. This permission to continue the grant beyond that date allows the County to avoid terminating grant-funded employees when the term expires, when grant renewal in the near future is likely. The Civil Courts are requesting permission to continue the Family Drug Treatment Court until a new agreement is fully executed with the state for FY 14. PBO recommends approval.

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

The mission of the FDTC is to provide a spectrum of court and community-based supports for parents involved in the child welfare system that promotes recovery from alcohol and drug addiction and encourages healthy lifestyle choices. The vision of the FDTC is for parent participants to become sober, responsible caregivers so they can ensure the safety and well-being of their children. The Family Drug Treatment Court is vital to the families in our community. There is a great need for child abuse and neglect prevention programs that target substance abusing parents. Through intensive services, monitoring, and case work, the Family Drug Treatment Court ensures that all children remaining with custodians in drug court will experience safe and nurturing permanent homes.

The Civil Courts are requesting a Permission to Continue for continued funding for the Travis County Family Drug Treatment Court program. This grant is with the Office of the Governor's Criminal Justice Division Drug Court Program Grant. The Drug Court currently has a Drug Court Coordinator that would need payroll expenses continued in the amount of \$5,421.46.

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

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

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

There is no match requirements associated with this grant.

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

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

5. County Commitment to the Program Upon 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.

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

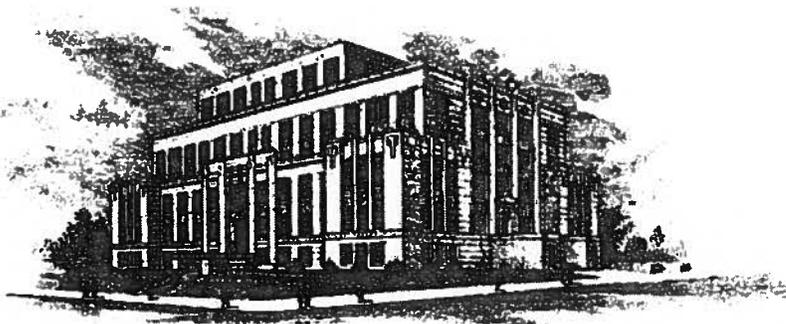
6. If this is a new program, please provide information why the County should expand into this area.

Not applicable.

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

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

To successfully evaluate the performance of the drug court, the court has documented the implementation and development of the program using a comprehensive process and outcome evaluation design. The design will be used to assess the effectiveness of the program. The Drug Court Coordinator (grant-funded) position, oversees the collection, management, analysis, interpretation and reporting as required.



Office of the District Judges
Heman Marion Sweatt Courthouse
P.O. Box 1748
Austin, Texas 78767
(512) 854-9300

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

FROM:

A handwritten signature in black ink, appearing to read "Peg Liedtke", written over a horizontal line.

Peg Liedtke, Director of Court Management, Civil Courts

DATE: August 15, 2013

RE: Permission to Continue - Family Drug Treatment Court

Please consider this *Permission to Continue* request for payroll expenses in the amount of \$5,421.46 for the Civil Court's Family Drug Treatment Court to continue on the payroll from September 1, 2013, through September 30, 2013.

According to Ms. Anissa Vila (475-2594) with the Criminal Justice Division (CJD) of the Governor's Office, our grant request has completed the review process and grant award notifications will go out shortly for Fiscal Year 2014.

To fund this *Permission to Continue* request, we plan to use internal Civil Courts funds. If by chance the grant is canceled, the Civil Courts request to be reimbursed by allocated reserves requested in FY 2013 for the Family Drug Treatment Court. This grant has a history of delays in providing notification of funding and has previously required the County to continue the payroll for this program with County funds until the funding is awarded.

Ms. Victoria Ramirez

Page Two

August 15, 2013

We have reason to believe this grant will be awarded; however, we wanted to disclose this risk. It is our understanding that revenue will be certified by the County Auditor when all of the normal requirements for the grant contract have been met.

Please contact me or Amanda Michael if further information is required from the Civil Courts. Thank you very much for your consideration.

	Annual Salary		Benefits						Total Benefits	Total Salary w/ Benefits								
			FICA OASDI	Hospitalization	Life Insurance	Retirement	WCI	FICA Medicare										
Drug Court Coord.	\$	47,729.71	\$	2,959.24	\$	7,332.00	\$	99.00	\$	6,152.36	\$	93.07	\$	692.08	\$	17,327.76	\$	65,057.47
1 Month (September)	\$	3,977.48	\$	246.60	\$	611.00	\$	8.25	\$	512.70	\$	7.76	\$	57.67	\$	1,443.98	\$	5,421.46
																Total Needed		5,421.46



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 Criminal Courts	
Contact Person/Title:	Debra Hale, Director of Court Management	
Phone Number:	512-854-9244	

Grant Title:	Travis County Veterans' Court		
Grant Period:	From: <input type="text" value="Sep 1, 2013"/>	To: <input type="text" value="Aug 31, 2014"/>	
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Office of the Governor, Criminal Justice Division		
Will County provide 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:			

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 159,402	\$ 0	\$ 0	\$ 0	\$ 159,402
Operating:	\$ 22,872	\$ 0	\$ 0	\$ 0	\$ 22,872
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 3,645	\$ 0	\$ 0	\$ 0	\$ 3,645
Totals:	\$ 185,919	\$ 0	\$ 0	\$ 0	\$ 185,919
FTEs:	2.00	0.00	0.00	0.00	2.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
	\$ 13,801	\$ 0	\$ 13,801	2.00	Sep 30, 2013

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

Performance Measures					
#	Measure	Actual FY 11 Measure	Projected FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure
+ - Applicable Departmental Measures					
1.	# of veterans assessed for eligibility for court	34	41	70	70
2.	# of veterans served in the program	25	62	88	90
3.					
+ - Measures for the Grant					
1.	Provide linkage to appropriate treatment for identified veterans	34	41	70	70
Outcome Impact Description					
2.	At least 40 veterans will receive treatment and services through the VA while prosecution is deferred to better serve the ends of justice.	25	62	88	90
Outcome Impact Description					
3.					
Outcome Impact Description					

PBO Recommendation:

This grant follows the state's fiscal year and thus is scheduled to end on 8/31/13. This permission to continue the grant beyond that date allows the County to avoid terminating grant-funded employees when the term expires, when grant renewal in the near future is likely. The Criminal Courts are requesting permission to continue the Veterans Court until a new agreement is fully executed with the state for FY 14. PBO recommends approval.

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

It is the goal of the Travis County Veterans Court to link misdemeanor and felony veteran defendants to the VA for assessment and treatment services, monitor their treatment compliance, and divert them from further criminal sanctions. The court will focus on those defendants with Post Traumatic Stress Disorders, Traumatic Brain Injury, and other mental health disorders that resulted from combat related experiences. 79% of offenders with mental health disorders have issues with substance abuse. A large number of the Court's participants will need substance abuse intervention which is an integral part of the Veterans Court Program.

A Veterans Court Implementation Grant was first received from the Office of the Governor, Criminal Justice Division (OOG/CJD) in April 2010 (partial-year FY10). The Governor's Office continued funding the Veterans Court Program in FY11, FY12 and FY13. An application has been submitted to the Governor's Office for continued funding in FY14. While it is anticipated that the Governor's Office will continue to fund the Travis County Veterans Court Program, they have been delayed in announcing their FY14 grant awards. The Travis County Criminal Courts are requesting permission to continue funding for the two veterans court staff provided by the grant for the month of September 2013.

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

There are no long term County funding requirements for this grant.

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

There is no County match for this grant.

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

Yes, we are requesting a 2% indirect cost allocation.

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, this program will discontinue without grant funding. We will seek additional funding from other sources.

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

This is not a new program. However, the decision to start the Veterans Court stemmed from the Veterans Intervention Jail Survey report which was published in 2009. The report indicated that about 150 veterans are incarcerated in the Travis County Jail at any one time. About one-third of these veterans were arrested more than once during the 90 day survey period. It is anticipated that an increasing number of veterans will be returning from deployment to central Texas. It is hoped that with the collaboration of the local veteran's service delivery system and our Courts, this group of veterans can address their treatment needs and decrease the likelihood of their return to our jail

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 court docket will be an additional docket scheduled in County Court at Law #4 bi-weekly. Although there are specialty dockets for defendants with mental health or substance abuse issues, the unique treatment needs of this target population has not been previously addressed.

TRAVIS COUNTY
DISTRICT AND COUNTY
CRIMINAL COURTS

DEBRA HALE
DIRECTOR OF COURT
MANAGEMENT



BLACKWELL-THURMAN
CRIMINAL JUSTICE CENTER
P. O. BOX 1748
AUSTIN, TX. 78767
(512) 854-9244
FAX: (512) 854-4464

Date: August 13, 2013
To: Members of the Commissioners Court
From: Debra Hale, Director of Court Management
Re: Permission to Continue Veterans Court Grant Positions,
Grant # 800261

The Travis County Veterans Court was implemented with grant funding received from the Governor's Office Criminal Justice Division. The first docket was held on November 10, 2010, in County Court at Law #4. The Veterans Court Program provides specialized services for veterans experiencing Post Traumatic Stress Disorder (PTSD), a Traumatic Brain Injury (TBI), or other mental health issues related to combat. The Veterans Court Program is steadily growing and the Court is currently projected to exceed original performance measures. It is anticipated that the Veterans Court Program will serve 90 veterans in FY13.

A continuation grant application has been submitted to the Governor's Office for FY14, however, the Governor's Office has been delayed with announcing their official grant awards for FY14. The Criminal Courts anticipate that the Veterans Court grant will be renewed at approximately 80% of the original request which will fund the Veterans Court Manager and Case Worker positions in addition to treatment for FY14. The Travis County Criminal Courts are requesting permission to continue funding for the month of September 2013 for these two positions while we wait for the official grant award from the Governor's Office. Specifically, the two positions are the Veterans Court Social Services Program Administrator (position #30001566), and the Veterans Court Case Worker (position #30001567).

A budget adjustment in the amount of \$13,081 has been prepared. The funds will be transferred from cost center 124001-0001, general ledger account# 500050. This will pay for the salary and benefits for the two grant funded positions for the month of September 2013. We will reimburse the general fund once the grant award has been received.

500050

506010 506030 506040 506050 506060 506020

Position Title	Slot #	Monthly Cost		Total	FICA	Hospitalization	Life Insurance	Retirement	WC(Clerical)	Medicare	Total Benefits
		Salary	Benefit								
Social Services Program Administrator	30001566	\$ 5,571	\$ 2,113	\$ 7,684	366.96	922.00	8.25	718.00	11.00	85.82	2,113.00
Caseworker	30001567	\$ 3,675	\$ 1,721	\$ 5,396	249.42	922.00	8.25	474.00	8.00	58.34	1,721.00
		\$ -	\$ -	\$ -	-	-	-	-	-	-	-
		\$ -	\$ -	\$ -	-	-	-	-	-	-	-
		\$ -	\$ -	\$ -	-	-	-	-	-	-	-
TOTAL PERSONNEL		\$ 9,247.00	\$ 3,834.00	\$ 13,081	617.00	1,844.00	17.00	1,192.00	19.00	145.00	3,834.00

PB-5
(SS)



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:	Sheriff's Office	
Contact Person/Title:	Karen Maxwell, Senior Planner	
Phone Number:	854-7508	

Grant Title:	TCSO Child Abuse Victim Services Personnel		
Grant Period:	From: <input type="text" value="9/1/2013"/>	To: <input type="text" value="8/31/2014"/>	
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	OOG, Criminal Justice Division		
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:	OJP-DOJ-VA-Victims of Crime Act Formula Grant Program		

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 23,092	\$ 0	\$ 34,639	\$ 0	\$ 57,731
Operating:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 23,092	\$ 0	\$ 34,639	\$ 0	\$ 57,731
FTEs:	0.40	0.00	0.60	0.00	1.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
1370750001	\$ 8,852	\$ 0	\$ 8,852	1.00	10/31/2013

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	MN	
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.	Crime Victims/Survivors Served	2801	3456	3598	4082
2.					
3.					
+ - Measures for the Grant					
1.	Number of Child Abuse victims/survivors seeking service who are served	259	375	360	360
Outcome Impact Description					
2.					
Outcome Impact Description					
3.					
Outcome Impact Description					

PBO Recommendation:

The Travis County Sheriff's Office is requesting permission to continue their Child Abuse Victims Services Personnel Grant until the forthcoming agreement is fully executed. The office will temporarily internally fund the grant portion of the expense from vacancy savings, which will be reclassified against the grant once the contract is in place.

PBO recommends approval to avoid a gap in service.

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?

During FY10, the Travis County Sheriff's Office Child Abuse Unit investigated 476 cases. During that time, Victim Services personnel were only able to provide services to approximately 9% of the victims associated with these Child Abuse cases.

Implementation of this grant proposal in 2011 provided funding for one full-time Victim Counselor who is responsible for service provision to the victims associated with Child Abuse cases. Many of these cases involve multiple identified victims and considerable coordination between family members, community agencies and TCSO personnel. Services provided include crisis intervention, safety planning, assistance with crime victims compensation and protective order processes, emotional support, and referrals to community agencies. Based on the numbers of investigated child abuse cases, and an assumption that each case involves a minimum of two victims (although many cases may involve multiple victims), this dedicated position has been able to afford services to over 360 victims annually.

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

None

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

The Sheriff's Office will budget funds to cover a 60% match. The Victim Counselor will be added into the regular call rotation for victim services personnel and TCSO will pay for the call back salary and associated fringe expenses, plus paging service for this FTE.

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

N/A

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.

There is no County commitment to funding if the grant is discontinued.

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

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

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

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

TCSO investigates approximately 500 cases of Child Abuse annually; however, prior to grant funding received for FY11, there were no TCSO Victim Services personnel dedicated to providing services to victims associated with Child Abuse cases. This resulted in only about 9% of the Child Abuse victims receiving services in FY10. During FY12, TCSO was able to serve 375 victims/survivors of the child abuse cases investigated due to this grant funding supporting the Child Abuse Victim Services personnel.



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

August 15, 2013

MEMORANDUM

TO: The Travis County Commissioners Court

FROM: Karen Maxwell, Research & Planning

SUBJECT: Consent to Continue Child Abuse Victim Services Counselor FTE
Grant Period 09/1/2013 – 8/31/2014

Travis County Sheriff's Office currently has a position funded by the Office of the Governor, Criminal Justice Division dedicated to serving the victims of Child Abuse in Travis County. The current grant cycle is set to expire on August 31, 2013. We are still waiting for award notification from the State for our FY14 Child Abuse grant proposal, but have received preliminary encouragement that it will be funded. We ask the Court's permission to continue the grant funded slot for this position, 30003124 (victim counselor).

We are asking that the Court allow us to continue this position through October 31, 2013. This request should allow sufficient time for the State to make their decisions, make notifications and for us to return to Court with our request for acceptance. Salary and benefits for two months would total \$8,852. Our application provides for a 60% County match, so 40% of that (\$3,541) would be eligible for reimbursement.

We appreciate the continued support of the Travis County Commissioner's Court and look forward to continuing our services for victims of crime in Travis County. Please call me at extension 4-7508 if you have any questions.

xc: Travis Gatlin
Jim Connolly
Matt Napier
Michael Hemby



**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:	Pretrial Services-Drug Court	
Contact Person/Title:	Rosie Ramon-Duran	
Phone Number:	854-7601	

Grant Title:	Drug Diversion Court		
Grant Period:	From: <input type="text" value="Sep 1, 2013"/>	To: <input type="text" value="Aug 31, 2014"/>	
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Office of the Governor Criminal Justice Division		
Will County provide 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:			

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 62,248	\$ 0	\$ 0	\$ 0	\$ 62,248
Operating:	\$ 67,737	\$ 0	\$ 0	\$ 0	\$ 67,737
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 2,600	\$ 0	\$ 0	\$ 0	\$ 2,600
Totals:	\$ 132,585	\$ 0	\$ 0	\$ 0	\$ 132,585
FTEs:	1.00	0.00	0.00	0.00	1.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
1420150001	\$ 10,376	\$ 0	\$ 10,376	1.00	

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	RP	
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.	# of people assessed for eligibility to participate in the program.	60	400	400	250
2.	# of new enrollments in the program.	53	200	200	84
3.	# of participants that have graduated from the program.	25	35	80	83
4.	# of participants employed or enrolled in school at time of drug court graduation (part time or full time).	----	----	----	79
5.	# of participants that earn a GED, high school diploma, or vocational training credential while in the program.	----	----	----	3
6.	# of participants in the program. ("Participants" should include the # in the program at the beginning of the reporting period plus the # of enrollments - example: total number served.)	----	----	----	203
+ - Measures for the Grant					
1.	Provide intensive case management for African American participants	45	35	35	35
Outcome Impact Description		On a monthly basis, at least 35 African American participants will receive treatment and counseling services while prosecution is deferred for their drug charge.			
2.	Provide intensive case management for dually diagnosed participants	21	20	20	20
Outcome Impact Description		On a monthly basis at least 20 dually diagnosed participants will receive treatment and counseling services while prosecution is deferred for their drug charge.			
3.					
Outcome Impact Description					

PBO Recommendation:

PBO recommends approval of this continuation grant for the Drug Diversion Court.

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

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

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

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

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

A County match is not required.

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

Yes, this grant allows 2% indirect cost reimbursement.

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.

No, the Drug Court program will not discontinue upon discontinuance of grant funding. If the grant is not awarded, the department may request to incorporate the grant funded FTE into the County Budget. If, however, funding for enhanced treatment and case management services is unavailable, the department would reduce the static capacity, which could create a waiting list for potential participants and discontinue services for specialized populations (or look for other funding sources).

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

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

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

This ongoing grant will allow the Drug Court program to continue to serve two specific populations in need of drug treatment services. A specialized population of up to 35 African American offenders will continue to receive intensive case management and treatment coordination services through the grant funded Chemical Dependency Counselor. Due to the need for specialized mental health services, 20 dually diagnosed individuals will continue to receive intensive case management services from Austin Travis County Integral Care (MHMR).



**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:	Juvenile Probation	
Contact Person/Title:	Maya Duff/Grant Coordinator	
Phone Number:	512-854-7046	

Grant Title:	Juvenile Accountability Block Grant (JABG) Local Assessment Center		
Grant Period:	From: <input type="text" value="Sep 1, 2013"/>	To: <input type="text" value="Aug 31, 2014"/>	
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Office of the Governor, Criminal Justice Division		
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:	United States Department of Justice		

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 58,804	\$ 6,814	\$ 0	\$ 0	\$ 65,618
Operating:	\$ 1,327	\$ 0	\$ 0	\$ 0	\$ 1,327
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 1,203	\$ 0	\$ 0	\$ 0	\$ 1,203
Totals:	\$ 61,334	\$ 6,814	\$ 0	\$ 0	\$ 68,148
FTEs:	1.00	0.00	0.00	0.00	1.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
1540160001	\$ 9,800	\$ 0	\$ 9,800	1.00	Oct 31, 2013

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	JM	
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.	Total number of youth receiving mental health and/or substance abuse screening	1683	2117	2223	2290
2.	Number (percentage) of youth identified as requiring more extensive assessment	900 (53%)	782 (37%)	812 (37%)	836 (37%)
3.	Number (percentage) of youth who receive more extensive assessment based on need	749 (83%)	662 (85%)	674 (83%)	694 (83%)
+ - Measures for the Grant					
1.	Graduated Sanctions	1683	2117	2223	2290
Outcome Impact Description		Number of eligible youth served using Graduated Sanctions approaches			
2.	Successful Completion	1675	2117	2223	2290
Outcome Impact Description		Number of program youth completing program requirements			
3.	Full Assessments Given	1675	2117	2223	2290
Outcome Impact Description		Number of program youth fully assessed using risk and needs assessments			
4.	Recidivism	222	419	400	412
Outcome Impact Description		Number of youth who reoffend			
5.	Services Received	749	662	674	694
Outcome Impact Description		Number of times services identified through youth assessment that are actually received by the assessed youth			
6.	Detentions Alternatives	951	1627	1711	1762
Outcome Impact Description		Number of cases that result in alternatives to detention			

PBO Recommendation:

The Juvenile Probation Department is requesting permission to continue the Juvenile Accountability Block Grant (JABG) Local Assessment Center program until the forthcoming agreement is fully executed. The office indicates that it anticipates the grant being renewed for FY 14. This Permission to Continue will fund the position associated with the grant until October 31, 2013, or until a new agreement is in place. The department will fund the costs using personnel funds within the department. Upon awarding and approval of the grant contract for FY 14, the General Fund will be reimbursed for eligible expenses.

PBO recommends approval.

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

The JABG program's purpose is to develop programs that promote greater accountability in the Juvenile Justice System. Screening and assessing youth at the front end of the referral process to Travis County Juvenile Probation (TCJPD) ensures proper service delivery and case management for youth with substance abuse issues, mental health disorders, and/or developmental delays. Proper screening and further assessments when indicated affords juveniles a greater opportunity to change their life-course when given proper support at onset of the activity in the juvenile justice system. The goal of the program is to screen and assess all youth who are referred to TCJPD in a timely fashion and direct them to appropriate services that may be needed to reduce substance abuse, address mental health issues, and /or address developmental delays in order to divert them from a path of serious, violent and chronic delinquency. Based on an annual calculation of juvenile crime data in Travis County, the Juvenile Probation Department is eligible to apply for \$61,334 in this grant.

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

N/A; there are no long term County funding requirements.

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 Juvenile Accountability Block Grant program requires a grantee match of at least 10%, which is calculated on the total project costs, not on the amount requested from CJD.

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

A 2% indirect cost rate has been calculated at \$1,203.

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.

The Department intends to request subsequent year continuation funding for the Juvenile Assessment Center through proposals submitted to the Federal and State government, as well as private foundations. As previously presented to the Court, the County will have the opportunity to consider investment in the assessment center as well as other areas of Substance Abuse Services only after all other sources of funding have been exhausted.

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

N/A

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

The Juvenile Assessment Center will continue to improve systems of screenings and assessments which result in more appropriate treatment placement.

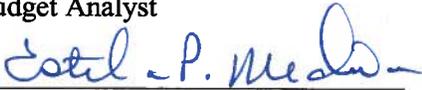


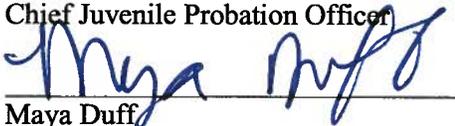
TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

2515 South Congress Avenue ~ Austin Texas 78704
Phone: (512)854-7000 Fax: (512)854-7097

ESTELA P. MEDINA
Chief Juvenile Probation Officer

TO: Aerin Toussaint, PBO
Budget Analyst

FROM: 
Estela P. Medina
Chief Juvenile Probation Officer

THROUGH: 
Maya Duff
Grant Coordinator

SUBJECT: Request Permission to Continue the Juvenile Accountability Block Grant (JABG) Local Assessment Center Program

DATE: August 14, 2013

On January 22, 2013, Commissioners' Court approved the grant application to continue the Juvenile Accountability Block Grant (JABG) Local Assessment Center grant for FY 2014. Although approval of the application by the Office of the Governor, Criminal Justice Division appears likely, the contract will not be fully executed until October. Our Department is requesting approval to continue the JABG Local Assessment Center Program until a fully executed grant to continue is approved.

Juvenile Probation is requesting permission to continue the existing grant through October 2013. The department is hopeful that an agreement will be executed sooner. Any expenses incurred during this period will likely be reimbursed by the grant once it is approved. The requested funding will be used to supplement the Department's Juvenile Assessment Center, which provides juveniles an initial screening with the Massachusetts Youth Screening Instrument - Second Version (MAYSI-2) and Substance Use Survey (SUS) Screening Inventory. When indicated by either the MAYSI-2 or SUS, additional assessments including a secondary screening by a qualified mental health professional, a Mental Health Assessment (MHA), the CASI, or a psychological evaluation is completed by a qualified credentialed mental health professional, is completed.

Please review this item and place it on the **August 27, 2013** Commissioner's Court agenda for their consideration and signature. You may contact Maya Duff at 4-7046 for further information.

Thank you in advance for your attention to this request.

CC: Jim Connolly
Rhett Perry
Erin Foley
Dr. Daniel Hoard
Sylvia Mendoza
Lisa Eichelberger
Grant File



**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 type="checkbox"/>	Amendment: <input checked="" type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Juvenile Probation	
Contact Person/Title:	Maya Duff/Grant Coordinator	
Phone Number:	512-854-7046	

Grant Title:	Trauma Informed Assessment and Response program		
Grant Period:	From: <input type="text" value="Sep 1, 2013"/>	To: <input type="text" value="Aug 31, 2014"/>	
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Office of the Governor, Criminal Justice Division		
Will County provide 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:	Office of the Governor, Criminal Justice Division		

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 33,057	\$ 0	\$ 0	\$ 0	\$ 33,057
Operating:	\$ 118,053	\$ 0	\$ 0	\$ 0	\$ 118,053
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 3,022	\$ 0	\$ 0	\$ 0	\$ 3,022
Totals:	\$ 154,132	\$ 0	\$ 0	\$ 0	\$ 154,132
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
1450160001	\$ 5,966	\$ 0	\$ 5,966	0.50	Oct 31, 2013

Department	Review	Staff Initials	Comments
County Auditor	<input checked="" type="checkbox"/>	RP	
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.	Number of program youth referred	n/a	n/a	499	514
2.	Number of program youth screened/assessed	n/a	n/a	182	187
3.	Number of program youth served	n/a	n/a	100	100
4.	Number of program youth with formal psychological/ psychiatric evaluations	n/a	n/a	100	100
+ -	Measures for the Grant				
1.	Number of program youth completing program requirements	n/a	n/a	53	53
	Outcome Impact Description	To reduce the need for out of home placement and the likelihood of recidivating for juveniles with a trauma-based diagnosis.			
2.	Number of youth complying with an aftercare plan	n/a	n/a	53	53
	Outcome Impact Description	To increase the supervision success rate for juveniles with a trauma-based diagnosis.			
3.	Number of program youth exhibiting a decrease in antisocial behavior	n/a	n/a	64	64
	Outcome Impact Description	To reduce the need for out of home placement and the likelihood of recidivating for juveniles with a trauma-based diagnosis.			
4.	Number of program youth exhibiting a decrease in substance use	n/a	n/a	58	58
	Outcome Impact Description	To improve access to substance abuse treatments and related services that will address the juveniles' exposure to trauma.			
5.	Number of program youth exhibiting an improvement in family relationships	n/a	n/a	55	55
	Outcome Impact Description	To improve family functioning through access to therapeutic services that will address the juveniles' exposure to trauma.			
6.	Number of program youth exhibiting an improvement in social competencies	n/a	n/a	59	59
	Outcome Impact Description	To reduce the need for out of home placement and the likelihood of recidivating for juveniles with a trauma-based diagnosis.			
7.	Number of program youth who offend or reoffend	n/a	n/a	30	30
	Outcome Impact Description	To increase community safety.			

PBO Recommendation:

The Juvenile Probation Department is requesting permission to continue the Trauma Informed Assessment and Response program until the forthcoming agreement is fully executed. The office indicates that it anticipates the grant being renewed for FY 14. This Permission to Continue will fund the position associated with the grant until October 31, 2013, or until a new agreement is in place. The department will fund the costs using personnel funds within the department. Upon awarding and approval of the grant contract for FY 14 the General Fund will be reimbursed for eligible expenses.

PBO recommends approval.

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

The goal of Trauma Informed Assessment and Response is to develop a trauma-informed infrastructure that will aid in the identification of youth who have been exposed to trauma and provide targeted services for intervention. Identifying and directing care toward the needs of these youth will provide linkages to services that appropriately target trauma, improve behavioral and emotional functioning of both youth and their families, and empower parents and youth to develop better coping strategies. Eligible youth will be directed to services that include more rigorous psychological evaluation, psychiatric evaluation, trauma-based therapy, youth advocacy, alternative therapies (e.g., equine, music, or art therapy), and other services based on individual needs. If appropriate and beneficial for TCJPD and its youth, youth from other programs may use the services from this grant as well.

There are two objectives of this program. One is to improve outcomes for youth with identified mental health needs by diagnosing trauma and providing specific treatment and targeted services to meet those needs. A more rigorous mental health assessment process will identify a larger number of youth who have experienced trauma. Another objective is to leverage the existing collaborative efforts between TCJPD, CPS, and CASA for youth with trauma-based mental health disorders. Collaboration between these agencies will allow the program to provide more intensive services to address the needs of these youth.

The grant will pay for a .50 FTE senior counselor and/or therapist (licensed), who will be paid solely out of this grant, a contract with CASA of Travis County to provide a guardian ad litem for program participants, a contract with Dr. Casey O'Neal to provide intensive psychological and/or psychiatric evaluations, and trauma based/ alternative therapeutic services to program participants for a total cost of \$154,132.

Per the grantor's request, the resolution for this application has been updated to remove a clause that was not relevant to this program.

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

There are no long term County funding requirements of this grant.

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

No match is required.

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

2% indirect cost for \$3,022.

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.

The Department intends to request subsequent continuation funding for personnel, contractual, and services through proposals submitted to the Federal and State government, as well as private foundations. As previously presented to the Court, the County will have the opportunity to consider investment in the staff positions as well as other areas of Special Services Division.

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

n/a

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

The Travis County Commissioner's Court approved the community plan, entitled—"Travis County Community Plan for Coordination of Criminal Justice and Related Activities FY 2012 - FY 2015," on December 6, 2011. Nearly 30 Travis County government agencies including Travis County Juvenile Probation Department, school districts, and nonprofit organizations participated in developing the Community Plan. This project addresses priority C from the juvenile justice section. Priority C states: "Travis County is in need of services and programming for youth with mental health/co-occurring disorders and substance abuse problems." To address this priority, the Trauma Informed Assessment and Response program will collaborate with service providers, non-profits, and multiple units within TCJPD to maximize resources, improve quality of services and outcomes, and reduce justice system involvement for youth experiencing mental health/co-occurring disorders and substance abuse problems associated with exposure to trauma.



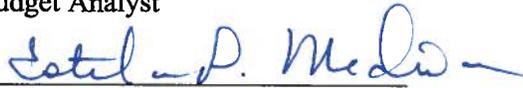
TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

2515 South Congress Avenue ~ Austin Texas 78704
Phone: (512)854-7000 Fax: (512)854-7097

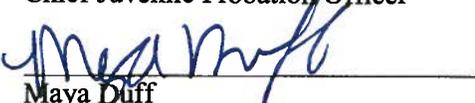
ESTELA P. MEDINA
Chief Juvenile Probation Officer

TO: Aerin Toussaint, PBO
Budget Analyst

FROM:


Estela P. Medina
Chief Juvenile Probation Officer

THROUGH:


Maya Duff
Grant Coordinator

SUBJECT: Request Permission to Continue the Trauma Informed Assessment and Response Program

DATE: August 24, 2013

On February 26, 2013, Commissioners' Court approved the grant application to continue the Trauma Informed Assessment and Response program for FY 2014. Although approval of the application by the Office of the Governor, Criminal Justice Division appears likely, the contract will not be fully executed until October. Our Department is requesting approval to continue the Trauma Informed Assessment and Response Program until a fully executed grant to continue is approved.

Juvenile Probation is requesting permission to continue the existing grant through October 2013. The department is hopeful that an agreement will be executed sooner. Any expenses incurred during this period will likely be reimbursed by the grant once it is approved. The requested funding will be used to supplement the Department's trauma-informed infrastructure that will aid in the identification of youth who have been exposed to trauma and provide targeted services for intervention. Identifying and directing care toward the needs of these youth will provide linkages to services that appropriately target trauma, improve behavioral and emotional functioning of both youth and their families, and empower parents and youth to develop better coping strategies. Eligible youth will be directed to services that include more rigorous psychological evaluation, psychiatric evaluation, trauma-based therapy, youth advocacy, alternative therapies (e.g., equine, music, or art therapy), and other services based on individual needs..

Please review this item and place it on the **August 27, 2013** Commissioner's Court agenda for their consideration and signature. You may contact Maya Duff at x47046 for further information.

Thank you in advance for your attention to this request.

CC: Jim Connolly
Rhett Perry
Erin Foley
Dr. Daniel Hoard
Sylvia Mendoza
Lisa Eichelberger
Grant File



**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:	Juvenile Probation/	
Contact Person/Title:	Maya Duff/Grant Coordinator	
Phone Number:	512-854-7046	

Grant Title:	Community Partners for Children Coordinator		
Grant Period:	From: <input type="text" value="Sep 1, 2013"/>	To: <input type="text" value="Aug 31, 2014"/>	
Fund Source:	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Austin/Travis County Integral Care (ATCIC)		
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:	Texas Department of State Health Services		

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 63,923	\$ 0	\$ 0	\$ 0	\$ 63,923
Operating:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 63,923	\$ 0	\$ 0	\$ 0	\$ 63,923
FTEs:	1.00	0.00	0.00	0.00	1.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
1450310001	\$ 10,252	\$ 0	\$ 10,252	1.00	October 1, 2013

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

Performance Measures					
#	Measure	Actual FY 11 Measure	Projected FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure
+ - Applicable Departmental Measures					
1.	Number of youth served by the program	105	124*	110	110
2.	Percentage of youth served by the program who are of juvenile age	89%	85%*	90%	93%
3.	Number of youth participants in program from TCJPD	48	45*	41	40
4.	Number discharged from program	31	34*	38	26
5.	Percent of youth who successfully completed the program	68%	65%*	68%	67%
6.	Number of youth re-referred to TCJPD as an adult	5	7*	7	5
7.	Percent of youth re-referred to TCJPD or arrested as an adult	33%	41%*	37%	37%
8.	*All FY 12 measures represent actual figures.				
+ - Measures for the Grant					
1.	n/a				
Outcome Impact Description					
2.					
Outcome Impact Description					
3.					
Outcome Impact Description					

PBO Recommendation:

The Juvenile Probation Department is requesting permission to continue the Austin/Travis County Integral Care Community Partners for Children Coordinator Program, until the forthcoming agreement is fully executed. The office indicates that the grant will be renewed for FY 14, and this Permission to Continue will fund the position associated with the grant until the new agreement is in place. The department will fund the costs using personnel funds within the department. Upon awarding and approval of the grant contract for FY 14, the General Fund will be reimbursed for eligible expenses.

PBO recommends approval.

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

Austin/Travis County Integral Care has renewed our Community Partners for Children Coordinator contract. This contract will provide a single point of access to youth and families receiving services through Community Partners for Children. Through this contract, ATCIC agrees to provide \$63,923.24 to the Juvenile Probation Department (*Note, this number has been automatically truncated in the budget portion of this form). This contract supports one full time staff person who serves as the Community Partners for Children Coordinator. This position provides access to community services for families with children that have complex needs.

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

There has been some additional funding provided by TCJPD in the past years. County funds have paid the longevity in the past for the position and COLA increases due to limited funding from the grantor. Funding may be needed for additional mileage and travel.

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 County match is required.

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

n/a

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.

There is no one program directly associated with this agreement. Instead, the activities that are supported through this agreement represent progressive efforts to streamline access to services that are already in existence and that are funded through other sources.

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

n/a

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

The activities supported through this contract affect TCJPD's current services in that they provide for a single point of access and referral for services provided by ATCIC and other government and non-profit agencies in the county that collaborate to serve youth with special needs.

The Travis County Commissioner's Court approved the community plan, entitled--"Travis County Community Plan for Coordination of Criminal Justice and Related Activities FY 2012 - FY 2015," on December 6, 2011. Nearly 30 Travis County government agencies including Travis County Juvenile Probation Department, school districts, and nonprofit organizations participated in developing the Community Plan. This project addresses priority C from the juvenile justice section. Priority C states: "Travis County is in need of services and programming for youth with mental health/co-occurring disorders and substance abuse problems."



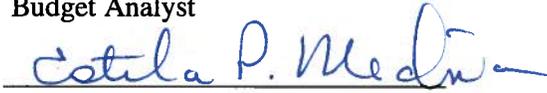
TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

2515 South Congress Avenue ~ Austin Texas 78704
Phone: (512)854-7000 Fax: (512)854-7097

ESTELA P. MEDINA
Chief Juvenile Probation Officer

TO: Aerin Toussaint, PBO
Budget Analyst

FROM:



Estela P. Medina
Chief Juvenile Probation Officer

THROUGH:



Maya Duff
Grant Coordinator

SUBJECT: Request Permission to Continue the Austin/Travis County Integral Care (ATCIC)
Community Partners for Children Coordinator

DATE: August 14, 2013

On August 27, 2013, Commissioners' Court will be asked to approve the FY14 Austin/Travis County Integral Care (ATCIC) Community Partners for Children Coordinator grant which will continue the inter-local agreement to fund our Community Partners for Children Coordinator (formerly the Community Resource Coordinator Grant- CRCG). Although Commissioners Court approval of the grant may occur before the contract expiration date, additional signatures are required before full execution may be achieved. Our Department is requesting approval to continue the Austin/Travis County Integral Care (ATCIC) Community Partners for Children Coordinator service until a fully executed grant is achieved.

Juvenile Probation is requesting permission to continue the existing grant through October 2013. The department is hopeful that an agreement will be fully executed by the expiration date. Any expenses incurred during this period will likely be reimbursed by the grant once it is approved. The requested funding will be used to supplement the Department's support of one full-time staff person who serves as the Community Partners for Children Coordinator. This staff will continue to provide children and their families with complex needs a single point of access, information, and referral to community service providers.

Please review this item and place it on the August 27, 2013 Commissioner's Court agenda for their consideration and signature. You may contact Maya Duff at x47046 for further information.

Thank you in advance for your attention to this request.

CC: Jim Connolly
Michelle Gable
Chris Hubner
Emmitt Hayes
Darryl Beatty
Sylvia Mendoza
Lisa Eichelberger
Grant File



**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:	Juvenile Probation	
Contact Person/Title:	Cindy Dreese/Lead Financial Analyst	
Phone Number:	854-5629	

Grant Title:	State Financial Assistance Contract		
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:			
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:			

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 3,988,229	\$ 0	\$ 0	\$ 0	\$ 3,988,229
Operating:	\$ 2,417,315	\$ 0	\$ 0	\$ 0	\$ 2,417,315
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 6,405,544	\$ 0	\$ 0	\$ 0	\$ 6,405,544
FTEs:	72.00	0.00	0.00	0.00	72.00

Permission to Continue Information					
Funding Source (Cost Center)	Personnel Cost	Operating Cost	Estimated Total	Filled FTE	PTC Expiration Date
	\$ 405,477	\$ 0	\$ 405,477	72.00	10/15/2013

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.	Number of referrals to the department	4,202	3,906	3,873	3,912
2.	Number of participants served in Probation	1,262	1,188	1,176	1,188
3.	Number of participants served in Deferred Prosecution	1,110	1,156	1,168	1,180
4.	Number of hearings held	15,080	14,857	14,708	14,855
+ - Measures for the Grant					
1.	Percent of successful Probation discharges not reoffending within one year of discharge	81%	73%	75%	76%
Outcome Impact Description		To increase public safety and to reduce the number of youth who are re-referred for services			
2.	Percent of successful Deferred Prosecution discharges not reoffending within one year of discharge	80%	84%	82%	83%
Outcome Impact Description		To increase public safety and to reduce the number of youth who are re-referred for services			
3.					
Outcome Impact Description					

PBO Recommendation:

Juvenile Probation is requesting permission to continue the personnel expenses for Texas Juvenile Justice Department (TJJD) Grants until the forthcoming agreements are fully executed. The estimated expense for FY 11 is \$405,477. According to the Budget Rules, it is acceptable for the department to cover these personnel expenses using salary savings in the department and reclassifying the expenses incurred during this time against the various grants once funds are certified.

Historically, these agreements have been executed in a timely manner, and the department has not needed to use the general fund dollars to pay for TJJD grant expenses. PBO notes that this year, however, the department plans to use a combination of personnel budget and Allocated Reserve dollars to pay for uncharacteristically high placement costs in FY 13. Therefore, if the general fund reclassified dollars are needed, the Juvenile Probation department may need to borrow funds from the Allocated Reserve to cover salaries for this large permission to continue.

PBO recommends approval of the item to avoid a gap in service.

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?

As part of the State Legislative process, the biennium budget provides funds to the Texas Juvenile Justice Department (TJJD), to be passed through to local Juvenile Probation Departments. These grants are approved directly by the Travis County Juvenile Board through a series of contracts between the Travis County Juvenile Board and TJJD. Due to the protracted nature of the State legislative process this year, it is unlikely that new contracts can be fully executed prior to August 31, 2013, the end date of the current TJJD grant programs.

The cost of the permission to continue would require FY2013 funds estimated at \$405,477. Please note that since the funds have been approved by the State, there is virtually no chance that these funds will be required permanently. Instead eventually the FY 2013 funding requirement will be refunded to the General Fund and become part of the County's Fund balance.

The chart below lists the TJJD grants with estimated personnel costs needed to continue the program.

Grant P: 1450300001 FY13 \$4,884.31
Grant M: 1450240001 FY13 \$11,579.42
Grant A: 1450370001 FY13 \$24,654.20, 1450300001 FY13 \$12,327.10, 1450010001 FY13 \$6,163.55 and 1450190001 FY13 \$6,163.56
Grant O: 1450240001 FY13 \$20,338.88
Grant F: 1450190001 FY13 \$61,620.50 and 1450240001 FY13 \$20,540.16
Grant Y: 1450190001 FY13 \$14,189.68, 1450240001 FY13 \$37,341.26, 1450300001 FY13 \$4,854.36, 1450370001 FY13 \$13,442.86 and 1450410001 FY13 \$4,854.36
Grant C: 1450240001 FY13 \$34,969.63, 1450300001 FY13 \$24,553.14 and 1450380001 FY13 \$14,880.69
Grant V: 1450380001 FY13 \$33,927.19
Grant Z: 1450370001 FY13 \$54,191.67

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

These grants do not require any additional General Fund support. Funding for these programs has been approved in the State Budget for the next Biennium. The programs supported by these resources are programs that provide support for the fundamental operations of the program.

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

No match is required.

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

Indirect costs are not allowed.

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.

Funding for these programs is unlikely to discontinue. If funding were discontinued, Commissioner's Court would have the opportunity to continue to invest in the programming.

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

This is not a New Program.

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

These grants provide fundamental support for almost all of Juvenile Probation's operations.

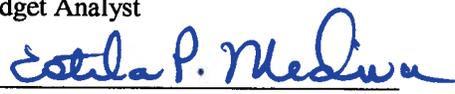


TRAVIS COUNTY JUVENILE PROBATION DEPARTMENT

2515 South Congress Avenue ~ Austin Texas 78704
Phone: (512)854-7000 Fax: (512)854-7097

ESTELA P. MEDINA
Chief Juvenile Probation Officer

TO: Aerin Toussaint
Budget Analyst

FROM: 
Estela P. Medina
Chief Juvenile Probation Officer

THROUGH: Cindy Dreese
Lead Financial Analyst

SUBJECT: Request Permission to Continue
Texas Juvenile Justice Department Grant funds

DATE: August 15, 2013

As part of the State Legislative process, the State biennium budget provides funds to the Texas Juvenile Justice Department (TJJD), to be passed through to local Juvenile Probation Departments. These grants are approved by the Travis County Juvenile Board through the State Aid Financial Assistance contract and a series of amendments between the Travis County Juvenile Board and the Texas Juvenile Justice Department. A Juvenile Board Meeting has been scheduled for August 28, 2013.

We are requesting that Commissioners Court authorize the continuation of the personnel costs of these grants through October 15, 2013 or until a fully executed contract can be approved. The cost of the permission to continue would be \$405,477 for the remainder of FY 2013. Please note that these funds have been approved by the State. The FY 2013 funding requirement will be refunded to the General Fund and become part of the County's Fund balance.

We are requesting your review of this request and submission to Commissioners Court for the August 27, 2013 Court Agenda. Please contact me or Cindy Dreese at 854-5629 for further information. Thank you in advance for your attention to this matter.

CC: Patty Lennon, County Auditor
Aerin Toussaint, Planning and Budget
Sylvia Mendoza, Juvenile Probation