

## Evangelina Garcia

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**From:** hollis@rutledge-associates.com  
**Sent:** Monday, March 30, 2009 2:54 PM  
**To:** 'Evangelina Garcia'  
**Cc:** martha.salazar@co.hidalgo.tx.us  
**Subject:** RE: [SPAM] Memo-Consulting Services-Stimulus Package Federal Package Project For Hidalgo County Sheriff's Office  
**Attachments:** HidalgoCountyproposalgrants.docx

Attached please find the proposal by Hollis Rutledge and Associates, Inc. as requested.

Thank you for the opportunity and look forward to the Thursday, April 2, 2009 meeting.

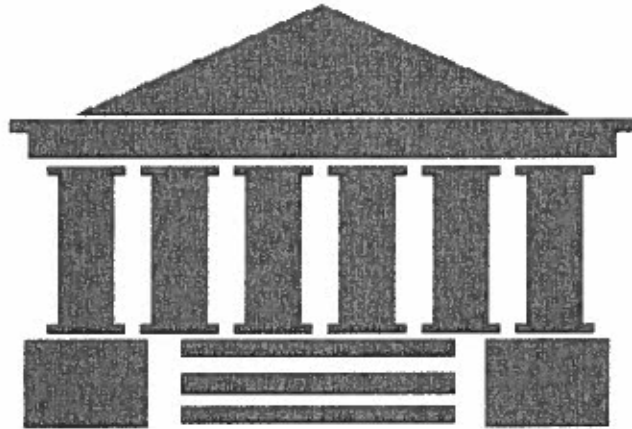
Hollis V. Rutledge, Jr.  
President  
Hollis Rutledge and Associates, Inc.  
523 N Conway, Suite 3, 2nd Floor  
Mission, Texas 78572  
Tel. 956-583-0002  
Fax 956-583-0500  
Cell 956-497-9979

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**From:** Evangelina Garcia [mailto:evangelina.garcia@co.hidalgo.tx.us]  
**Sent:** Thursday, March 26, 2009 2:39 PM  
**To:** hollis@rutledge-associates.com  
**Cc:** martha.salazar@co.hidalgo.tx.us  
**Subject:** [SPAM] Memo-Consulting Services-Stimulus Package Federal Package Project For Hidalgo County Sheriff's Office  
**Importance:** High

Mr. Rutledge,  
Please review the attached memorandum regarding the above-referenced subject. Should you have any questions, please call me. Thank you.

*Vangie Y. Garcia, Contract's Manager*  
2802 S. Business Hwy. 281  
New Administration Building  
Edinburg, Texas 78539  
(956) 292-7000-Extension 4856  
email: [evangelina.garcia@co.hidalgo.tx.us](mailto:evangelina.garcia@co.hidalgo.tx.us)



## **Hollis Rutledge & Associates, Inc.**

**Proposal for Grant-writing Services for Hidalgo County**

**Proposal for Grant-writing Services for Hidalgo County**

**March 30, 2009**

## Proposal for Grant-writing Services for Hidalgo County

Pursuant to the meeting held on Monday, March 23, 2009 and instructions provided by the Hidalgo County Purchasing Office, our firm would like to provide a statement of work and to propose the terms listed below:

### Statement of Work

| Grant to be developed and submitted  | Maximum<br>Estimated Hours | Hourly Rate | Est'ed Cost |
|--|----------------------------|-------------|-------------|
| <ul style="list-style-type: none"> <li>• COPS Grant</li> </ul>   | 25                         | \$150       | \$3,750     |
| <ul style="list-style-type: none"> <li>• State &amp; Local Law Enforcement Program-Combating Criminal Narcotics Activity Stemming from the Southern Border of the United States</li> </ul> | 25                         | \$150       | \$3,750     |
| <ul style="list-style-type: none"> <li>• Assistance to Rural Law Enforcement to Combat Crime and Drugs</li> </ul>  | 25                         | \$150       | \$3,750     |
| <ul style="list-style-type: none"> <li>• Edward Byrne Memorial Justice Assistance Grant Formula Program</li> </ul>   | 25                         | \$150       | \$3,750     |
|  | Total:                     |             | \$15,000    |

Traveling expenses are to be reimbursed based on actual expenses incurred for tasks and any expenses over \$500 are to be preapproved by the client representative. The expenses will be reimbursed at the state reimbursement rate as follows:

Lodging: up to \$85.00 per day  
 Meals: up to \$36.00 per day  
 Mileage: 55 cents per mile

Our firm was instructed to attempt to identify grants under the Stimulus Package that would support the Sheriff's Department priorities of (1) Building a Substation, (2) Acquiring communications equipment and (3) Hiring additional personnel. Our firm identified the grants listed above under these priorities. Additional information is provided on the grants below including the due date and the purpose of the grant:

- COPS Grant – To be submitted by due date of April 14 for hiring additional personnel.
- State & Local Law Enforcement Program-Combating Criminal Narcotics Activity Stemming from the Southern Border of the United States – To be submitted by due of April 17 for assistance to include equipment purchases , overtime and hiring personnel.
- Assistance to Rural Law Enforcement to Combat Crime and Drugs – To be submitted by due date of April 22 for personnel and equipment purchases.

- Edward Byrne Memorial Justice Assistance Grant Formula Program to be submitted by due date of May 18. County is already eligible to receive \$519,453 through formula allocation. Need to complete the application request.

Please note that HRA, Inc. will not be held responsible for delays caused by lack of response to requests for information from Hidalgo County staff. In addition, Hidalgo County should be advised that submission through OJP's Grant Management System requires a separate registration as per grant guidelines. The registration process should begin immediately.

The Purchasing Office also requested that HRA, Inc. research the reimbursement of grant-writing services through the grants. Reimbursement of grant-writing services is not eligible under the grants.

The pros and cons of the specific grants will be discussed in the Thursday, April 2, 2009 meeting as agreed to in the meeting held on Monday, March 23, 2009.

**Other potential grants were identified for Hidalgo County and its Departments and could be prepared and submitted under this proposal and at the same hourly rate and travel reimbursement rates.**

Respectfully Submitted by:

Hollis V Rutledge, Jr.  
President