



COMMISSIONERS COURT
COMMUNICATION

AGENDA DATE : 8/05/2013

CONSENT OR REGULAR: Consent

CONTRACT REFERENCE NO
(IF APPLICABLE): 2013-0370

SUBJECT:

Request to Submit the Texas Veterans Commission Fund for Veterans' Assistance grant in the amount of \$50,000 for consideration to the Texas Veterans Commission.

BACKGROUND/DISCUSSION OF TOPIC: To include statutory requirement, operational impact, or performance goal.

The 346th Veterans Court Program is requesting funding to provide services to the participants of the Veterans Court program. The grant will specifically fund a treatment services, bus passes and supplies.

FISCAL IMPACT:

This project is funded 100% by the grant

PRIOR COMMISSIONERS COURT ACTION (IF ANY):

None

RECOMMENDATION:

Approve and Authorize the El Paso County Veterans' Court to submit the Fund for Veterans' Assistance grant funded by the Texas Veterans Commission. The purpose of the grant is to request funding for the program's participants. The amount of the grant is \$50,000. The grant period is for twelve-months beginning 09/01/2013 - 08/31/2014. No match is required.

COUNTY ATTORNEY APPROVAL

The attached document has been given legal review by the El Paso County Attorney's Office on behalf of the County of El Paso, its officers, and employees. Said legal review should not be relied upon by any person or entity other than the County of El Paso, its officers, and employees.

COUNTY ATTORNEY: KEVIN MC CRARY

LEGAL REVIEW:

LEGAL REVIEW NOTES (If Applicable):

DATE: 07/29/2013

SUBMITTED BY: Honorable Judge Angie Juarez Barill, 915-546-2119



APPENDIX I - THE APPLICATION

Organization Name: EL PASO COUNTY

Amount Requested: \$50,000

Series **XIV-A**

Grant Period: January 1, 2014 – December 31, 2014

Applicant Information (Complete all lines)

Legal Name of Organization:	El Paso County
Mailing Address:	500 E. San Antonio, Suite 701
City/State/County/Zip:	El Paso, Texas, 79912
Physical Address (if different):	
City/State/County/Zip:	
Texas Address (if organization headquarters are located out of state):	
City/State/County/Zip:	
EIN number:	746000763
DUNS number:	098970403
Website Address:	Epcounty.com
Applicant Contact (Project Coordinator):	Silvia Serna
Contact Title:	Project Director
Phone Number:	915-546-2119
E-Mail Address:	sserna@epcounty.com
Applicant Contact (Financial Coordinator):	Edward Dion
Contact Title:	County Auditor
Phone Number:	915 546 2040
E-Mail Address:	EDion@co.el-paso.tx.us
Authorized Signature: (must be original)	
Name and Title:	Honorable Veronica Escobar, County Judge
Phone Number:	915-546-2098
Date:	



APPENDIX I - THE APPLICATION

Organization Name: EL PASO COUNTY

Amount Requested: \$50,000

Series XIV-A

Grant Period: January 1, 2014 – December 31, 2014

All information must be in sufficient detail to ensure the project can be weighed with other proposals. Do not exceed word maximums. Do not leave any item blank. Refer to Section V Grant Application of the RFA document for further instructions.

Part 1: Organization Information

A. Organization Overview (300 words maximum)

1. Supply a brief overview of your organization including:

a. Purpose of your organization

The goal of the Veterans Court Program is to address the challenges of crimes committed by our active military service members and veterans who suffer and/or have been identified with mental health illnesses (PTSD or TBI) and substance abuse that resulted from military service of combat zone or other similar hazardous duty; link them to rehabilitative services to include psychiatric evaluations, medication, group and individual counseling, educational needs, job placement, transportation, and housing. Further, assist them in obtaining the benefits and services they are eligible for so that they may live productive and law abiding lifestyles.

b. Beneficiaries of the programs/services currently offered by your organization

The El Paso Veterans Court Program targets male and female adult defendants that may be eligible to participate only if the District Attorney's office consents to their participation and if the court in which the criminal case is pending finds that the defendant has met the statutory requirements. Defendants must have a minimum of three years remaining in their sentence if currently on probation. Participation is on a voluntarily basis.

2. Mission statement

The mission of the El Paso Veterans Court Program is to divert justice-involved veterans and active service members from the traditional criminal justice system by providing them treatment and judicial monitoring to afford them the tools needed to lead a productive and law-abiding life.

3. Core program(s)/service(s) provided by your organization

The services currently offered by the program include evaluations/assessments, comprehensive substance abuse and/or mental health treatment, education, vocational programs, individual and group counseling, mentoring services, psychiatric evaluations, job search assistance, family support services, assistance in receiving benefits as a result of their military service and community resource referrals for housing/transitional living, childcare, and transportation, all while being judicially monitored.

B. Organizational Structure

1. Describe your organization's structure (ex. governing body), management roles, and what role the governing body plays in day-to-day operations.(100 words maximum)

El Paso County government includes County Judge, Veronica Escobar and County Commissioner's Carlos Leon, Sergio Lewis, Vincent Perez, and Precinct 4 (vacant). They meet every Monday and approve and act on all matters of the County of El Paso.

The Veteran's Court is headed by Judge Angie Juarez Barill, 346th District Court. The Veterans Court Program consists of a professional team, that participate in the development of each participant's individual plan, Judge,



APPENDIX I - THE APPLICATION

Organization Name: EL PASO COUNTY

Amount Requested: \$50,000

Series XIV-A

Grant Period: January 1, 2014 – December 31, 2014

Assistant District Attorney, Veterans Program Director, Public Defender, Veteran Justice Outreach Specialist psychiatrist, Veteran Mentor, two Compliance Officers, part-time police officer & deputy sheriff and a Probation Officer.

2. List the principal participants in the organization (**short one-paragraph bios are not acceptable**). Indicate which principal(s), if any, are Veterans.

Name of Principal Participant	Title	Veteran (Y/N)	Résumé Attached (Y/N)
County Judge Veronica Escobar	The Honorable	N	N
Angie Juarez Barill	The Honorable	N	Y

C. Partnerships

List partner agencies and/or organizations, if applicable, that would be involved with delivering the program/services proposed as part of the project. List current address(es), main telephone number(s), and web-site address(es). Use additional page(s) if needed.

Name of Partner Organization	Address	Telephone	Website
El Paso District Attorney's office	500 E. San Antonio, 2 nd floor, El Paso, TX 79901	915-546-2059	www.co.el-paso.tx.us/DA
El Paso County Attorney's office	500 E. San Antonio, Ste. 503, El Paso, TX 79901	915-546-2050	www.co.el-paso.tx.us/CA
El Paso County Public Defender's Office	500 E. San Antonio, Ste. 501, El Paso, TX 79901	915-546-8185	www.co.el-paso.tx.us/pdefender
El Paso Veteran's Administration Health Care System	5001 N. Piedras, El Paso, TX 79930	915-564-6100	www.elpaso.va.gov
William Beaumont Army Medical Hospital	5005 N. Piedras, El Paso, TX 79930	915-742-2121	www.wbamec.army.mil
El Paso VA Benefits and Services Office	4641 Cohen Ave., Ste. D, El Paso, TX 79924		www.co.el-paso.tx.us/veterans
West Texas Community Supervision and Corrections Department	800 E. Overland Ste. 100, El Paso, TX 79901	915-546-8120	www.co.el-paso.tx.us/wtc
El Paso County Mental Health Support Services	6314 Delta, El Paso, TX 79905	915-775-2700	www.co.el-paso.tx.us/mentalhealthsupport
El Paso Coalition for the Homeless	6044 Gateway East Ste 211, El Paso, TX 79905	915-843-2170	www.ehomelesscoalition.org
Sheriff's Department	3850 Justice, El Paso, TX 79938	915-538-2217	www.epcounty.com/sheriff
El Paso Police Department	911 Raynor, El Paso, TX 79903	915-832-4400	www.elpasotexas.gov/police



APPENDIX I - THE APPLICATION

Organization Name: EL PASO COUNTY

Amount Requested: \$50,000

Series XIV-A

Grant Period: January 1, 2014 – December 31, 2014

D. Previous FVA Grant Awards

List any previous grant awards from the FVA.

Amount Awarded	Grant/Contract #	Begin Date	End Date	Service Category
\$75,000	FVA-13-0099	01/01/2013	12/31/2013	Support Services

\$ Total FVA Grant Awards

E. Other Grants

List all grants received by your organization within the last two (2) years. Do not include FVA grants listed above in D. Do not list in-kind donations. Use additional space if needed.

Amount Awarded	Grantor	Grant/Contract #	Begin Date	End Date	Audit Performed (Yes or No)
\$166,458	JUSTICE ASSISTANCE GRANTS-JAG	DJ-11-A10-25831-01	9/1/12	8/31/13	N

\$ Total Other Grant Awards

Part 2: Grant Project Information

A. Amount Requested

Check the one box for the amount being requested.

- | | | | |
|-------------------------------------|-----------|--------------------------|-----------|
| <input type="checkbox"/> | \$5,000 | <input type="checkbox"/> | \$125,000 |
| <input type="checkbox"/> | \$15,000 | <input type="checkbox"/> | \$150,000 |
| <input type="checkbox"/> | \$20,000 | <input type="checkbox"/> | \$200,000 |
| <input checked="" type="checkbox"/> | \$50,000 | <input type="checkbox"/> | \$300,000 |
| <input type="checkbox"/> | \$75,000 | <input type="checkbox"/> | \$400,000 |
| <input type="checkbox"/> | \$100,000 | <input type="checkbox"/> | \$500,000 |

B. Grant Project Service Category

Check the one box that best describes the nature of the proposed project.



APPENDIX I - THE APPLICATION

Organization Name: EL PASO COUNTY

Amount Requested: \$50,000

Series XIV-A

Grant Period: January 1, 2014 – December 31, 2014

- Financial Assistance
- Homeless/Housing
- Counseling
- Transportation
- Employment
- Family Services
- Legal
- Referral
- Supportive Services
- Veterans' Court

C. Geographic Service Area(s)

The counties that will be served by this grant are called the Geographic Service Area(s). All Texas counties are grouped into one of eight regions. Check **all** counties, regardless of region, that the proposed project will serve. If the proposed project is statewide, only check the statewide box.

Statewide

Region 1 – Panhandle

- | | | | | |
|--|-----------------------------------|---------------------------------------|------------------------------------|-------------------------------------|
| <input type="checkbox"/> Armstrong | <input type="checkbox"/> Bailey | <input type="checkbox"/> Briscoe | <input type="checkbox"/> Brown | <input type="checkbox"/> Callahan |
| <input type="checkbox"/> Carson | <input type="checkbox"/> Castro | <input type="checkbox"/> Childress | <input type="checkbox"/> Cochran | <input type="checkbox"/> Coleman |
| <input type="checkbox"/> Collingsworth | <input type="checkbox"/> Comanche | <input type="checkbox"/> Crosby | <input type="checkbox"/> Dallam | <input type="checkbox"/> Deaf Smith |
| <input type="checkbox"/> Dickens | <input type="checkbox"/> Donley | <input type="checkbox"/> Gray | <input type="checkbox"/> Eastland | <input type="checkbox"/> Fisher |
| <input type="checkbox"/> Floyd | <input type="checkbox"/> Garza | <input type="checkbox"/> Hale | <input type="checkbox"/> Hall | <input type="checkbox"/> Hansford |
| <input type="checkbox"/> Hartley | <input type="checkbox"/> Haskell | <input type="checkbox"/> Hemphill | <input type="checkbox"/> Hockley | <input type="checkbox"/> Hutchinson |
| <input type="checkbox"/> Jones | <input type="checkbox"/> Kent | <input type="checkbox"/> King | <input type="checkbox"/> Knox | <input type="checkbox"/> Lamb |
| <input type="checkbox"/> Lipscomb | <input type="checkbox"/> Lubbock | <input type="checkbox"/> Lynn | <input type="checkbox"/> Mitchell | <input type="checkbox"/> Moore |
| <input type="checkbox"/> Motley | <input type="checkbox"/> Nolan | <input type="checkbox"/> Ochiltree | <input type="checkbox"/> Oldham | <input type="checkbox"/> Parmer |
| <input type="checkbox"/> Potter | <input type="checkbox"/> Randall | <input type="checkbox"/> Roberts | <input type="checkbox"/> Runnels | <input type="checkbox"/> Scurry |
| <input type="checkbox"/> Shackelford | <input type="checkbox"/> Sherman | <input type="checkbox"/> Stephens | <input type="checkbox"/> Stonewall | <input type="checkbox"/> Swisher |
| <input type="checkbox"/> Taylor | <input type="checkbox"/> Terry | <input type="checkbox"/> Throckmorton | <input type="checkbox"/> Wheeler | <input type="checkbox"/> Yoakum |

Region 2 – West Texas

- | | | | | |
|----------------------------------|-----------------------------------|---|---------------------------------|------------------------------------|
| <input type="checkbox"/> Andrews | <input type="checkbox"/> Borden | <input type="checkbox"/> Brewster | <input type="checkbox"/> Crane | <input type="checkbox"/> Culberson |
| <input type="checkbox"/> Dawson | <input type="checkbox"/> Ector | <input checked="" type="checkbox"/> El Paso | <input type="checkbox"/> Gaines | <input type="checkbox"/> Glasscock |
| <input type="checkbox"/> Howard | <input type="checkbox"/> Hudspeth | <input type="checkbox"/> Jeff Davis | <input type="checkbox"/> Loving | <input type="checkbox"/> Martin |
| <input type="checkbox"/> Midland | <input type="checkbox"/> Pecos | <input type="checkbox"/> Presidio | <input type="checkbox"/> Reeves | <input type="checkbox"/> Terrell |
| <input type="checkbox"/> Upton | <input type="checkbox"/> Ward | <input type="checkbox"/> Winkler | | |

Region 3 - Alamo

- | | | | | |
|------------------------------------|------------------------------------|-----------------------------------|----------------------------------|---------------------------------|
| <input type="checkbox"/> Atascosa | <input type="checkbox"/> Bandera | <input type="checkbox"/> Bexar | <input type="checkbox"/> Coke | <input type="checkbox"/> Comal |
| <input type="checkbox"/> Concho | <input type="checkbox"/> Crockett | <input type="checkbox"/> Dimmit | <input type="checkbox"/> Edwards | <input type="checkbox"/> Frio |
| <input type="checkbox"/> Gillespie | <input type="checkbox"/> Guadalupe | <input type="checkbox"/> Gonzales | <input type="checkbox"/> Irion | <input type="checkbox"/> Karnes |



APPENDIX I - THE APPLICATION

Organization Name: EL PASO COUNTY

Amount Requested: \$50,000

Series XIV-A

Grant Period: January 1, 2014 – December 31, 2014

- | | | | | |
|------------------------------------|-----------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|
| <input type="checkbox"/> Kendall | <input type="checkbox"/> Kerr | <input type="checkbox"/> Kimble | <input type="checkbox"/> Kinney | <input type="checkbox"/> La Salle |
| <input type="checkbox"/> Mason | <input type="checkbox"/> Maverick | <input type="checkbox"/> McCulloch | <input type="checkbox"/> Medina | <input type="checkbox"/> Mernard |
| <input type="checkbox"/> Reagan | <input type="checkbox"/> Real | <input type="checkbox"/> Schleicher | <input type="checkbox"/> Sterling | <input type="checkbox"/> Sutton |
| <input type="checkbox"/> Tom Green | <input type="checkbox"/> Uvalde | <input type="checkbox"/> Val Verde | <input type="checkbox"/> Wilson | <input type="checkbox"/> Zavala |

Region 4 – South Texas

- | | | | | |
|-----------------------------------|------------------------------------|---------------------------------|----------------------------------|---------------------------------------|
| <input type="checkbox"/> Aransas | <input type="checkbox"/> Bee | <input type="checkbox"/> Brooks | <input type="checkbox"/> Calhoun | <input type="checkbox"/> Cameron |
| <input type="checkbox"/> DeWitt | <input type="checkbox"/> Duval | <input type="checkbox"/> Goliad | <input type="checkbox"/> Hidalgo | <input type="checkbox"/> Jackson |
| <input type="checkbox"/> Jim Hogg | <input type="checkbox"/> Jim Wells | <input type="checkbox"/> Kenedy | <input type="checkbox"/> Kleberg | <input type="checkbox"/> Lavaca |
| <input type="checkbox"/> Live Oak | <input type="checkbox"/> McMullen | <input type="checkbox"/> Nueces | <input type="checkbox"/> Refugio | <input type="checkbox"/> San Patricio |
| <input type="checkbox"/> Starr | <input type="checkbox"/> Victoria | <input type="checkbox"/> Webb | <input type="checkbox"/> Willacy | <input type="checkbox"/> Zapata |

Region 5 – Gulf Coast

- | | | | | |
|------------------------------------|-----------------------------------|-----------------------------------|------------------------------------|-------------------------------------|
| <input type="checkbox"/> Austin | <input type="checkbox"/> Brazoria | <input type="checkbox"/> Chambers | <input type="checkbox"/> Colorado | <input type="checkbox"/> Fort Bend |
| <input type="checkbox"/> Galveston | <input type="checkbox"/> Harris | <input type="checkbox"/> Liberty | <input type="checkbox"/> Matagorda | <input type="checkbox"/> Montgomery |
| <input type="checkbox"/> Walker | <input type="checkbox"/> Waller | <input type="checkbox"/> Wharton | | |

Region 6 – Central Texas

- | | | | | |
|------------------------------------|------------------------------------|-----------------------------------|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> Bastrop | <input type="checkbox"/> Bell | <input type="checkbox"/> Blanco | <input type="checkbox"/> Bosque | <input type="checkbox"/> Brazos |
| <input type="checkbox"/> Burleson | <input type="checkbox"/> Burnet | <input type="checkbox"/> Caldwell | <input type="checkbox"/> Coryell | <input type="checkbox"/> Falls |
| <input type="checkbox"/> Fayette | <input type="checkbox"/> Freestone | <input type="checkbox"/> Grimes | <input type="checkbox"/> Hamilton | <input type="checkbox"/> Hays |
| <input type="checkbox"/> Lee | <input type="checkbox"/> Hill | <input type="checkbox"/> Lampasas | <input type="checkbox"/> Leon | <input type="checkbox"/> Limestone |
| <input type="checkbox"/> Llano | <input type="checkbox"/> Madison | <input type="checkbox"/> McLennan | <input type="checkbox"/> Milam | <input type="checkbox"/> Mills |
| <input type="checkbox"/> Robertson | <input type="checkbox"/> San Saba | <input type="checkbox"/> Travis | <input type="checkbox"/> Washington | <input type="checkbox"/> Williamson |

Region 7- East Texas

- | | | | | |
|------------------------------------|------------------------------------|-----------------------------------|--|--------------------------------------|
| <input type="checkbox"/> Anderson | <input type="checkbox"/> Angelina | <input type="checkbox"/> Bowie | <input type="checkbox"/> Camp | <input type="checkbox"/> Cass |
| <input type="checkbox"/> Cherokee | <input type="checkbox"/> Delta | <input type="checkbox"/> Franklin | <input type="checkbox"/> Gregg | <input type="checkbox"/> Hardin |
| <input type="checkbox"/> Harrison | <input type="checkbox"/> Henderson | <input type="checkbox"/> Hopkins | <input type="checkbox"/> Houston | <input type="checkbox"/> Jasper |
| <input type="checkbox"/> Jefferson | <input type="checkbox"/> Lamar | <input type="checkbox"/> Marion | <input type="checkbox"/> Morris | <input type="checkbox"/> Nacogdoches |
| <input type="checkbox"/> Newton | <input type="checkbox"/> Orange | <input type="checkbox"/> Panola | <input type="checkbox"/> Polk | <input type="checkbox"/> Rains |
| <input type="checkbox"/> Red River | <input type="checkbox"/> Rusk | <input type="checkbox"/> Sabine | <input type="checkbox"/> San Augustine | <input type="checkbox"/> San Jacinto |
| <input type="checkbox"/> Shelby | <input type="checkbox"/> Smith | <input type="checkbox"/> Titus | <input type="checkbox"/> Trinity | <input type="checkbox"/> Tyler |
| <input type="checkbox"/> Upshur | <input type="checkbox"/> Van Zandt | <input type="checkbox"/> Wood | | |

Region 8 – North Texas

- | | | | | |
|---------------------------------|---------------------------------|---|-----------------------------------|-----------------------------------|
| <input type="checkbox"/> Archer | <input type="checkbox"/> Baylor | <input type="checkbox"/> Clay | <input type="checkbox"/> Collin | <input type="checkbox"/> Cooke |
| <input type="checkbox"/> Cottle | <input type="checkbox"/> Dallas | <input type="checkbox"/> Denton | <input type="checkbox"/> Ellis | <input type="checkbox"/> Erath |
| <input type="checkbox"/> Fannin | <input type="checkbox"/> Foard | <input type="checkbox"/> Grayson Hardeman | <input type="checkbox"/> Hardeman | <input type="checkbox"/> Hood |
| <input type="checkbox"/> Hunt | <input type="checkbox"/> Jack | <input type="checkbox"/> Johnson | <input type="checkbox"/> Kaufman | <input type="checkbox"/> Montague |



APPENDIX I - THE APPLICATION

Organization Name: EL PASO COUNTY

Amount Requested: \$50,000

Series XIV-A

Grant Period: January 1, 2014 – December 31, 2014

Navarro
 Tarrant

Palo Pinto
 Wichita

Parker
 Wilbarger

Rockwall
 Wise

Somervell
 Young

D. Project Summary (300 words maximum)

1. Provide a name for the proposed project.
El Paso Veteran's Court Program

2. Provide a brief description of the project.

This grant solicitation is to request funding for assessments/evaluations, travel monies for the team to attend out-of-state training and bus passes for the participants of the Veterans Court Program. The goal of the program is to divert veterans from the traditional criminal justice system by providing them treatment and judicial monitoring to afford them the tools needed to lead a productive and law-abiding life.

3. Describe how the services will be delivered to the Beneficiaries by your organization.

The evaluation to assess the participants' needs will be conducted by a licensed physician who specializes in this area and with the population the program focuses on serving. The evaluations will be utilized to assist the team in determining the needs of each individual and in preparing a treatment plan based on the outcome of the evaluations.

The bus passes are purchased from the City of El Paso through a contract between the County and the City to provide affordable transportation to participants of the specialty courts. Through this contract, the program is able to purchase bus passes at a very low cost of \$10/month for each monthly pass. The program proposes to purchase bus passes to 25 participants of the program. The bus passes will assist with the participants attending court hearings, employment search, counseling sessions, doctor's appointments, meeting with probation officer and any other reason need to get around in order to meet the terms of their probation.

E. Project Eligibility (300 words maximum)

1. Provide a description of the Beneficiaries eligible to participate in the project described in the Project Summary.

The target population includes military veterans or current members of the United States armed forces, including a member of the reserves, national guard or state guard; and who suffers from a brain injury, mental illness, or mental disorder, including post-traumatic stress disorder, that resulted from the defendant's military service in a combat zone or other similar hazardous duty area and materially affected the defendant's criminal conduct at issue in the case.

2. Describe any other restrictions on eligibility, if applicable.

Cases of sexual nature are restricted, along with task force cases which include delivery of drug charges.

3. List the specific government forms used for verifying Beneficiary eligibility.

VA medical release forms to obtain medical documents and DD214.

4. Describe how the government document(s) will be retained and maintained.

Documents are kept inside case file, separate and apart from other files for confidentiality purposes.

Part 3: Reporting and Management



APPENDIX I - THE APPLICATION

Organization Name: EL PASO COUNTY

Amount Requested: \$50,000

Series XIV-A

Grant Period: January 1, 2014 – December 31, 2014

The grant funding period is based on a 12-month calendar from January 1, 2014 to December 31, 2014. The required expenditure and program performance benchmarks (below) should be used as guidelines when completing Sections A-D.

Date	Grant Period Elapsed	Amount Expended	Performance Met
April 1	25%	15%	15%
July 1	50%	40%	40%
October 1	75%	70%	70%

A. Performance Measures

Organizations receiving grant funds must track performance by counting each individual veteran, their dependents, and survivors that receive grant-funded service(s). The number of unduplicated veterans, dependents and survivors, as well as cumulative totals, will be reported quarterly. Projected performance should reflect the total number of unduplicated veterans, dependents and survivors that the applicant organization anticipates serving throughout the grant period.

In the column below, enter the estimated number of veterans, dependents, and surviving spouses to be served by the project.

Performance Measure	Estimated Number of Clients to be Served
Number of veterans served. (Required performance measure for all applicants.)	50
Number of dependents served. (Required performance measure if served.)	0
Number of veterans' surviving spouses served. (Required performance measure if served.)	

B. Performance Reporting (100 words maximum)

- Describe the tool to be used for the data collection (case files, sign-in sheets, phone logs).
During the orientation a case file will be created to include progress reports from the compliance/surveillance officers, medical/treatment progress reports by the Veterans Justice Outreach Specialist and reports by the Community Supervision Officer. Copies of all phase movement contracts and essays will be kept in file.
- Describe how the data will be consolidated to provide cumulative amounts (database, spreadsheets, software).
A spreadsheet will be created for each participant to include home/field visit information, drug testing results, services received, court appearances, sanctions and incentives, and other information and entered into a database named HOUSEHOLD.
- Explain the ability to breakout all Performance Measures individually, cumulatively, and monthly.
The Program Director will gather information that will be input daily on each participant, into a database created for the program.

C. Fiscal Reporting

Answer each question below and do not leave any item unanswered.



APPENDIX I - THE APPLICATION

Organization Name: EL PASO COUNTY

Amount Requested: \$50,000

Series XIV-A

Grant Period: January 1, 2014 – December 31, 2014

1. What software is used to record accounting transactions?

QuickBooks Sage MIP Fundware Other (If Other, list software) FAMIS

2. Does your organization have written accounting policies and procedures for:

	YES	NO
A. Procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>
B. Vendor Payments	<input checked="" type="checkbox"/>	<input type="checkbox"/>
C. Payroll	<input checked="" type="checkbox"/>	<input type="checkbox"/>
D. Grants Administration	<input checked="" type="checkbox"/>	<input type="checkbox"/>
E. Cash Management	<input checked="" type="checkbox"/>	<input type="checkbox"/>
F. Travel	<input checked="" type="checkbox"/>	<input type="checkbox"/>

3. Indicate if each statement is true or false for the organization.

	TRUE	FALSE
A. There has been no staff turnover or reorganization in the past 6 months.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
B. The organization uses a Chart of Accounts.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
C. Time sheets approved by supervisory personnel.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
D. An A-133 Single Audit has been performed in the past 2 years.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
E. Travel receipts are submitted for travel reimbursement requests?	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Part 4: Budget and Budget Narratives

Microsoft Excel tables have been inserted into this document. Use the tables to the extent they apply to your proposed project. To activate the Excel tables, double-click on the table. This will open an active Excel window to be filled in. Once all information is entered into an Excel budget table, totals will calculate automatically. If additional lines are needed, they may be inserted in the tables using the Insert function. Do not modify tables, columns, totals, or formulas.

Following each table, a narrative description supporting and discussing each budget item must be entered. For example, if there is travel in the budget, the narrative must discuss travel and the appropriateness of travel to the project.

A. Salary and Wages

1. Enter each employee that will be directly associated with this project. Enter their position title, employee name, percent of time allotted to the project, and employee's annual salary rate. The Total Cost will automatically total once all information is entered.

Table A



APPENDIX I - THE APPLICATION

Organization Name: EL PASO COUNTY

Amount Requested: \$50,000

Series XIV-A

Grant Period: January 1, 2014 – December 31, 2014

Position Title	Employee	% of Time Allocated to Grant	Annual Salary	Total Cost
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
Total Salary and Wages				\$0

2. Describe what role and impact the positions listed under Salaries and Wages will have on the proposed project.

B. Fringe Benefits

1. For each Position listed in Table A, include the annual fringe benefits for that position.

Table B

Position Title	Employee	% of Time Allocated to Grant	Annual Fringe Benefits	Total Cost
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
Total Fringe Benefits				\$0

2. Describe the benefits for each position listed in Table B. including, for example, health insurance, annual leave, social security, and any other applicable fringe benefits.

C. Travel

1. Enter employee travel in the table below. This includes travel to and from conferences, training, etc. This does not include travel to provide client services. Include those travel expenses relating to providing client services under Table F Client Services.



APPENDIX I - THE APPLICATION

Organization Name: EL PASO COUNTY

Amount Requested: \$50,000

Series XIV-A

Grant Period: January 1, 2014 – December 31, 2014

Table C

Destination	Reason for Travel	No. of Staff	No. of Days	Total Cost
To be determined	To attend a National Veteran Court Conference	5	5	\$12,150
Total Travel				\$12,150

- Describe what role and impact employee travel will have on the proposed project. The narrative should include, but is not limited to, mileage rates, meal rates per day, and conference registration fees.
Five participants of the program will have the opportunity to attend a conference that focuses on veteran only programs at a national level. The conference is being held for the first time-ever this year, 2013; however, the team isn't able to attend due to resources. The conference will be held next year and with this funding the attendance will be possible.

D. Equipment

- Enter a description, unit cost and quantity for each item of equipment to be purchased for the proposed project.

Table D

Description	Unit Cost	Quantity	Total Cost
			\$0
Total Equipment			\$0

- Describe what role and impact each item of equipment listed will have on the proposed project.

E. Supplies

- Enter a description, unit cost and quantity for each item of supplies to be purchased for the proposed project.

Table E

Description	Unit Cost	Quantity	Total Cost
Basic Office Supplies	\$1,100	1	\$1,100
Total Supplies			\$1,100



APPENDIX I - THE APPLICATION

Organization Name: EL PASO COUNTY

Amount Requested: \$50,000

Series XIV-A

Grant Period: January 1, 2014 – December 31, 2014

- Describe what role and impact each item of supplies will have on the proposed project.
The program will purchase basic office supplies such as pens, paper, folders for files, etc. for the everyday function of the program. The total amount for the entire year is a bulk amount not to exceed \$1,100.

F. Client Services

- List each client service and the cost of each service. Client Services may include, but is not limited to, non-staff counseling services, support such as bill pay, transportation to provide client services, and any contract personnel that will be providing services to Beneficiaries. List, if applicable, the maximum amount of assistance to be provided to clients.

Client Service	Maximum per Client	Total Cost
Evaluations for 45 participants	750	\$33,750
Bus Passes (\$10/month X 12 months X 25 participants)	10	\$3,000
Total Client Services		\$36,750

Table F

- Describe what role and impact each Client Service will have on the proposed project.
The program proposed to provide evaluations for 50 participants of the program to determine individual needs. The evaluations will be conducted by a licensed physician. Currently the local VA office is conducting the evaluations however, there due to the lack of resources, the VA is placing the individuals on a waiting list; this interrupts the process and the timeframe for the individual to be placed in the program.

G. Construction

The FVA grant does not cover the cost of construction. This line is blank.

H. Other Direct Costs

- List any direct costs not included in the above tables.

Table H

- Describe what role and impact the other direct costs listed will have on the proposed project.

I. Total Direct Charges

All Personnel, Fringe Benefits, Travel, Equipment, Supplies, Client Services and Other are Direct Charges and should sum to Total Direct Charges on Line I of Table K below.

J. Indirect Costs – only applicable for organizations with a federally negotiated cost allocation plan

The maximum total amount of the indirect charge allowed with this grant is 7% of direct costs being requested. Indirect charges may only be requested if the applicant organization has previously filed an indirect cost agreement with the Federal government and this rate must be used.



APPENDIX I - THE APPLICATION

Organization Name: EL PASO COUNTY

Amount Requested: \$50,000

Series XIV-A

Grant Period: January 1, 2014 – December 31, 2014

A copy of the federal indirect negotiated cost agreement must be submitted as part of the Application Package if the organization has one.

If an applicant organization does not have a previously filed indirect cost agreement with the Federal government, all charges requested as part of this application must be included in one of the direct cost tables listed previously.

1. Enter the indirect cost item, the cost of the item, and the indirect cost rate as a percentage. The total indirect cost will calculate. If you do not have a federally negotiated indirect cost agreement, enter "N/A."

Table J

Item	Federal Indirect Cost Rate	Total Direct Costs (from Table K, Line I.)	Indirect Rate (%)	Total Indirect Cost
Federal Negotiated Cost Agreement			7%	\$0
Total Indirect Costs				\$0

2. Describe what role and impact each indirect cost item will have on the proposed project.

K. Budget Table

Enter the all Total lines from Tables A-H and J on the corresponding line below. The total of Table K MUST match the grant amount being requested.

Table K

Budget Categories		Total Cost
Table		
A.	Salary and Wages	
B.	Fringe Benefits	
C.	Travel	\$12,150
D.	Equipment	
E.	Supplies	\$1,100
F.	Client Services	\$36,750
G.	Construction	
H.	Other	
I.	Total Direct Costs	\$50,000
J.	Indirect Costs	
	Total	\$50,000

Part 5: Sustainability, Need, and Marketing



APPENDIX I - THE APPLICATION

Organization Name: EL PASO COUNTY

Amount Requested: \$50,000

Series XIV-A

Grant Period: January 1, 2014 – December 31, 2014

A. Matching Funds

Describe what other funding sources and/or matching funds exist, as it helps to provide a complete picture of how the project will be accomplished.

The Veterans Court program currently received funding from the Office of the Governor, Criminal Justice Division in the amount of \$166,458. The funding was for a twelve month period with that grant ending on August 31, 2013. The program has applied for a continuation grant and is awaiting results of the award. The funding was utilized for the compliance officer salary, client services, travel, purchased vehicle and maintenance, drug testing and supplies.

B. Need Identified

Describe what efforts were taken to determine that the proposed program and the service it provides were needed.

There is no better place for a Veterans Court program than El Paso, Texas. In 2006 the government enacted the Base Realignment and Closure (BRAC) that resulted in a number of military installations across the U.S. being closed down or downsized and other bases increasing in size. As a result of BRAC, Fort Bliss is growing from 9,330 soldiers in 2005 to over 33,469 by 2012. Fort Bliss is located within the El Paso area. Fort Bliss is a military community of approximately 118,000 people, including joint service civilian personnel, military families and retirees. Fort Bliss is the site of many United States Army Air units and brigades. Fort Bliss is a major facility for training, mobilization, deployment of combat forces and return center; thus making El Paso/Fort Bliss their home upon arrival from combat. Unfortunately, El Paso has seen an increase in crime and violence that can be directly attributed to the military presence in large part because of the untreated PTSD issues they deal with.

The Veterans Court Program, through its extensive collaboration of dedicated partners including criminal justice, federal veteran's agencies and local community veteran's organizations such as the local Veterans Administration, is the most appropriate court in the County to consider cases involving veterans or active duty military personnel. The program is structured to provide treatment and judicial monitoring to its participants who suffer with mental illnesses to include post-traumatic stress syndrome (PTSD) Traumatic brain injury (TBI), depression and other mental illness that are connected to their military service and/or combat service members or veterans by quickly linking them to services.

C. Marketing and Outreach

Describe all planned marketing and outreach efforts.

The El Paso Veterans Court program established a webpage with the assistance of the El Paso ITD so that it may be available throughout the entire internet community. It is updated on a regular basis and includes pictures, documents, interviews with the media and more. Many phone calls have been received at the Veterans Court office as a direct result of the information on the webpage. Throughout the year, the Judge and/or the Veteran Program Director attend many meetings regarding issues with the veteran community. In addition, on a yearly basis, the Veterans Court participates in the El Paso Lawyers for Patriots legal clinic and the Stand down. Veterans Court brochures are strategically located at Veteran organizations and continuously circulated in as many public locations in the El Paso area as possible.

On an as needed or at least once per year, the Veteran Program Director will train departments such as the Probation Department or the Public Defender's office, in the eligibility of veterans for the Veteran Court Program.



APPENDIX I - THE APPLICATION

Organization Name: EL PASO COUNTY

Amount Requested: \$50,000

Series XIV-A

Grant Period: January 1, 2014 – December 31, 2014

Further, at least once per year or as deemed necessary, Judge Barill and the Program Director schedule appointments with the VA leadership/management, William Beaumont and Ft. Bliss to ensure everyone's understanding and reinforcement of the Memorandum of Understanding that is in place.

D. Sustainability after the Grant

1. Describe how the proposed project will continue after the FVA grant funding period ends.
In its first year of operation, the program has been successful in developing and maintaining partnerships with community organizations such as the local Veterans Administration, the Veterans hospital, and the Fort Bliss military base; whom are committed to assisting the participants with their needs. The program along with the partnerships will assist the participants and their dependents seek resources not currently offered through the program due to lack of resources. The program will also assist the participants and their dependents in seeking benefits they are entitled to due to their military careers.

The County's general funds program will continue to fund the Program Director's salary to oversee the operations of the program through the next fiscal year. The Sheriff and Police departments have both committed part-time officers to the program to assist with field visits of the participants.

The program is also starting to assess and collect fees from the participants as the program grows, this account will also grow and continue to be a financial factor in the programs' future success. This is a slow process as some of the participants will not always have the means to meet this requirement.

2. Describe what other funding will be available after the end of the FVA grant.
The Veterans Court program received funding from the Governor's office to fund a compliance officer position and has reapplied for a continuation grant. Award of the grant is pending. The program will continue to seek federal, state, local and foundation funding whenever these monies become available. The program will also continue to seek collaboration of funding with local organizations and other specialty courts in the county.