

**FY 18 INTERLOCAL AGREEMENT
HEART OF TEXAS AUTO THEFT TASK FORCE
ABTPA CONTRACT # 608-18-0270000**

This Agreement is entered into by and between the County of Burnet, the County of Coryell, and the County of Limestone, all political subdivision of the State of Texas, hereinafter referred to as the Parties, pursuant to the Interlocal Cooperation Act, Texas Government Code, Chapter 791, concerning interlocal cooperation contracts, and Title 11, Public Safety, Chapter 362 of the Texas Local Government Code.

WITNESSETH

WHEREAS, The Parties have filed and awarded funding of a joint grant application with the Automobile Burglary and Theft Prevention Authority of the State of Texas, hereinafter referred to as ABTPA, in the amount of \$276,734 for the investigation and reduction of auto theft and auto burglaries; and,

WHEREAS, the Parties have agreed to contribute the total of \$122,778 in matching funds; and,

WHEREAS, the source of funds would not normally be used for this purpose; and,

WHEREAS, the Parties believe it to be in their best interests to join together to develop the Heart of Texas Auto Theft Task Force, a regional or multijurisdictional ABTPA Task Force, and,

WHEREAS, the Parties agree to each accept the responsibility and to adhere to all applicable federal, state, and local laws or regulations

NOW THEREFORE, IT IS HEREBY AGREED AS FOLLOWS:

**ARTICLE I.
CONTINUATION OF TASK FORCE**

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

**ARTICLE II.
TERM**

- 2.01 The term of this Agreement is to commence on September 01, 2017 and to end August 31, 2018

ARTICLE III. ALLOCATION OF FUNDS

- 3.01 As consideration for this Agreement, Burnet County will act as the Manager for the administration of the grant, which will be utilized to support Task Force operations, and Burnet County will allocate funding as follows in accordance with the provisions of the Statement of Grant Award and Grantee Acceptance Notice, which is attached hereto as Exhibit A and made a part of hereof for all purposes:

Entity	Description	Amount	Method
Burnet County	Lt. Field Supervisor Salary	\$ 57,990	ABPTA Grant Funds
Burnet County	Investigator Salary	53,233	ABPTA Grant Funds
Coryell County	Investigator Salary	43,135	ABPTA Grant Funds
Coryell County	Administrative Assistant Salary	36,621	ABPTA Grant Funds
Coryell County	Administrative Assistant Fringe	16,103	ABPTA Grant Funds
Limestone County	Investigator Salary	44,020	ABPTA Grant Funds
Burnet County	Travel	4,924	ABPTA Grant Funds
Burnet County	TAVTI Registration	1,000	ABPTA Grant Funds
Burnet County	Vehicle Insurance	2,025	ABPTA Grant Funds
Burnet County	Cell Phones/ Computer Access	5,367	ABPTA Grant Funds
Burnet County	Fuel and Maintenance	11,016	ABPTA Grant Funds
Burnet County	Supplies	1,300	ABPTA Grant Funds
	TOTAL	\$ 276,734	

- 3.02 As consideration for this Agreement the Parties agree to contribute a total of \$ 122,778 in matching funds for the enhancement of the funded grant program in the amounts and methods as follows in accordance with the provisions of the grant documents:

Source	Description	Amount	Method
Burnet County	Lt. Field Supervisor Salary	\$ 5,679	Cash Match in Salary
Burnet County	Investigator Salary	5,493	Cash Match in Salary
Burnet County	Law Enforcement Personnel Fringe	50,300	Cash Match in Fringe
Coryell County	Investigator	26,095	Cash Match in Fringe
Limestone County	Investigator	15,919	Cash Match in Fringe
Program Income	Fuel and Maintenance	12,000	Match from 68A Inspections
Program Income	Building Rent	7,292	Match from 68A Inspections
	TOTAL	\$ 122,778	

- 3.03 As consideration for this Agreement, the Parties agree to maintain accurate accounting records of any funds disbursed pursuant to this Agreement and, if requested, to allow Burnet County and/or granting agencies access to the records for the purpose of performing inspections and audits. The Parties will supply Burnet County Grant Administrator monthly personnel payroll documentation for purposes of monthly expenditure reporting.
- 3.04 As consideration for this Agreement, Burnet County will report quarterly to ABTPA in accordance with the provisions of the grant documents and upon receipt of payment from ABTPA will reimburse the Parties for their portions of the quarterly expenditures.

- 3.05 As consideration for this Agreement, pursuant to the ABTPA Grant Administration Manual section 3.3.7, all 68-A Inspections revenue will be deposited into a restricted fund with Burnet County to be used as program income for the Task Force.

ARTICLE IV EQUIPMENT

- 4.01 Upon termination of this Agreement, equipment including vehicles, hardware, and other non-expendable items will revert back to the applicant. ABTPA will be notified and inventory records will be updated.
- 4.02 Pursuant to ABTPA Grant Administration Manual section 3.3.7, any proceeds of equipment including vehicles, hardware and other non-expendable items which were bought with ABTPA funds and sold will be deposited into a restricted fund with Burnet County to be used as program income for the Task Force.

ARTICLE V AMENDMENTS

- 5.01 This Agreement may be amended by the mutual agreement of the parties hereto in writing to be attached to and incorporated into this agreement.

ARTICLE VI LEGAL CONSTRUCTION

- 6.01 In the event any one or more of the provisions contained in this Agreement shall be held to be invalid, illegal, or unenforceable in any respect such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

ARTICLE VII ENTIRE AGREEMENT

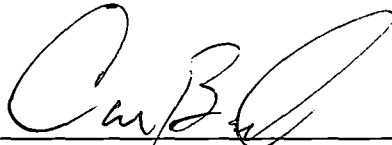
- 7.01 This Agreement supersedes any and all other agreements, either oral or in writing, between the parties hereto with respect to the subject matter hereof, and no other agreement, statement, or promise relating to the subject matter of this Agreement which is not contained herein shall be valid or binding upon all parties .

**FY 18 INTERLOCAL AGREEMENT
HEART OF TEXAS AUTO THEFT TASK FORCE
CORYELL COUNTY SIGNATURE PAGE**

EXECUTED IN DUPLICATE ORIGINALS, EACH OF WHICH SHALL HAVE THE FULL FORCE AND EFFECT OF AN ORIGINAL, ON THIS THE 12TH DAY OF SEPTEMBER, 2017.

APPROVED:


James Oakley, Burnet County Judge


Calvin Boyd, Burnet County Sheriff

ATTEST:

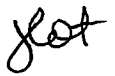

Janet Parker, Burnet County Clerk

John E. Firth, Coryell County Judge

Date signed

Scott Williams, Coryell County Sheriff

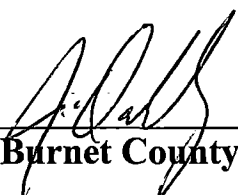
Date signed

Reviewed By: E. Arredondo
Burnet County Attorney
Date: 8/29/2017


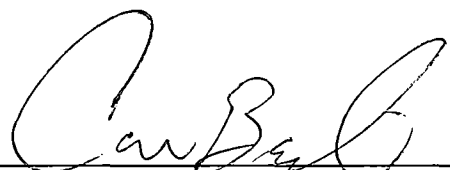
**FY 18 INTERLOCAL AGREEMENT
HEART OF TEXAS AUTO THEFT TASK FORCE
LIMESTONE COUNTY SIGNATURE PAGE**

EXECUTED IN DUPLICATE ORIGINALS, EACH OF WHICH SHALL HAVE THE FULL FORCE AND EFFECT OF AN ORIGINAL, ON THIS THE 12TH DAY OF SEPTEMBER, 2017.

APPROVED:



James Oakley, Burnet County Judge



Calvin Boyd, Burnet County Sheriff

ATTEST:



Janet Parker, Burnet County Clerk

Daniel Burkeen, Limestone County Judge

Date Signed

Dennis Wilson, Limestone County Sheriff

Date Signed

Reviewed By: E. Arredondo
Burnet County Attorney
Date: 8/29/2017
got



ABTPA Board Members

Chief Carlos Garcia
Chair
Law Enforcement Representative
Brownsville, Texas

Ken Ross
Insurance Representative
State Farm Insurance
Houston, Texas

Ashley Hunter
Insurance Representative
IM Risk Group
Austin, Texas

Inda Kinney
Consumer Representative
Kipping Springs, Texas

Armin Mizani
Consumer Representative
Dallas, Texas

Tommy Hansen
Law Enforcement Representative
Houston, Texas

Ex Officio Member
Steven C. McCraw
Major Wynn Reynolds—Designee
Texas Department of Public Safety
Austin, Texas

Bryan E. Wilson
Director

August 11, 2017

The Honorable James Oakley
Burnet County Judge
220 South Pierce
Burnet, Texas 78611
Via e-mail: countyjudge@burnetcountytexas.org

Re:	FY2018 ABTPA Statement of Grant Award and Acceptance Notice
Grant Number:	608-18-0270000
Grantee:	Burnet County
Program Title:	Heart of Texas Auto Theft Task Force
Grant Award Amount:	\$276,734
Grant Term:	September 1, 2017 to August 31, 2018

Dear Judge Oakley,

I am pleased to inform you that your organization has been awarded a grant by the Automobile Burglary and Theft Prevention Authority (ABTPA) in the amount indicated above. The grant award must be officially accepted by signing and returning the enclosed Statement of Grant Award and grantee acceptance notice to the ABTPA within 30 days from the date received.

We look forward to working with you to combat and reduce motor vehicle theft and burglary. Any questions relating to the administration of this grant should be directed to our office. Please do not hesitate to contact me should you require further assistance with this matter. I can be reached at Bryan.Wilson@txdmv.gov or (512) 465-4012.

Sincerely,

Bryan E. Wilson
Director

Copy via email: all agency designated grant officials



FY18 Automobile Burglary and Theft and Prevention Authority Statement of Grant Award and Grantee Acceptance Notice

Grant Number: 608-18-0270000
Grantee: Burnet County
Program Title: Heart of Texas Auto Theft Task Force
Grant Award Amount: \$ 276,734
Total Cash Match Amount: \$ 122,778
Reimbursement Percent*: 69.27%
In-Kind Match Amount: \$ 0
Grant Term: September 1, 2017 to August 31, 2018

That whereas, **Burnet County** (hereinafter referred to as Grantee), has heretofore submitted a grant application in response to the Request for Application issued on March 24, 2017 to the Automobile Burglary and Theft Prevention Authority, State of Texas, entitled **Heart of Texas Auto Theft Task Force**, and further identified by grant number **608-18-0270000**; and

Whereas, the Automobile Burglary and Theft Prevention Authority has approved the grant application as evidenced by this FY18 Statement of Grant Award and certain special requirements from the Automobile Burglary and Theft Prevention Authority dated **August 11, 2017**; and

Whereas, the Grantee desires to accept the FY18 grant award and use all funds for purposes and in compliance with the following requirements that are adopted in their entirety by reference:

- Texas Revised Civil Statutes Article 4413(37);
- Texas Administrative Code: Title 43; Part 3; Chapter 57;
- Uniform Grant Management Standards (UGMS) as promulgated by the Texas Comptroller of Public Accounts;
- The Request for Applications issued on March 24, 2017;
- The current Automobile Burglary and Theft Prevention Authority Grant Administrative Manual and forms and subsequently adopted grantee instruction manuals and forms;
- The Final Adopted Application attached to this Statement of Grant Award;
- The certification of compliance; and
- The Approved Grant Budget Summary:

Approved Grant Budget Summary				
	ABTPA	Cash Match	TOTAL	In-Kind
Personnel	\$111,223	\$11,172	\$122,395	\$0
Fringe	\$0	\$50,300	\$50,300	\$0
Overtime	\$0	\$0	\$0	\$0
Professional and Contract Services	\$139,879	\$42,014	\$181,893	\$0
Travel	\$4,924	\$0	\$4,924	\$0
Equipment	\$0	\$0	\$0	\$0
Supplies and Direct Operating Expenses	\$20,708	\$19,292	\$40,000	\$0
Total	\$276,734	\$122,778	\$399,512	\$0
*Reimbursement Percent: 69.27% - \$276,734-ABTPA Amt. / \$ 399,512 (ABTPA Amt. plus \$ 122,778 Cash Match)				

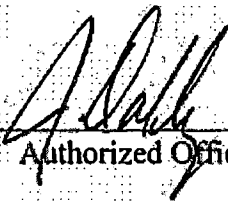
Now, therefore, the Grantee accepts the FY18 Statement of Grant Award under the conditions above including the special requirements in the grant application and the Statement of Grant Award as evidenced by this agreement, executed by the official authorized to sign the original grant application, or the official's designated successor, as presiding officer of and on behalf of the governing body of this grantee; and

The Texas Automobile Burglary and Theft Prevention Authority (ABTPA) has awarded the above-referenced grant subject to the availability of state funds. The approved budget is reflected in the above Approved Grant Budget Summary. This grant is subject to and conditioned upon the acceptance of the ABTPA Grant Administrative Guide promulgated for this specific program fund (referenced above) by the Automobile Burglary and Theft Prevention Authority. Applicable special conditions are listed below.

Special Conditions and Requirements: N/A

APPROVED AND ACCEPTED BY:

Approved and Accepted by:



Authorized Official

James Oakley, Burnet County Judge

Printed Name and Title

8/22/2017

Date Signed

Burnet County Grant Application Negotiation for Fiscal Year 2018

The Application was submitted by James Oakley at 8/11/2017 9:21:40 AM and is now locked.

The confirmation Number is 2017081100018.

Program Title Please enter a short description of the proposed program that can be used as the title. *Heart of Texas Auto Theft Task Force*

Which type of grant are you applying for?

Continued Grant - Only available to agencies that have a 2017 grant. These are annual competitive grants for the program described in the application. The program must be submitted for substantially the same program as the previous year. The requested funds, match funds, and in-kind match must be within 5% of the previous year but in any event may not go below the 20% minimum cash match requirement. The number of staff positions must be within 5% of the total positions. Awarded activities are funded on a reimbursement basis.

To be eligible for consideration for funding, a program must be designed to support one or more of the following **ABTPA program categories**.

- Law Enforcement, Detection and Apprehension

Grant Participation and Coverage Area

• **Other Coverage (Describe):** *Participating Counties: Burnet, Coryell and Limestone Coverage areas: Copperas Cove PD, Gatesville PD, Groesbeck PD, Mexia PD, Lampasas PD, McClennan Co SO, Waco PD as well as all other agencies in the coverage area. We also assist callers outside of these areas whenever possible.*

• **Law Enforcement Grant**
Participating and coverage agencies below.

Participating Agencies: agencies that will materially participate in the grant application through the use of interlocal agreements. The agencies selected in this list only includes agencies that will receive or provide funding and/or resources. The interlocal agreements do not need to be submitted with the application. Interlocal agreements will need to be executed prior to the first payment being made if selected for a grant. Letters of support with the application from the participating agencies are strongly recommended.

Coverage Agencies: agencies that will be covered by the grant but not materially participating in the grant application. These agencies will not be covered by a grant interlocal agreement but as law enforcement agencies may have jurisdictional coverage agreements unrelated to the grant. The agencies selected in this list only includes agencies that will be covered or where the chief of police or county sheriff indicates that their agency will coordinate or call upon the taskforce. These will not directly receive or provide funding and/or resources. Letters of support with the application from the participating agencies are strongly recommended.

Participating Agencies

Coverage Agencies

TX0500100 COPPERAS COVE PD
TX0500200 GATESVILLE PD (AE)

TX0270000 BURNET CO SO (AE) TX0970000 HAMILTON CO SO
TX0500000 CORYELL CO SO (AE) TX1410000 LAMPASAS CO SO (AE)
TX1470000 LIMESTONE CO SO TX1410100 LAMPASAS PD
TX1470200 GROESBECK PD
TX1470300 MEXIA PD
TX1550000 MCLENNAN CO SO (IBR)
TX1551200 WACO PD (MIP)
TX1670000 MILLS CO SO (AE)
TX2060000 SAN SABA CO SO

Resolution: Complete a Resolution and submit to local governing body for approval. *Sample Resolution* is found in the Request for Application or send a request for an electronic copy to grantsABTPA@txdmv.gov.

Grant Budget Summary

Budget Category	ABTPA Expenditures	Cash Match Expenditures	Total Expenditures	In- Kind Match
Personnel	\$111,223.11	\$11,172.00	\$122,395.11	
Fringe	\$0.00	\$50,299.74	\$50,299.74	
Overtime	\$0.00		\$0.00	
Professional and Contract Services	\$139,879.31	\$42,013.94	\$181,893.25	
Travel	\$4,924.00		\$4,924.00	
Equipment				
Supplies and Direct Operating Expenses (DOE)	\$20,708.00	\$19,292.00	\$40,000.00	
Total	\$276,734.42	\$122,777.68	\$399,512.10	
		44.37%		

Description	Subcategory	Pct Time	ABTPA Funds	Cash Match	Total	In- Kind Match
Personnel						
Lt. Field Supervisor - Proj Manager	Investigator/LEO	100.00%	\$57,990.22	\$5,679.00	\$63,669.22	
Investigator - Burnet County	Investigator/LEO	100.00%	\$53,232.89	\$5,493.00	\$58,725.89	
	Total Personnel		\$111,223.11	\$11,172.00	\$122,395.11	
Fringe						
Law Enforcement Personnel Burnet Co.	Investigator/LEO		\$0.00	\$50,299.74	\$50,299.74	
	Total Fringe		\$0.00	\$50,299.74	\$50,299.74	

Description	Subcategory	Pct Time	ABTPA Funds	Cash Match	Total	In-Kind Match
Overtime						
Investigator Burnet County	Investigator/LEO		\$0.00		\$0.00	
	Total Overtime		\$0.00		\$0.00	
Professional and Contract Services						
Coryell County - Investigator	Investigator/LEO - personnel	100.00%	\$43,135.26		\$43,135.26	
Coryell County - Investigator	Investigator/LEO - fringe	100.00%	\$0.00	\$26,094.59	\$26,094.59	
Coryell County - Admin Assistant	Administrative/Support - personnel	100.00%	\$36,621.12		\$36,621.12	
Coryell County - Admin Assistant	Investigator/LEO - fringe	100.00%	\$16,102.85		\$16,102.85	
Limestone County - Investigator	Investigator/LEO - personnel	100.00%	\$44,020.08		\$44,020.08	
Limestone County - Investigator	Investigator/LEO - fringe	100.00%	\$0.00	\$15,919.35	\$15,919.35	
	Total Professional and Contract Services		\$139,879.31	\$42,013.94	\$181,893.25	
Travel						
TAVTI Conference	Law enforcement In- State		\$2,600.00		\$2,600.00	
TAVTI Conference	Administrative In-state		\$150.00		\$150.00	
ABTPA Board /App Meetings -LE	Law enforcement In- State		\$1,174.00		\$1,174.00	
ABTPA Board and App Meetings-Adm	Administrative In-state		\$1,000.00		\$1,000.00	
	Total Travel		\$4,924.00		\$4,924.00	
Equipment						
	Total Equipment					
	Supplies and Direct Operating Expenses (DOE)		\$1,000.00		\$1,000.00	

Description	Subcategory	Pct Time	ABTPA Funds	Cash Match	Total	In-Kind Match
TAVTI Registration						
Vehicle Insurance			\$2,025.00		\$2,025.00	
Cell Phones/computer access			\$5,367.00		\$5,367.00	
Fuel and Maintenance			\$11,016.00	\$12,000.00	\$23,016.00	
Building Rent			\$0.00	\$7,292.00	\$7,292.00	
Supplies			\$1,300.00		\$1,300.00	
	Total Supplies and Direct Operating Expenses (DOE)		\$20,708.00	\$19,292.00	\$40,000.00	

Budget Narrative

Personnel: The Lt. Field Supervisor is the project manager. The responsibilities include overseeing daily operations. Field Supervision of Investigators and administrative assistant, assists with investigations, reviews reports, assigns cases or give assignments to staff. Duties also include collaborating with administrative assistant with progress reports and program updates and collaborating with Grant Administrator in preparing and administering budget, including approving all expenditure and adjusting budget when required. The project manager is also responsible for providing program updates to the Project Director. This position salary is funded 100% by ABTPA grant funds and 100% will be devoted to auto crimes. The budget for the Project Manager includes \$57,990.22 in grant funds and \$5,679.00 in cash match which reflects a market raise increase from FY17.

Burnet County Investigator is responsible for the recovery of stolen vehicles, investigating vehicle crimes, arresting of offenders in vehicle related crimes, clearing vehicle theft and burglary of vehicle cases and performing objective/goal activities. This position salary is funded 100% by ABTPA grant funds and 100% will be devoted to auto crimes. The budget for the Investigator includes \$53,232.89 in grant funds and \$5,493.00 in cash match which reflects a market raise increase from FY17.

These amounts are only the Burnet County employees' salaries. Other positions will be included in the Professional and Contract Services line item. Please note that FY17 included all employees personnel in the calculations.

Please note that FY17 matching funds included 25% of the Project Director salaries and corresponding fringe in Cash Match. The current Project Director is an elected official and has been removed from the total grant costs. This budget was approved to be moved to fringe in May 2017 to offset the incorrect fringe calculations on the FY17 application. The Project Director responsibilities include program oversight and updates to the Authorized Official.

Budget Narrative

Fringe: Burnet County Law Enforcement Personnel - Fringe includes, FICA and Medicare 7.65% of salary, Retirement 11.38%/11.21%, Unemployment .1097%, Worker's Comp 2.47% and Survivor Death Benefits .37%/.32%. Insurance is a set rate and is being budgeted at a 20% increase from last year and may change once rates are finalized. Burnet County Law Enforcement Personnel Fringe is reported as 100% Cash Match.

These amounts are only the Burnet County employees. The rates that have split percentages are the only changes known at this time for calendar year 2018.

Please note that FY17 included all employees' fringe in the calculations as well as fringe for the Project Director. The collaborating counties employees' fringe has been moved to Professional and Contract Services line item. The project director is no longer included in the grant costs since that position is held by an elected official.

Professional and Contract Services: An Interagency agreement between Burnet County and Coryell County will be executed concerning Burnet County as the administrative county for the ABTPA grant as well as the agreement of Coryell to provide the fringe benefits for the Investigator and Administrative Assistant who are employees of Coryell County.

Coryell County Investigator is responsible for the recovery of stolen vehicles, investigating vehicle crimes, arresting of offenders in vehicle related crimes, clearing vehicle theft and burglary of vehicle cases and performing objective/goal activities. This position salary is funded 100% by ABTPA grant funds and 100% will be devoted to auto crimes. Fringe benefits will be provided by 100% Coryell County as Cash Match.

Coryell County Administrative Assistant also acts as the Public Awareness Coordinator. The Administrative Assistant is responsible for providing clerical and administrative office support, conducting public awareness events, data entry of vehicle theft related cases, preparing monthly statistical reports. The position assists with budget management, grant application, communication between agencies in the coverage area and answering questions for the general public. The Administrative Assistant is also responsible for ordering and maintaining public awareness supply inventory. This position is funded 100% by ABTPA grant funds including Salary and Fringe and 100% will be devoted to auto crimes.

An Interagency agreement between Burnet County and Limestone County will be executed concerning Burnet County as the administrative county for the ABTPA grant as well as the agreement of Limestone County to provide the fringe benefits for the Investigator who is an employee of Limestone County.

Limestone County Investigator is responsible for the recovery of stolen vehicles, investigating vehicle crimes, arresting of offenders in vehicle related crimes, clearing vehicle theft and burglary of vehicle cases and performing objective/goal activities. This position salary is funded 100% by ABTPA grant funds and 100% will be devoted to auto crimes. Fringe benefits will be provided 100% by Limestone County as Cash Match.

Travel: Burnet County Travel Policy allows employees traveling outside of the county to receive a per diem per meal depending on when the traveler leaves for the trip. Breakfast will be paid \$10 if travel starts before 6:30, lunch will be paid \$15, if travel starts before 10:30 and dinner will be paid \$25 if travel ends after 7:00.

Budget Narrative

The Texas Association of Vehicle Theft Investigators (TAVTI) Conference offers specialized training specific to Auto Theft Investigators. Generally, this type of training offered is not available for individual classes. The offers personnel the opportunity of receiving training related to their job descriptions and affords an opportunity to network and collaborate with other investigators. FY18 conference will be held in Dallas on October 23-27. Hotel Costs are \$125 per night (4 nights or \$500). Two dinners and a lunch are included in the conference registration so only \$150 would be needed for per diem. TAVTI pays for the hotel for the Administrative Assistant, so only \$150 per diem is necessary for that position. Total for investigators is \$650 x 4 or \$2,600. The importance for Non-Law Enforcement personnel to attend is to gain further knowledge as to current trends and information that will enable the assistance to Investigators performing their daily activities.

All travel will be funded 100% ABTPA grant funds. ABTPA holds Board Meetings and Grant Workshops and General Training. The administrative assistant attends the board meetings and grant workshops. The program manager will also attend the board meetings and grant workshop. HOTATTF will be hiring a new employee for Burnet County who will need to go to Auto Theft I and II training.

Supplies and Direct Operating Expenses (DOE): TAVTI Registration fees are \$200 each for 4 investigators and 1 administrative assistant. Funded 100% out of ABTPA grant funds.

Vehicle insurance for 7 vehicles \$2,025. This amount will change if new vehicles are procured through the grant and older vehicles are sold. Funded 100% out of ABTPA grant funds. Any amount over this budget will be paid by Sheriff's Office Budget.

Cell phones and Air Cards(internet access) - 5 cells phones at \$51.46 per month or \$3,087.60 and 5 hotspot internet access air cards at \$37.99 per month or \$2,279.40. Total \$5,367 Funded 100% out of ABTPA grant funds.

Fuel and Maintenance - estimated fuel and repair on vehicles \$12,000 funded out of program income which is cash match and \$11,016 out of grant funds. Total \$23,016. Funded 52% program income as cash match and 48% funded out of ABTPA grant funds.

Building Lease: 607.67 per month with final month being \$607.63 funded 100% out of program income as Cash Match.

Supplies - Include general office supplies including pens, paper, envelopes and other miscellaneous items. Estimated at \$58.33per month or \$800 Other supplies include chemical cleaners, paint removes and other miscellaneous items used in vehicle theft and burglary investigations. Estimated at \$50 per month or \$600. Supplies are funded 100% out of ABTPA grant funds.

Revenue

Indicate Source of Cash and In-Kind Matches for the proposed program.

Cash Match

Source of Cash Match

Burnet Co Law Enforcement Personnel	Grantee	\$11,172.00
Burnet Co Law Enforcement Fringe	Grantee	\$50,299.74
Coryell Co Law Enforcement Fringe	Subgrantee	\$26,094.59
Limestone Co Law Enforcement Fringe	Subgrantee	\$15,919.35
Program Income Fuel and Maint	Program Income	\$12,000.00
Program Income Building Rent	Program Income	\$7,292.00
Total Cash Match		\$122,777.68

In-Kind Match

Statistics to Support Grant Problem Statement

Use UCR data	2014	2015	2016
Larceny from a motor vehicle	1487	1546	1054
Larceny from a motor vehicle - Parts	244	260	0
Jurisdictions included in totals	Statistics for Area of Jurisdiction		
Theft of a motor vehicle	472	390	248
Recoveries of Motor Vehicles	273	269	66
Jurisdictions included in totals	Statistics for Area of Jurisdiction		

Provide any additional information or limitations about the data provide above

Data may not reflect stolen recreational/ utility trailers that may be classified as Larceny. Data for 2016 is not complete as UCR numbers have not yet been released. These are based only on the numbers we have collected from cooperating agencies in our area.

Application Narrative

Grant Introduction (Executive Summary)

- 1.1 Briefly describe the organization and program operation. Provide a high level summary to the intent of the application and how it will affect the local community. (500 words or less)

The Heart of Texas Auto Theft Task Force was originally created in 2001 to provide service to the Waco Region as there were no, or few, specialized investigators to address vehicle crimes between the Dallas and Austin Metroplex areas. The creation filled a gap and allowed for additional resources not only for law enforcement agencies but to citizens as well. Realizing that the criminal enterprise has no boundaries, the coverage was expanded to include rural areas and the Highway 281 corridor. Strategically assigning investigators to Burnet, Coryell, and Limestone Counties has allowed personnel to assist additional agencies within and outside the coverage areas while performing investigative duties for their home agencies. The program will continue efforts to reduce vehicle crimes using proactive and reactive measures. Personnel utilize techniques they have acquired from attending specialized training to keep up with new trends and to recover stolen vehicles or property as well as reduce the number of instances of vehicle theft and burglary.

We will continue to provide VTR68A inspections to the citizens of Texas as needed. This service increases the experience level of investigators and adds to their expertise in identifying vehicles and trailers. These VTR68A inspections citizens with obtaining titles and the proper registration of their vehicles and/or trailers. The inspections also allow

investigators to identify and recover stolen vehicles and trailers. The program generated revenue from the inspections has been utilized for budget purposes to cover deficits in funding.

The increase of population in the task force area, along with the close proximity to large metropolitan areas, creates an increase of vehicle crimes. Task Force investigators can be teamed to address specific problems, not only within the coverage area but also from any agency requesting assistance. This has been an asset to area agencies as well as to task force members, especially during the execution of narcotics search warrants, which often involve stolen vehicles. The officers trained in illegal substances can perform their duties with confidence that the ownership of vehicles on the property is also being verified.

Grant Problem Statement

2.1 Provide an assessment of the motor vehicle burglary (including theft of parts) problem in the coverage area of this application.

A large portion of our coverage area is rural and residents often develop a false sense of security that their vehicles and valuables are safe being left unsecured. Another aspect of the rural area is the rampant drug use and/or manufacturing that often ties into burglary of vehicles or theft of vehicles to fund, or further their substance abuse. The Task Force coverage area includes both the I-35 corridor, starting in McLennan County, and the Highway 281 corridor running through Burnet and Lampasas counties. I-35 has long been used as an access corridor for drug and human trafficking, both of which are often committed in stolen vehicles. And now, with so much construction on I-35, many travelers are taking alternate routes with Highway 281 as a frequent choice. The increase in traffic provides more opportunity for local criminals to commit burglaries of vehicles when unsuspecting tourists make stops along their way. It can also bring criminals through our area and give them more courage to commit a burglary of a vehicle due to the fact that they will be on the road and out of town before anyone realizes the theft has occurred. These aren't scenarios we want to think about but are ones we must consider and try to prevent. It is crucial that our area remains covered by officers who are specifically trained in detecting and preventing vehicle crimes.

Some of our coverage area, like Copperas Cove in Coryell County and Waco, in McLennan County, have larger populations due to the proximity of Fort Hood to Copperas Cove and Baylor University in Waco. With a constant transitioning of families/students it is our belief that this will often result in increased cases of burglary of motor vehicles. This may be due to complacency of the vehicle owners and that is where we can step in to help educate on protecting their vehicles and belongings. Another factor may be local criminals keeping an eye on areas where new families/students are moving in so that they can prey on their vulnerabilities of their new home. Again, we can help educate but we can also step in with surveillance operations in areas that are being hit the hardest to let the criminal know that law enforcement is present.

While we experienced a reduction in burglary of vehicles, this is not necessarily a long term success. We have had locations where numerous thefts from vehicles occurred in a short time period. This weakened a sense of security that residents had and they become more vigilant in protecting their property. Even with public awareness, persons once again become complacent in protecting their property causing numbers to fluctuate.

2.2 Provide an assessment of the motor vehicle theft problem in the coverage area of this application

Due to the rural nature of the task force area, persons tend to be less cognizant about securing their vehicles and valuables. Our coverage area provides a great bypass to I-35 that can be very alluring to the criminal element. Trailers or vehicles that are out on recreational property in isolated area can be targeted by criminals. It only take a few minutes to hook up or start the vehicle and without fear of detection or apprehension. The coverage area has numerous State Parks and recreational areas that attract thousands of outdoor enthusiasts. With part of our coverage area located in the Texas Hill Country along the Hwy 281 corridor and having five lakes in that area alone, visitors from all over are drawn here. The increases in population not only increases the number of vehicles, but the number of potential thieves who are seeking an easy target. Residents and visitors alike will have campers, RVs, boats, utility trailers and all-terrain vehicles, all of which are catching the eye of the criminal. While the target areas may not be the actual recreational areas, persons often travel outside of the parks and camps for supplies and to attend events where their could be victims of a crime.

The rural and remote areas of the Task Force coverage area are also ideal locations for the criminal enterprise to hide or conceal vehicles that owners are falsely reporting stolen in an effort to collect insurance money.

2.3 Describe the geographical target area intended for this application. Include information about the taskforce governing and command structure. Include a description of the coverage area(s) and the nature of support and agreements supporting this application.

The Heart of Texas Auto Theft Task Force is directed by the Burnet County Sheriff with a Burnet County Lieutenant acting as the Program Manager. There is one investigator each from the following counties: Burnet, Coryell and Limestone. One Administrative Assistant, a Coryell County employee, is assigned to the task force and she divides her time with half in the Burnet County facilities and the other half coordinating the collection of inspection fees and investigator paperwork and other duties in Coryell and Limestone counties.

The coverage area is over 5,000 square miles that includes Limestone County, county seat Groesbeck, McLennan County, county seat Waco, Coryell County, county seat Gatesville, Lampasas County, county seat Lampasas and Burnet County, county seat Burnet. Our task force is fully supported by our three participating agencies, Burnet, Coryell and Limestone. Investigators provide assistance and additional resources to the other counties within the service area. The resources available to ALL of our coverage area helps strengthen local law enforcement, many of which would operate at a reduced level without this assistance. The participating agencies are contributing the fringe benefits for their investigators. We will be providing letters of support from the counties who are not participating financially as well as from various other agencies who support our work.

2.4 Will the program described in the application cover the community(ies) at large or will all or any part of this program be directed to serve a specific target population? If No or

Both, please describe the problem supporting the need for a special target population.

The Heart of Texas Task Force will assist and cooperate with all agencies in the coverage area as well as any other agency requesting assistance that is within a reasonable distance. Tracking of citizens' phone calls has shown on average we are assisting 15 additional counties a month. This assistance includes questions concerning inspections, providing numbers to task forces closer to them, setting up appointments at one of our five locations or even setting up personal appointments with the citizen. The networking with other agencies and the willingness for the Task Force to provide services has provided an overall financial benefit for the task force with the fees charged. We want to provide support for our citizens who live in uncovered territory or are unable to connect with their local task forces. We do not require that the citizens live in our coverage area and will assist any.

Grant Goals and Activities

There are two parts to this section: 1) Functions of Proposed Program and Goals Strategies and Activities (GSA). In the following boxes, describe the functions of the proposed program and then complete a fillable form called GSA.

ABTPA programs must completely describe the functions they will perform in implementing the program. If Awarded, funds expended towards activities not described in this section will result in the reimbursement being denied.

Part 1

3.1 Functions of the Proposed Program Related to Burglary of a Motor Vehicle

With over 5000 square miles to cover, there is a definite need for investigative, reactive and proactive initiatives. Investigators are familiar with their jurisdictions and are aware of locations and neighborhoods where thefts from a vehicle can occur. Investigators will provide a presence when conducting follow up investigations in the field. Surveillance and field interviews of residents and other persons in the area can identify potential criminal activity as well as cultivating informants to aid in the identification of persons involved in this type of crime.

Daily Operations overseen by the Commander/Lt. Field Supervisor are monitoring in the field as Investigators complete goals and perform investigations. Reports and statistical information is also reviewed. Specific Daily Operations for contractual Counties are overseen by their Department Supervisor. The Lt. Field Supervisor remains in contact with these supervisors in an effort to have effective communication and assure grant related activities are being performed by the investigator.

We will be reactive to work known cases of burglary of motor vehicles by having such cases assigned to the officers by their primary agency. This provides their agency an officer who is a highly trained professional, specializing in vehicle crimes. Officers interact with other agencies in the course of their investigations and while it may be reactive in respect to that particular case it often results in a proactive meeting by providing insight to officers from other agencies on what to look for when out on patrol. We are also offering a Basic Auto Crimes class to agencies in and around our coverage area as a way to help raise awareness within the patrol divisions to help reduce the number of incidents of BMV.

Our best effort in reducing the incident of BMV is to educate the citizens. We must be diligent in getting the word out that this is often a crime of convenience. An unlocked car, full of personal belongings is a perfect opportunity. If we can get more people to hide their belongings, nothing in view, and to lock their cars the number of cases would go down. This is an ongoing message that our task force has promoted since 2001 and will continue, such as National Night Out parties, as well as working with local news and radio stations to deliver messages to those in our coverage area on ways to protect their vehicles from burglary.

3.2 Functions of the Proposed Program Related to Theft of a Motor Vehicle

The Heart of Texas Auto Theft Task Force continually works with other agencies in the State and has become a connection point for others working to combat vehicle crimes. Information is received and distributed so more officers have the information needed to better prepare them to be proactive in all aspects of vehicle crimes. We currently work with other ABTPA task forces as needed and are always willing to assist them in any way, as well as any non-grant funded agency in the State. Networking is a crucial part of combating vehicle crime as cases often cover multiple territories. We are often called in by surrounding agencies to help identify vehicles and to assist with cases. Agencies without a program specializing in vehicle crimes may have investigators who will not have the opportunity to focus completely on those crimes, therefore may always be working in a reactive state, thus not reducing the problem.

We will offer our basic training course to agencies to provide insight to patrol officers as they are often the first contact with stolen vehicles. The classes have proven to be worthwhile. We have received several calls from officers after attending who need advice on a suspicious vehicle they pulled over for a traffic stop. Our goal is to get as many officers in our area trained with the basic points of vehicle crime prevention. Training of law enforcement officers in the detection and identification of stolen motor vehicles, as well as empowering citizens with steps they can take to protect their property will create an increased awareness and assist in our goal of decreasing the number of incidents of theft.

Consistent inspections of salvage yards and scrap metal yards give the opportunity to locate stolen vehicles and increase the number of arrests of subjects while decreasing the number of suspects and thefts in the area. We will collaborate with agencies that do not have personnel assigned to the task force in an effort to provide investigative assistance to increase the number of resources available to recover stolen vehicles.

We will continue to provide the service of VTR68A inspections which helps to identify stolen vehicles and trailers before they are on the road. While performing these inspections we will continue to grow the relationships we have with the Tax Assessors and DMV personnel in our area. The communication helps to keep everyone on top of any suspicious activity.

3.3 Functions of the Proposed Program Related to Motor Vehicle Burglary and Theft Prevention

Public service announcements, as well as community events attended by Task Force personnel, with priority placed on awareness of not only the frequency of vehicle crimes but the also preventative measures. We will be reaching out to other agencies to offer our

support with their cases, especially when we see a rise in a particular area. We will highlight cases we work and share via social media with additional messages being shared during holiday and summer seasons when we always see an increase in vehicle crimes. The need to get citizens involved is imperative. Often a burglary of a motor vehicle is simply a crime of opportunity. A vehicle is left unlocked, with items visible is often too much to resist for a thief. Getting citizens to either remove items from their vehicles or at least hide them is a major part of reducing the incident of BMV and will take continuous messages from those who are trained in vehicle crimes. We will also continue the message of not leaving a vehicle unlocked or with keys inside as this again will make it all too easy for a criminal. We will continue with our efforts through the goals set forth in this grant to reduce the incident of motor vehicle theft and burglary of a motor vehicle in our area and to provide our assistance to any agency in need.

We have purchased signage to help alert and educate citizens on the importance of hiding their belongings and keeping their vehicles locked when unattended. We will continue to approach city and county officials with requests to post these signs not only in parking lots but also on roads and streets not maintained by the State. We will also approach citizens groups such as POA, HOA, etc., for assistance in posting the signs to raise awareness. Often people will not feel the need to lock their vehicles in gated communities but we are seeing more crimes in these areas as well. We will continue in our efforts to reach out to citizens via community events, such as National Night Out parties, as well as working with local news and radio stations to deliver messages to those in our coverage area on ways to protect their vehicles from burglary. We will continue with interdiction projects in parking lots of businesses to detect and deter the threat of burglary of a motor vehicle. We will be in contact with local agencies to discuss with patrol officers any uptake in BMV incidents and work to determine hot spots for said crimes and identify any prolific persons of interest.

During VTR68A inspections, investigators often utilize the opportunity to advise the applicant on measures of securing the vehicle or trailer. With well over 400 expected to be performed during FY17, this helps to circulate the seriousness of the vehicle crimes problem, with that person advising family and friends. We also provide our services to any citizen in Texas, meaning we do not require that they live within the confines of one of our counties. We will not turn anyone away if they are willing to drive to our locations. We currently offer inspections at five(5) locations every week at set times and this has been appreciated by our citizens.

ABTPA Task Forces are required to collaborate across judicial boundaries and to develop regional strategies to implement funded activities. Describe how the applicant staff and jurisdiction will coordinate with other agencies and jurisdictions in the implementation of this program.

3.4 Collaboration Effort

We will meet quarterly with Travis, Blanco, Williamson, and Llano Counties in an effort to identify patterns of criminal activity that is occurring in the different jurisdictions by the same offenders. The collaboration and assistance already being provided to Tax Assessor Collector Offices have proven to be successful as we have become a resource in areas where there are few or no Investigators trained in the field of vehicle theft.

We will work towards getting around to more agencies in our area to touch base with them and remind them that we are available to them when needed. We are always asked to

assist with search warrants from our coverage agencies so that our trained officers can attend to any vehicles or trailers on the property while other officers tend to the cause of the warrant. Our agency is willing to work with grant funded task force as well as any other agency needing our assistance.

Part II

Goals, Strategies, and Activities

Select Goals, Strategies, and Activity Targets for the proposed program.

Click on the link above and select the method by which statutory measures will be collected. Law Enforcement programs must also estimate targets for the ABTPA predetermined activities. The ABTPA board has determined that grants programs must document specific activities that are appropriate under each of the three goals. Applicants are allowed to write a limited number of user defined activities.

ID	Activity	Measure	Target
Mandatory Motor Vehicle Theft Measures Required for all Grantees.			
1.1.17	Increase the recovery rate of stolen motor vehicles	Report the number of motor vehicle theft cases cleared above the previous year total	<i>Mandatory. Reporting for Task Force Only</i>
1.1.18	Increase the clearance rate of motor vehicle thefts	Report the number of motor vehicle theft cases cleared above the previous year total	<i>Mandatory. Reporting for Task Force Only</i>
1.1.19	Increase the number of persons arrested for motor vehicle theft	Report the number of persons arrested for motor vehicle theft above the previous year total	<i>Mandatory. Reporting for Task Force Only</i>
Mandatory Burglary of a Motor Vehicle Measures Required for all Grantees			
2.1.12	Increase the clearance rate of motor vehicle burglaries	Report the number of burglary cases cleared above the previous year total	<i>Mandatory. Reporting for Task Force Only</i>
2.1.13	Increase the number of persons arrested for motor vehicle burglary	Report the number of persons arrested for burglary above the previous year total	<i>Mandatory. Reporting for Task Force Only</i>
Measures for Grantees. Add Target values for those that you will measure.			
1	Goal 1: Enforcement Strategies		
1.1	Strategy 1: Conduct Activities that Result in the Arrest, Clearance, and Recoveries of Motor Vehicle Theft		
1.1.4	Conduct salvage yard inspections	Number of salvage yard inspections	10
1.1.5	Conduct repair shop/recycling center/used car dealership inspections	Number of businesses inspected	10
1.2	Strategy 2: Conduct Collaborative Efforts that Result In Reduction of Incidents of Motor Vehicle Theft		
1.2.1	Provide Agency Assists	Number of agency assists	50

ID	Activity	Measure	Target
1.2.2	Collaborate with law enforcement units responsible for gateway crimes involved with motor vehicle theft investigations	Number of times collaborated	5
1.2.3	Collaborate with agencies and organizations that assist in the reduction of motor vehicle thefts	Number of times collaborated	5
1.2.4	Collaborate on investigations regarding stolen parts and other property	Number of cases investigated	5
1.2.5.1	Conduct intelligence information-sharing	Number of intelligence meetings attended	6
1.2.5.2	Conduct intelligence information-sharing	Crime analysis bulletins disseminated	6
1.3	Strategy 3: Prevent and Reduce the Incidence of Motor Vehicle Related Fraud Activities		
1.3.3	Conduct 68(A) inspections and VIN verification inspections	Number of inspections	400
1.3.5	Coordinate with TxDMV/Tax Offices relating to investigation and enforcement of fraudulent titles and registration of stolen vehicles	Number of collaborations	12
2	Goal 2: Reduce the Incidence of Theft from Motor Vehicles through Enforcement Strategies		
2.1	Strategy 1: Prevent and Reduce the Incidence of Motor Vehicle Related Fraud Activities		
2.1.4	Conduct salvage yard/repair shop/metal recyclers and resale location inspections	Number of business inspections	20
2.2	Strategy 2: Conduct Collaborative Efforts that Result in the Reduction of Incidents of Theft From a Motor Vehicle		
2.2.1	Provide Agency Assists	Number of agency assists	10
2.2.4	Investigate cases regarding stolen parts and other property	Number of cases investigated	12
3	Goal 3: Educate/Train Citizens and Qualified Personnel in Detection and Prevention of Motor Vehicle Theft, Burglary of Motor Vehicles and Theft of Vehicle Parts and Accessories		
3.1	Strategy 1: Conduct Public Awareness Related Activities Used to Educate Citizens		
3.1.1	Conduct media outreach, including, public service announcements, press releases, and interviews	Number of outreaches	8
3.1.2.1	Conduct educational presentations to citizens	Number of presentations	2
3.1.2.2	Conduct educational presentations to citizens	Number of participants	20

ID	Activity	Measure	Target
3.1.3	Operate trade show exhibits/booths at community events	Number of events	5
3.1.9	Utilize social media outlets	Number of postings in social media outlets	10
3.1.10	Deploy outdoor public notification signage	Number of deployments per month (if sign remains several months, count as 1 deployment per month)	30
3.2 Strategy 2: Conduct Law Enforcement Training Activities to Educate Officers on Recognition and Apprehension of Stolen Vehicles and Property			
3.2.1.1	Conduct law enforcement training (TCOLE)	Number of classes	2
3.2.1.2	Conduct law enforcement training (TCOLE)	Number of participants	20
3.2.2.1	Conduct vehicle crimes presentations to law enforcement agencies (non TCOLE)	Number of classes	6
3.2.2.2	Conduct vehicle crimes presentations to law enforcement agencies (non TCOLE)	Number of participants	40

Grant Evaluation

4.1 Describe the method and practice of evaluating the program activities. Including management and staff participation and systems (forms and software) used to ensure reliable and accurate data is collected and reported.

Each member is informed of the goal/objectives of the grant at the beginning of each grant cycle. They maintain weekly reports to document their activities and compile that information into a monthly report. Along with the monthly report, they will submit backup documents to activities such as: Recovery Reports, Case Logs, Interdiction Reports, Assist Reports and Public Awareness Reports. Each report will give detailed information of said activity, such as the make/value of a recovered vehicle along with how it was recovered and if any arrests were made. Monthly reports are submitted to the Program Manager for review and approval with emphasis on trends or issues. They are then given to the Administrative Assistant to compile for the grant required reporting process. At the end of each month we enter any activities that were grant goals in an Excel spreadsheet to monitor our progress which is provided to each investigator. The reports will also be forwarded to their respective supervisors and Sheriffs beginning in FY18.

The information received is reviewed to identify an increase or decrease of criminal activity within the coverage area. Yearly meetings with Sheriff's and/or Authorized Officials can provide additional insight on how the program is beneficial in their local jurisdictions. These meetings will allow our stakeholders to report on what specifically is working and what is not so that revisions can be made to the next grant year.

Current Documents in folder

Grant Review and Negotiation Document.docx (7/26/2017 4:04:16 PM)

Letter of Support.pdf (6/1/2017 8:52:58 AM)

Certifications

The certifying official is the authorized official, James Oakley, County Judge.

By submitting this application I certify that I have been designated by my jurisdiction as the authorized official to accept the terms and conditions of the grant. The statements herein are true, complete, and accurate to the best of my knowledge. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties.

By submitting this application I certify that my jurisdiction agrees to comply with all terms and conditions if the grant is awarded and accepted. I further certify that my jurisdiction will comply with all applicable state and federal laws, rules and regulations in the application, acceptance, administration and operation of this grant.