



Travis County Commissioners Court Agenda Request

Meeting Date: 11/26/2013, 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 application to the Texas Department of Transportation for the Underage Drinking Prevention Program in the County Attorney's Office;
- B. Annual contract with the United States Department of Justice, Bureau of Justice Assistance, to continue the SCAAP in the Travis County Sheriff's Office; and
- C. Contract Amendment to the Comprehensive Energy Assistance Program in Health and Human Services Department.

BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Item A and B are annual grants being applied for and renewed. Please note that the grant deadlines of item A are such that the final application is not yet available. This is consistent with the process from prior years for this grant.

Item C is an amendment to the CEAP grant to transfer \$189,472 from the Assurance 16 category and \$297,469 from the Household Crisis component to the Utility Assistance component. The total award does not change.

STAFF RECOMMENDATIONS:

PBO recommends approval.

ISSUES AND OPPORTUNITIES:

Additional information is provided on the grant summary sheets.

FISCAL IMPACT AND SOURCE OF FUNDING:

Item A requires a match with is met through existing general fund resources and County Attorney dedicated CAPSO funding.

REQUIRED AUTHORIZATIONS:

Planning and Budget Office
County Judge's Office

Leslie Browder
David Salazar

TRAVIS COUNTY

11/26/2013

GRANT APPLICATIONS, CONTRACTS AND PERMISSIONS TO CONTINUE

FY 2014

The following list represents those actions required by the Commissioners Court for departments to apply for, accept, or continue to operate grant programs. This regular agenda item contains this summary sheet, as well as backup material that is attached for clarification.

Application	Dept. Grant Title	Grant Period	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	PBO Notes	Auditor's Assessment	Page #
A	119 Underage Drinking Prevention grant	10/01/14 - 09/30/15	\$161,204	\$0	\$35,951	\$55,000	\$252,155	3.00	R	MC	7
Contracts											
B	137 State Criminal Alien Assistance Program	07/11/11 - 06/30/12	\$483,085	\$0	\$0	\$0	\$483,085	0.00	R	MC	13
C	158 Comprehensive Energy Assistance Program Amendment #2*	01/01/13 - 12/31/13	\$2,898,329	\$0	\$0	\$0	\$2,898,329	6.00	R	EC	23

* Amended from original.

PBO Notes:

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

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

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

**FY 2014 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, 2013, 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
145	Juvenile Probation Pre-Doctoral Psychology Internship Program	07/01/14 - 07/31/15	\$43,569	\$12,244	\$0	\$0	\$55,813	1.00	10/8/2013
124	Formula Grant-Indigent Defense Program	10/1/13 - 09/30/14	\$442,000	\$0	\$0	\$0	\$442,000	0.00	10/15/2013
155	Prostitution Prevention Program-Planning Grant	01/01/14 - 08/31/14	\$30,000	\$0	\$0	\$0	\$30,000	0.00	10/22/2013
117	Southwest Travis County Historical Survey	10/01/13 - 09/30/15	\$8,500	\$0	\$7,500	\$1,000	\$17,000	0.00	11/12/2013
158	Phase 31 Emergency Food and Shelter Program	04/01/13 - 03/31/14	\$25,000	\$0	\$0	\$0	\$25,000	0.00	11/12/2013
			\$549,069	\$12,244	\$7,500	\$1,000	\$569,813	1.00	

*Amended from original agreement.

**FY 2014 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, 2013.

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
124	Travis County Veterans's Court	09/01/13 - 08/31/14	\$185,919	\$0	\$0	\$0	\$185,919	2.00	10/1/2013
137	2010 Byrne Justice Assistance Grant*	10/01/2009 - 03/31/14	\$114,285	\$0	\$0	\$0	\$114,285	0.00	10/1/2013
139	Travis County Adult Probation DWI Court/SAMHSA	09/30/13 - 09/29/14	\$101,270	\$0	\$0	\$0	\$101,270	1.30	10/1/2013
139	Travis County Adult Probation DWI Court/OOG	09/01/13 - 09/31/14	\$228,460	\$0	\$0	\$0	\$228,460	4.00	10/1/2013
142	Drug Diversion Court	09/01/13 - 08/31/14	\$132,585	\$0	\$0	\$0	\$132,585	0.00	10/1/2013
145	Drug Court and In-Home Family Services	09/01/13 - 08/31/14	\$162,000	\$18,007	\$0	\$0	\$180,007	0.20	10/8/2013
158	Parenting in Recovery II	09/30/13 - 09/29/14	\$481,000	\$259,000	\$0	\$0	\$740,000	2.00	10/8/2013
120	Electronic Transmission of Ballot Portal	09/30/14 - 12/31/18	\$19,950	\$0	\$0	\$0	\$19,950	0.00	10/8/2013
137	Vision Summit	01/01/13 - 10/31/13	\$78,147	\$0	\$0	\$0	\$78,147	0.00	10/8/2013
137	Child Abuse Victim Services Personnel	09/01/13 - 08/31/14	\$23,092	\$0	\$34,639	\$0	\$57,731	1.00	10/15/2013
147	Emergency Management Performance Grant	10/01/12 - 03/31/14	\$69,699	\$69,699	\$0	\$0	\$139,398	0.00	10/15/2013
147	Homeland Security Grant Program, State Homeland Security Program	09/01/13 - 01/31/15	\$9,500	\$0	\$0	\$0	\$9,500	0.00	10/15/2013
147	Homeland Security Grant Program, State Homeland Security Law Enforcement Terrorist Prevention Activities Program	09/01/13 - 01/31/15	\$22,500	\$0	\$0	\$0	\$22,500	0.00	10/15/2013
158	Title IV-E Child Welfare Services	10/01/13 - 09/30/14	\$20,508	\$67,430	\$0	\$0	\$87,938	0.60	10/15/2013
119	Family Violence Accelerated Prosecution Program	09/01/13 - 08/31/14	\$84,957	\$34,053	\$0	\$0	\$119,010	2.23	10/22/2013
122	Family Drug Treatment Court	09/01/13 - 08/31/14	\$137,388	\$0	\$0	\$0	\$137,388	1.00	10/22/2013

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
145	Juvenile Drug Treatment Court-SAMHSA/CSAT	09/30/13 - 09/29/14	\$227,670	\$0	\$0	\$0	\$227,670	0.00	10/22/2013
145	Trauma Informed Assessment and Response program	09/01/13 - 08/31/14	\$154,132	\$0	\$0	\$0	\$154,132	0.50	10/29/2013
145	The Eagle Soars program	09/01/13 - 08/31/14	\$62,886	\$15,722	\$0	\$0	\$78,608	1.12	10/29/2013
145	Enhancing Services for Victims of Crime Program	09/01/13 - 08/31/14	\$104,222	\$0	\$0	\$0	\$104,222	0.00	10/29/2013
124	Indigent Defense System Evaluation Project*	09/01/12 - 08/31/14	\$230,318	\$0	\$0	\$0	\$230,318	1.00	11/5/2013
145	Juvenile Probation Pre-Doctoral Psychology Internship Program	09/01/11 - 08/31/16	\$578,449	\$99,779	\$0	\$0	\$678,228	11.00	11/5/2013
145	Residential Substance Abuse Treatment Program	10/01/13 - 09/30/14	\$142,933	\$47,644	\$0	\$0	\$190,577	1.67	11/19/2013

*Amended from original agreement.

\$3,371,870 \$611,334 \$34,639 \$0 \$4,017,843 29.62

FY 2014 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	Has the General Fund been Reimbursed?
			Personnel Cost	Operating Transfer	Total Request				
158	AmeriCorps Grant Program	08/01/13 - 07/31/14	\$100,540	\$7,300	\$107,840	31.00	9/30/2013	7/30/2013	No
119	Family Violence Accelerated Prosecution Program	09/01/2013 - 08/31/2014	\$13,150	\$0	\$13,150	1.00	10/31/2013	8/27/2013	No
119	Other Victim Assistance Grant Program	09/01/2013 - 08/31/2014	\$9,286	\$0	\$9,286	1.00	10/31/2013	8/27/2013	No
122	Family Drug Treatment Court	09/01/2013 - 08/31/2014	\$5,422	\$0	\$5,422	1.00	9/30/2013	8/27/2013	No
124	Veterans' Court Program	09/01/2013 - 08/31/2014	\$13,801	\$0	\$13,801	2.00	10/31/2013	8/27/2013	No
137	Child Abuse Victim Services Personnel Program	09/01/2013 - 08/31/2014	\$8,852	\$0	\$8,852	1.00	10/31/2013	8/27/2013	No
142	Drug Diversion Court Program	09/01/2013 - 08/31/2014	\$10,376	\$0	\$10,376	1.00	10/31/2013	8/27/2013	No
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	8/27/2013	No
145	Trauma Informed Assessment and Response Program	09/01/2013 - 08/31/2014	\$5,966	\$0	\$5,966	0.50	10/31/2013	8/27/2013	No
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	8/27/2013	No
145	Texas Juvenile Justice Department Grants	09/01/2013 - 08/31/2014	\$405,477	\$0	\$405,477	72.00	10/31/2013	8/27/2013	No
139	Adult Probation DWI Court	09/01/13 - 08/31/14	\$52,519	\$0	\$52,519	4.00	11/30/2013	9/10/2013	No

FY 2014 Grants Summary Report

Permission to Continue

Dept	Name of Grant	Grant Term per Application	Amount requested for PTC				FTEs	PTC Expiration Date	PTC Approval Date	Has the General Fund been Reimbursed?
			Personnel Cost	Operating Transfer	Total Request	Filled				
124	Travis County Veterans' Court	09/01/13 - 08/31/14	\$13,801	\$0	\$13,801	2.00	10/31/2013	9/24/2013	No	
122	Family Drug Treatment Court	09/01/13 - 08/31/14	\$5,566	\$0	\$5,566	1.00	10/31/2013	9/24/2013	No	
145	Residential Substance Abuse Treatment Program	10/01/13 - 09/30/14	\$10,098	\$0	\$10,098	1.67	11/30/2013	9/24/2013	No	
158	Parenting in Reovery II	09/30/13 - 09/29/14	\$22,909	\$0.	\$22,909	1.00	12/31/2013	9/24/2013	No	
Totals			\$697,813	\$7,300	\$705,113	122.17				

GRANT SUMMARY SHEET

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

Grant Title:	Underage Drinking Prevention Program			
Grant Period:	From:	10/1/14	To:	9/30/15
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>	
Grantor:	Texas Department of Transportation			
Will County provide grants funds to a subrecipient?		Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
Are the grant funds pass-through another agency? If yes list originating agency below		Yes: <input checked="" type="checkbox"/>	No: <input type="checkbox"/>	
Originating Grantor:	National Highway Traffic Safety Administration (NHTSA)			

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

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

Department	Review	Staff Initials	Comments
County Auditor	X	JM	
County Attorney	X	JC	

Performance Measures Applicable Depart. Measures	Projected FY 14 Measure	Progress To Date:				Projected FY 15 Measure
		9/30/13 End of FY13	3/31/14	6/30/14	9/30/14	
Measures For Grant						
Presentations and Community Events	700	700				700
Outcome Impact Description	Community demand for presentations continues to grow.					
Involvement with other organizations and agencies	150	150				150
Outcome Impact Description	Program continues its work with outside organizations and agencies.					
Media Coverage	70	233				70
Outcome Impact Description	Program continues to utilize public and private media outlets.					
Number of material distributed	115,000	107,000				115,000
Outcome Impact Description	Program continues to disseminate materials to grant mandated tri-county area.					

PBO Recommendation:

PBO concurs with proceeding with this continuation grant application for this 20 year program.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Travis County Attorney's UDPP
General

binge drinking especially freshman who are at greatest risk from alcohol-related harm (2012 Penn State Prevention Resource Center). Close to 40% of college students in the US binge drink, and that number has remained virtually unchanged for decades. Almost 2,000 US college students die yearly from alcohol-related injuries (Join Together 2011). The Austin ISD 2010-2011 Student Substance Use and Safety Survey cites 80 alcohol violations in high schools and middle schools. AISD students report 14% took a drink once a month. A national survey of 11th and 12th graders found 80% believed their peers were more likely to drink and drive on prom night (Center for Substance Abuse Research 2010). A SAMHSA February 2011 report showed that in January 2011, more than 200,000 youth were given alcohol by a parent or their adult family member. Parents making alcohol available and hosting parties at prom/graduation times as well as at other celebrations, is a factor in the prevalence of underage drinking and underage drinking and driving.

II. Problem Solution

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

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

Parents are the number one source that teens turn to for important information; parents can influence their teen's decision not to drink alcohol (MADD 2010). The UDPP addresses this issue by providing adult/parent presentations that include the "Jacqueline Saburido" and the "Chronicles of a Teen Killer" videos and working with school parent support specialists, parent involvement programs (Parent/Teacher Coffee) and PTA. Adults are also targeted during the Christmas/New Year's Emphasis Patrol dedicated to an underage victim of DWI. This media event is reinforced by teen anti-DWI/alcohol awareness presentations. It maintains cooperative multi-jurisdictional law enforcement efforts addressing underage impaired driving. The program will also reach adults and college age youth through orientations, open enrollments, presentations and health fair events sponsored by public and private employers, as well as by colleges and universities. Other educational components will include media campaigns during high risk times and participation in grassroots projects such as Red Ribbon Week and Project Celebration. A survey of high school juniors and seniors found that 90% believe their peers are more likely to drink and drive on prom night and 79 % believe the same is true of graduation night (Center for Substance Abuse Research 2010). High-risk times such as spring break, prom, graduation and Halloween will be targeted, and BWI and DWI/summer water safety will be addressed in partnership with the Central Texas Water Safety Coalition. Continue collaboration with groups, including the Austin Police Department Athletic League, Williamson County Youth Substance Abuse Prevention Coalition, Hays/Caldwell Council on Alcohol and Drug Abuse, Austin Travis County Suicide Prevention Coalition, CAN, Austin ISD School Health Advisory Council and the Safe Kids Coalition. Continue UDPP task force efforts by increasing membership and providing quality programs and speakers. The task force celebrates a history of community service and has grown to over 200 members. The task force meets regularly and encourages members to support, utilize and create awareness of new and existing resources, it also serves as a distribution site

Problem Identification and Solution

I. Problem Identification

Alcohol is the most commonly used and abused drug among US youth. Although drinking under the age of 21 is illegal, people aged 12 to 20 years drink 11% of all alcohol consumed in the US (Office of Juvenile Justice & Delinquency Prevention 2011). In Texas, 23% of youth drank before the age of 13 compared to 20% nationwide (2011-US Dept. of Health & Human Services). Vehicle crashes are the leading cause of death for teens (15-20 years old) and 31% of teen traffic deaths are alcohol-related (MADD Power of Parents 2010). Statewide 1,039 people were killed in motor vehicle crashes where the driver was under the influence of alcohol; 34.5 % of the total number of people killed in motor vehicle crashes (TxDOT 2011). Texas currently leads the nation in the number of drinking and driving deaths (NHTSA 2012). In 2011 there were 1,804 alcohol related crashes and injuries in Travis, Hays and Williamson Counties (TxDOT). In Austin, 60% of traffic fatalities were alcohol-related and 331 citations were issued to drivers under 21 (Austin Police Department Jan-Oct 2012). The Greater Austin Underage Drinking Prevention Coalition reports 1,297 tickets for Minor in Possession (MIP) and Minor in Consumption were written for Jan-Sept 2011. According to the Adolescent Drinking - 2011 Texas Youth Risk Behavior Survey, 1 in 3 students rode with someone who had been drinking, and 1 in 10 drove after they had been drinking. The 2011 Travis County Community Impact Report on Youth Risk Factors said 32% of Texas students rode with a drinking driver. The UDPP believes the availability and use of alcohol resulting in underage drinking and driving crashes and fatalities is a significant traffic safety problem for youth.

Travis, Hays and Williamson Counties have rural areas where youth drink because there is not much else to do and drive at the earliest legal age (UDPP 2011). Historically, idle youth are cited as a prime factor in the prevalence of underage drinking. While some view underage drinking as a "rite of passage", teens have a greater risk of death in an alcohol-related crash than the overall driving population, despite their inability to legally purchase, possess or consume alcohol. Fifty-three under 21 rural drivers were involved in DUI fatal crashes; 11% of total state rural drivers (TxDOT 2011).

Underage impaired driving, MIP, and making available to a minor continue to challenge parents, teachers, law enforcement, faith communities, and the community at large. The Capital area region which includes Hays, Williamson and Travis Counties, is projected to grow 162% by 2040 (CAN 2012). The student population will continue to grow as well, and so will new teen drivers, with a new crop of students each fall who have not been reached with the prevention message. In the 2011-2012 school year, there were 287,667 students in Travis, Hays, and Williamson County schools (Texas Education Agency 2012). In addition, the Travis County Hispanic population is projected to exceed the Anglo population by 2015. Hispanics have increased as a percentage of the total population in each of the three counties while the white population has decreased as a percentage of total population. The Hispanic population grew by 30% from 2005-2011 in Travis County where they constituted 34% of the population and 47% of the child and youth population (CAN Dashboard 2012). Motor vehicle crashes are the leading cause of death for Hispanics one to 34 years of age (TTI 2012). This illustrates a need for culturally sensitive, bilingual outreach and material for Spanish speakers.

Underage youth are attracted to the tri-county area by higher education institutions and recreational activities, which include aquatic recreation. A 2010 Red Cross study cites alcohol as a factor in about 25%-50% of adolescent and adult deaths from drowning or injuries. College age youth are as particularly at risk for water fatalities as they are for

Travis County Attorney's UDPP
General

for seasonal campaign material and local event information. Will also utilize Travis County Television for public affairs show "Focus on Youth and Alcohol" and community notices. The Comprehensive Underage Drinking Prevention Program is in a position to reduce alcohol-related harm in the tri-county area by providing education and outreach prevention services as well as changing social norms and perceptions about youth and alcohol. Continuing the UDPP provides continuity to build on previous successes and makes a significant contribution in saving the lives of teenagers by discouraging alcohol consumption. The UDPP addresses the spectrum of underage drinking from 4th graders to 20 year-old college age youth, where the risks vary from riding with a drinking driver for young students to binge drinking, and drinking and driving for older youth. UDPP strengths include name recognition, staff longevity, working relationships with school districts, private and charter schools, established task force and strong working relationships with local law enforcement agencies and media. The "Why Risk It?" program will continue to reach high school age and older youth. The anti-DWI high school program will be supported by the middle school prevention program, "Busted!", especially to 8th graders as they transition to high school and to 4th/5th grade students. Evidence based research shows prevention programs at key transition points can produce beneficial effects even among high risk children and families. The UDPP will also grow its partnership with the Mexican Consulate, Con Mi Madre (Hispanic Mother/Daughter program), PTAs in predominantly Spanish speaking schools, and other Spanish speaking parent groups to address this population's risks. The UDPP will utilize branded materials to enhance marketing efforts and enforce its mission statement: To create a community consensus that underage drinking is illegal, unhealthy and unacceptable.

III. Project Evaluation

Demand for program services (presentations, booths and community collaborations) allows for measuring success in meeting stated project goals/objectives. The UDPP is not a mandated school program; it is invited onto campuses based on merit and historical relationships. Media coverage of the project reflects community awareness, interest and support of the program and its goals. In addition, project staff conducts short pre and post surveys to measure student knowledge of the Zero Tolerance law.



TRAVIS COUNTY
FY 14 GRANT SUMMARY SHEET

Contract #:

SAP #:

Check One:	Application Approval: <input type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input checked="" type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	Travis County Sheriff's Office	
Contact Person/Title:	Meg Seville 1777	
Phone Number:	512-854-9804	

Grant Title:	State Criminal Alien Assistance Program - SCAAP 13		
Grant Period:	From: <input type="text" value="07/11/2011"/>	To: <input type="text" value="06/30/2012"/>	
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	US Department of Justice - Bureau of Justice Assistance		
Will County provide 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:	\$ 483,085.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 483,085.00
Operating:	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Capital Equipment:	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Indirect Costs:	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Totals:	\$ 483,085.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 483,085.00
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
	\$ 0.00	\$ 0.00	\$ 0.00	0.00	

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

Performance Measures					
#	Measure	Actual FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure	Projected FY 15 Measure
+ -	Applicable Departmental Measures				
1.					
2.					
3.					
+ -	Measures for the Grant				
1.					
	Outcome Impact Description				
2.					
	Outcome Impact Description				
3.					
	Outcome Impact Description				

PBO Recommendation:

The Sheriff's Office is requesting approval to accept the 2013 State Criminal Alien Assistance Program (SCAAP) Grant award in the amount of \$483,085 from the U.S. Department of Justice, Bureau of Justice Assistance (BJA). The award has varied by year. The FY 14 award is \$9,914 less than the FY 13 award of \$492,999. This funding reimburses the County for expenses due to housing of persons eligible under the Immigration and Naturalization Act of 1990. Please see the attached memo and documents from the Sheriff's Office for additional information.

There is no financial obligation required of the County other than expenditures must be correctional related costs. The office is working with the Planning and Budget Office to identify eligible projects that will be brought back to Commissioners Court for approval once the list is finalized.

PBO recommends acceptance of the grant funds.

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?

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

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

None

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

NA

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

Not Allowed

5. County Commitment to the Program Upon 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 program attached to this reimbursement - Impact would decrease in fund revenue which is currently tied to correctional costs

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

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

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

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



JAMES SYLVESTER
Chief Deputy

GREG HAMILTON
TRAVIS COUNTY SHERIFF

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

DARREN LONG
Major - Corrections

PHYLLIS CLAIR
Major - Law Enforcement

MARK SAWA
Major - Administration & Support

November 5, 2013

MEMORANDUM

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

FROM: Margaret H Seville 1777, Research and Planning

SUBJECT: 2013 State Criminal Alien Assistance Program Grant Award

Attached is the notification of award from the United States Department of Justice, Bureau of Justice Assistance for the 2013 State Criminal Alien Assistance Program (SCAAP) in the amount of **\$483,085**.

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

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

Records indicated that 2,307 persons were in our custody during the time period of July 1, 2011 through June 30, 2012 and reported a foreign place of birth. Of those persons, 960 individuals meet the federal criteria. This is down from the 1,159 individuals submitted for the 2010-2011 time period. Again, these are individuals who claimed a foreign place of birth and were convicted of crimes. The Sheriff's Office makes no determination whether that foreign place of birth has any bearing on legal immigration status. TCSO staff does not have access to the Immigration and Customs Enforcement records to allow us to determine the immigration status of individuals in our custody.

The award under this grant in 2012 was \$492,999.

The federal guidelines for use of these funds now indicate that they can only be used for corrections related areas. TCSO is working in conjunction with PBO to ensure that these funds are used within the

federal guidelines while best serving the needs of the TCSO Corrections Bureau and due to their being one-time use them for one-time expenditures.

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

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

CC. Travis Gatlin, PBO
Matt Naper, Auditor's Office
Jim Connolly, County Attorney's Office
File

Meg Seville

From: owner-swbpi-list@ojp.usdoj.gov on behalf of SCAAP <SCAAP@usdoj.gov>
Sent: Thursday, October 03, 2013 3:00 PM
Subject: State Criminal Alien Assistance Program (SCAAP) FY 2013 Award Announcement

Follow Up Flag: Follow up
Due By: Wednesday, October 16, 2013 9:00 AM
Flag Status: Flagged

Dear SCAAP Recipient:

The Bureau of Justice Assistance (BJA) is pleased to announce that your Fiscal Year 2013 State Criminal Alien Assistance Program (SCAAP) award is complete and ready for drawdown. Please follow the instructions below to accept your FY 2013 SCAAP award:

-Access the Grants Management System (GMS) web site at <https://grants.ojp.usdoj.gov/> and log on using your SCAAP user ID and password.

-Locate the Application status block that contains your 2013 SCAAP application. You will see the "View" and "Drawdown" links under the "Action" header located on the right side of this block.

-Click on "Drawdown." This will take you to an acceptance screen that displays your award number, jurisdiction name, and award amount at the top. Please print this screen for your records. Select at least one use of SCAAP funds on the provided list. Multiple selections are possible by holding down the Control key and clicking on the mouse.

-Review and click the certification checkbox before accepting the award. Only an employee (authorized representative or authorized point of contact) of the jurisdiction may accept the SCAAP funds.

-Use of SCAAP Awards: The Department of Justice Reauthorization Act of 2005 (Pub. L. 109-162, Title XI) included the following requirement regarding the use of SCAAP funds: "Amounts appropriated pursuant to the authorization of appropriations in paragraph (5) that are distributed to a State or political subdivision of a State, including a municipality, may be used only for correctional purposes." Beginning with FY 2007 SCAAP awards, SCAAP funds must be used for correctional purposes only: https://www.bja.gov/Funding/13SCAAP_Guidelines.pdf

-Located at the bottom of the screen are the "Accept" and "Decline" buttons. After you accept your award, you will be taken to a screen that confirms your acceptance. Applicants are required to accept awards online within 60 calendar days of this award notice. This email serves as notice for you to accept your FY 2013 SCAAP award online. Please retain this email for your records.

-Following your acceptance of the SCAAP terms, conditions, and award amount, OJP will initiate an electronic payment to your bank account of record, verified through the online SCAAP registration process. Please retain the acceptance documents for your records.

-Allow 15 business days (from the date of acceptance) for the electronic payment process to occur.

For password resets, technical or system-related questions, please call the GMS Helpdesk at 1-888-549-9901, Option 3.

For questions concerning your SCAAP award amount or other award questions, please email the SCAAP Help Desk at

SCAAP@ojp.usdoj.gov / joseph.husted@ojp.usdoj.gov or call 202-353-4411.

For questions related to the electronic transfer of funds or bank account of record, please contact the OCFO Customer Service Center at 1-800-458-0786 or AskOCFO@usdoj.gov.

FBI Number Requirement Reminder:

Starting in the FY 2014 SCAAP application, the FBI number field for each inmate record will be mandatory. This number is issued by the FBI to track arrests and fingerprint records.

Thank you,

SCAAP Program Team
Bureau of Justice Assistance

SC	Colleton County	\$1,811.00
SC	County of Laurens	\$2,217.00
SC	Anderson, County of	\$2,695.00
SC	County of Berkeley	\$3,416.00
SC	County of Pickens	\$4,190.00
SC	Greenwood County	\$4,543.00
SC	County of Dorchester	\$6,758.00
SC	Aiken County	\$8,308.00
SC	Richland County Government	\$14,429.00
SC	County of York	\$18,248.00
SC	Spartanburg County Sheriff's Office	\$49,281.00
SC	LEXINGTON COUNTY	\$53,522.00
SC	County Council of Beaufort	\$60,281.00
SC	County of Greenville	\$66,406.00
SC	County of Horry	\$77,276.00
SC	Charleston County	\$214,602.00
SC	SOUTH CAROLINA DEPARTMENT OF CORRECTIONS (INC)	\$382,648.00
SD	Pennington County	\$6,417.00
SD	Minnehaha County	\$34,073.00
SD	State of South Dakota	\$38,075.00
TN	Maury County Government	\$445.00
TN	Lincoln County	\$818.00
TN	Dickson County	\$2,262.00
TN	Rutherford County	\$4,128.00
TN	County of Anderson	\$5,289.00
TN	County of Sumner	\$9,963.00
TN	County Of Hamblen	\$11,577.00
TN	Knox County	\$13,209.00
TN	Williamson County Sheriff's Department	\$15,879.00
TN	Hamilton County	\$18,551.00
TN	County of Montgomery	\$33,921.00
TN	Metropolitan Nashville And Davidson County	\$137,283.00
TN	Shelby County	\$173,181.00
TN	State of Tennessee	\$197,884.00
TX	willacy county sheriff department	\$584.00
TX	County of Lamar	\$630.00
TX	County of Brewster	\$863.00
TX	County of Bee	\$920.00
TX	County of Live Oak	\$1,148.00
TX	County of Palo Pinto	\$1,160.00
TX	County of Bosque	\$1,163.00
TX	COUNTY OF HUDSPETH	\$1,240.00
TX	County of Comanche	\$1,623.00
TX	County of Orange	\$1,774.00
TX	COUNTY OF LYNN	\$1,795.00
TX	County of Brown	\$1,920.00
TX	County of Polk	\$2,231.00
TX	County of Coryell	\$2,336.00
TX	County of Van Zandt	\$2,901.00
TX	County of Castro	\$3,152.00
TX	County of Goliad	\$3,265.00
TX	County of Leon	\$3,469.00
TX	County of Fayette	\$3,479.00
TX	County of Atascosa	\$3,616.00
TX	HOCKLEY COUNTY	\$3,680.00

TX	County of Bailey	\$3,824.00
TX	County of Lee	\$4,210.00
TX	Bowie County	\$4,275.00
TX	County of Cherokee	\$4,763.00
TX	County of Wheeler	\$4,967.00
TX	County of Hill	\$5,010.00
TX	County of Pecos	\$5,190.00
TX	County of Crane	\$5,524.00
TX	County of Jackson	\$5,706.00
TX	Rusk County	\$5,799.00
TX	County of Harrison	\$5,849.00
TX	County of Wood	\$5,854.00
TX	County of Matagorda	\$6,031.00
TX	County of Parmer	\$6,505.00
TX	Hood County	\$6,518.00
TX	Chambers County Texas	\$6,702.00
TX	County of Walker	\$6,842.00
TX	County of Hemphill	\$7,257.00
TX	County of Hopkins	\$7,447.00
TX	County of Upshur	\$7,480.00
TX	County of Washington	\$7,697.00
TX	Caldwell County	\$7,939.00
TX	Milam County	\$8,180.00
TX	County Of Kleberg	\$8,473.00
TX	County of Ochiltree	\$8,512.00
TX	County of Deaf Smith	\$9,475.00
TX	Freestone County	\$9,641.00
TX	Medina County	\$9,742.00
TX	County of Randall	\$9,808.00
TX	County of Zapata	\$10,400.00
TX	County of Dallam	\$10,439.00
TX	County of Angelina	\$10,528.00
TX	Burnet County	\$11,094.00
TX	County of Hutchinson	\$11,184.00
TX	County of Kerr	\$11,637.00
TX	County of Gonzales	\$13,298.00
TX	Henderson County	\$13,452.00
TX	County of Andrews	\$14,072.00
TX	County of Carson	\$14,479.00
TX	Tom Green County	\$14,563.00
TX	County of Austin	\$14,605.00
TX	Nacogdoches County	\$14,886.00
TX	County of Nueces	\$15,067.00
TX	County of Taylor	\$15,954.00
TX	County of Kendall	\$17,416.00
TX	County of Waller	\$17,734.00
TX	Titus County	\$18,293.00
TX	Liberty County, Texas	\$18,737.00
TX	County of Ector	\$20,154.00
TX	County of Parker	\$20,384.00
TX	WISE COUNTY	\$20,389.00
TX	Kaufman County	\$21,777.00
TX	County Of Hunt	\$23,428.00
TX	Maverick County	\$23,700.00
TX	County of Rockwall	\$24,284.00
TX	County of Bastrop	\$24,619.00

TX	County of Hidalgo	\$27,222.00
TX	County of Limestone	\$27,447.00
TX	County of Navarro	\$28,911.00
TX	County of Johnson	\$30,084.00
TX	County of Moore	\$33,785.00
TX	Gregg, County of	\$33,872.00
TX	County of Ellis	\$35,183.00
TX	Jefferson County	\$35,405.00
TX	Midland County	\$35,979.00
TX	County of Starr	\$38,358.00
TX	County of Grayson	\$40,169.00
TX	COUNTY OF LUBBOCK	\$43,437.00
TX	County of Comal	\$46,937.00
TX	Potter County	\$51,874.00
TX	Galveston County	\$56,649.00
TX	County of Brazos	\$57,547.00
TX	Hays County, Texas	\$64,969.00
TX	Brazoria County	\$65,127.00
TX	County of Bell	\$70,020.00
TX	County of Smith	\$72,224.00
TX	County of McLennan	\$80,805.00
TX	County of Webb	\$97,307.00
TX	County of Montgomery	\$100,592.00
TX	County of Gillespie	\$113,092.00
TX	County of Collin	\$134,801.00
TX	County of Bexar	\$136,483.00
TX	County of Williamson	\$137,425.00
TX	County of Fort Bend	\$141,227.00
TX	Cameron County	\$207,910.00
TX	County of Denton	\$231,853.00
TX	El Paso County	\$304,249.00
TX	County of Tarrant	\$397,176.00
TX	Travis County	\$483,085.00
TX	County of Dallas	\$850,605.00
TX	Harris County Sheriff's Office	\$1,806,033.00
TX	State of Texas	\$10,336,844.00
UT	Tooele County Sheriffs Dept.	\$6,041.00
UT	Box Elder County	\$6,816.00
UT	County of Cache	\$10,652.00
UT	Washington County Sheriff's Office	\$27,523.00
UT	County of Weber	\$43,794.00
UT	Utah County Government	\$71,404.00
UT	Davis County Sheriff's Office	\$157,202.00
UT	Salt Lake County	\$399,321.00
UT	State of Utah	\$443,985.00
VA	Isle of Wight County	\$15.00
VA	County of Buckingham	\$51.00
VA	Roanoke County	\$162.00
VA	City of Martinsville	\$324.00
VA	County of Amelia	\$729.00
VA	Prince Edward County	\$742.00
VA	City of Poquoson	\$751.00
VA	COUNTY OF KING GEORGE	\$1,285.00
VA	County of Lunenburg	\$1,700.00
VA	COUNTY OF FAUQUIER	\$2,054.00
VA	County of Nelson	\$2,221.00



TRAVIS COUNTY
FY 14 GRANT SUMMARY SHEET

Contract #: 58130001651
SAP #: 800273

Check One:	Application Approval: <input type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input checked="" type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input type="checkbox"/>	Amendment: <input checked="" type="checkbox"/>
Check One:	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
Department/Division:	HHSVS / FSS	
Contact Person/Title:	Lisa Glass/ Financial Analyst Lead	
Phone Number:	512-854-4594	

Grant Title:	Comprehensive Energy Assistance Program (CEAP) Amendment 2		
Grant Period:	From: 01/01/2013	To:	12/31/2013
Fund Source:	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
Grantor:	Texas Department of Housing & Community Affairs		
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:	U. S. Department of Health and Human Services		

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 181,071.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 181,071.00
Operating:	\$ 2,717,258.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,717,258.00
Capital Equipment:	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Indirect Costs:	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 0.00
Totals:	\$ 2,898,329.00	\$ 0.00	\$ 0.00	\$ 0.00	\$ 2,898,329.00
FTEs:	6.00	0.00	0.00	0.00	6.00

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

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

Performance Measures					
#	Measure	Actual FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure	Projected FY 15 Measure
+ - Applicable Departmental Measures					
1.	Number of Individuals receiving utility assistance	28,358	15,000	15,000	
2.					
3.					
+ - Measures for the Grant					
1.	Number of Households receiving utility assistance through the two grant components: Household Crisis and Utility Assistance	16,009	5,315	7,281	
Outcome Impact Description		Utility assistance provided by this program is used to address a household energy crisis situation or provide multiple term energy payments for the household in order to achieve energy self-sufficiency.			
2.					
Outcome Impact Description					
3.					
Outcome Impact Description					

PBO Recommendation:

Health and Human Services and Veterans Service is requesting Commissioners-Court approval of a grant amendment for a Comprehensive Energy Assistance Program grant from the Texas Department of Housing and Community Affairs (TDHCA). The department requested and received a budget revision for the CEAP grant from TDHCA, to move \$189,742 from the Assurance 16 category and \$297,469 from the Household Crisis category to the Utility Assistance category.

The budget revision will allow the department to continue to assist low-income households with heating and cooling energy utility assistance, and the total grant award of \$2,898,329 remains unchanged. There are no indirect costs associated with this grant, no County match is required and no there is no commitment by the Court to fund services if funds are discontinued.

PBO recommends approval of this request.

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

The program assists low-income households with heating and cooling energy utility assistance with priority given in no particular order to elderly, persons with disabilities, households with a child 5 years of age or under, households with high energy burden and households with high energy consumption . This program funding helps in meeting the department's goal of achieving energy self-sufficiency for low-income families and individuals within Travis County. The CEAP program guidelines allow assistance for those households seeking utility assistance to address a crisis situation relating to household energy bills. The type of assistance may be to address the crisis energy situation or a multiple payment term of assistance may be used.

The department utilizes funding from the CEAP program for providing clients with case management services to address other household issues other than those encompassing energy needs.

This contract amendment 2 is transferring the budget amounts (\$189,472) from the Assurance 16 category and \$297,469 from the Household Crisis component to the Utility Assistance component. It does not change the total grant award of \$2,898,329.

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

No additional funds are required.

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

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

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

This grant's funding source (Texas Department of Housing and Community Affairs) only allows for reimbursement costs related to salaries of current and/or temporary staff performing allowable functions associated with case management and administrative costs. There is no 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

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.

Travis County Health and Human Services & Veterans Service Family Support Services division staff performs client eligibility interviews with clients seeking assistance provided by this program and the other programs available through the department. These CEAP grant funds provide household utility assistance through the two utility assistance program components.

The CEAP program funding represents the department's largest program source for utility assistance. Funding made available from this program has a dramatic impact on the number of requests that can be met by the department for utility assistance requests from Travis County residents.



RECEIVED
13 NOV 12 PM 12:34
TRAVIS COUNTY
PLANNING & BUDGET OFFICE

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

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

DATE: November 8, 2013

TO: MEMBERS OF THE COMMISSIONERS COURT

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

SUBJECT: Acceptance of 2013 Comprehensive Energy Assistance Program (CEAP) Grant Contract Amendment 2

Proposed Motion: Consider and take appropriate action to approve the contract amendment 2 with Texas Department of Housing and Community Affairs (TDHCA) for the Comprehensive Energy Assistance Program Grant for 2013.

Summary and Staff Recommendation: Staff requests the acceptance of this contract amendment 2 from the Texas Department of Housing and Community Affairs. This contract amendment is processed due to the budget revision request the department submitted to TDHCA on October 9, 2013. The revision requested will assist the department with the ability to fully expend the amount awarded.

The CEAP grant funds are used to respond to requests for utility assistance from County residents who have a household income level at or below 125% of the current Federal Poverty Income Guidelines and who are unable to meet their household energy needs.

Budgetary and Fiscal Impact: We are able to use the CEAP funds for direct services, administration, and case management services. The funds for direct services will be budgeted in the corresponding indigent utility assistance GL accounts. No matching funds are required. The contract period is 01/01/13 through 12/31/13.

Background: The Health and Human Services & Veterans Service department has provided the CEAP program and its great value to the community for the past eighteen years. The

department coordinates its efforts with other community resources such as faith-based organizations and local agencies providing services to low-income residents of Travis County to ensure residents will attain the assistance they are seeking.

Within the past year for this program, the department assisted more than 2,382 households within Travis County. The operation of this grant allows our department the ability to provide assistance to clients who are experiencing an energy-related hardship, and provide case management services to clients. The aim of such services, to assist clients in obtaining self-sufficiency, is consistent with the goal of the Travis County Health and Human Services and Veterans Service department.

It should be noted that this is the eighteenth year that the CEAP contract amendments have been electronically made available to Travis County. Therefore, in addition to the Commissioners Court authorizing Judge Biscoe to sign the hard copy of the contract amendment, it is also necessary for the Judge to authorize the County Purchasing Agent to sign off on the electronically transmitted contract amendment 1.

- cc: Leslie Browder, County Executive, Planning and Budget Office
- Aerin Toussaint, Budget Analyst Sr., Planning and Budget Office
- Nicki Riley, C.P.A., Travis County Auditor
- Cynthia Sayles, Auditor Analyst III, County Auditors Office
- Cyd Grimes, C.P.M., C.P.P.O., Travis County Purchasing Agent
- Jennifer Francis, Business Analyst, Purchasing Department
- Mary Etta Gerhardt, Assistant County Attorney
- Jim Lehrman, Division Director, Family Support Services

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS
CONTRACT NO. 58130001651 FOR THE
COMPREHENSIVE ENERGY ASSISTANCE PROGRAM (CEAP)
(CFDA # 93.568)
AMENDMENT NUMBER: 2

SECTION 1.

This Amendment Number 2 to 58130001651 (the First Amendment) is made by and between the Texas Department of Housing and Community Affairs, a public and official agency of the State of Texas (hereinafter the "Department") and Travis County, a political subdivision of the State of Texas (the "Subrecipient"), (hereinafter, collectively the "Parties").

SECTION 2.

Subrecipient and Department executed that certain CEAP Contract No. 58130001651 ("Contract") to be effective on 10/9/2013.

SECTION 3.

Under the authority described in Section 12 of the Contract and for valuable consideration, the receipt and sufficiency which are hereby acknowledged, the Parties hereby agree to [further] amend the Contract in the manner provided herein below:

1. Exhibit B, BUDGET, to the Contract is amended by replacing in its entirety with the amended Exhibit B, BUDGET, attached hereto (consisting of two (2) pages).

SECTION 4.

The Parties hereto agree that all other terms of the Contract shall be and remain in full force and effect as therein set forth and shall continue to govern except to the extent that said terms conflict with the terms of this Second Amendment. In the event this Second Amendment and the terms of the Contract [as amended by the Second Amendment] are in conflict, this Second Amendment shall govern, unless it would make the Contract void by law.

SECTION 5.

Each capitalized term not expressly defined herein shall have the meaning given to such term in the Contract.

SECTION 6.

This Second Amendment may be executed in several counterparts, each of which shall be deemed to be an original copy, and all of which together shall constitute one agreement binding on Parties, notwithstanding that all the Parties shall not have signed the same counterpart.

SECTION 7.

If any of the Parties returns this copy by facsimile machine or electronic transmission, the signing party intends the copy of its authorized signature printed by the receiving machine or the electronic transmission to be its original signature.

SECTION 8.

By signing this Second Amendment, the Parties expressly understand and agree that its terms shall become a part of the Contract as if it were set forth word for word therein.

SECTION 9.

This Second Amendment shall be binding upon the Parties hereto and their respective successors and assigns.

SECTION 10.

This Second Amendment is executed to be effective on the date of execution by the authorized representative for the Department.

AGREED TO AND EXECUTED BY:

Travis County
a political subdivision of the State of Texas

BY: Samuel T. Biscoe, Travis County Judge on Date

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

a public and official agency of the State of Texas

By:

Title: Its duly authorized officer or representative

TEXAS DEPARTMENT OF HOUSING AND COMMUNITY AFFAIRS

CONTRACT NO. 58130001651 FOR THE FY 2013
 COMPREHENSIVE ENERGY ASSISTANCE PROGRAM (CEAP)
 (CFDA # 93.568)

**EXHIBIT B
 BUDGET**

Travis County,
 a political subdivision

DEPARTMENT FINANCIAL OBLIGATIONS

 \$ 2,898,329.00 CEAP FUNDS CURRENTLY AVAILABLE
 \$ 1,200.00 TRAINING TRAVEL ALLOWANCE FUNDS CURRENTLY AVAILABLE

BUDGET FOR AVAILABLE ALLOCATIONS

BUDGET CATEGORY	FUNDS	%
Administration	\$ 181,071.00	-
Assurance 16	\$ 0.00	-
Direct Services	\$ 2,716,058.00	-
TOTAL CEAP BUDGET	\$ 2,897,129.00	-

BUDGET CATEGORY	FUNDS	%
Household Crisis	\$ 965,824.00	35.56
Utility Assistance	\$ 1,750,234.00	64.44
TOTAL DIRECT SERVICES	\$ 2,716,058.00	100.00

Subrecipient's service area consists of the following Texas counties:

TRAVIS

Administrative costs, salaries, fringe benefits, non-training travel, equipment, supplies, audit and office space are limited to 6.2% of the contract expenditures, excluding Training/Travel costs. All other administrative costs, exclusive of administrative costs for Assurance 16 Activities, must be paid with nonfederal funds.

Assurance 16 Activities costs will be the maximum allowable under the total State of Texas LIHEAP award but not more than 6.6% of the contract expenditures excluding Training and Travel costs.

Subrecipient may incur costs associated with the closeout of this Contract. These activities include but are not limited to: payment of invoices, and quality assurance activities for a period not to exceed 45 days from the end of the Contract Term defined in Section 2 of this Contract.

These costs shall be reported on the final report described in Section 10 of this Contract.

Department's prior written approval for purchase or lease of equipment with an acquisition cost of \$5,000 and over is required. Approval of this budget does not constitute prior approval for such purchases.

Funds may not be used for the purchase or improvement of land, or the purchase, construction, or permanent improvement of any building or facility.

Subrecipient is limited to only one budget revision request during the first 6 months of the Contract Term. A second and final budget revision must be received by the Department no later than 45 days prior to the end of the Contract Term.

Subrecipient shall provide outreach services under all components in this category. Failure to do so may result in contract termination. Subrecipient must document outreach, whether the outreach is conducted with CEAP funds or other funds.