



## Travis County Commissioners Court Agenda Request

**Meeting Date:** 02/11/2014, 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 Office of the Governor, Criminal Justice Division, for the Travis County Veterans' Court grant in the Criminal Courts;
- B. Annual application to the Office of the Governor, Criminal Justice Division, for the Indigent Defense System Evaluation Project grant in the Criminal Courts;
- C. New application to Keep America Beautiful for a grant to receive recycling bins for use in Travis County Parks; and
- D. Approve allocation of current year SCAAP resources for correctional projects in the Travis County Sheriff's Office.

### BACKGROUND/SUMMARY OF REQUEST AND ATTACHMENTS:

Items A & B are annual applications to continue existing programs. Item C is a new grant program that, if approved, will provide additional recycling bins in three parks. Item D is a report on how the funds awarded in November for the S.C.A.A.P. program will be used by the Sheriff's Office.

### STAFF RECOMMENDATIONS:

PBO recommends approval.

### ISSUES AND OPPORTUNITIES:

Additional information is provided on the grant summary sheets.

### FISCAL IMPACT AND SOURCE OF FUNDING:

None of the grants have any match requirement. The award listed for the recycling bins represents the cash value of the most expensive bins, no actual funds will be received.

### REQUIRED AUTHORIZATIONS:

Planning and Budget Office  
County Judge's Office

Leslie Browder  
David Salazar

TRAVIS COUNTY

2/11/2014

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 #
<b>A</b>	124 Travis County Veterans' Court	09/01/2014 - 08/31/2015	\$184,020	\$0	\$0	\$0	\$184,020	2.00	R	MC	8
<b>B</b>	124 Indigent Defense System Evaluation Project	10/01/2014 - 09/30/2015	\$122,813	\$0	\$0	\$0	\$122,813	1.00	R	MC	34
<b>C</b>	149 Keep America Beautiful Park Bin program	03/15/14 - 12/30/14	\$44,897	\$0	\$0	\$0	\$44,897	0.00	R	S	60

Status Report	Dept. Grant Title	Grant Period	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	PBO Notes	Auditor's Assessment	Page #
<b>D</b>	137 S.C.A.A.P.	07/11/2011 - 06/30/2012	\$483,085	\$0	\$0	\$0	\$483,085	0.00	R	MC	87

**PBO Notes:**

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

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

**FY 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
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
119	Underage Drinking Prevention grant	10/01/14 - 09/30/15	\$161,204	\$0	\$35,951	\$55,000	\$252,155	3.00	11/26/2013
155	Prostitution Prevention Program-Planning Grant*	01/01/14 - 12/31/14	\$40,000	\$0	\$0	\$0	\$40,000	0.00	12/3/2013
137	Bystander Intervention Conference	10/01/2013 - 12/31/2014	\$37,450	\$0	\$0	\$0	\$37,450	0.00	1/28/2014
145	Juvenile Accountability Block Grant: Local Assessment Center	09/01/2014 - 08/31/2015	\$47,903	\$5,323	\$0	\$0	\$53,226	0.00	1/28/2014
147	Emergency Management Performance Grant	10/01/2013 - 09/30/2014	\$69,699	\$69,699	\$0	\$0	\$139,398	0.00	1/28/2014
			\$836,756	\$75,022	\$43,451	\$56,000	\$1,011,229	3.00	

\*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
137	State Criminal Alien Assistance Program	07/11/11 - 06/30/12	\$483,085	\$0	\$0	\$0	\$483,085	0.00	11/26/2013
158	Comprehensive Energy Assistance Program Amendment #2*	01/01/13 - 12/31/13	\$2,898,329	\$0	\$0	\$0	\$2,898,329	6.00	11/26/2013
158	Coming of Age (DADS)	11/15/13 - 03/31/14	\$14,282	\$0	\$0	\$0	\$14,282	0.00	12/3/2013
137	K9s4COPS	11/22/13 - 09/30/14	\$12,000	\$0	\$0	\$0	\$12,000	0.00	12/10/2013
145	Juvenile Probation Pre-Doctoral Psychology Internship Program	07/01/14 - 07/31/15	\$44,000	\$0	\$0	\$0	\$44,000	0.00	12/10/2013
135	Accessible Parking Awareness Campaign	01/01/14 - 06/30/14	\$37,125	\$12,375	\$0	\$0	\$49,500	0.50	12/17/2013
157	NEH Preservation Assistance for Smaller Institutions	02/01/14 - 07/31/15	\$6,000	\$0	\$0	\$0	\$6,000	0.00	12/30/2013
124	Veterans Commission Grant	01/01/2014 - 12/31/2014	\$20,000	\$0	\$0	\$0	\$20,000	0.00	1/7/2014
158	2013 Phase 31 Emergency Food and Shelter Program	07/01/2013 - 05/31/2014	\$25,000	\$0	\$0	\$0	\$25,000	0.00	1/7/2014
137	TxDOT Impaired Driving Mobilization	01/13/2014 - 09/30/2014	\$20,100	\$7,033	\$0	\$0	\$27,133	0.00	1/28/2014

Dept	Name of Grant	Grant Term	Grant Award	County Cost Share	County Contribution	In-Kind Contribution	Program Total	FTEs	Approval Date
137	Edward Byrne Justice Assistane Grant	11/13/2013 - 09/30/2016	\$80,260	\$0	\$0	\$0	\$80,260	0.00	1/28/2014
149	Pace Bend Park -Tournament Point Boat Ramp*	09/30/2012 - 09/30/2015	\$111,075	\$0	\$37,025	\$0	\$148,100	0.00	1/28/2014
			\$7,123,126	\$630,742	\$71,664	\$0	\$7,825,532	36.12	

\*Amended from original agreement.

FY 2014 Grants Summary Report

Permission to Continue

Amount requested for PTC

Dept	Name of Grant	Grant Term per Application	Personnel Cost	Operating Transfer	Total Request	Filled FTEs	PTC Expiration Date	Approval Date	Cm. Ct. PTC	Has the General Fund been Reimbursed?
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158	AmeriCorps Grant Program	08/01/13 - 07/31/14	\$100,540	\$7,300	\$107,840	31.00	9/30/2013	7/30/2013		Yes
	Family Violence Accelerated Prosecution Program	09/01/2013 - 08/31/2014	\$13,150	\$0	\$13,150	1.00	10/31/2013	8/27/2013		Yes
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		Yes
122	Family Drug Treatment Court	09/01/2013 - 08/31/2014	\$5,422	\$0	\$5,422	1.00	9/30/2013	8/27/2013		Yes
124	Veterans' Court Program	09/01/2013 - 08/31/2014	\$13,801	\$0	\$13,801	2.00	10/31/2013	8/27/2013		Yes
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		Yes
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		Yes
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		Yes
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		Yes
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		Yes
139	Adult Probation DWI Court	09/01/13 - 08/31/14	\$52,519	\$0	\$52,519	4.00	11/30/2013	9/10/2013		Yes

FY 2014 Grants Summary Report

Permission to Continue

Dept	Name of Grant	Grant Term per Application	Amount requested for PTC			FTEs	PTC Expiration Date	Cm. Ct. PTC Approval Date	Has the General Fund been Reimbursed?
			Personnel Cost	Operating Transfer	Total Request				
124	Travis County Veterans' Court	09/01/13 - 08/31/14	\$13,801	\$0	\$13,801	2.00	10/31/2013	9/24/2013	Yes
122	Family Drug Treatment Court	09/01/13 - 08 31/14	\$5,566	\$0	\$5,566	1.00	10/31/2013	9/24/2013	Yes
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	Yes
158	Parenting in Reovery II	09/30/13 - 09/29/14	\$22,909	\$0	\$22,909	1.00	12/31/2013	9/24/2013	Yes
158	Comprehensive Energy Assistance Program	01/01/2014 - 12/31/14	\$63,805	\$500,000	\$563,805	7.00	3/31/2014	12/10/2013	No
<b>Totals</b>			<b>\$761,618</b>	<b>\$507,300</b>	<b>\$1,268,918</b>	<b>129.17</b>			



**TRAVIS COUNTY**  
**FY 14 GRANT SUMMARY SHEET**

Contract #:   
SAP #:

<b>Check One:</b>	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
<b>Check One:</b>	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
<b>Check One:</b>	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
<b>Department/Division:</b>	Travis County Criminal Courts	
<b>Contact Person/Title:</b>	Debra Hale, Director of Court Management	
<b>Phone Number:</b>	512-854-9244	

<b>Grant Title:</b>	Travis County Veterans' Court		
<b>Grant Period:</b>	From: <input type="text" value="Sep 1, 2014"/>	To: <input type="text" value="Aug 31, 2015"/>	
<b>Fund Source:</b>	Federal: <input type="checkbox"/>	State: <input checked="" type="checkbox"/>	Local: <input type="checkbox"/>
<b>Grantor:</b>	Office of the Governor, Criminal Justice Division		
<b>Will County provide grant funds to a sub-recipient?</b>	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
<b>Are the grant funds pass-through from another agency? If yes, list originating agency below.</b>	Yes: <input type="checkbox"/>	No: <input checked="" type="checkbox"/>	
<b>Originating Grantor:</b>			

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 168,156	\$ 0	\$ 0	\$ 0	\$ 168,156
Operating:	\$ 12,256	\$ 0	\$ 0	\$ 0	\$ 12,256
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 3,608	\$ 0	\$ 0	\$ 0	\$ 3,608
<b>Totals:</b>	<b>\$ 184,020</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 184,020</b>
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
	\$ 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 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure	Projected FY 15 Measure
+ - Applicable Departmental Measures					
1.	# of new enrollments in the program	41	48	50	55
2.	# of participants in the program (# in the program at the beginning of the reporting period plus the number of new enrollments)	62	91	110	115
3.	# of people assessed for eligibility to participate in the program	41	77	60	62
+ - Measures for the Grant					
1.	# of participants employed or enrolled in school at time of specialty court graduation (part time or full time)	15	21	24	26
Outcome Impact Description					
2.	# of participants that earn a GED, high school diploma, or vocational training credential while in the program	0	0	0	0
Outcome Impact Description					
3.	# of participants that successfully complete the program	15	25	28	30
Outcome Impact Description					

**PBO Recommendation:**

This request is to apply for a continuation grant for FY 2015 from the Office of the Governor to continue funding for the Veterans Court program in the Criminal Courts. This grant has been applied for and awarded for the past several years and requires no county match. 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. It is anticipated that 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, FY13 and FY14. The Veterans Court held its first docket on November 10, 2010. On November 10, 2011, the court graduated its first veteran. As of January 9, 2014, the Veterans Court has accepted 130 veterans, has 67 active participants and has graduated 51.

In December of 2013, the Travis County Veterans Court received a letter from the Texas Veterans Commission awarding the court a \$20,000 grant effective January 1, 2014, through December 31, 2014. This grant was awarded specifically to help fund treatment services for veterans unable to participate in VA treatment. The budget for the FY15 OOG/CJD grant application has been adjusted accordingly. The Travis County Veterans Court Program is again requesting that the Office of the Governor, Criminal Justice Division fund the Veterans Court Program for FY15.

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 Auditor's Office  
Grant Master Data Request Form**

**Responsible Department:** Criminal Courts  
**Contact Name:** Joseph Kertz  
**Cost Center:** See below  
**Functional Area:** 1210

**Phone:** 854-3611

**Grant General Data:**

Grant Type SG  
 Company Code 1000  
 Sponsor 500058  
 Award Type OA

Grant Name VETERAN'S COURT FY15  
 Grant Description Veterans Court Program

Grant Value (External Funding only) \$184,020.00

Valid from Date 09/01/2014  
 Valid to Date 11/29/2015

**Grant Reference:**

External Reference DC-15-A10-23397-06  
 CFDA Number \_\_\_\_\_  
 Internal Reference \_\_\_\_\_

**Grant Responsibilities:**

Responsibility Types	Employee Name:	SAP UserID:
TC01 - Auditor Grant Analyst	Rhett Perry	PERRYR
TC02 - Auditor Grant Supervisor	DeDe Bell	BELLC
TC03 - Department Grant Analyst	Joseph Kertz	KERTZJ
TC04 - Department Financial Approver	Joseph Kertz	KERTZJ
TC05 - PBO Analyst	Victoria Ramirez	RAMIREV
TC06 - Financial Officer - Auditor	Nicki Riley	RILEYN
TC07 - Grant Program Director	Debra Hale	HALED
TC08 - Grant Program Manager	Jackson Glass	GLASSJ
TC09 - Financial Officer - Department		

**Grant Dimension:**

Fund	Internal Fund #	External Fund #	IDC Recovery	Cost Share	Program Income
	0001		X		
		2058			

**Sponsored Program**

Sponsored Program Description	Funding Source	Cost Center	Functional Area
VETERAN'S COURT PRGM FY15		1240010001	1210

**Travis County Auditor's Office  
Grant Master Data Request Form**

**Please run S\_ALN\_01000160 for a complete list of Sponsored Classes:**

**IDC Relevant  
Yes or No      IDC Rate  
%**

**Sponsored Class - (Example Only):**

410010 Grant Revenue RRB	No
410040 Grant Administrative Cost Rev	No
500050 Salaries-Regular Employee	Yes
500060 Salaries-Term Pay Regular EE	Yes
503010 Longevity Pay-All Employees	Yes
506010 FICA Tax-OASDI	Yes
506020 FICA Tax-Medicare	Yes
506030 Medical Insurance Benefit	Yes
506040 Life Insurance Benefit	Yes
506050 Retirement Contribution	Yes
506060 Worker's Compensation	Yes
510220 Office Supplies	Yes
510170 Laboratory Supplies & Equipment	Yes
511010 Counseling Services	Yes
511750 Administration Costs	No
512010 Travel Encumbrance	Yes
512050 Registration Conferences/Seminars	Yes
512090 Travel-Lodging Meals & Other	Yes
512100 Travel-Mileage	Yes

**Additional Data:**

Ultimate Sponsor 1 Name OFFICE OF THE GOVERNOR - CRIMINAL JUSTICE DIVISION

Ultimate Sponsor 2 Name \_\_\_\_\_

Ultimate Sponsor 3 Name \_\_\_\_\_

Ultimate Sponsor 4 Name \_\_\_\_\_

Responsible Department Criminal Courts

New Program No

County Resource Required @ end of the grant No

Grant have Subrecipient(s) No

Grant have In-Kind Match No

	Sponsor	Travis County
# of FTE Funded by	<u>2</u>	<u>0</u>

Audit Requirement Single Audit

Complexity Rating Moderately Complex

Project Begin Date 09/01/2014

Project End Date 08/31/2015

**Note to Grantee: If your grant includes cost share or in-kind match, you will need to complete the "Cost Share\_Match" tab and submit it in addition to the Grant Master Data Request form.**

**Do not Complete - Central Office Only**

**Grant Billing:**

Billing Rule 3 - RRB Incurred Expenses

**Cost Sharing:**

Cost Share Rule 3 - Sharing on Direct Cost Additives

**Overhead Costs:**

IDC Rule 3 - Liabilities

System Generated Grant # \_\_\_\_\_

## Request for Applications – Specialty Court Programs

The Criminal Justice Division (CJD) of the Governor's Office is soliciting competitive applications for projects that support eligible specialty court programs during the state fiscal year 2015 grant cycle.

**Purpose:** The purpose of the program is to support specialty courts as defined in Chapter 121 of the Texas Government Code, which incorporate the essential characteristics of:

- 1) Family Drug Court Programs from Chapter 122 of the Texas Government Code;
- 2) Drug Court Programs from Chapter 123 of the Texas Government Code;
- 3) Veterans Court Programs from Chapter 124 of the Texas Government Code; or
- 4) Mental Health Court Programs from Chapter 125 of the Texas Government Code.

**Available Funding:** This solicitation may be funded from the following state funding sources:

- 1) Texas Code of Criminal Procedure, Section 102.0178 authorizes state funding for the purpose of funding drug courts and designates CJD as the administering agency. Funds received under this article are deposited to the credit of the specialty court account in the general revenue fund.
- 2) Texas Code of Criminal Procedure, Section 102.056 and Texas Government Code, Section 772.006 authorize the use of state funds to support criminal justice projects including specialty courts, and designate CJD as the administering agency. The source of funding is a biennial appropriation by the Texas Legislature from funds collected through court costs and fees. All awards are subject to the availability of funds appropriated by the Texas Legislature for the 2014-2015 biennium.

**Funding Levels:**

Minimum: \$10,000

Maximum: None

Match Requirement: None

**Standards:** Grantees must comply with the standards applicable to this funding source cited in the *Texas Administrative Code* (1 TAC Chapter 3), and all statutes, requirements, and guidelines applicable to this funding.

**Prohibitions:** Grant funds may not be used to support the following services, activities, and costs:

- 1) inherently religious activities such as prayer, worship, religious instruction, or proselytization;
- 2) lobbying;
- 3) vehicles or equipment for government agencies that are for general agency use;
- 4) weapons, ammunition, explosives or military vehicles;
- 5) admission fees or tickets to any amusement park, recreational activity or sporting event;
- 6) promotional gifts;
- 7) food, meals, beverages, or other refreshments;
- 8) membership dues for individuals;
- 9) any expense or service that is readily available at no cost to the grant project or that is provided by other federal, state or local funds (e.g., supplanting);
- 10) fundraising;
- 11) construction, remodeling or renovation;
- 12) medical services;
- 13) transportation, lodging, per diem or any related costs for participants when grant funds are used to develop and conduct training; and
- 14) any other prohibition imposed by federal, state, or local law.

## Request for Applications – Specialty Court Programs

### Eligible Applicants:

- 1) Counties; and
- 2) Judicial districts

### Eligibility Requirements:

- 1) Pursuant to Texas Government Code, Section 123.006, counties with populations of more than 200,000 are required to establish a drug court.
- 2) The court must be registered with CJD as required in the Texas Government Code, Section 121.002, and must maintain a current registration throughout the grant period.
- 3) The court must also be registered with the Texas Department of State Health Services, Clinical Management for Behavioral Health Services database. Information about registration procedures may be accessed at <http://www.dshs.state.tx.us/cmbhs/default.shtm>.
- 4) The presiding judge of a drug court funded through this program must be an active judge holding elective office, an associate judge or magistrate assigned to preside over drug court, or a retired judge available as a sitting judge.
- 5) Any portion of fees collected from program participants and retained by the grantee is considered generated program income (GPI) and must be applied to the grant through a grant adjustment. GPI must be used to offset project costs and must be expended prior to seeking payment from CJD.
- 6) In order for an applicant to be eligible, the county (or counties) in which the applicant is located must have a 90% average on both adult and juvenile criminal history dispositions to the Texas Department of Public Safety for calendar years 2008 through 2012. This requirement must be met by August 1, 2014.
- 7) Applicants must have a DUNS (Data Universal Numbering System) number assigned to its agency (to request a DUNS number, go to <http://fedgov.dnb.com/webform/displayHomePage.do>).
- 8) Eligible applicants must be registered in the federal System for Award Management (SAM) database located at <https://www.sam.gov/portal/public/SAM/> and maintain an active registration throughout the grant period.

**Project Period:** Grant-funded projects must begin on or after September 1, 2014, and expire on or before August 31, 2015.

**Application Process:** Applicants must access CJD's grant management website at <https://egrants.governor.state.tx.us> to register and apply for funding.

**Preferences:** Preference will be given to mandated drug courts under Texas Government Code, Section 123.006.

**Closing Date for Receipt of Applications:** All applications must be submitted via CJD's eGrants website on or before February 28, 2014.

**Selection Process:** Applications will be reviewed and prioritized by the Specialty Courts Advisory Council (Council) who will make funding recommendations to CJD. CJD will make all final funding decisions based on eligibility, Council recommendations, reasonableness, availability of funding, and cost-effectiveness. A copy of the scoring elements to be used by the Council is available under the Forms link at <https://egrants.governor.state.tx.us/updates.aspx>.

**Contact Person:** If additional information is needed, contact the eGrants help desk at [egrants@governor.state.tx.us](mailto:egrants@governor.state.tx.us) or (512) 463-1919.

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**Agency Name:** Travis County  
**Grant/App:** 2339706 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

**Project Title:** Veteran's Court  
**Status:** Application Pending Submission

**Profile Information**

**Applicant Agency Name:** Travis County  
**Project Title:** Veteran's Court  
**Division or Unit to Administer the Project:** Criminal Courts  
**Address Line 1:** 509 W. 11th Street, Room 2.700  
**Address Line 2:**  
**City/State/Zip:** Austin Texas 78701-1748  
**Start Date:** 9/1/2014  
**End Date:** 8/31/2015

**Regional Council of Governments(COG) within the Project's Impact Area:** Capital Area Council of Governments  
**Headquarter County:** Travis  
**Counties within Project's Impact Area:** Travis

**Grant Officials:**

**Authorized Official**

**User Name:** Samuel Biscoe  
**Email:** sam.biscoe@co.travis.tx.us  
**Address 1:** Post Office Box 1748  
**Address 1:**  
**City:** Austin, Texas 78767  
**Phone:** 512-854-9555 Other Phone:  
**Fax:** 512-854-9535  
**Title:** The Honorable  
**Salutation:** Judge

**Project Director**

**User Name:** Debra Hale  
**Email:** debra.hale@co.travis.tx.us  
**Address 1:** 509 W. 11th Street, Room 2.700  
**Address 1:**  
**City:** Austin, Texas 78701  
**Phone:** 512-854-9432 Other Phone: 512-854-9244  
**Fax:** 512-854-4464  
**Title:** Ms.  
**Salutation:** Ms.

**Financial Official**

**User Name:** Nicki Riley  
**Email:** nicki.riley@co.travis.tx.us  
**Address 1:** 700 Lavaca Street Suite 1200  
**Address 1:**  
**City:** Austin, Texas 78701  
**Phone:** 512-854-9125 Other Phone:  
**Fax:**  
**Title:** Ms.  
**Salutation:** Ms.

**Grant Writer**

**User Name:** Debra Hale  
**Email:** debra.hale@co.travis.tx.us  
**Address 1:** 509 W. 11th Street, Room 2.700  
**Address 1:**  
**City:** Austin, Texas 78701

**Phone:** 512-854-9432 Other Phone: 512-854-9244

**Fax:** 512-854-4464

**Title:** Ms.

**Salutation:** Ms.

You are logged in as **User Name:** debrahale

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**Agency Name:** Travis County

**Grant/App:** 2339706 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

**Project Title:** Veteran's Court

**Status:** Application Pending Submission

**Grant Vendor Information**

**Organization Type:** County

**Organization Option:** applying to provide services to all others

**Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID):** 17460001922000

**Data Universal Numbering System (DUNS):** 030908842

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**Agency Name:** Travis County  
**Grant/App:** 2339706 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

**Project Title:** Veteran's Court  
**Status:** Application Pending Submission

## Narrative Information

### Primary Mission and Purpose

The Specialty Court Program supports projects that provide court-supervised substance abuse treatment as an alternative to traditional criminal sanctions, as defined in Chapter 121 of the Texas Government Code.

### Funding Levels

The anticipated funding levels for the Specialty Court program are as follows:

- Minimum Award - \$10,000
- Maximum Award - None
- Match Required - None

For more information regarding grantee match, please click on the **Budget** tab, and then click on the **Source of Match** tab in eGrants.

*Note: If you voluntarily include matching funds that exceed the minimum match requirement, you will be held to that amount throughout the grant period.*

### Program Requirements

\* The requirements for this fund source are subject to change pursuant to actions of the Texas Legislature.

### Preferences

Preference will be given to:

1. mandated drug courts under Texas Government Code, §123.006; and
2. non-mandated drug courts operating in counties with a population of less than 200,000.

### Program Income

Applicant agrees to comply with all federal and state rules and regulations for program income and agrees to report all program income that is generated as a result of the project's activities. Applicant agrees to report program income to CJD through a formal grant adjustment and to secure CJD approval prior to use of the program income. Applicant agrees to use program income for allowable costs and agrees to expend program income immediately after CJD's approval of a grant adjustment and prior to requesting reimbursement of CJD funds.

**Deduction Method** - Program income shall be deducted from total allowable costs to determine the net allowable costs. Program income shall be used for current costs unless CJD authorizes otherwise. Program income shall be used to reduce the CJD award and grantee match rather than to increase the funds committed to the project.

**Asset Seizures and Forfeitures** - Program income from asset seizures and forfeitures is considered earned when the property has been adjudicated to the benefit of the plaintiff (e.g., law enforcement entity).

### Criminal History Reporting

Entities receiving funds from CJD must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public (DPS) Safety as directed in the *Texas Code of Criminal Procedure, Chapter 60*. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

### Specialty Court Program Requirements

Specialty Court programs that provide court-supervised substance abuse treatment as an alternative to traditional criminal and civil sanctions, as defined in Chapter 121 of the Texas Government Code, must incorporate the essential characteristics of the respective specialty court type established under Chapter 122, 123, 124, or 125 of the Texas Government Code in order to be eligible for funding.

### Specialty Court Type

- **Adult** - Programs serving adults (either pre-adjudication, post-adjudication, or reentry).
- **Family** - Programs serving parents who enter the specialty court in relation to suits affecting the parent-child relationship, including child welfare / CPS cases, child support cases, or other civil matters.
- **Veterans** - Programs serving veterans or current members of the United States armed forces, including members of the Reserves, National Guard or State Guard.
- **Mental Health** - Programs serving individuals who are suspected by a law enforcement agency or court of having a mental illness or mental retardation.

Select the type of drug court that will be operated:

- Adult
- Veterans
- Family
- Mental Health
- N/A

Will the specialty court accept **DWI offenders**?

Select the appropriate response:

- Yes
- No
- N/A

**Essential Characteristics**

Describe in detail below how your program meets each of the specified essential characteristics:

**Veterans Court Program**

Integration of Services - The integration of services in the processing of cases in the judicial system.

Non-Adversarial Approach - The use of a non-adversarial approach involving prosecutors and defense attorneys to promote public safety and to protect the due process rights of program participants.

Prompt Placement - Early identification and prompt placement of eligible participants in the program

Access - Access to a continuum of alcohol, controlled substance, mental health, and other related treatment and rehabilitative services.

Treatment - Careful monitoring of treatment and services provided to program participants.

Compliance Strategy - A coordinated strategy to govern program responses to participants' compliance.

Judicial Interaction - Ongoing judicial interaction with program participants.

Evaluation - Monitoring and evaluation of program goals and effectiveness.

Education - Continuing interdisciplinary education to promote effective program planning, implementation, and operations.

Partnerships - Development of partnerships with public agencies and community organizations, including the United States Department of Veterans Affairs.

Describe Below:

**Integration of Services** - The integration between alcohol and other drug treatment services in the processing of cases in the judicial system. The Travis County Veterans Court (TCVC) has established working relationships with the Veterans Administration as well as local community treatment providers to ensure that every veteran participant with a diagnosed substance abuse problem receives the appropriate treatment needed. Each participant receives an assessment through the VA. In cases where substance abuse or dependence is identified, the veteran is referred to the VA's Substance Abuse Treatment Program (SATP). In cases where the veteran is unable to attend the SATP Program, he or she is referred to one of two agencies in the community offering intensive outpatient treatment, as well as continuing care.

**Non-Adversarial Approach** - The use of a non-adversarial approach involving prosecutors and defense attorneys to promote public safety and to protect the due process rights of program participants. The Travis County Veterans Court follows the nationally recognized Drug Court model, utilizing a team approach to provide positive support, enhance motivation and reward progress. The Veterans Court team, which includes the Judge, members of the County Attorney's Office, as well as defense counsel, meets prior to each court session to discuss and agree upon an approach with each veteran in the program. Every effort is made to utilize rewards for compliance and to recognize even the smallest steps toward change. All team members are aware of the stages of change model, as well as the research that shows that the use of rewards is more effective than the use of sanctions. It is the goal of the TCVC team to develop a positive, trusting and supportive relationship with each participant.

**Prompt Placement** - In recognition of research which shows that reducing the length of time an individual who commits a crime gets into treatment decreases recidivism, the TCVC attempts to place qualified veterans into the program as quickly as possible. A system has been developed to notify the program manager and caseworker of all veterans who have been booked into the Travis County jail within 24 hours of booking. The manager and caseworker can then make contact with each individual to do an initial screening to determine possible eligibility. Potential participants are encouraged to apply as soon as possible, after discussion with their attorney. Both the veteran and attorney are provided information about the TCVC and given an application after the first contact. Once an application is received, the application is forwarded to the County Attorney's Office for review. The County Attorneys staff cases weekly for consideration. Once an applicant is determined to be eligible and appropriate, they are scheduled for the next TCVC hearing. Approved applicants usually are accepted into the program within 14 days.

**Access** - Access to a continuum of alcohol, drug, and other related treatment and rehabilitative services. As stated above, each veteran in need of substance abuse treatment is referred to either the VA's residential or SATP, depending on need, or to an Intensive Outpatient treatment program offered by one of two community treatment providers with whom the Court has a working relationship. All veterans in need of job training or placement, housing, education, medical, or any other rehabilitative services are referred to the VA or a community agency offering support in areas needed. Veterans are regularly reassessed to determine changing needs.

**Treatment** - Each participant accepted into the Travis County Veterans Court must agree to attend and complete treatment for substance abuse and/or mental health issues that are diagnosed prior to their admission. The VA provides inpatient treatment for PTSD (Waco) and for substance abuse (Temple). They also provide outpatient substance abuse treatment, as well as therapy and skills training that supports abstinence and management of PTSD or other mental health issues. Austin Recovery is also utilized as a resource for some participants needing intensive outpatient substance abuse treatment and aftercare. Additionally, participants may be referred to the Samaritan Center's Hope4Heroes program for treatment related to combat stress issues, such as PTSD. The Veterans Court Caseworker communicates directly with the VA liaison (Veterans Justice Outreach Specialist, or "VJO."), as well as all other treatment providers in the community in order to verify and document each court participant's participation, compliance and progress through the course of treatment. The Caseworker completes a client Progress Reports for each participant and distributes those reports in staffing prior to each court setting so that each member of the team is always aware of the treatment status of each participant in the court.

**Compliance Strategy** - The Veterans Court operates from the evidenced based practices model utilizing graduated incentives and sanctions to support positive behavior and redirect non-compliant behavior. Incentives include a range of responses that may include verbal praise from the judge, promotion to a higher level, decreased frequency of court appearances and graduation. Sanctions include things such as verbal reprimands, court-ordered community service, increase in urinalysis and, in some cases, jail time. When staffing each case, the team considers past history and whether compliance goals are considered proximal or distal.

**Judicial Interaction** - Participants in the TCVC are required to appear in court to meet with the judge every other week while in phase one. The judge establishes a rapport with each participant by utilizing information about each veteran's history in the military and other personal information. He establishes a direct connection with each participant by asking them to share their military background and by thanking them for their service. He also utilizes his own military experience to further develop rapport with each participant. The judge discusses the vets' compliance in treatment and with other court requirements during each session and provides frequent praise and reinforcement, as well as admonishment, and possible sanctions, when appropriate.

**Evaluation** - The TCVC will establish a protocol for evaluating program effectiveness, including completion of outcome studies. The Veterans Court is committed to utilizing evidence-based practices in order to maximize its effectiveness in reducing recidivism and facilitating prosocial change among participants.

**Education** - All members of the TCVC team attend training that is relevant to the goals and mission of the program. The entire team has attended training at the Tulsa Veterans Court, which is a recognized National Association of Drug Court Professional mentor court. Team members attend training on PTSD, Traumatic Brain Injuries (TBI) and other mental health and substance abuse training sponsored by the VA, the County Attorney's Office, local mental health organizations, etc. The Program Manager and Caseworker also attend both state and national conferences related to Veterans and Drug Treatment Courts.

**Partnerships** - The TCVC has been successful at establishing partnerships with numerous agencies and community organizations which support veterans in our community. The program manager and caseworker are members of the Veterans Intervention Project (VIP) and the Austin Veterans and Family Advocacy Council (AVFAC). They attend meetings with the staff at the Veterans Administration Mental Health Office, work with the Texas Veterans Commission's employment specialists, the HHope4Heroes program, the Batterers Intervention and Prevention Program

#### General Approaches

- **Pre-adjudication** - The defendant is diverted to the treatment program in lieu of prosecution before charges are filed or before final case.
- **Post-adjudication** - The drug offender begins the drug court program after entering a plea of guilty or nolo contendere or having been found guilty, often as a condition of probation.
- **Reentry** - Offenders completing sentences of incarceration or lengthy terms of residential treatment are ordered into the treatment program to facilitate their transition and reintegration into society.
- **Civil** - Participants enter the drug court program in relation to suits affecting the parent-child relationship, including child welfare / CPS cases, child support cases, or other civil matters.

Select the **general approach(es)** that best fit this drug court.

Select all that apply:

- Pre-adjudication
- Post-adjudication
- Reentry
- Civil
- N/A

**Observation**

The specialty court team (judge, prosecutor, defense counsel, treatment provider, supervision officer, court coordinator, etc.) of a new program must observe at least one specialty court staffing session and hearing, in Texas, prior to program implementation.

**Policies and Procedures**

The specialty court will develop and maintain written policies and procedures for the operation of the program.

**Information Sharing**

The applicant will submit a copy of any project evaluations, evaluation plans, recidivism studies, or related reports that are completed during the grant period to CJD.

**Program Notice**

Unless the following provisions have already been met, pursuant to Section 121.002 (c) (1) of the Texas Government Code, the applicant will submit written notice of the program, any resolution or other official declaration under which the program was established, and a copy of the applicable community justice plan that incorporates duties related to supervision that will be required under the program to the Governor's Criminal Justice Division.

**Jurisdiction**

Provide the name of the court administering the Specialty Court program (e.g., 999th Judicial District Court, Somewhere County Criminal Court, or City of Somewhere Municipal Court). If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply.

Travis County Criminal Court #4

**Specialty Court Start Date**

If the Court has commenced operations, provide the date that the Court was established.

Enter the date [mm/dd/yyyy]:

11/10/2010

**Presiding Judge**

The presiding judge of a specialty court funded through this program must be an active judge holding elective office, an associate judge or magistrate assigned to preside over specialty court, or a retired judge available as a sitting judge.

Enter the name, phone number, and email address of the **Presiding Judge** for the Specialty Court. If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply. Applicant must notify CJD with this information when a judge is appointed. The Honorable Michael Denton, Presiding Judge of the Travis County Veterans Court. Phone number: 854-9896 email: michael.denton@co.travis.tx.us

**Specialty Court Coordinator**

Enter the name, phone number and email address of the Specialty Court Coordinator. If this has not been decided enter 'To Be Determined', or enter 'N/A' if this item does not apply. Applicant must notify CJD with this information when a coordinator is appointed.

*Note: The Specialty Court Coordinator usually monitors the operation of the Specialty Court, supervises Specialty Court staff, participates in Specialty Court judicial staff meetings, prepares and oversees Specialty Court contracts with service providers, maintains data on Specialty Court operations, and communicates with legal staff, government officials, social service agencies, and the public regarding matters of the Specialty Court.*

Jackson Glass. Phone number: 854-3829 email: jackson.glass@co.travis.tx.us

**Federal Funding**

Applicant agrees to apply for federal grant funding from the Bureau of Justice Assistance to support operations of the court. Applicant also agrees to notify CJD immediately of any additional state or federal grants or other funds that may become available to support operation of the court. At that time, CJD may deobligate a portion of the funds awarded under this solicitation.

Has the specialty court ever applied for federal funding?

Select the appropriate response:

- Yes
- No
- N/A

Has the specialty court ever received federal funding?

Select the appropriate response:

- Yes
- No
- N/A

If you selected **Yes** above, provide the federal award amount, grant period [mm/dd/yyyy to mm/dd/yyyy], and how the funds were used or will be used if the federal grant period overlaps with the grant period for this solicitation.

Enter the federal funding description:

4/1/10-8/31/10: \$48,895; 9/1/10-8/31/11: \$166,003; 9/1/11-8/31/12: \$155,000

#### TDSHS - CMBHS Registration

Applicant assures that it is currently registered or will register with the Texas Department of State Health Services (TDSHS) - Clinical Management for Behavioral Health Services (CMBHS) database. Information about registration procedures can be accessed [here](#).

#### Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

James Swift, Human Relations Manager

Enter the Address for the Civil Rights Liaison:

700 Lavaca, suite 420 Austin, TX 78701

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

512-854-6044

#### Certification

Each applicant agency will certify to the specific criteria detailed above under **Program Requirements** to be eligible for funding under the Specialty Court Program Solicitation.

I certify to all of the above eligibility requirements.

#### Problem Statement:

Please provide a detailed account in the Problem Statement section of the existing issues your project will target.

Enter your problem statement:

On any given day, veterans account for one of every hundred individuals in U.S. Jails and Prisons (Noonan and Mumola, 2007). Although veterans are not over-represented in the justice system as compared to their proportion in the U.S. general adult population, the unmet mental health and substance abuse treatment needs of justice-involved veterans is a growing concern. Research literature suggests a connection between high levels of combat exposure, PTSD, and involvement in the criminal justice system (Calhoun, Malesky, Bosworth, and Beckham, 2004). Additionally, many veterans return home to lost jobs, terminated leases, severed relationships, and other hardships. With an increasing number of veterans returning to our area, Travis County would like to continue to provide the structure of the Veterans Court to address the treatment needs of these individuals.

#### Supporting Data:

Provide as much supporting data, to include baseline statistics and the sources of your data, which are pertinent to where the grant project is located and/or targeted. Do not use statewide data for a local problem or national data for a statewide problem.

Enter your supporting data:

The Travis County Veteran's Intervention Project Jail Survey Report published in July, 2009 indicates that about 150 veterans are incarcerated in the Travis County Jail at any one time. About one-third of these veterans was arrested more than once during the 90 day survey period. 73% of the cases during this period were misdemeanor offenses. Of this group, 65% of the arrested veterans were not linked to VA services. A follow-up survey, completed in November, 2011, further supports the need to address our arrested veterans, many of whom are not utilizing VA services. Since the implementation of the Travis County Veterans Court, we have seen a steady increase in the number of combat veterans applying for acceptance into our court. Thus far (as of Jan.9, 2014), we have admitted 133 such veterans in our program.

#### Community Plan:

For projects that have a local or regional impact target area, provide information regarding the community plan need(s) that your project will address.

Enter your community planning needs:

Travis County participates in the community planning process that is required by the Texas Administrative Code as a prerequisite for applying for funding through the Governor's Office, CJD. Within the current community plan, the Veterans Court addresses "Priority D" which is "Travis County needs additional resources to address mental health and substance abuse issues within the criminal justice system".

#### Goal Statement:

Provide a brief description of the overall goals and objectives for this project.

Enter a description for the overall goals and objectives:

It is the goal of the Travis County Veteran's Court to link defendants to VA services, monitor their treatment compliance, and divert them from further criminal sanctions. Through the cooperation and collaboration of Travis County Courts with partners such as the Department of Veteran's Affairs Health Care Services System and veteran services providers, the court hopes to continue to promote sobriety and enhance mental health for program participants as they transition back into the civilian community.

#### Cooperative Working Agreement (CWA):

When a grantee intends to carry out a grant project through cooperating or participating with one or more outside organizations, the grantee must obtain authorized approval signatures on the cooperative working agreement (CWA) from each participating organization. Grantees must maintain on file a signed copy of all cooperative working agreements, and they must submit to CJD a list of each participating organization and a description of the purpose of each CWA. Cooperative working agreements do not involve an exchange of

funds.

For this project, provide the name of the participating organization(s) and a brief description of the purpose(s) for the **CWA(s)**. You should only provide information here that this project's successful operation is contingent on for the named service or participation from the outside organization.

Note: A **Sample CWA** is available [here](#) for your convenience.

Enter your cooperating working agreement(s):

Not applicable

#### **Continuation Projects:**

For continuation projects only, if your current or previous year's project is NOT on schedule in accomplishing the stated objectives, briefly describe the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application. (Data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating.)

Enter your current grant's progress:

The Travis County Veterans Court's goal for FY13 (previous year) was to accept 40 new veterans into the program. We exceeded that goal by accepting 48 new vets. The goal for FY14 (the current year) was also 40 new vets. As of Jan. 9, 2014, we have already accepted 19 new vets, putting on target to easily exceed our goal for the current year.

#### **Project Summary:**

Briefly summarize the entire application, including the project's problem statement, supporting data, goal, target group, activities, and objectives. Be sure that the summary is easy to understand by a person not familiar with your project and that you are confident and comfortable with the information if it were to be released under a public information request.

Enter your summary statement for this project:

The Travis County Veteran's Court helps honorably discharged veterans arrested for misdemeanor non-violent offenses by providing attention, structure and supportive services needed to reduce their risk for recidivating and to improve their reintegration to post-deployment life. In lieu of a final conviction, participants are allowed to complete a court-supervised treatment program. Participants in the court are referred to Veterans Administration treatment services addressing Post Traumatic Stress Disorder, Traumatic Brain Injury, or mental health disorders. Each participant is assessed by a VA psychiatrist. This assessment is utilized by the Veterans Court caseworker to develop an individualized treatment plan, known as a Strategic Action Plan (SAP) in collaboration with the veterans. Regular judicial contact supports the participant's motivation for change and continued involvement in treatment efforts. Each veteran will participate in treatment at the VA to address any mental health issues, such as PTSD, TBI or other psychological and emotional problems. If a veteran has a co-occurring substance abuse problem, they will also participate in a VA substance abuse treatment program. In situations in which a veteran cannot access substance abuse treatment at the VA due to scheduling conflicts, he/she is referred to a community treatment provider to address substance abuse issues. Participants who are suspected of abusing drugs and/or alcohol may be ordered to participate in urinalysis screening and/or alcohol monitoring using the Scram or In-Home device. Some participants may also be required to have an ignition interlock device installed on their vehicle. Additionally, participants are encouraged to attend weekly support groups, such as Peer2Peer groups, abstinence support meetings, and other individual or group counseling as deemed appropriate. The Travis County Veterans Court operates collaboratively with the VA and many community organizations. It incorporates the 10 key components of effective Veterans Courts, utilizes principles of evidence-based practices, and provides frequent judicial contact to help veterans obtain access services to reduce their risk of re-offending. The Court plans to serve at least 40 new veterans, in addition to those already participating in the court (currently 67) during FY15.

You are logged in as **User Name:** debrahale

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Agency Name: Travis County  
Grant/App: 2339706 Start Date: 9/1/2014 End Date: 8/31/2015

Project Title: Veteran's Court  
Status: Application Pending Submission

Project Activities Information

Specialty Courts

Does your project have a Steering Committee that helps direct and enhance your court's operations?

- Yes
- No
- N/A

List the members of your project's treatment team and describe their role in supporting the participants. The Veterans Court team consists of: the judge, whose primary role is to provide judicial supervision and to ensure that the veteran follows court-ordered guidelines; the County Attorney, who determines which cases are appropriate for potential dismissal, ensures that each participant does not pose an imminent threat to the community; the defense counsel, who ensures that each participant's legal rights are upheld and that their interests are represented; the program manager, who is responsible for ensuring that appropriate defendants are selected, screened and assessed, structures staffing and team meetings as needed, creates policies and procedures, and develops relationships with the VA and community support organizations; the caseworker, who develops treatment plans, monitors the compliance of program participants, serves as the liaison with the Veterans Administration staff and creates reports for court case staffings; the VA's Veterans Justice Outreach Specialist who is responsible for verifying VA records and benefits, schedules assessments and reports attendance and progress in treatment; the VA benefits specialist, who assists participants in accessing VA benefits that they are eligible for and entitled to.

Provide the average caseload size for a full-time case manager/probation officer assigned to this project. The average caseload size for the Veterans Court Caseworker has been approximately 50; however, due to the increasing numbers of participants, it now stands at 67.

Provide your project's policy on drug testing participants. Participants who have a history or diagnosis of drug abuse are required to submit to random urinalysis. They are given an assigned color and told to call in each morning to see if their color is called. If it is called, they are required to report for testing that day. Participants may also be tested during office visits with the caseworker, even if their color was not called that day. Furthermore, participants who have a history or diagnosis of alcohol abuse are routinely monitored for alcohol use. They may be required to wear the SCRAM device (ankle bracelet) or a portable breathalyzer such as the In-Hom or Soberlink devices. Home device alcohol monitoring and/or use of an ignition interlock device. Frequency and duration of monitoring will be determined by the participant's assessed risk level, compliance with treatment and history of abstinence in the program.

Describe the process you will use to determine your project's effectiveness. Records are kept regarding the number of participants who successfully complete the program, as well as those who are unsuccessfully discharged and who elect to opt out of the program. Outcome studies will examine recidivism rates at intervals of one and three years post-completion. Records are maintained to monitor the number of intakes, participants, and discharges. Additionally, reports are completed and submitted to the Public Policy Research Institute, as required by the grant. Provide the total cost for operating your project during the previous fiscal year. (This should include all salaries, travel, counseling, treatment services, office supplies, etc.)

204795

List the sources and amounts of non-CJD funding used to support this project during the previous fiscal year. (This may include local or state funds and any other charges to participants.)

Local Funding = \$18,796.11

List the treatment resources used for this project (e.g., ATR, TAIP, in-house, etc.). Veterans Affairs (VA) for mental health and substance abuse treatment, as well as medical conditions. Austin Recovery for substance abuse treatment and The Samaritan Center's Hope 4 Heroes program for counseling related to post combat stress and other issues during reintegration into civilian life.

Provide the total fees collected in your county during the most recently completed fiscal year, in accordance with Chapter 102.0178, Code of Criminal Procedure, for offenses found in Chapter 49, Penal Code (DWI) and Chapter 481, Health and Safety Code (controlled substances). Note: The party responsible for collecting court assessed fees in your county may be the treasurer, county clerk, or district clerk.

155368

Of the fees collected in your county, provide the amount that was directed to your project.

0

Describe how your project used those fees.

N/A

**Selected Project Activities:**

ACTIVITY	PERCENTAGE:	DESCRIPTION
Specialty Court - Veterans	100.00	Provide court supervised mental health and substance abuse treatment to veterans who have: 1. been deployed to a combat or hazardous duty area; 2. been diagnosed with PTSD, TBI, or other mental health issues related to deployment; 3. been arrested in Travis County for a misdemeanor or felony offense.

**Geographic Area:**  
Travis County, TX.

**Target Audience:**  
Veterans arrested in Travis County who are eligible for treatment services from the Veteran's Administration Health Care System or through other veterans treatment service providers. This court focuses on individuals with a diagnosis of PTSD, Traumatic Brain Injury, or other mental health disorders related to their military experience in combat or in a combat zone. Nationwide data indicates that about 79% of offenders with mental health disorders, such as these, have co-occurring substance abuse problems. Almost 100% of the Court's participants need substance abuse intervention in addition to treatment for their mental health issues.

**Gender:**  
Male and Female

**Ages:**  
No age restriction; although all participants in the Travis County Adult Criminal Courts system are at least 17 years of age.

**Special Characteristics:**  
Note Target Audience Section

You are logged in as **User Name:** debrahale

[Print This Page](#)

**Agency Name:** Travis County  
**Grant/App:** 2339706 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

**Project Title:** Veteran's Court  
**Status:** Application Pending Submission

**Measures Information**

**Progress Reporting Requirements**

All programs will be required to report the output and outcome measures for this program to Texas A&M University, Public Policy Research Institute (PPRI).

**Objective Output Measures**

OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
Number of new enrollments in the program.	48	55
Number of participants in the program. ("Participants" should include the number in the program at the beginning of the reporting period plus the number of enrollments - example: total number served.)	91	115
Number of people assessed for eligibility to participate in the program.	77	62

**Custom Objective Output Measures**

CUSTOM OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
-----------------------	--------------	--------------

**Objective Outcome Measures**

OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
Number of participants employed or enrolled in school at time of specialty court graduation (part time or full time).	21	26
Number of participants that earn a GED, high school diploma, or vocational training credential while in the program.	0	0
Number of participants that successfully complete the program.	25	30

**Custom Objective Outcome Measures**

CUSTOM OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
------------------------	--------------	--------------

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Print This Page

Agency Name: Travis County

Grant/App: 2339706 Start Date: 9/1/2014 End Date: 8/31/2015

Project Title: Veteran's Court

Status: Application Pending Submission

**Budget Details Information**

**Budget Information by Budget Line Item:**

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Indirect Costs	Approved Rate - 2% or Less	2% allowable by CJD	\$3,608.00	\$0.00	\$0.00	\$0.00	\$3,608.00	0
Personnel	Counselor and/or Therapist (licensed)	Program Manager/Court Coordinator: This position is responsible for the development of court program guidelines and processes. Additional duties include: Coordinating the identification and screening of possible participants; Serving as liaison between VA provider and community organizations; Developing and monitoring the court mentoring program; Coordinating the collection of program data.	\$98,774.00	\$0.00	\$0.00	\$0.00	\$98,774.00	100
Personnel	Counselor and/or Therapist (licensed)	Casework Manager: This position will monitor the progress of participants in the program; structures VA treatment options for participants; attends staffing and court hearings, documents participant activities; coordinates court appearances and other services for participants; works under the supervision of the Program Manager	\$69,382.00	\$0.00	\$0.00	\$0.00	\$69,382.00	100
Travel and Training	In-State Registration Fees, Training, and/or Travel	Training expenses to attend Drug/Veterans Court Conference.	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0
Supplies	Office Supplies							

and Direct Operating Expenses	(e.g., paper, postage, calculator)	General office supplies for Program Manager and Counselor	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0
Supplies and Direct Operating Expenses	Project Supplies (e.g., binocular, battery, flexicuff, drug testing kit)	Urinalysis test cups - 300 cups x \$5.60 per cup.	\$1,680.00	\$0.00	\$0.00	\$0.00	\$1,680.00	0
Contractual and Professional Services	Substance Abuse-Related Case Management, Outpatient, and/or Treatment Services	Intensive outpatient and aftercare treatment for 6 participants at \$1,896 per person for 8 months of the grant period. (Travis County received funding from the Texas Veterans Commission for Counseling Services for the first 4 months of the grant period)	\$7,576.00	\$0.00	\$0.00	\$0.00	\$7,576.00	0

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**Agency Name:** Travis County

**Grant/App:** 2339706 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

**Project Title:** Veteran's Court

**Status:** Application Pending Submission

**Budget Summary Information**

**Budget Summary Information by Budget Category:**

CATEGORY	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Contractual and Professional Services	\$7,576.00	\$0.00	\$0.00	\$0.00	\$7,576.00
Indirect Costs	\$3,608.00	\$0.00	\$0.00	\$0.00	\$3,608.00
Personnel	\$168,156.00	\$0.00	\$0.00	\$0.00	\$168,156.00
Supplies and Direct Operating Expenses	\$2,180.00	\$0.00	\$0.00	\$0.00	\$2,180.00
Travel and Training	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00

**Budget Grand Total Information:**

CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$184,020.00	\$0.00	\$0.00	\$0.00	\$184,020.00

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**Agency Name:** Travis County  
**Grant/App:** 2339706 **Start Date:** 9/1/2014 **End Date:** 8/31/2015

**Project Title:** Veteran's Court  
**Status:** Application Pending Submission

**Certification and Assurances**

Each applicant must click on this link to review the standard [Certification and Assurances](#).

**Resolution from Governing Body**

Applications from local units of governments and other political subdivisions must include a [resolution](#) that contains the following:

1. Authorization by your governing body for the submission of the application to CJD that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update CJD should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to CJD.

Upon approval from your agency's governing body, upload the [approved](#) resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

**Contract Compliance**

Will CJD grant funds be used to support any contracts for professional services?

Select the Appropriate Response:

- Yes
- No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

The Program Manager will monitor the billing for treatment services that may be paid from the grant to ensure that all billing accurately reflects the services provided to the veterans in the program. He/she will also conduct periodic visits to the vendor to confirm record keeping procedures and their accuracy.

**Lobbying**

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds 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 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?

*Note: Pursuant to Texas Government Code §556.005, a political subdivision or private entity that receives state funds may not use the funds to pay a person required to register as a lobbyist or for lobbying expenses. A political subdivision or private entity that violates this provision is not eligible to receive additional state funds.*

Select the Appropriate Response:

- Yes
- No
- N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds 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 in connection with this federal contract, loan, or cooperative agreement?

Select the Appropriate Response

- Yes
- No
- N/A

**Fiscal Year**

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

10/1/2014

Enter the End Date [mm/dd/yyyy]:

9/30/2015

**Sources of Financial Support**

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (\$) of Federal Grant Funds:

11886603

Enter the amount (\$) of State Grant Funds:

3306595

**Single Audit**

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

Select the Appropriate Response:

Yes

No

*Note: Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in OMB Circular A-133.*

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor (in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133).

Enter the date of your last annual single audit:

9/30/2012

**Equal Employment Opportunity Plan (EEOP)**

Type I Entity: Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity:

- The applicant is not required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity: Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity: Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

James Swift 700 Lavaca, suite 420 Austin, 78701

31

**Type III Entity:** Defined as an applicant that is NOT a Type I or Type II Entity. **Requirements for a Type III Entity:** Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

Select the appropriate response:

- Type I Entity
- Type II Entity
- Type III Entity

**Debarment**

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- I Certify
- Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

Enter the debarment justification:

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**Travis County Resolution  
FY15 Veterans Court Grant**

**WHEREAS,** The Travis County Commissioners Court finds it in the best interest of the citizens of Travis County, that the Veteran's Court be operated during FY15; and

**WHEREAS,** The Travis County Commissioners Court agrees that in the event of loss or misuse of the Criminal Justice Division funds, Travis County assures that the funds will be returned to the Criminal Justice Division in full.

**WHEREAS,** Travis County Commissioners Court designates Samuel T. Biscoe, County Judge, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

**NOW THEREFORE, BE IT RESOLVED** that the Travis County Commissioners Court approves submission of the grant application for the Veteran's Court to the Office of the Governor, Criminal Justice Division.

Signed by: \_\_\_\_\_  
County Judge Samuel T. Biscoe

Passed and Approved this \_\_\_\_\_ (Day) of \_\_\_\_\_ (Month), \_\_\_\_\_ (Year)

Grant Application Number: 2339706



**TRAVIS COUNTY**  
**FY 14 GRANT SUMMARY SHEET**

Contract #:

SAP #:

<b>Check One:</b>	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
<b>Check One:</b>	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
<b>Check One:</b>	New Grant: <input type="checkbox"/>	Continuation Grant: <input checked="" type="checkbox"/>
<b>Department/Division:</b>	Travis County Criminal Courts	
<b>Contact Person/Title:</b>	Debra Hale, Director of Court Management	
<b>Phone Number:</b>	512-854-9224	

<b>Grant Title:</b>	Indigent Defense System Evaluation Project		
<b>Grant Period:</b>	From: <input style="width: 100px;" type="text" value="Oct 1, 2014"/>	To:	<input style="width: 100px;" type="text" value="Sep 30, 2015"/>
<b>Fund Source:</b>	Federal: <input checked="" type="checkbox"/>	State: <input type="checkbox"/>	Local: <input type="checkbox"/>
<b>Grantor:</b>	Office of the Governor - Criminal Justice Division		
<b>Will County provide grant funds to a sub-recipient?</b>	Yes: <input type="checkbox"/>	No:	<input checked="" type="checkbox"/>
<b>Are the grant funds pass-through from another agency? If yes, list originating agency below.</b>	Yes: <input checked="" type="checkbox"/>	No:	<input type="checkbox"/>
<b>Originating Grantor:</b>	U.S. Department of Justice		

Budget Categories	Grant Funds	County Cost Share	Budgeted County Contribution #595010 (Cash Match)	In-Kind	TOTAL
Personnel:	\$ 113,155	\$ 0	\$ 0	\$ 0	\$ 113,155
Operating:	\$ 7,250	\$ 0	\$ 0	\$ 0	\$ 7,250
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 2,408	\$ 0	\$ 0	\$ 0	\$ 2,408
<b>Totals:</b>	<b>\$ 122,813</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 122,813</b>
<b>FTEs:</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>

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"/>	JK	

Performance Measures					
#	Measure	Actual FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure	Projected FY 15 Measure
+   -      Applicable Departmental Measures					
1.	# of misdemeanor cases evaluated for case outcome, access to attorney, and ability to post bond.	31,881	33,327	33,660	33,996
2.	#of felony cases evaluated for case outcome, access to attorney, and ability to post bond.	10,987	12,716	12,843	12,971
3.					
+   -      Measures for the Grant					
1.	Participate as a pilot site with the National Legal Aid and Defense Association/North Carolina Office of Indigent Defense Services to collect and analyze indigent defense data to develop performance measures for indigent defense systems.	42,868	46,043	46,503	46,967
Outcome Impact Description					
2.					
Outcome Impact Description					
3.					
Outcome Impact Description					

**PBO Recommendation:**

This is a continuation grant to continue the pilot program first approved in August 2012 for the Criminal Courts to continue evaluation of the indigent defense system in Travis County with the National Legal Aid and Defender Association/North Carolina Office of Indigent Defense Services. The grant would provide personnel and operating funds for one position for an additional year. There are no county match requirements; PBO recommends approval of this grant application.

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 Criminal Courts have been selected as a pilot site to work with the National Legal Aid and Defender Association/North Carolina Office of Indigent Defense Services to evaluate our Indigent Defense System. The project has been involved in evaluating our Indigent Defense System in three key areas: case outcomes, access to attorney, and ability to post bond. Part of the project will be to develop a tool kit for other jurisdictions on how to set up methods to effectively evaluate indigent defense outcomes and criminal justice outcomes on a regular basis. The purpose of the project is to develop performance measures and use evidence based approaches to enhance system performance.

The Office of the Governor initially provided grant funding for a dedicated FTE researcher in FY12 so that Travis County could participate in this national research project. Due to a delay in locating a qualified researcher, the Governor's Office has approved an extension of the original grant until August 31, 2014. The researcher hired for this project has been on board for 12 months now and a great deal of progress has been made towards developing a new database that houses indigent defense data. The researcher is also actively collaborating with the other pilot sites to categorise and define case data consistently across the pilot sites for meaningful comparison. Therefore, the Case Outcome portion of the project is nearing completion. However, since there are two additional key areas to be studied for this project, access to attorneys and ability to post bond, we are requesting the continuation of funding for this project from the Office of the Governor for FY15.

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.

The project will end when the Indigent Defense Systems Evaluation Project has been completed.

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, it has been a long term goal of the County to develop performance indicators for our Indigent Defense System. Participating in this project will give Travis County the opportunity to analyze and develop performance measures for ourselves and as well as other Indigent Defense Systems in the nation.

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.

Continued participation in this project will provide us the opportunity to analyze our Indigent Defense System and develop performance indicators. This in turn will allow us to determine if our current indigent defense delivery system is effective and where improvements may be made.

**Travis County Auditor's Office  
Grant Master Data Request Form**

**Responsible Department:** Criminal Courts  
**Contact Name:** Joseph Kertz      **Phone:** 512-854-3611

**Grant General Data:**

Grant Type FG  
 Company Code 1000  
 Sponsor 500016  
 Award Type OA

**Prior Year's Grant Number**

Grant Name FY15 IDSEP  
 Grant Description Indigent Defense System Evaluation Project

Grant Value (External Funding only) \$122,813.00

Valid from Date 10/01/2014  
 Valid to Date 09/30/2015

**Grant Reference:**

External Reference \_\_\_\_\_  
 CFDA # (federal only) 16.7380  
 Internal Reference \_\_\_\_\_

**Grant Responsibilities:**

Responsibility Types	Employee Name:	SAP UserID:
TC01 - Auditor Grant Analyst	Rhett Perry	PERRYR
TC02 - Auditor Grant Supervisor	DeDe Bell	BELLC
TC03 - Department Grant Analyst	Joseph Kertz	KERTZJ
TC04 - Department Financial Approver	Joseph Kertz	KERTZJ
TC05 - PBO Analyst	Victoria Ramirez	RAMIREV
TC06 - Financial Officer - Auditor	Nicki Riley	RILEYN
TC07 - Grant Program Director	Debra Hale	HALED
TC08 - Grant Program Manager	Jackson Glass	GLASSJ
TC09 - Financial Officer - Department		

**Grant Dimension:**

Fund	IDC Recovery	Cost Share	Program Income	PTC
Internal Fund # <u>0001</u>	X			
External Fund # _____				

Sponsored Program (Order # - IO)	Sponsored Program Description	Fund. Source	Cost Center	Funct. Area	FP	SP	Deriv.

**Travis County Auditor's Office  
Grant Master Data Request Form**

**Please run S\_ALN\_01000160 for a complete list of Sponsored Classes:  
Sponsored Class description will populate once you select the item:**

<b>Sponsored Class Description:</b>	<b>Sponsored Class:</b>	<b>IDC Relevant Yes or No</b>	<b>IDC Rate %</b>
Grant Revenue RRB	410010	No	
Grant Administrative Cost Rev	410040	No	
Salaries-Regular Employee	500050	Yes	
FICA Tax-OASDI	506010	Yes	
FICA Tax-Medicare	506020	Yes	
Medical Insurance Benefit	506030	Yes	
Life Insurance Benefit	506040	Yes	
Retirement Contribution	506050	Yes	
Worker's Compensation	506060	Yes	
Office Supplies	510220	Yes	
Administration Costs	511750	No	
Travel Encumbrances	512010	Yes	
Registration Conferences/Semin	512050	Yes	
Travel-Lodging Meals & Other	512090	Yes	
Travel-Mileage	512100	Yes	

SPON\_CLASS\_NR Sponsored Class Not Relevant

**Additional Data:**

Ultimate Sponsor 1 Name (Originating Grantor) U.S. DEPARTMENT OF JUSTICE  
 Ultimate Sponsor 2 Name (Pass-Through) Office of the Governor - Criminal Justice Division  
 Ultimate Sponsor 3 Name (Pass-Through) \_\_\_\_\_  
 Ultimate Sponsor 4 Name (Pass-Through) \_\_\_\_\_

Responsible Department Criminal Courts

New Program Yes  
 County Resource Required @ end of the grant No  
 Grant have Sub-recipient(s) No  
 Grant have In-Kind Match No

# of FTE Funded by	Sponsor	Travis County
Audit Requirement	1	0
Complexity Rating	_____	_____
Project Begin Date	10/01/2014	_____
Project End Date	09/30/2015	_____

**Do not Complete - Central Office Only**

**Grant Billing:** Billing Rule 3 - RRB Incurred Expenses  
**Cost Sharing:** Cost Share Rule 3 - Sharing on Direct Cost Additives  
**Overhead Costs:** IDC Rule 3 - Liabilities  
 System Generated Grant # \_\_\_\_\_

## Request for Applications – Justice Assistance Grant Programs

The Criminal Justice Division (CJD) of the Governor's Office is soliciting applications for projects that reduce crime and improve the criminal justice system during the 2015 grant cycle.

**Purpose:** The purpose of this solicitation is to reduce crime and improve the criminal justice system.

**Available Funding:** Federal funds are authorized under the Edward Byrne Memorial Justice Assistance Grant Program (JAG), 42 U.S.C. 3751(a). JAG funds are made available through a Congressional appropriation to the United States Department of Justice. All awards are subject to the availability of appropriated federal funds and any modifications or additional requirements that may be imposed by law.

**Funding Levels:**

Minimum: \$10,000

Maximum: None

Match Requirement: None

**Standards:** Grantees must comply with the standards applicable to this funding source cited in the *Texas Administrative Code* (1 TAC Chapter 3), and all statutes, requirements, and guidelines applicable to this funding.

**Prohibitions:** Grant funds may not be used to support the following services, activities, and costs:

- 1) inherently religious activities such as prayer, worship, religious instruction, or proselytization;
- 2) lobbying;
- 3) any portion of the salary of, or any other compensation for, an elected or appointed government official;
- 4) non-law enforcement vehicles or equipment for government agencies that are for general agency use;
- 5) weapons, ammunition, explosives or military vehicles;
- 6) admission fees or tickets to any amusement park, recreational activity or sporting event;
- 7) promotional gifts;
- 8) food, meals, beverages, or other refreshments;
- 9) membership dues for individuals;
- 10) any expense or service that is readily available at no cost to the grant project or that is provided by federal, state, or local funds (i.e. supplanting);
- 11) fundraising;
- 12) construction, renovation or remodeling;
- 13) medical services;
- 14) transportation, lodging, per diem or any related costs for participants, when grant funds are used to develop and conduct training;
- 15) legal services for adult offenders; and
- 16) any other prohibition imposed by federal, state, or local law.

**Eligible Applicants:**

- 1) State agencies;
- 2) Units of local government;
- 3) Independent school districts;
- 4) Native American tribes; and
- 5) Community supervision and corrections departments.

## Request for Applications – Justice Assistance Grant Programs

### Eligibility Requirements:

- 1) Projects must focus on reducing crime and improving the criminal justice system.
- 2) Eligible applicants must provide law enforcement, corrections, or judicial services.
- 3) In order for an applicant to be eligible, the county (or counties) in which the applicant is located must have a 90% average on both adult and juvenile criminal history dispositions to the Texas Department of Public Safety for calendar years 2008 through 2012. This requirement must be met by August 1, 2014.
- 4) Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety for inclusion in the annual Uniform Crime Report (UCR) and must have been current for the three previous years.
- 5) Eligible applicants must have a DUNS (Data Universal Numbering System) number assigned to its agency (to request a DUNS number, go to <http://fedgov.dnb.com/webform/displayHomePage.do>).
- 6) Eligible applicants must be registered in the federal System for Award Management (SAM) database located at <https://www.sam.gov/> and maintain an active registration throughout the grant period.

**Project Period:** Grant-funded projects must begin on or after October 1, 2014, and expire on or before September 30, 2015. Grant-funded equipment only projects are generally awarded for a six month grant period. CJD will consider any other proposed changes to the start or end dates on a case-by-case basis.

**Application Process:** Applicants must access CJD's grant management website at <https://eGrants.governor.state.tx.us> to register and apply for funding.

**Preferences:** Preference will be given to programs addressing one or more of the following areas which are listed in order of priority:

- 1) Crime Data – Enhancements to records management systems to allow local law enforcement to contribute appropriate data: a) to the National Data Exchange (N-DEx) through the Texas Data Exchange (TDEx) application hosted by the Texas Department of Public Safety (DPS), or b) to the National Incident-Based Reporting System (NIBRS) through the Uniform Crime Reporting section at DPS. (NOTE: Units of government providing law enforcement services are encouraged to take advantage of funding under this priority in the event reporting crime data in the NIBRS format becomes an eligibility requirement for future funding.);
- 2) Trafficking – Projects that disrupt drug and human trafficking including areas along and near major state corridors;
- 3) Innovative or Evidence Based Programs – Projects that reduce crime and violence in areas with high crime rates or organized criminal activity;
- 4) Mental Health – Specialized training to increase the number of mental health officers and the ability of law enforcement to work with individuals diagnosed with mental illness;
- 5) System Improvements – Projects that promote efficiency, accuracy and credibility of law enforcement agencies and prosecutors.

**Closing Date for Receipt of Applications:** All applications must be certified via CJD's grant management website on or before February 28, 2014.

### Selection Process:

- 1) For eligible local and regional projects:
  - a) Applications will be forwarded by CJD to the appropriate regional council of governments (COG).

## Request for Applications – Justice Assistance Grant Programs

- b) The COG's criminal justice advisory committee will prioritize all eligible applications based on state priorities, identified community priorities, cost and program effectiveness.
  - c) CJD will accept priority listings that are approved by the COG's executive committee.
  - d) CJD will make all final funding decisions based on eligibility, COG priorities, reasonableness, availability of funding, and cost-effectiveness.
- 2) For state discretionary projects, applications will be reviewed by CJD staff members or a review group selected by the executive director. CJD will make all final funding decisions based on eligibility, reasonableness, availability of funding, and cost-effectiveness.

**Contact Information:** If additional information is needed, contact the eGrants help desk at [eGrants@governor.state.tx.us](mailto:eGrants@governor.state.tx.us) or (512) 463-1919.

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**Agency Name:** Travis County

**Grant/App:** 2636802 **Start Date:** 10/1/2014 **End Date:** 9/30/2015

**Project Title:** Indigent Defense System Evaluation Project

**Status:** Application Pending Submission

**Profile Information**

**Applicant Agency Name:** Travis County

**Project Title:** Indigent Defense System Evaluation Project

**Division or Unit to Administer the Project:** Criminal Courts

**Address Line 1:** 509 W. 11th Street, Room 2.700

**Address Line 2:**

**City/State/Zip:** Austin Texas 78701-2103

**Start Date:** 10/1/2014

**End Date:** 9/30/2015

**Regional Council of Governments(COG) within the Project's Impact Area:** Capital Area Council of Governments

**Headquarter County:** Travis

**Counties within Project's Impact Area:** Travis

**Grant Officials:**

**Authorized Official**

**User Name:** Samuel Biscoe

**Email:** sam.biscoe@co.travis.tx.us

**Address 1:** Post Office Box 1748

**Address 1:**

**City:** Austin, Texas 78767

**Phone:** 512-854-9555 Other Phone:

**Fax:** 512-854-9535

**Title:** The Honorable

**Salutation:** Judge

**Project Director**

**User Name:** Debra Hale

**Email:** debra.hale@co.travis.tx.us

**Address 1:** 509 W. 11th Street, Room 2.700

**Address 1:**

**City:** Austin, Texas 78701

**Phone:** 512-854-9432 Other Phone: 512-854-9244

**Fax:** 512-854-4464

**Title:** Ms.

**Salutation:** Ms.

**Financial Official**

**User Name:** Nicki Riley

**Email:** nicki.riley@co.travis.tx.us

**Address 1:** 700 Lavaca Street Suite 1200

**Address 1:**

**City:** Austin, Texas 78701

**Phone:** 512-854-9125 Other Phone:

**Fax:**

**Title:** Ms.

**Salutation:** Ms.

**Grant Writer**

**User Name:** Debra Hale

**Email:** debra.hale@co.travis.tx.us

**Address 1:** 509 W. 11th Street, Room 2.700

**Address 1:**

**City:** Austin, Texas 78701

**Phone:** 512-854-9432 Other Phone: 512-854-9244

**Fax:** 512-854-4464

**Title:** Ms.

**Salutation:** Ms.

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**Agency Name:** Travis County

**Grant/App:** 2636802 **Start Date:** 10/1/2014 **End Date:** 9/30/2015

**Project Title:** Indigent Defense System Evaluation Project

**Status:** Application Pending Submission

**Grant Vendor Information**

**Organization Type:** County

**Organization Option:** applying to provide services to all others

**Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID):** 17460001922000

**Data Universal Numbering System (DUNS):** 030908842

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Agency Name: Travis County  
Grant/App: 2636802 Start Date: 10/1/2014 End Date: 9/30/2015

Project Title: Indigent Defense System Evaluation Project  
Status: Application Pending Submission

**Narrative Information**

**Primary Mission and Purpose**

The purpose of the Edward Byrne Justice Assistance Formula Grant (JAG) Program is to prevent and control crime and make improvements to the criminal justice system.

**Funding Levels**

The anticipated funding levels for the JAG program are as follows:

- Minimum Award - \$10,000
- Maximum Award - None
- Match Required - None

For more information regarding grantee match, please click on the **Budget** tab, and then click on the **Source of Match** tab in eGrants.

*Note: If you voluntarily include matching funds that exceed the minimum match requirement, you will be held to that amount throughout the grant period.*

**Program Requirements**

**Purpose Areas**

Applicant assures that its proposed project meets at least one of the following Purpose Areas to be eligible for funding:

Law Enforcement - Supports state and local law enforcement agencies that address violent crime or statistically supported major crime initiatives at the local level.

Prosecution and Court - Programs that improve the prosecution of serious and violent crimes, including those that reduce the time from arrest to disposition.

Technology - Programs that implement or expand a law enforcement agency's ability to report and analyze crime. Applicant assures that any criminal intelligence databases developed under this program will comply with 28 CFR Part 23.

Corrections and Community Corrections - Programs that reintegrate adults and juveniles into the community.

Drug Treatment - Programs that target substance abuse treatment for juveniles or adults who have been court ordered to participate, including drug courts and projects that serve as alternatives to incarceration.

**Priorities**

Select the priority(ies) applicable to your project and then describe how the project supports the selected priority(ies).

Crime Data - Enhancements to records management systems to allow local law enforcement to contribute appropriate data: a) to the National Data Exchange (N-DEX) through the Texas Data Exchange (TDEX) application hosted by the Texas Department of Public Safety (DPS), or b) to the National Incident-Based Reporting System (NIBRS) Through the Uniform Crime Reporting section at DPS.

Trafficking - Projects that disrupt drug and human trafficking including areas along and near major state corridors.

Innovative or Evidence Based Programs - Projects that reduce crime and violence in areas with high crime rates or organized criminal activity.

Mental Health - Specialized training to increase the number of mental health officers and the ability of law enforcement to work with individuals diagnosed with mental illness.

System Improvements - Projects that promote efficiency, accuracy and credibility of law enforcement agencies and prosecutors.

**Select all that apply:**

- Crime Data
- Trafficking
- Innovative or Evidence Based Programs
- Mental Health
- System Improvements
- N/A

**Describe how the project supports the selected priority(ies):**

The project is a collaboration between agencies in several states. One of the primary missions is to enhance the data systems to allow for better empirical measures of indigent defense performance. This will increase the efficiency of indigent defense provision. With these enhanced systems, we will be better able to share data both within and across agencies.

**Program Income**

Applicant agrees to comply with all federal and state rules and regulations for program income and agrees to report all program income that is generated as a result of the project's activities. Applicant agrees to report program income to CJD through a formal grant adjustment and to secure CJD approval prior to use of the program income. Applicant agrees to use program income for allowable costs and agrees to expend program income immediately after CJD's approval of a grant adjustment and prior to requesting reimbursement of CJD funds.

**Deduction Method** - Program income shall be deducted from total allowable costs to determine the net allowable costs. Program income shall be used for current costs unless CJD authorizes otherwise. Program income which the grantee did not anticipate at the time of the award shall be used to reduce the CJD award and grantee match rather than to increase the funds committed to the project.

**Asset Seizures and Forfeitures** - Program income from asset seizures and forfeitures is considered earned when the property has been adjudicated to the benefit of the plaintiff (e.g., law enforcement entity).

**Uniform Crime Reporting**

Applicant assures that if it operates a law enforcement agency, the agency is current and has been current in reporting required Part I violent crime data for the three previous years to the Texas Department of Public Safety, and will continue timely reporting of required crime data throughout the grant period.

**Criminal History Reporting**

Entities receiving funds from CJD must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the *Texas Code of Criminal Procedure, Chapter 60*. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

**Constitutional Compliance**

Applicant assures that it will not engage in any activity that violates Constitutional law including profiling based upon race.

**Information Systems**

Applicant assures that any new criminal justice information systems will comply with data sharing standards for the Global Justice XML Data Model and the National Information Exchange Model.

**Bulletproof Vests**

Applicant assures that if it plans to purchase body armor with grant funds, that it has adopted a mandatory wear policy.

**Federal Justice Assistance Grant (JAG) Eligibility**

Applicant assures that if its agency was eligible to apply, it did apply for a 2012 direct award from the Bureau of Justice Assistance for JAG funds under the Edward Byrne Memorial Justice Assistance Formula Grant Program: Local Solicitation.

Was your agency eligible for a (direct award) in the current federal fiscal year?

Yes  
 No

If you selected Yes, provide the amount you are eligible to receive, or have already received.

Enter the amount (\$) of JAG Funds:

0

Describe how you plan to use the funds.

N/A

**Civil Rights Liaison**

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

James Swift, Human Relations Manager

Enter the Address for the Civil Rights Liaison:

700 Lavaca, suite #420, Austin, Texas, 78701

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999(x9999)]:

512-854-6044

**Certification**

Each applicant agency will certify to the specific criteria detailed above under **Program Requirements** to be eligible for funding under the Justice Assistance Grant (JAG) Program Solicitation.

I certify to all of the above eligibility requirements.

**Problem Statement:**

Please provide a detailed account in the Problem Statement section of the existing issues your project will target.

Enter your problem statement:

The Sixth Amendment of the United States Constitution guarantees that "In all criminal prosecutions, the accused shall enjoy the right to...have the assistance of counsel for his defense." In order to ensure that the lack of financial ability to retain counsel does not interfere with the fundamental right to have counsel, various Indigent Defense Systems (IDS) have been implemented throughout the United States. In Texas alone, there are multiple indigent defense models operating in different counties around the state. Some examples of indigent defense models used in Texas counties are: private appointed counsel, contract attorneys, public defenders offices, and managed assigned counsel. Currently, the state of Texas does not have a set of indicators by which to measure the performance of the Indigent Defense Systems. Therefore, it is unknown which indigent defense model is most effective while providing the best outcomes. In order to assist in establishing IDS performance measures, Travis County has been selected as a pilot site in the Indigent Defense Systems evaluation project spearheaded by the National Legal Aid and Defenders Association/North Carolina Office.

**Supporting Data:**

Provide as much supporting data, to include baseline statistics and the sources of your data, which are pertinent to where the grant project is located and/or targeted. Do not use statewide data for a local problem or national data for a statewide problem.

Enter your supporting data:

According to the Texas Indigent Defense Commission, in State Fiscal Year 2012, the State of Texas spent \$207,509,519 for indigent defense costs. As mentioned above, there is no consistency across the State of Texas with respect to the type of indigent defense model used by the various counties. To date, indigent defense performance measures have not been developed and applied to the various indigent defense models in order to determine which model provides the greatest efficiency and best outcomes for indigent defendants. Travis County uses the private appointed counsel indigent defense model. This involves rotating court appointments to approximately 225 private attorneys according to level of offense and attorney qualifications. In Travis County Fiscal Year 2013, there were 36,777 misdemeanor dispositions and 11,007 felony dispositions for a total of 47,784 dispositions. Approximately 48% of misdemeanor cases and 57% of felony cases received court appointed counsel in Travis County. As part of the Indigent Defense System Evaluation Project, these 47,784 cases will be reviewed and analyzed across three key areas: case outcomes, access to attorney, and ability to post bond.

**Community Plan:**

For projects that have a local or regional impact target area, provide information regarding the community plan need(s) that your project will address.

Enter your community planning needs:

Part of Travis County's community plan is to resolve data sharing and confidentiality issues between agencies. One of the goals of this Priority is "to fully explore the integration of business intelligence options, including predictive modeling, predictive policing, and data mining." As part of this project, we are enhancing Travis County data systems and increasing the level of data sharing across agencies. In particular, we have partnered with the Travis County Criminal Justice Planning Department to increase the usefulness of the available data.

**Goal Statement:**

Provide a brief description of the overall goals and objectives for this project.

Enter a description for the overall goals and objectives:

The overall goal of this project is to participate as a pilot site with the National Legal Aid and Defender Association to develop a selection of Indigent Defense System metrics that will allow Travis County to measure system outcomes and performance. The data collected will also be used to establish a toolkit to support increasing research capacity that will provide other organizations with the tools to advocate for and set up in-house research positions and a data warehouse geared towards analyzing the performance of Indigent Defense Systems in other jurisdictions.

**Cooperative Working Agreement (CWA):**

When a grantee intends to carry out a grant project through cooperating or participating with one or more outside organizations, the grantee must obtain authorized approval signatures on the cooperative working agreement (CWA) from each participating organization. Grantees must maintain on file a signed copy of all cooperative working agreements, and they must submit to CJD a list of each participating organization and a description of the purpose of each CWA. Cooperative working agreements do not involve an exchange of funds.

For this project, provide the name of the participating organization(s) and a brief description of the purpose(s) for the CWA(s). You should only provide information here that this project's successful operation is contingent on for the named service or participation from the outside organization.

Note: A Sample CWA is available [here](#) for your convenience.

Enter your cooperating working agreement(s):

N/A

**Continuation Projects:**

For continuation projects only, if your current or previous year's project is NOT on schedule in accomplishing the stated objectives, briefly describe the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application. (Data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating.)

Enter your current grant's progress:

This grant is for continuation in the Systems Evaluation Project, a multi-state collaboration lead by the National Legal Aid and Defender Association and the North Carolina Indigent Defense Services to evaluate Indigent Defense Services. The project consists of 3 main areas of study: case outcomes, access to attorneys, and the ability to post bond. Currently, only the Case Outcomes Study will be completed by September 2014. The other studies are scheduled to last into 2015. The major hurdle is a lack of access to data at two of the pilot sites. Connecticut has been unable to obtain their data and Knox County, TN has faced numerous delays in accessing their data. Knox County now has the appropriate data, and the group has decided to continue the studies and let Connecticut catch up when they receive their data.

Travis County has not had any problems with access to data because ours is maintained in house. While the finalization of each of these projects has been delayed, Travis County has been diligent about pushing ahead and working on strengthening their own data analysis capabilities, identifying areas of study within indigent defense in Travis County, and creating new visual displays to provide access to data and analysis for more members of the Court System. In addition to the access to attorneys and the ability to post bond projects, the data development and analysis project still has many new areas to explore. First, we would like to combine the data from multiple jurisdictions to perform high level statistical analysis of the differences in delivery methods. For a variety of reasons, most studies are limited to a single jurisdiction. Even when data is available for multiple jurisdictions, the cost of integrating that data due to differences in coding, business practices, and storage is often too high. Travis County has developed a data architecture that is both flexible and scalable. The national study group has worked extensively to develop a common language for different courts systems so we can begin to compare apples to apples. Both of these innovations will allow us to incorporate data from multiple jurisdictions into a single study. As a result, the costs are relatively low, and because of the lack of studies with this feature, the benefits are high.

**Project Summary:**

Briefly summarize the entire application, including the project's problem statement, supporting data, goal, target group, activities, and objectives. Be sure that the summary is easy to understand by a person not familiar with your project and that you are confident and comfortable with the information if it were to be released under a public information request.

Enter your summary statement for this project:

The Travis County Criminal Courts have been selected as a pilot site to work with the National Legal Aid and Defender Association/North Carolina Office of Indigent Defense Services to evaluate our Indigent Defense System. The project will encompass evaluating our Indigent Defense System across three key areas: case outcomes, access to attorney, and ability to post bond. The project will work to develop a tool kit for other jurisdictions on how to set-up a way to effectively evaluate indigent outcomes and criminal justice outcomes on a regular basis. The first portion of the project, the case outcomes study, is nearing completion. We still need to complete the access to attorneys and access to bond portions. After those are completed, we would like to use the resulting measures and toolkits to perform multi-jurisdiction statistical studies.

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Agency Name: Travis County  
Grant/App: 2636802 Start Date: 10/1/2014 End Date: 9/30/2015

Project Title: Indigent Defense System Evaluation Project  
Status: Application Pending Submission

**Project Activities Information**

**Law Enforcement Projects**

What is your agency's approved budget for law enforcement operations for the current fiscal year?  
0

How many commissioned peace officers are funded through your agency's budget?  
0

How many additional commissioned peace officers are funded by grant funds?  
0

Provide the amount of asset forfeitures awarded to your agency in the most recently completed fiscal year.  
0

Provide the balance of asset forfeitures on hand as of the date of this application.  
0

Describe the proposed use of the forfeiture funds:  
N/A

**Selected Project Activities:**

ACTIVITY	PERCENTAGE:	DESCRIPTION
Technology	100.00	This grant will support the enhancement and analysis of indigent defense data. We will also develop several toolkits to support the development of indigent defense metrics in other counties.

**Geographic Area:**  
Travis County, Texas

**Target Audience:**  
Adults with criminal court dispositions.

**Gender:**  
male and female

**Ages:**  
17 and over

**Special Characteristics:**  
N/A

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**Agency Name:** Travis County  
**Grant/App:** 2636802 **Start Date:** 10/1/2014 **End Date:** 9/30/2015

**Project Title:** Indigent Defense System Evaluation Project  
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**Measures Information**

**Progress Reporting Requirements**

All programs will be required to report the output and outcome measures for this program to Texas A&M University, Public Policy Research Institute (PPRI).

Objective Output Measures

OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
Number of NEW data systems to be developed.	0	1
Number of existing data systems enhanced with grant funds.	0	1
Number of subscriptions to data sharing systems.	3	3

Custom Objective Output Measures

CUSTOM OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
-----------------------	--------------	--------------

Objective Outcome Measures

OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
Number of personnel with access to improved data / information sharing systems.	18	75
Number of agencies who benefitted from improvements to the new or enhanced data systems.	1	6

Custom Objective Outcome Measures

CUSTOM OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
------------------------	--------------	--------------

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### Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Indirect Costs	Approved Rate - 2% or Less	2% Indirect Cost Rate Applied	\$2,408.00	\$0.00	\$0.00	\$0.00	\$2,408.00	0
Personnel	Computer Systems / Information Specialist	Business Analyst III: Manage and analyze large data sets while conducting qualitative and quantitative data analysis using a wide variety of research methodologies and techniques.	\$113,155.00	\$0.00	\$0.00	\$0.00	\$113,155.00	100
Travel and Training	In-State Registration Fees, Training, and/or Travel	Travel to statewide conferences held by the Texas Indigent Commission or other agencies.	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0
Supplies and Direct Operating Expenses	Office Supplies (e.g., paper, postage, calculator)	General office supplies for Business Analyst	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0
Travel and Training	Out-of-State Registration Fees, Training, and/or Travel	Travel for 3 staff members to collaborate with other national sites, such as North Carolina, Knoxville, Tennessee, and Connecticut on Indigent Defense Enhancement Project, as well as to attend the American Bar Association National Summit. Collaborating with other jurisdictions is critical for this project in order to create national standards and benchmarks, as well as best practices. Meeting in person annually will facilitate successful accomplishment of these project goals and objectives.	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0

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**Agency Name:** Travis County

**Grant/App:** 2636802 **Start Date:** 10/1/2014 **End Date:** 9/30/2015

**Project Title:** Indigent Defense System Evaluation Project

**Status:** Application Pending Submission

**Source of Match Information**

**Detail Source of Match/GPI:**

DESCRIPTION	MATCH TYPE	AMOUNT
-------------	------------	--------

**Summary Source of Match/GPI:**

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

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**Agency Name:** Travis County

**Grant/App:** 2636802 **Start Date:** 10/1/2014 **End Date:** 9/30/2015

**Project Title:** Indigent Defense System Evaluation Project

**Status:** Application Pending Submission

**Budget Summary Information**

**Budget Summary Information by Budget Category:**

CATEGORY	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Indirect Costs	\$2,408.00	\$0.00	\$0.00	\$0.00	\$2,408.00
Personnel	\$113,155.00	\$0.00	\$0.00	\$0.00	\$113,155.00
Supplies and Direct Operating Expenses	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00
Travel and Training	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00

**Budget Grand Total Information:**

CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$122,813.00	\$0.00	\$0.00	\$0.00	\$122,813.00

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**Agency Name:** Travis County  
**Grant/App:** 2636802 **Start Date:** 10/1/2014 **End Date:** 9/30/2015

**Project Title:** Indigent Defense System Evaluation Project  
**Status:** Application Pending Submission

**Certification and Assurances**

Each applicant must click on this link to review the standard [Certification and Assurances](#).

**Resolution from Governing Body**

Applications from local units of governments and other political subdivisions must include a [resolution](#) that contains the following:

1. Authorization by your governing body for the submission of the application to CJD that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update CJD should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to CJD.

Upon approval from your agency's governing body, upload the [approved](#) resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

**Contract Compliance**

Will CJD grant funds be used to support any contracts for professional services?

Select the Appropriate Response:

- Yes
- No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

**Lobbying**

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds 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 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?

*Note: Pursuant to Texas Government Code §556.005, a political subdivision or private entity that receives state funds may not use the funds to pay a person required to register as a lobbyist or for lobbying expenses. A political subdivision or private entity that violates this provision is not eligible to receive additional state funds.*

Select the Appropriate Response:

- Yes
- No
- N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds 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 in connection with this federal contract, loan, or cooperative agreement?

Select the Appropriate Response

- Yes
- No
- N/A

**Fiscal Year**

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

55

10/1/2014

Enter the End Date [mm/dd/yyyy]:

9/30/2015

**Sources of Financial Support**

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (\$) of Federal Grant Funds:

11886603

Enter the amount (\$) of State Grant Funds:

3306595

**Single Audit**

Has the applicant agency expended federal grant funding of \$500,000 or more, or state grant funding of \$500,000 or more during the most recently completed fiscal year?

Select the Appropriate Response:

- Yes
- No

*Note: Applicants who expend less than \$500,000 in federal grant funding or less than \$500,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. However, CJD may require a limited scope audit as defined in OMB Circular A-133.*

Applicant agencies that selected Yes above, provide the date of your organization's last annual single audit, performed by an independent auditor (in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133).

Enter the date of your last annual single audit:

9/30/2012

**Equal Employment Opportunity Plan (EEOP)**

Type I Entity: Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity:

- The applicant is not required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity: Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity: Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

James Swift, 700 Lavaca, suite #420, Austin, Texas, 78701

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**Type III Entity:** Defined as an applicant that is NOT a Type I or Type II Entity. **Requirements for a Type III Entity:** Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

Select the appropriate response:

- Type I Entity
- Type II Entity
- Type III Entity

**Debarment**

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- I Certify
- Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

Enter the debarment justification:

**FFATA Certification**

**Certification of Recipient Highly Compensated Officers** – The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (CJD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) of each sub recipient organization for the most recently completed fiscal year preceding the year in which the grant is awarded if the subrecipient answers **YES** to the **FIRST** statement but **NO** to the **SECOND** statement listed below.

In the sub recipient's preceding completed fiscal year, did the sub recipient receive: (1) 80 percent or more of its annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements?

- Yes
- No

Does the public have access to information about the compensation of the senior executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986?

- Yes
- No

If you answered **YES** to the **FIRST** statement and **NO** to the **SECOND** statement, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered **NO** to the first statement you are **NOT** required to provide the name and compensation amounts. NOTE: "Total compensation" means the complete pay package of each of the sub recipient's compensated officers, including all forms of money, benefits, services, and in-kind payments (see SEC Regulations: 17 CCR 229.402).

Position 1 - Name:

Position 1 - Total Compensation (\$):

0

Position 2 - Name:

Position 2 - Total Compensation (\$):

0

Position 3 - Name:

Position 3 - Total Compensation (\$):

57

0

Position 4 - Name:

Position 4 - Total Compensation (\$):

0

Position 5 - Name:

Position 5 - Total Compensation (\$):

0

You are logged in as User Name: debrahale

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**Travis County Resolution**  
**FY15 Indigent Defense System Evaluation Project Grant**

**WHEREAS,** The Travis County Commissioners Court finds it in the best interest of the citizens of Travis County, that Travis County participate in the Indigent Defense System Evaluation Project during FY15; and

**WHEREAS,** The Travis County Commissioners Court agrees that in the event of loss or misuse of the Criminal Justice Division funds, Travis County assures that the funds will be returned to the Criminal Justice Division in full.

**WHEREAS,** Travis County Commissioners Court designates Samuel T. Biscoe, County Judge, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

**NOW THEREFORE, BE IT RESOLVED** that the Travis County Commissioners Court approves submission of the grant application for the Indigent Defense Systems Evaluation Project to the Office of the Governor, Criminal Justice Division.

Signed by: \_\_\_\_\_  
County Judge Samuel T. Biscoe

Passed and Approved this \_\_\_\_\_ (Day) of \_\_\_\_\_ (Month), \_\_\_\_\_ (Year)

Grant Application Number: 2636802



## TRAVIS COUNTY FY 13 GRANT SUMMARY SHEET

Check One:	Application Approval: <input checked="" type="checkbox"/>	Permission to Continue: <input type="checkbox"/>
	Contract Approval: <input type="checkbox"/>	Status Report: <input type="checkbox"/>
Check One:	Original: <input checked="" type="checkbox"/>	Amendment: <input type="checkbox"/>
Check One:	New Grant: <input checked="" type="checkbox"/>	Continuation Grant: <input type="checkbox"/>
Department/Division:	TNR - Natural Resources & Environmental Quality	
Contact Person/Title:	Mickey Roberts, Environmental Specialist Senior	
Phone Number:	512-854-6613	

Grant Title:	Keep America Beautiful Park Bin Grant Program		
Grant Period:	From: <input type="text" value="March 15, 2014"/>	To: <input type="text" value="December 30, 2014"/>	
Fund Source:	Federal: <input type="checkbox"/>	State: <input type="checkbox"/>	Local: <input checked="" type="checkbox"/>
Grantor:	Keep America Beautiful		
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:	\$ 44,897	\$ 0	\$ 0	\$ 0	\$ 44,897
Capital Equipment:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Indirect Costs:	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0
Totals:	\$ 44,897	\$ 0	\$ 0	\$ 0	\$ 44,897
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"/>	MN	
County Attorney	<input checked="" type="checkbox"/>	JJ	

Performance Measures					
#	Measure	Actual FY 11 Measure	Projected FY 12 Measure	Projected FY 13 Measure	Projected FY 14 Measure
+ - Applicable Departmental Measures					
1.	This program supports both the Natural Resources division goal of enhancing protection of natural resources for future generations, as well as the Parks division goal of providing diverse recreational and educational opportunities in a way that protects the resources for future generations.				Submit grant application for recycling bins for Travis County parks.
2.					
3.					
+ - Measures for the Grant					
1.	Accept bins and install at park locations.				Accept bins and install.
Outcome Impact Description		Park users will have the option to place recyclable material in the dedicated bin, as opposed to landfill disposal.			
2.					
Outcome Impact Description					
3.					
Outcome Impact Description					

**PBO Recommendation:**

This is an application that would provide recycling bins to three County parks. The dollar amount indicated is the cash value of the most expensive bins requested. If the grant is awarded the County would actually be given the bins and security equipment to install them. No actual funds would be received.

The grant requires no match and there is no on going requirements as a result of the grant. 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 program would provide permanent recycling bins at three (3) high-use county parks: NE Metro Park, SE Metro Park, and Mansfield Dam Park. Recycling is a new effort at these parks, and aligns with TNR goals for reducing waste and preserving natural resources for future generations. Although recycling and waste reduction are not new to Travis County operation, long-term diversion at these facilities will be a new effort.

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

There are no long term funding requirements of the grant. This program will not require additional staff resources, as the bins will be installed adjacent to waste receptacles currently managed by parks staff.

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 matching requirement or cash funds involved in the grant program. Any form of grant award under this program will be the following: recycling bins, supplies needed to secure bins to existing trash cans, and shipping of the bins, to be provided at no cost to the grantee. Cash values listed in the budget section of the grant summary form are related to the estimated value of the recycling bins requested.

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 allowable under this program.

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. No additional resources will be required upon termination of the grant.

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

TNR Parks develops, operates, and maintains a county-wide parks system that supports a wide variety of user groups including youth and adult sports leagues, skateboarding, climbing, mountain biking, hiking, and other special events such as reunions and celebrations. Expanding recycling to more Parks facilities through this grant would have immediate positive impacts on waste diversion.

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

The grant will improve the ability of Travis County to divert waste from the landfill.



## TRANSPORTATION AND NATURAL RESOURCES

STEVEN M. MANILLA, P.E., COUNTY EXECUTIVE

411 West 13th Street  
Executive Office Building  
PO Box 1748  
Austin, Texas 78767  
(512) 854-9383  
FAX (512) 854-9436

January 29, 2014

### MEMORANDUM

**TO:** Members of the Commissioners' Court

**FROM:** Steven M. Manilla, P.E., County Executive, TNR  
*Steven M. Manilla*

**SUBJECT:** Grant Application – Keep America Beautiful Park Bin Grant Program

**Posting:** Consider and take appropriate action on a grant application to Keep America Beautiful for recycling bins to be utilized at Northeast Metro, Southeast Metro, and Mansfield dam parks.

**Summary and Staff Recommendation:** The enclosed application is for 115 recycling bins to be placed at designated county parks. Bins will be installed near waste containers and activity centers for long-term collection of recyclable beverage containers generated at parks. Staff recommends approval.

**Budgetary and Fiscal Impact:** The grant does not have a matching requirement. If awarded through this program, bins will be delivered to a designated location at no additional cost. The estimated retail value of bins requested in the application is \$44,866.

**Background:** Keep America Beautiful provides annual grant funds to support recycling bins at parks locations nationwide. An application under this program will allow for the possibility of expanding beverage container recycling to a number of Travis County parks, where it was previously cost prohibitive.

**Exhibits:** Application

MDR:SMM:mdr  
0804 Keep America Beautiful Recycling Bin Grant Application

cc: Christopher Gilmore, CA  
Matt Naper, Auditor  
Alan Miller, PBO  
Charles Bergh, TNR  
Melinda Mallia, TNR  
Shaun Auckland, TNR

# 2014 Dr Pepper Snapple Park Bin Grant

## DPS / KAB Park Recycling Grant

Thank you for your interest in the Dr Pepper Snapple / Keep America Beautiful Park Recycling Grant program. This application survey includes 45 questions and will typically take between 30 minutes and 60 minutes to complete. We encourage you to review the application questions ([click here to download a Word copy of the questions](#)) and prepare your responses in a separate document before completing the survey itself. This form will generally save partially completed applications for future completion if using the same computer, but this is not guaranteed.

To retain a copy of your application you will need to print each page as you progress using your web browser's printing options. Before clicking the [Next] and [Done] buttons, use your web browser's printing options to print the current page of answers.

Applications are due by February 11, 2014 and can be only submitted using online this survey. Applications will not be accepted by email or in any other form. Should you have any questions, please contact Melissa Adams at [madams@kab.org](mailto:madams@kab.org) or (202) 688-0604

Contact Information

**\* 1. Applicant First Name**

Mickey

**\* 2. Applicant Last Name**

Roberts

**\* 3. Organization Information**

Organization: Travis County  
Applicants title: Environmental Specialist Senior  
Department: Transportation and Natural Resources  
Email Address: Mickey.Roberts@co.travis.tx.us  
Phone Number: 512-854-6613

**4. Alternate contact (optional)**

Name: Shaun Auckland  
Title: Conservation Coordinator  
Email Address: Shaun.Auckland@co.travis.tx.us  
Phone Number: 512-854-4496

**5. [Q3]'s Tax ID Number (if applicable)**

74-6000192

**6. [Q3]'s Website(s)**

**7. [Q3]'s Twitter handle (example: @KABTweet)**

**8. [Q3]'s Facebook page (example: <http://www.facebook.com/KeepAmericaBeautiful>)**

# 2014 Dr Pepper Snapple Park Bin Grant

## Delivery Information (if grant is awarded)

**\*9. Physical address for bin delivery. Please note: if a grant is awarded all bins will be delivered to a single location regardless of the number of parks settings.**

Organization (if different than above)

ATTN:

Street

City

State

Zip Code

**\*10. Are you able to accept bins delivered on large pallets at this address?**

- Yes
- No - We do not have proper facilities to unload or receive palletized loads at this address. Alternative arraignments need to be made

**11. List the specific capabilities you have to accept pallet loads. (Select all that apply)**

- We have a paved area for off-loading large trucks
- We have a loading dock
- We have a pallet jack
- We have a forklift
- We have help to hand off-load a truck of bins
- Other (please specify)
- 

**\*12. Is this location open to receive a delivery truck during normal business hours?**

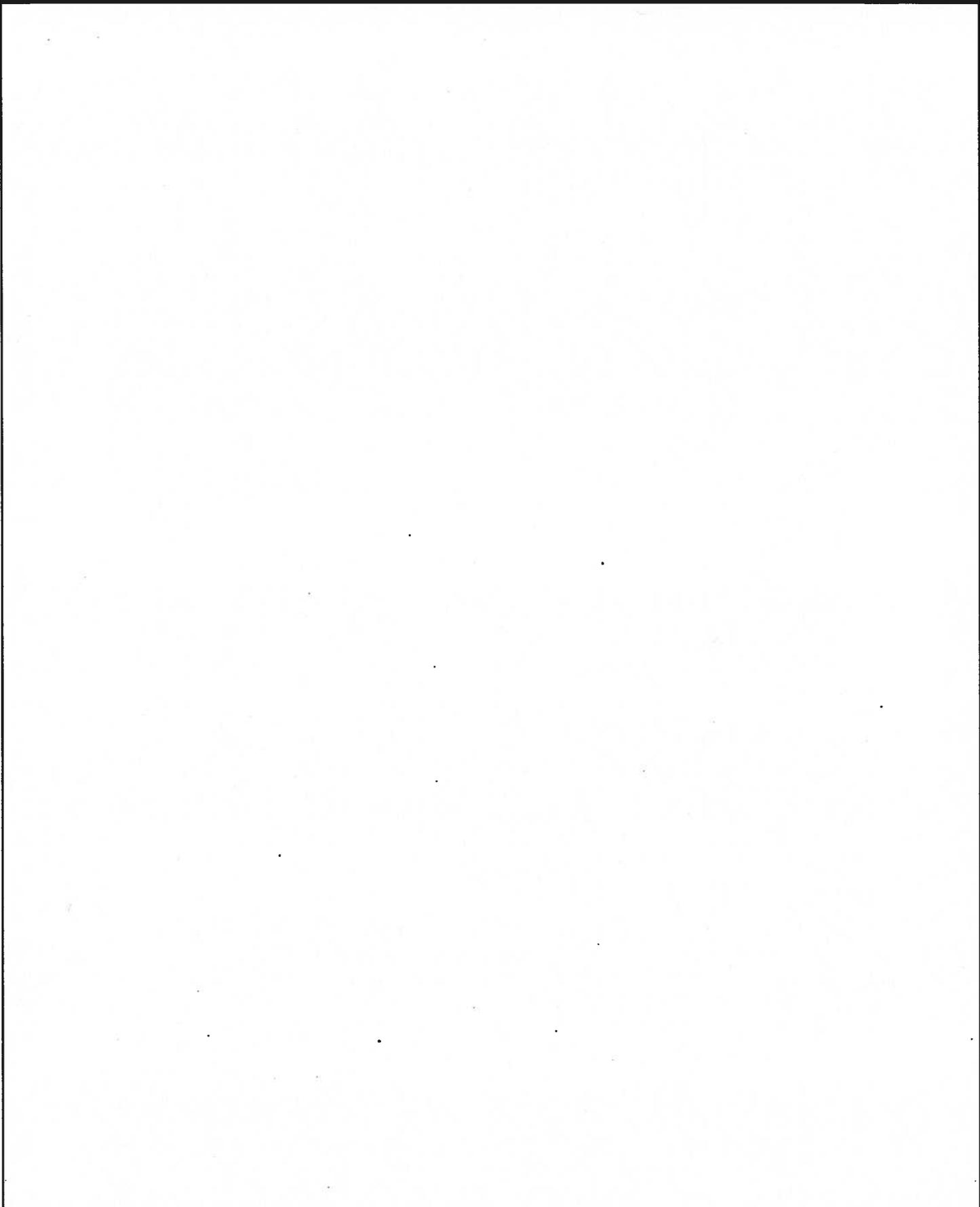
- Yes
- No

If no, please describe any timing or other delivery restrictions.

**\*13. Day of delivery contact phone number for driver**

**14. Is there other pertinent delivery information we should know about?**

Please give at least 24 hours notice prior to delivery to ensure someone is available to meet the driver.



**Background Information**

**15. Please provide a brief description of your agency or organization and your relationship to the park(s) (i.e. directly manages park operations, fundraising partner NGO, etc.).**

Travis County is a governmental organization managing a system of 27 parks through the Parks division of the Transportation and Natural

**\*16. Are you a KAB affiliate?**

- Yes
- No
- I don't know

If applying from a different dept. or agency within an affiliated community, please list the actual formal affiliate name.

**\*17. Are you a member of a state recycling organization or association?**

- Yes
- No
- I don't know

If you answered yes, please tell us what state recycling organization you belong to.

State of Texas Alliance for Recycling, Central Texas Recycling Committee

**18. Would bins be placed in a single park or multiple park locations?**

- One
- Multiple

If multiple, please indicate the number of park locations where these bins will be placed

Southeast Metro Park, Northeast Metro Park, Mansfield Dam Park

**\*19. What type of park setting(s) will these bins be used in? (Select all that apply)**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Athletic Fields | <input type="checkbox"/> State park                                 |
| <input type="checkbox"/> Beaches                    | <input checked="" type="checkbox"/> Larger urban park               |
| <input type="checkbox"/> Small Neighborhood park    | <input checked="" type="checkbox"/> Natural setting / walking trail |
| <input checked="" type="checkbox"/> Other           |   |

Major boating access point for Lake Travis (Mansfield Dam Park)

## 2014 Dr Pepper Snapple Park Bin Grant

**\*20. What is the average daily visitation rate to the park location(s) during the peak season? \* If more than one location, please list each park's visitation rate separately.**

Northeast Metro Park: 800  
Southeast Metro Park: 1,500  
Mansfield Dam: Unknown.

**\*21. Does visitation significantly decrease from this number(s) at other times of the year? If yes, please describe the general seasonal trend in visitation (i.e. drops by approximately XX percentage between September and April, etc.).**

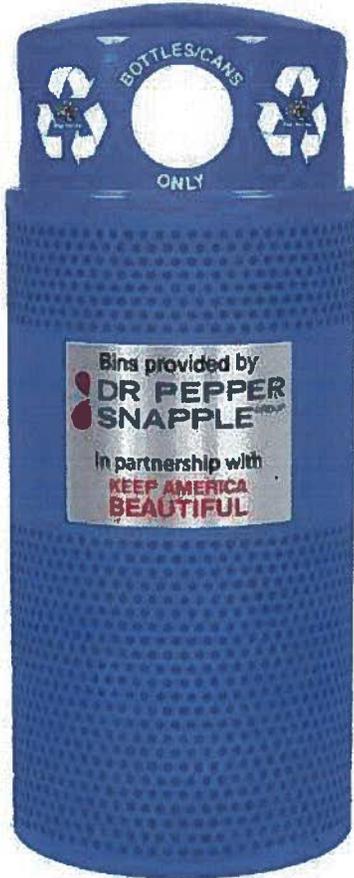
Peak seasons in summer months are estimated drop 80%-95% during the historically least visited month of December.

# 2014 Dr Pepper Snapple Park Bin Grant

## Bin Information

Please review the four styles of bins available and indicate below the style you wish to request. Note: grant awards will be limited to one style of bin per recipient.

### "Landscape" Bin



**General Purpose Plastic Bin**



## 2014 Dr Pepper Snapple Park Bin Grant

**"Sentinel" bin - Bins will include DPS and KAB logos (not shown in photo).**



**Round "Barrel" Bins**



**\*22. Please select the first choice of bin style you are requesting**

- "Landscape" bin
- General Purpose Plastic bin
- "Sentinel" bin
- Round "Barrel" bin

**23. Please select your second choice of bin style if the first is not available.**

- "Landscape" bin
- General Purpose Plastic bin
- "Sentinel" bin
- Round "Barrel" bin

**24. If you selected the Sentinel bin, please select the version you would prefer:**

- Option #1: Includes rigid plastic liner w/ 36 gallon capacity.
- Option #2: Uses ring for plastic bag liner w/ 45 gallon capacity.

**Bin Information, cont.**

**\*25. Please indicate the total number of bins you are requesting (list your ideal number)**

115

**26. If you are requesting bins for more than one park location, please list the names of each location and the number of bins needed for each. List the locations in order of priority.**

Southeast Metro - 45  
Northeast Metro - 45  
Mansfield Dam Park - 25

**\*27. Do you need hardware to secure the bins to the ground or other bins? (Does not apply to the General Purpose Plastic Bin)**

- Yes
- No
- Not Sure (you will have the opportunity to confirm at a later point)

**\*28. Would you accept a partial grant?**

- Yes
- No

If yes, what is the minimum number of bins necessary for the project to succeed?

70

## Bin Placement Details

**\*29. General Narrative: Please give an overview of this project including how and where these bins will be used.**

The proposed project will establish a long-term recycling program in three of the highest used parks in the Travis County park system. The bins

**\*30. Briefly explain how these bins would assist you in improving/starting your recycling program.**

Bins provided through this program would build on successes of permanent recycling at three existing county parks. For the last 6 months, Reimers Ranch Park, Hamilton Pool Park and Northeast Metro have been first in the system to participate

**\*31. What materials will you collect with these bins? (Select all that apply)**

- Aluminum cans
- Glass bottles
- Plastic bottles
- Other (please specify)

**32. What are the most likely sources of the beverage containers/recyclables these bins are intended to capture?**

- Vending machines
- Onsite concessions
- Offsite concessions
- Brought by visitors
- Special events

Other (please specify)

Sports tournaments, athletic competitions.

## 2014 Dr Pepper Snapple Park Bin Grant

**\*33. Is there a high volume of beverage containers discarded at this park location(s)? Please explain if you have conducted waste audits, reviewed concession sales, etc. to document likely volume of containers.**

Yes. A visual assessment of waste containers was conducted at Northeast Metro Park. It was estimated that the composition of the waste

**\*34. Based on the setting in which these bins will be used, where specifically would you place them and why did you select these locations?**

The three parks selected consist of two sports complexes and one water recreation park. The sports fields will have bins placed in the

**Recycling Experience**

**\*35. Is there existing recycling in the park(s)? If not, has an attempt been made to pilot recycling in the park location(s)? Please explain.**

During the past six months, the Parks department has implemented a pilot program for single stream recycling at three parks. The parks consist of

**36. Please describe what, if any, experience your agency has operating recycling collections in a public space?**

Our experience in public space recycling collection is limited to the pilot underway, mentioned in the previous question. At this time, the experience

**37. Experience has shown that recycling programs often need adjustment after implementation to address contamination, low usage or other issues. Please describe what arrangements would be made to monitor and address problems with the recycling program in the future.**

Travis County has a Conservation Coordinator on staff who is responsible for implementing and monitoring recycling programs. The Coordinator

**Recycling Infrastructure Information**

**\* 38. Who is or will be responsible for servicing and maintaining the recycling bins? (i.e. park groundskeepers, volunteers, external contractors, etc.)**

Travis County Parks staff has committed to service and maintain the bins under the program.

**\* 39. What recycling facility will the collected material be taken to and how will they get there? Are required (if any) hauling or other contractual arrangements already in place? Please explain.**

Travis County has a contract with Texas Disposal Systems for hauling of recyclable material for all operational facilities. The contract will be modified

**40. Please describe what if any additional administrative arrangements or approvals are needed for this project to move forward if a grant is awarded.**

Travis County Commissioners Court approval will be required for applications and subsequent contracts or project agreements.

**\* 41. Are there any additional factors that could prevent the bins from being placed into use for the summer of 2014?**

The parks selected are looking forward to having recycle bins in place for their high visitation season.

Education and Promotion Information

**\*42. What technical assistance/education will you provide to those receiving and/or using the bins?**

The Conservation Coordinator will conduct on-site training at each of the parks included in the application. There will also be volunteers trained

**43. Keep America Beautiful wants to better understand the effectiveness of different education messaging and signage placements to better encourage proper recycling behavior. If a grant is awarded, would your organization be interested in participating in a study on the impact of signage? (Response does not impact likelihood of receiving grant)**

- Yes
- No

**\*44. If you're organization is awarded a grant, how will you publicly acknowledge receiving the grant? (Select all that apply)**

- |  |  |
|--|--|
| <input type="checkbox"/> Brochure  | <input type="checkbox"/> Radio PSA                                   |
| <input checked="" type="checkbox"/> Newsletter Article                               | <input checked="" type="checkbox"/> Social Media Post                |
| <input checked="" type="checkbox"/> News Release                                     | <input checked="" type="checkbox"/> TV PSA/Cable Access Channel Post |
| <input type="checkbox"/> Poster  | <input checked="" type="checkbox"/> Website                          |
| <input checked="" type="checkbox"/> Presentation (school, town meeting, board, etc.) | <input type="checkbox"/> Word of Mouth                               |
| <input type="checkbox"/> Other (please specify)                                      |  |

\_\_\_\_\_

## Tracking Information

Grant recipients are required to track the quantity of recyclables collected with the granted recycling bins and submit these with two on-line report 6 months after receiving their bins and again after one year. These quantities will ideally be based on actual weights, but estimates are acceptable where this is not feasible.

### **\*45. Please check all those that apply as it relates to tracking recyclables.**

- We are able to isolate recyclables from the awarded bins separate from other existing recycling bins
- We are able to weigh isolated recyclables
- We are able to track the volume of recyclables to estimate their weight
- We do not have a clear plan to track recyclables separately, but are confident we can develop a system
- It would be difficult, but we can loosely estimate based on frequency of collection
- We have no way to track recyclables separately. Would be very difficult to do.

### **\*46. Please explain in general terms how will you track performance?**

The Conservation Coordinator will do a quarterly assessment on how full each dumpster or can is and apply an average weight/container estimate at each of the selected parks. The Coordinator will also provide a form to the staff to give weekly

### **47. Would your organization be willing to participate in an enhanced monitoring and reporting arrangement such as conducting waste audits to determine contamination rates and other performance metrics? (Response does not impact likelihood of receiving grant)**

Travis County is interested in increasing their knowledge on recycling participation through performance metrics.

## 2014 Dr Pepper Snapple Park Bin Grant

### Thank you for completing the application

You will **not** receive an immediate confirmation email, however an email message will be sent on or before March 1 notifying you whether a grant has been awarded or not.

Once you hit "done" you will be directed to our website.

For more information on the program and application process, contact: Keep America Beautiful Tel: 202-688-0604  
madams@kab.org

## **Keep America Beautiful Bin Grant**

*(Accompanying document to support Travis County 2014 grant application)*

**PLEASE NOTE:** Only application questions where response text is not fully visible in the printable field of the grant application will be included in this document. Please refer to the original PDF version for the full grant application. This document is only for clarification where text has been cut-off in printing the digital application documents.

**15. Please provide a brief description of your agency or organization and your relationship to the park(s) (i.e. directly manages park operations, fundraising partner NGO, etc.).**

Travis County is a governmental organization managing a system of 27 parks through the Parks division of the Transportation and Natural Resources (TNR) Department. The Environmental Quality division of TNR is responsible for grant development and works closely with Parks staff to implement funded projects and track performance through closeout.

**29. General Narrative: Please give an overview of this project including how and where these bins will be used.**

The proposed project will establish a long-term recycling program in three of the highest used parks in the Travis County park system. The bins will be partnered with trash cans in high traffic areas within the parks. Examples of these places include concession stands, picnic areas, dugouts, and entrances into the field areas. The material will be collected by park staff and placed into a contracted recycling vendor's container. These containers will be picked up weekly and sized to the location's material generation

**30. Briefly explain how these bins would assist you in improving/starting your recycling program.**

Bins provided through this program would build on successes of permanent recycling at three existing county parks. For the last 6 months, Reimers Ranch Park, Hamilton Pool Park and Northeast Metro have been first in the system to participate in single stream recycling with permanent bins. However, there are 27 parks in the system, and the upfront cost for containers has been a critical barrier to system-wide implementation.

Expansion to the three parks listed would improve diversion at the County's highest-used sports complexes and create immediate impacts on waste diversion.

33. Is there a high volume of beverage containers discarded at this park location(s)? Please explain if you have conducted waste audits, reviewed concession sales, etc. to document likely volume of containers.

Yes. A visual assessment of waste containers was conducted at Northeast Metro Park. It was estimated that the composition of the waste analyzed was 80% recyclable material, mostly plastic bottles.

34. Based on the setting in which these bins will be used, where specifically would you place them and why did you select these locations?

The three parks selected consist of two sports complexes and one water recreation park. The sports fields will have bins placed in the concession stands, picnic areas, dugouts, and entrances into the field areas. The water recreation park will have bins placed at the picnic areas, boat ramps, and playground. These areas are highly visible and accessible for park users.

35. Is there existing recycling in the park(s)? If not, has an attempt been made to pilot recycling in the park location(s)? Please explain.

During the past six months, the Parks department has implemented a pilot program for single stream recycling at three parks. The parks consist of highly visited nature parks and a sports complex. The department is very pleased by the park users and staff participation and has demonstrated interest in expanding park recycling to more areas.

36. Please describe what, if any, experience your agency has operating recycling collections in a public space?

Our experience in public space recycling collection is limited to the pilot underway, mentioned in the previous question. At this time, the experience has been very positive, and a primary driver for staff to seek new opportunities to expand diversion to include more park locations.

37. Experience has shown that recycling programs often need adjustment after implementation to address contamination, low usage or other issues. Please describe what arrangements would be made to monitor and address problems with the recycling program in the future.

Travis County has a Conservation Coordinator on staff whose responsibility to implement and monitor recycling programs. The Coordinator will be tasked to work closely with the Park Supervisors to monitor and address problems with the recycling program. The parks division staff will be provided with signage and training once the grant is awarded.

39. What recycling facility will the collected material be taken to and how will they get there? Are required (if any) hauling or other contractual arrangements already in place? Please explain.

Travis County has a contract with Texas Disposal Systems for hauling of recyclable material for all operational facilities. The contract will be modified to include the selected parks. The collected material will be taken to Texas Disposal Systems recycling facility.

42. What technical assistance/education will you provide to those receiving and/or using the bins?

The Conservation Coordinator will conduct on-site training at each of the parks included in the application. There will also be volunteers trained on the recycling program to inform park users of the new diversion program. In addition, specific signage targeting the specific type of park users on what is recyclable will be added to these sites.

46. Please explain in general terms how will you track performance?

The Conservation Coordinator will perform quarterly assessments on how full each dumpster or can is and apply an average weight/container estimate at each of the selected parks. The Coordinator will also provide a form to the staff to give weekly feedback for the first month of implementation.



**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 type="checkbox"/>	Status Report: <input checked="" type="checkbox"/>
Check One:	Original: <input 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:**

On November 26, 2013, the Commissioners Court approved the acceptance of 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). At that time, the project list proposed to be funded from these grant sources was not finalized. Below are the requested projects from TCSO to be paid with 2013 SCAAP resources. All of these projects are correction's related and are eligible to paid with SCAAP resources.

Security Cameras (PREA)	\$250,000
TCCC Pavilion Repair and Enclosure	\$ 70,000
TCCC Greenhouse	\$ 50,000
TCCC Water Treatment Phase III	\$ 45,000
TCCC Mini Projects	\$ 38,085
CBF Countertop Replacement	\$ 30,000
<b>Total</b>	<b>\$ 483,085</b>

Many or all of these projects would have likely been submitted as budget requests should these grant funds had not been available.

PBO recommends approval of the requested projects.

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.



**GREG HAMILTON**  
TRAVIS COUNTY SHERIFF

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Chief Deputy

DARREN LONG  
Major - Corrections

PHYLLIS CLAIR  
Major - Law Enforcement

MARK SAWA  
Major - Administration & Support

**January 27, 2014**

**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 - Project**

On November 26, 2013 the court approved acceptance 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 federal guidelines for use of these funds now indicate that they can only be used for corrections related areas and at the time we advised the court that TCSO was 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 to use them for one-time expenditures.

The needs within the Sheriff's Office Corrections Bureau that meet the criteria of the grant, which we would like to use this year's funds on, are varied. These needs include:

- Cameras (PREA) – Installation of digital cameras and recording systems within the corrections bureau to monitor inmate and staff activity. This has been an ongoing project spanning several years. The systems must be installed to be in compliance with the Prison Rape Elimination Act
- TCCC Greenhouse – includes the fabrication of a greenhouse and the installation of a proven aquaponic farming system. This project will provide ongoing offender training and education.
- TCCC Pavilion Repair and Enclosure – replace roof of current pavilion where SWAP Inmates report for work and fully enclosing the pavilion, creating office space.
- TCCC Water Treatment Phase III – In 2013, the Health Department notified TCSO that there was a cluster of Legionellosis associated with the Travis County Correctional Complex. TCSO

successfully remediated two cooling towers in Phase I and three potable water systems in Phase II. Those actions satisfied the immediate requirements of the Health Department. During the remediation process, it was determined that the best long term solution would be to install a continuous flow loop and chlorine monitoring station. This will recirculate the underground water and should result in maintaining the chlorine levels at the end of the line within accepted parameters.

- CBF Countertop Replacement – The countertops in the Central Booking Facility have become worn and are in need of repair. This project will effectively resolve this issue.
- TCCC Mini Projects – TCSO has identified several projects that are necessary to improve internal operations, enhance security and better serve the public. This will include:
  - The installation of a new security door and exterior roll-up door.
  - Improvements to the inmate mall and the inmate classroom waiting.
  - Improvements to the interior and exterior of the visitation building that are used by the public while visiting their loved ones.

The following is a breakdown of the approximate expenditures of each project:

Project	Projected Costs
Cameras (PREA)	\$ 250,000
TCCC Greenhouse	\$ 50,000
TCCC Pavilion Repair and Enclosure	\$ 70,000
TCCC Water Treatment Phase III	\$ 45,000
CBF Countertop Replacement	\$ 30,000
TCCC Mini Projects	\$ 38,085

There may be need, once work starts, to reallocate money between projects, however before any money is use for a project not listed above the Sheriff's Office will work with PBO to ensure proper authorization.

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  
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