

**URBAN COUNTY
PROGRAM**
Hidalgo County Commissioners' Court
Agenda Request Form

No. 4419

Date: June 26, 2007 Meeting Date Request: July 3, 2007

Deadline for Action: July 3, 2007 Contact Person: Diana R. Serna

Department: Urban County Program Phone: (956) 787-8127 Fax: (956) 787-5291

Diana R. Serna, UCP Director : 

Caption:

The Urban County Program requests approval of Sub recipient Agreement with the Children's Advocacy Center (Abused & Neglected Children) in the amount of \$54,000.00 for Urban County Program Year 20 (2007).

Background:

All funding will be utilized for the payment of a voucher system for direct services provided by child forensic interviewers, child advocates, family counselors, nurses and executive director to abused and neglected children. (See the attached Exhibits)

Sub recipient:

	Children's Advocacy Center	
Individual Agreement amounts:	Hidalgo County Precinct #1	15,000.00
	Hidalgo County Precinct #2	9,000.00
	Hidalgo County Precinct #3	15,000.00
	<u>Hidalgo County Precinct #4</u>	<u>15,000.00</u>

Total Funding Amount: **\$54,000.00**

Deputy Director _____ Manager:  Finance: _____

Please initial for approval:

Legal Counsel _____ **Budget** _____ **Human Resources** _____
 Dept./Fund No. _____ Amt. Expended: \$ _____ Funds/Staffing Budgeted: Yes: _____ No: _____
 Account Code: _____ Impact on Future Budget: Yes _____ No _____

Comments:

Action taken by Commissioner's Court:

Approved _____ Tabled _____ Denied _____ Motion made by _____ Seconded _____ Vote _____

CHILDREN'S ADVOCACY CENTER

Exhibit A

Precinct #1

Statement of Work

Describe the type and amounts of services provided by our agency that will result from the use of grant Funds.

The funding of \$15,000.00 will:

1. **(Salaries & Benefits)** of the Child Forensic Interviewer1 Child Forensic Interviewer 2, Child Forensic Interviewer 3, Child Advocate 1, Child Advocate 1, Child Advocate 2, Crime Victims Liaison/Support Advocate, Family Counselor, Nurse 1 Nurse 2 and Executive Director.

The following services will be performed in the following manner:

- 1 The Child Forensic Interviewer facilitates and coordinates a team investigation on child abuse allegations using the Child-Oriented Multidisciplinary Team (MDT) and a comprehensive case management approach. Through the use of extensive policies, and protocols, this well-trained interviewer will conduct video taped forensic interviews using state-of-the-art hidden observation techniques.
- 2 The Child Advocates/Liaison insures that crime victims and their non-offending family members have the support and counseling necessary to cope with their trauma. Initially, they will assess each client's immediate needs by using data gathered from interviews with family members, then make referrals to appropriate community resources. They will insure that clients are fully aware of services available through the Crime Victims Compensation Program and act on behalf on the victim with other service providers.

The following services will be expanded/added as a result of C.D.B.G. fund expenditures:

1. To refer and identify child abuse victims and their non-offending family members requiring special testing, counseling and treatment on a monthly basis.
2. Refer and assess victims of child abuse and their non-offending families' need for services.
3. To inform and advise crime victims of the laws and their rights on a weekly basis.

The following type of beneficiary will be served:

1. This project target group is serious physically and sexually abused children in Hidalgo County **Precinct # 1, outside city limits of Donna, Weslaco, Mercedes, Progreso Edcouch Elsa and La Villa inside city limits of Alamo.**
2. This group includes both female and male victims of all races, under 17 years of age.
3. Other unserved population will be victims of other violent crimes (e.g., murder, robbery assault etc..)

The services will be provided at the following address/location(s):

1. **Edinburg, TX (525 W. Wisconsin Rd.)**

Initials _____

Exhibit B-1

Grant Budget

TYPE OF EXPENDITURES	BUDGETED AMOUNT
Salary/Benefits	\$ 15,000
1) Child Forensic Interviewer 1	
2) Child Forensic Interviewer 2	
3) Child Forensic Interviewer 3	
4) Child Advocate 1	
5) Child Advocate 2	
4) Crime Victims Liaison/Support Advocate	
5) Family Counselor	
6) Nurse 1	
7) Nurse 2	
8) Executive Director	
TOTAL GRANT BUDGET	\$ 15,000

Initials _____

EXHIBIT B-2

PAYMENT SCHEDULE

2007 - 2008 For the Months of...	Estimated Amount of Expenditures	Type of Budgeted Expenditures
July 2007	\$1,363.63	Salary/benefits
August 2007	\$1,363.63	Salary/benefits
September 2007	\$1,363.63	Salary/benefits
October 2007	\$1,363.63	Salary/benefits
November 2007	\$1,363.63	Salary/benefits
December 2007	\$1,363.63	Salary/benefits
January 2008	\$1,363.63	Salary/benefits
February 2008	\$1,363.63	Salary/benefits
March 2008	\$1,363.63	Salary/benefits
April 2008	\$1,363.63	Salary/benefits
May 2008	\$1,363.70	Salary/benefits
TOTALS:	\$15,000.00	

Initials _____

Exhibit C

Schedule of Activity

Sub-recipient hereby agrees to perform services as outlined in Exhibit A.

A proposed monthly schedule of activity should be provided in this space.
Schedule should not exceed Sub-recipient contract time frame of twelve months from contract date.

On-site and off-site crisis interventions

2007 - 2008 For the months of....	Number of Beneficiaries	Services
JULY	10	One-on-one or small group on-site and off-site crisis interventions and forensic interviews
AUGUST	10	One-on-one or small group on-site and off-site crisis interventions and forensic interviews
SEPT	10	One-on-one or small group on-site and off-site crisis interventions and forensic interviews
OCT	10	One-on-one or small group on-site and off-site crisis interventions and forensic interviews
NOV	10	One-on-one or small group on-site and off-site crisis interventions and forensic interviews
DEC	10	One-on-one or small group on-site and off-site crisis interventions and forensic interviews
JAN	10	One-on-one or small group on-site and off-site crisis interventions and forensic interviews
FEB	10	One-on-one or small group on-site and off-site crisis interventions and forensic interviews
MAR	10	One-on-one or small group on-site and off-site crisis interventions and forensic interviews
APR	10	One-on-one or small group on-site and off-site crisis interventions and forensic interviews
MAY	10	One-on-one or small group on-site and off-site crisis interventions and forensic interviews
JUNE		

Initials _____

Children's Advocacy Center (PRECINCT NO. 2)

Exhibit A Statement of Work

Describe the type and amounts of services provided by our agency that will result from the use of grant Funds.

The funding of \$ 9,000.00 will:

Salaries & Benefits for the Child Forensic Interviewer 1, Child Forensic Interviewer 2, Child Forensic Interviewer 3, Child Advocate 1, Child Advocate 2, Crime Victims Liaison/Support Advocate, Family Counselor, Nurse 1, Nurse 2, and Executive Director.

The following services will be performed in the following manner:

1. The Child Forensic Interviewer facilitates and coordinates a team investigation on child abuse allegations using the Child-Oriented Multidisciplinary Team (MDT) and a comprehensive case management approach. Through the use of extensive policies, and protocols, this well-trained interviewer will conduct video taped forensic interviews using state-of-the-art hidden observation techniques.
2. The Child Advocates/Liaison insures that crime victims and their non-offending family members have the support and counseling necessary to cope with their trauma. Initially, they will assess each client's immediate needs by using data gathered from interviews with family members, then make referrals to appropriate community resources. They will insure that clients are fully aware of services available through the Crime Victims Compensation Program and act on behalf of the victim with other services providers.

The following services will be expanded/added as a result of C.D.B.G. fund expenditures:

1. To refer and identify child abuse victims and their non-offending family members requiring special testing, counseling and treatment on a monthly basis.
2. Refer and assess victims of child abuse and their non-offending families' need for services.
3. To inform and advise crime victims of the laws and their rights on a weekly basis.

The following type of beneficiaries will be served:

1. This project target group is serious physically and sexually abused children in Hidalgo County Precinct No. 2.
2. This group includes both female and male victims of all races, under 17 years of age.
3. Other unserved population will be victims of other violent crimes (e.g., murder, robbery, assault, etc).

The services will be provided at the following address/location(s):

1. Through Out the Hidalgo County Precinct No. 2 boundaries

Initials _____

Exhibit B-1

Grant Budget

TYPE OF EXPENDITURES	BUDGETED AMOUNT
Voucher System to include the salaries & benefits for:	\$ 9,000.00
Child Forensic Interviewer 1, 2 & 3,	\$
Child Advocates 1 & 2	\$
Crime Victims Liaison/Support Advocate	\$
Family Counselor	\$
Nurses 1 & 2	\$
Executive Director	\$
	\$
TOTAL GRANT BUDGET:	\$ 9,000.00

EXHIBIT B-2

PAYMENT SCHEDULE

2007 - 2008 For the Months of...	Estimated Amount of Expenditures	Type of Budgeted Expenditures
July 2007	\$818.19	Salary & Benefits
August 2007	\$818.19	Salary & Benefits
September 2007	\$818.19	Salary & Benefits
October 2007	\$818.19	Salary & Benefits
November 2007	\$818.19	Salary & Benefits
December 2007	\$818.19	Salary & Benefits
January 2008	\$818.19	Salary & Benefits
February 2008	\$818.19	Salary & Benefits
March 2008	\$818.19	Salary & Benefits
April 2008	\$818.19	Salary & Benefits
May 2008	\$818.10	Salary & Benefits
TOTALS:	\$9,000.00	

Exhibit C

Initials _____

Schedule of Activity

Subrecipient hereby agrees to perform services as outlined in Exhibit A.

A proposed monthly schedule of activity should be provided in this space.
Schedule should not exceed Subrecipient contract time frame of eleven months from contract date.

2007 - 2008 For the months of...	Number of Beneficiaries	Services
July 2007	5	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
August 2007	4	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
September 2007	5	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
October 2007	4	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
November 2007	5	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
December 2007	4	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
January 2008	5	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
February 2008	4	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
March 2008	4	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
April 2008	5	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
May 2008	5	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
Total Unduplicated Year:	50	

EXHIBIT D

Initials _____

Abused & Neglected Children (CAC)
Pct. 3

Exhibit A
Abused & Neglected Children (CAC)
Statement of Work

Describe the type and amounts of services provided by our agency that will result from the use of grant Funds.

The funding of **\$15,000** will:

1. (Salaries & Benefits) of the Child Forensic Interviewer 1 Child Forensic Interviewer 2, Child Forensic Interviewer 3, Child Advocate 1, Child Advocate 1, Child Advocate 2, Crime Victims Liaison/Support Advocate, Family Counselor, Nurse 1, Nurse 2, and Executive Director.

The following services will be performed in the following manner:

1. The Child Forensic Interviewer facilitates and coordinates a team investigation on child abuse allegations using the Child-Oriented Multidisciplinary Team (MDT) and a comprehensive case management approach. Through the use of extensive policies, and protocols, this well trained interviewer will conduct video taped forensic interviews using state of the art hidden observation techniques.
2. The Child Advocates/Liaison insures that crime victims and their non-offending family members have the support and counseling necessary to cope with their trauma. Initially, they will assess each client's immediate needs by using data gathered from interviews with family members, then make referrals to appropriate community resources. They will insure that clients are fully aware of services available through the Crime Victims Compensation Program and act on behalf of the victim with other service providers.

The following services will be expanded/added as a result of C.D.B.G. fund expenditures:

1. To refer and identify child abuse victims and their non-offending family members requiring special testing, counseling and treatment on a monthly basis.
2. Refer and assess victims of child abuse and their non-offending families' need for services.
3. To inform and advise crime victims of the laws and their rights on a weekly basis.

The following type of beneficiaries will be served:

1. This project target group is serious physically and sexually abused children Hidalgo County Precinct 3, outside city limits of Mission.
2. This group includes both female and male victims of all races, under 17 years of age.
3. Other unserved population will be victims of other violent crimes (e.g., murder, robbery, assault etc..)

The services will be provided at the following address/location(s):

1. Edinburg, TX

Exhibit B-1

Grant Budget

TYPE OF EXPENDITURES	BUDGETED AMOUNT
Child Forensic Interviewer1	\$15,000.00
Child Forensic Interviewer 2	
Child Forensic Interviewer 3	
Child Advocate 1	
Child Advocate 2	
Crime Victims Liaison/Support Advocate	\$
Family Counselor	\$
Nurse 1	\$
Nurse 2	\$
Executive Director	\$
TOTAL GRANT BUDGET:	\$ 15,000.00

EXHIBIT B-2

PAYMENT SCHEDULE

2007 - 2008 For the Months of...	Estimated Amount of Expenditures	Type of Budgeted Expenditures
July 2007	\$1,363.64	Salary/Benefits
August 2007	\$1,363.64	Salary/Benefits
September 2007	\$1,363.64	Salary/Benefits
October 2007	\$1,363.64	Salary/Benefits
November 2007	\$1,363.64	Salary/Benefits
December 2007	\$1,363.64	Salary/Benefits
January 2008	\$1,363.64	Salary/Benefits
February 2008	\$1,363.64	Salary/Benefits
March 2008	\$1,363.64	Salary/Benefits
April 2008	\$1,363.64	Salary/Benefits
May 2008	\$1,363.64	Salary/Benefits
June 2008		
TOTALS:	\$25,000	

Exhibit C
Schedule of Activity

Subrecipient hereby agrees to perform services as outlined in Exhibit A.

A proposed monthly schedule of activity should be provided in this space. Schedule should not exceed Subrecipient contract time frame of eleven months from contract date.

2007 - 2008 For the months of....	Number of Beneficiaries	Services
July 2007	5	One on one or small group on site and off site crisis interventions and forensic interviews.
August 2007	5	One on one or small group on site and off site crisis interventions and forensic interviews.
September 2007	5	One on one or small group on site and off site crisis interventions and forensic interviews.
October 2007	5	One on one or small group on site and off site crisis interventions and forensic interviews..
November 2007	5	One on one or small group on site and off site crisis interventions and forensic interviews.
December 2007	5	One on one or small group on site and off site crisis interventions and forensic interviews.
January 2008	5	One on one or small group on site and off site crisis interventions and forensic interviews.
February 2008	5	One on one or small group on site and off site crisis interventions and forensic interviews.
March 2008	5	One on one or small group on site and off site crisis interventions and forensic interviews.
April 2008	5	One on one or small group on site and off site crisis interventions and forensic interviews.
May 2008	10	One on one or small group on site and off site crisis interventions and forensic interviews.
Total Unduplicated Year:	60	

Children's Advocacy Center (PRECINCT NO. 4)

**Exhibit A
Statement of Work**

Describe the type and amounts of services provided by our agency that will result from the use of grant Funds.

The funding of \$ 15000.00 will:

Salaries & Benefits for the Child Forensic Interviewer 1, Child Forensic Interviewer 2, Child Forensic Interviewer 3, Child Advocate 1, Child Advocate 2, Crime Victims Liaison/Support Advocate, Family Counselor, Nurse 1, Nurse 2, and Executive Director.

The following services will be performed in the following manner:

1. The Child Forensic Interviewer facilitates and coordinates a team investigation on child abuse allegations using the Child-Oriented Multidisciplinary Team (MDT) and a comprehensive case management approach. Through the use of extensive policies, and protocols, this well-trained interviewer will conduct video taped forensic interviews using state-of-the-art hidden observation techniques.
2. The Child Advocates/Liaison insures that crime victims and their non-offending family members have the support and counseling necessary to cope with their trauma. Initially, they will assess each client's immediate needs by using data gathered from interviews with family members, then make referrals to appropriate community resources. They will insure that clients are fully aware of services available through the Crime Victims Compensation Program and act on behalf on the victim with other services providers.

The following services will be expanded/added as a result of C.D.B.G. fund expenditures:

1. To refer and identify child abuse victims and their non-offending family members requiring special testing, counseling and treatment on a monthly basis.
2. Refer and assess victims of child abuse and their non-offending families' need for services.
3. To inform and advise crime victims of the laws and their rights on a weekly basis.

The following type of beneficiaries will be served:

1. This project target group is serious physically and sexually abused children in Hidalgo County Precinct No. 4, Outside the city limits of Edinburg.
2. This group includes both female and male victims of all races, under 17 years of age.
3. Other unserved population will be victims of other violent crimes (e.g., murder, robbery assault, etc.

The services will be provided at the following address/location(s):

1. Through Out the Hidalgo County Precinct No. 4 boundaries, and outside the City of Edinburg City limits.

Exhibit B-1

Grant Budget

TYPE OF EXPENDITURES	BUDGETED AMOUNT
Voucher System to include the salaries & benefits for:	\$ 15,000.00
Child Forensic Interviewer 1, 2 & 3,	\$
Child Advocates 1 & 2	\$
Crime Victims Liaison/Support Advocate	\$
Family Counselor	\$
Nurses 1 & 2	\$
Executive Director	\$
	\$
TOTAL GRANT BUDGET:	\$ 15,000.00

EXHIBIT B-2

PAYMENT SCHEDULE

2007 - 2008 For the Months of...	Estimated Amount of Expenditures	Type of Budgeted Expenditures
July 2007	\$1363.64	Salary & Benefits
August 2007	\$1363.64	Salary & Benefits
September 2007	\$1363.64	Salary & Benefits
October 2007	\$1363.64	Salary & Benefits
November 2007	\$1363.64	Salary & Benefits
December 2007	\$1363.64	Salary & Benefits
January 2008	\$1363.64	Salary & Benefits
February 2008	\$1363.64	Salary & Benefits
March 2008	\$1363.64	Salary & Benefits
April 2008	\$1363.64	Salary & Benefits
May 2008	\$1363.64	Salary & Benefits
TOTALS:	\$15,000.00	

**Exhibit C
Schedule of Activity**

Subrecipient hereby agrees to perform services as outlined in Exhibit A.

A proposed monthly schedule of activity should be provided in this space. Schedule should not exceed Subrecipient contract time frame of eleven months from contract date.

2007 - 2008 For the months of...	Number of Beneficiaries	Services
July 2007	5	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
August 2007	4	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
September 2007	5	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
October 2007	4	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
November 2007	5	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
December 2007	4	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
January 2008	5	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
February 2008	4	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
March 2008	4	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
April 2008	5	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
May 2008	5	One-on-one or small group on-site and of-site crisis interventions and forensic interviews.
Total Unduplicated Year:	50	