

**FY2014 Hidalgo County Discretionary Grant Program Intent to Submit Application  
Multi-Year Grant Renewal**

You have read-only access to this page because this ISA has already been submitted.

*Application Submitted by Patricia Loya at 2/1/2013 11:44:00 AM, Confirmation Number D201410820130201.*

[Official Requests for Applications \(RFA\) Notice on Texas Indigent Defense Commission website](#)

(If a conflict exists between this webpage and the RFA, the RFA prevails.)

Steps in Application Process

- Review the eligibility requirements. Each year the Commission adopts specific measures as eligibility requirements for the discretionary grant funds. These measures are intended to encourage each county's compliance with statutory requirements or policy and standards adopted by the Commission. The compliance checklist maintained by the special counsel is shown below. Counties not meeting plan eligibility requirements should contact the Commission Special Counsel to resolve any compliance issues **before 5:00PM on February 1, 2013.**

Indigent Defense Plan Review Summary		
District Plan	County Plan	Juvenile Board Plan
Complete	Complete	Complete
The plan requirements appear to have been met.		

- Verify the data on this page and update if necessary.
- Submit a Resolution / Internet Submission Form approved by Hidalgo County's Commissioner Court and signed by the authorized official. A link will be available on the confirmation page to print out the Resolution / Internet Submission Form. When a grant application is submitted via the Internet, the Commission will not consider it complete until the applicant provides a Resolution / Internet Submission Form that is signed by the applicant's authorized official and that meets all deadlines for applications. The County Commissioners' Court must adopt the resolution provided through the application process that authorizes the grant request and takes responsibility for the appropriate expenditure of the funds. This form also certifies that the information submitted via the Internet is true and correct and that, if a grant is awarded, the county will abide by all relevant rules, policies, and procedures. **This form must be postmarked on or before April 26, 2013 and mailed or faxed to:**

Texas Indigent Defense Commission  
 Attention: Grants Administrator  
 205 West 14th Street, Suite 600  
 PO Box 12066  
 Austin, Texas 78711-2066.  
 512-936-6994  
 512-475-3450 Fax

*Texas Administrative Code §173.8, §173.202*

- Meet grant award conditions such as Indigent Defense Plans and Expenditure Reports required throughout the year.

**All applications must be submitted on-line by 5:00 PM on April 26, 2013** (or postmarked by the dates indicated if a waiver is granted). Late submissions will not be considered. All court commitment documents, supporting documents, and resolutions / internet submission form supporting the grant applications must be completed entirely and submitted together. **These documents must be postmarked on or before April 26, 2013.** Incomplete submissions will not be considered.

This form is completed using the information currently available to the Commission. Please review and make any corrections necessary.

Please review the Request for Applications before completing this form. Please contact the Grants Administrator,

Bryan Wilson, at 512-936-6996 if you have any questions.

Primary County **Hidalgo**  
 Fiscal Year **2014**

- Type of Grant:  **Single-Year Discretionary Grants** - These are competitive grants - The single year discretionary grant pays up to 100% of an awarded activity on a reimbursement basis. (Applications for video-teleconferencing equipment and applicatons requesting full-time equivalent positions require a 50% match.)
- Multi-year Discretionary Grants** - These are competitive grants that require a cash match as described below and are intended to last up to four years. A county will be required to re-apply for continued funding after each grant year. The multi-year discretionary grant fund will pay up to 80% of total program costs in the first year; 60% in the second year; 40% in the third year; and 20% in the fourth year. Awarded activities are funded on a reimbursement basis. The following application characteristics shall be given priority in deciding funding:
- Programs that provide direct services to indigent defendants.
  - Establishment of public defender offices.
  - Establishment of regional public defender offices.
  - Programs that provide mental health defender services.
  - Programs that provide juvenile defender services.

Year of Grant: **3**

**Select counties participating in the Discretionary ID Grant Proposal**

Available Counties	Selected Counties
Anderson ▲	Hidalgo
Andrews ▾	
Angelina	
Aransas	
Archer	
Armstrong	
Atascosa	
Austin ▼	

State Payee Identification number **74-6000717**  
 Division or unit within the county to administer the grant **Hidalgo County Auditor's Office**

**Official County Mailing Address**

Address (line 1) **1615 South Closner, Suite J**  
 Address (line 2 if needed)  
 City **Edinburg**  
 State **TX**  
 ZIP **78539**

Program Title: Please provide a simple and unique title for the program. (250 characters maximum)  
**Hidalgo County Public Defender's Office - Juvenile Section**

Estimated Total Program Cost: **\$236,891.75**  
 Estimated Grant Award Amount: **\$142,135.05**

**Officials Designated at the County Level**

The County Judge and Financial Officer positions must be designated according to rule. The County Judge is the elected Constitutional County Judge for the county. The Financial Officer must be the County Auditor, or in the case of counties which do not have a county auditor, the County Treasurer. In order to streamline communications, all grant communication will be with the Program Director. If the information for these positions is out-of-date, click on Cancel, update these positions from the county home page, and then re-enter this application.

The County Judge is **Ramon Garcia**.

The Financial Officer is the County Auditor, **Raymundo Eufrazio**.

**Grant Officials**

The Program Director must be an officer or employee responsible for the program operation or monitoring and who will serve as the point-of-contact regarding the program's day-to-day operations. The Authorized Official must be authorized to apply for, accept, decline, modify, or cancel the grant for the applicant county. A county judge or a designee authorized by the governing body in its resolution may serve as the authorized official. The program director and the authorized official may be the same person. The financial officer may not serve as the program director or the authorized official. *Texas Government Code §173.301(a)*. Please indicate who you anticipate as the grant officials. If you are allowed to proceed, this may still be changed on the Tier 2 Application.

**Program Director**

Jaime E Gonzalez  
1615 S. Closner, Suite B  
Edinburg, TX 78539

phone: 956-292-7040  
Fax: 956-292-7049  
email: [jimmy.gonzalez@co.hidalgo.tx.us](mailto:jimmy.gonzalez@co.hidalgo.tx.us)

**Authorized Official**

Ramon Garcia  
P.O. Box 1356  
Edinburg, TX 78540

phone: 956-318-2600  
Fax: 956-318-2699  
email: [yolanda.chapa@co.hidalgo.tx.us](mailto:yolanda.chapa@co.hidalgo.tx.us)

[Resolution / Internet Submission Form](#): Click on link to open new window with Sample resolution. This may be printed or copied (Ctrl+A, Ctrl+C) and pasted (Ctrl+V) into Word Processing software for editing. [Word Version](#)

Additional notes or proposed changes:

ISAID

1000258



# Attachment A

## Required Conditions and Reports

### Method of Calculation

The budget on the Statement of Grant Award was developed under the assumptions that the grant be based on a twelve month period. The schedule is intended to provide the county twelve months of funds at each of the original agreed upon funding levels less start-up costs. If the county has a delayed start in the beginning year (FY2012), it may necessitate an adjustment in future years to allow the county to fully expend grant funds. The intention is to follow a declining schedule of 80% in the first year; then, 60% in the second year; then, 40% in the third year; and, finally, 20% in the year of TIDC support. The grants will remain on a fiscal year (October to September), but future awards will reflect any needed modifications to implement this policy.

### Program Requirements

In addition to the program requirements stated in the Request for Applications (RFA) these specific program requirements apply to this funded program (Note: if the county contracts the public defender office to a non-profit corporation or governmental entity then they will ensure the following are performed):

- The County will operate a Public Defender's Office as defined in Article 26.044 of the Texas Code of Criminal Procedure as amended by the 82<sup>nd</sup> Legislature. If a non-profit corporation is selected by the County to operate the public defender's office, the Contract must require the non-profit corporation to maintain at least one person in the office locally to serve as Chief Public Defender who meets the qualifications set forth in Article 26.044 (f) to supervise and manage the operation of the office and provide direct representation.
- The county will submit reports to obtain reimbursement of expended funds based on actual expenditures. The reimbursements will be proportional to the county's required match.
- This grant requires quarterly progress reports to provide information on the effectiveness of the program. The Commission grants administrator will construct an on-line progress report that best reflects the actual work performed in this program and is consistent with the FY2012 application listed below as edited and agreed to. The county will be able to request modifications to the on-line report when the performance measures are determined to not accurately reflect the work performed.
- The county must continue the Oversight Board to supervise the operation of this program. The county will submit a written policy on how the members are to be selected.
- The county or its designee must maintain a written policy that includes caseload standards for each attorney and for the general operation of this program. In developing caseload standards, nationally recognized standards and standards used by other states shall be taken into consideration (such as National Advisory Commission on Criminal Justice Standards and Goals). The written policy for caseload standards should be provided to the Commission staff along with the first quarterly progress report. The caseload standard policy should require the Chief Public Defender to review actual caseloads at least quarterly. The Chief Public Defender may make overrides or under-rides based on overall complexity of cases, overall type of cases, attorney experience, support staff experience, court needs, available technology to augment services, or other factors that affect the delivery of services. The Chief Public Defender must notify the program's Oversight Board in writing if an exception to the caseload standards is authorized.
- The county or its designee must provide to the Commission staff the minimum job requirements and a full job description of the FTE positions specified under this project before positions are publicly posted. The posting must meet the Hidalgo County Juvenile Board Indigent Defense Plan Minimum Attorney Qualifications for all levels of cases.
- The survey required in the Evaluation section of the FY2012 application listed below should be conducted during the 2<sup>nd</sup> and 4<sup>th</sup> years of operation of the program. The county must summarize the results received back from the participants of the survey and discuss any improvements made to the

program. The analysis of the survey results in the 4<sup>th</sup> year must compare the findings between the two survey events. The county must provide the Commission with a copy of the analyses (not the unanalyzed survey responses).

- A draft of the Policies and Procedures Manual required in the Methodology section of the FY2012 application listed below should be provided to the Commission staff along with the 2<sup>nd</sup> quarterly progress report. A final version of the Policies and Procedures Manual shall be completed and delivered to the Commission staff along with the Final Progress Report for FY2012.
- Equipment costs listed in the first year start-up budget will not be carried forward into subsequent years of funding. If the County selects a non-profit corporation the proposal and contract must include the method for funding equipment to operate the Public Defender Office.