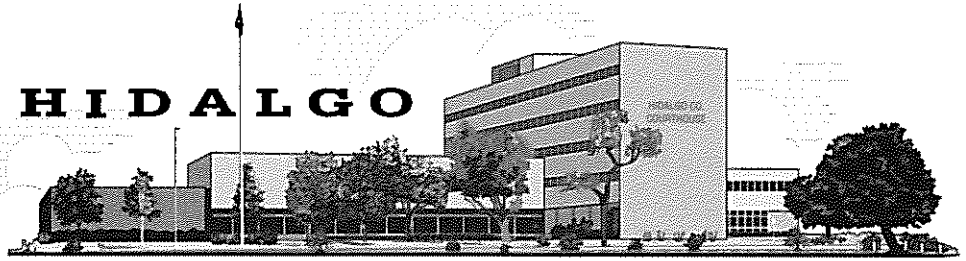


# COUNTY of HIDALGO



HIDALGO COUNTY AUDITOR'S OFFICE  
Hidalgo County Administration Building  
2808 South Business Highway 281  
Edinburg, Texas 78539-6243  
PHONE: (956) 318-2511  
FAX: (956) 318-2577  
WEBSITE: [www.co.hidalgo.tx.us/auditor](http://www.co.hidalgo.tx.us/auditor)

EDINBURG, TEXAS 78539

October 3, 2016

The Honorable Ramon Garcia, Hidalgo County Judge  
The Honorable A.C. Cuellar Jr., Commissioner, Precinct No. 1  
The Honorable Eduardo "Eddie" Cantu, Commissioner, Precinct No. 2  
The Honorable Jose M. Flores, Commissioner, Precinct No. 3  
The Honorable Joseph Palacios, Commissioner, Precinct No. 4

**RE: Certification of Revenue**

Dear Judge and Commissioners:

Pursuant to Local Government Code § 111.0706 SPECIAL BUDGET FOR GRANT OR AID MONEY:

The county auditor shall certify to the commissioners court the receipt of all public or private grant or aid money that is available for disbursement in a fiscal year but not included in the budget for that fiscal year. On certification, the court shall adopt a special budget for the limited purpose of spending the grant or aid money for its intended purpose.

I, Ray Eufrazio, County Auditor of Hidalgo County, certify to the Hidalgo County Commissioners Court the receipt of an award from the Office of the Governor-Criminal Justice Division. These funds may now be made available by creating a new special budget or amending a current budget for its intended purposes.

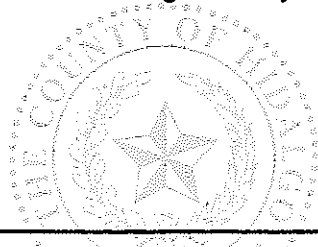
AMOUNT  
\$375,000.00

PURPOSE  
Award No. 2017-BP-ST-0018 Border Prosecution Unit

CERTIFIED BY:

Raymundo Eufrazio, CPA  
Hidalgo County Auditor  
Ray Eufrazio, CPA  
Hidalgo County Auditor

10-4-16  
Date



**HIDALGO COUNTY DISTRICT JUDGES**

LUIS M. SINGLETERRY JUDGE, 1<sup>ST</sup> D.C.    RODOLFO DELGADO JUDGE, 2<sup>ND</sup> D.C.    J. R. "BOBBY" FLORES JUDGE, 3<sup>RD</sup> D.C.    ROSE GUERNA REYNA JUDGE, 208<sup>TH</sup> D.C.    JUAN R. PARTIDA JUDGE, 273<sup>TH</sup> D.C.    MARIO E. RAMIREZ, JR. JUDGE, 332<sup>ND</sup> D.C.    NOE GONZALEZ JUDGE, 370<sup>TH</sup> D.C.    LETICIA LOPEZ JUDGE, 387<sup>TH</sup> D.C.    AIDA SALINAS FLORES JUDGE, 388<sup>TH</sup> D.C.    ISRAEL RAMON, JR. JUDGE, 430<sup>TH</sup> D.C.    JESSE CONTRERAS JUDGE, 448<sup>TH</sup> D.C.    OVERSEER

AI-56701

District Attorney 6. B.

CC - REGULAR

Meeting Date: 10/04/2016

Submitted For: Ramiro Sendejo, DISTRICT ATTORNEY

Submitted By: Ramiro Sendejo, DISTRICT ATTORNEY

Department: DISTRICT ATTORNEY

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**Information**

**CAPTION**

DA-Border Prosecution Unit Grant (BPU) (1281):

1. Approval to accept the Region 3-Border Prosecution Unit Grant in the amount of \$375,000.00, effective 09/01/2016 through 08/31/2017.
2. Approval of certification of revenues as certified by the County Auditor for the FY 2017 Region 3-Border Prosecution Unit grant funds in the amount of \$375,000.00.
3. Approval to appropriate the FY 2017 Region 3- Border Prosecution Unit grant funds.
4. Approval to revise the salary schedule in accordance with Commissioners Court approval.

**BACKGROUND**

Funding is provided by the Office of the Governors Criminal Justice Division. No Cash match is required.

Approval to apply was approved by Commissioners' Court on March 22, 2016, Agenda Item #AI-53693 CC-Regular.

Approval of resolution by Commissioners' Court on April 5, 2016, Agenda Item #AI-53932 CC-Regular.

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**Fiscal Impact**

FISCAL YEAR: 2017

ACCT. #: 6-1281-412-00-080-012-7-XXX

FUNDS AVAILABLE Y/N?:

MATCHING FUNDS Y/N?: N

**BUDGETARY IMPACT:**

6-1281-334-10-080-012-7-000 CJD - BPU/Revenue

Grant Fiscal Year 2017

Grant #2537806

Appropriation of funds from HB65 Fund Balance.

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**Attachments**

Congratulatory Letter

## Minerva Diaz

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**From:** Ramiro Sendejo [ramiro.sendejo@da.co.hidalgo.tx.us]  
**Sent:** Friday, September 30, 2016 3:00 PM  
**To:** Minerva Diaz  
**Subject:** Certification of Revenues Request  
**Attachments:** CongratulatoryLetter.pdf; Statement of Grant Award.pdf

Good Afternoon Minerva,

Please process a Certification of Revenue in the amount total amount of \$375,000.00 for the Border Prosecution Unit grant effective 09/01/2016 thru 08/31/2017. Attached is the Award Letter and Statement of Grant Award.

Agenda Item #AI-56701 will be presented to Commissioners Court requesting acceptance of these funds on October 18, 2016. A request has been submitted to the Budget Office to move this agenda item to October 4, 2016; request is still pending.

If you have any questions please let me know.

Thank You,

--  
**Ramiro Sendejo**  
Accountant III  
Administration Section  
Office of Criminal District Attorney  
Hidalgo County, Texas  
100 E. Cano, Rm. #131  
Edinburg, TX 78539  
(956) 292-7604 ext. 8082  
(956) 318-2078 FAX  
[ramiro.sendejo@da.co.hidalgo.tx.us](mailto:ramiro.sendejo@da.co.hidalgo.tx.us)

Statement of Grant Award  
Grantee Conditions and Responsibilities  
Appropriation

---

**Form Review**

<b>Inbox</b>	<b>Reviewed By</b>	<b>Date</b>
Budget & Management	Veronica Ortiz	09/30/2016 02:36 PM
Final Approval	Monica Badillo	09/30/2016 05:24 PM
Form Started By: Ramiro Sendejo		Started On: 09/30/2016 10:56 AM
Final Approval Date: 09/30/2016		



GOVERNOR GREG ABBOTT

Dear Grantee:

Congratulations on your award! To activate your agency's grant, the Authorized Official must log on to eGrants at <https://eGrants.gov.texas.gov> and go to the 'My Home' tab. In the 'Pending Applications' section, locate the application with a 'Current Status' of "Pending AO Acceptance of Award". Click on the grant number and proceed to the 'Accept Award' tab. From this tab, click on the 'Accept' button. Grants must be accepted within 45 calendar days of the date the award was issued.

Be sure to review the Subrecipient Responsibilities Memo for a quick overview of general items every grantee should be aware of. You can also find more detailed information on the eGrants website including helpful resources, links, and tools needed to properly administer HSGD grants. The Guide to Grants, also on the website, contains answers to questions frequently asked by grantees.

If you have any questions regarding this award, feel free to contact your grant manager, whose name is referenced in the Statement of Grant Award or you may always contact our office via the eGrants Help Desk at [eGrants@gov.texas.gov](mailto:eGrants@gov.texas.gov).

We look forward to working with you to ensure the success of your program.

A handwritten signature in cursive script that reads "Aimee Snoddy".

Aimee Snoddy  
Director  
Homeland Security Grants Division

**Statement of Grant Award (SOGA)**

The Statement of Grant Award is the official notice of award from the Office of the Governor (OOG). This Grant Agreement and all terms, conditions, provisions and obligations set forth herein shall be binding upon and shall inure to the benefit of the Parties and their respective successors and assigns and all other State of Texas agencies and any other agencies, departments, divisions, governmental entities, public corporations, and other entities which shall be successors to each of the Parties or which shall succeed to or become obligated to perform or become bound by any of the covenants, agreements or obligations hereunder of each of the Parties hereto.

The approved project narrative and budget for this award are reflected in eGrants on the 'Narrative' and 'Budget/Details' tabs. By accepting the Grant Award in eGrants, the Grantee agrees to strictly comply with the requirements and obligations of this Grant Agreement including any and all applicable federal and state statutes, regulations, policies, guidelines and requirements. In instances where conflicting requirements apply to a Grantee, the more restrictive requirement applies.

The Grant Agreement includes the Statement of Grant Award; the OOG Grantee Conditions and Responsibilities; the Grant Application in eGrants; and the other identified documents in the Grant Application and Grant Award, including but not limited to: 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Chapter 783 of the Texas Government Code, Title 34, Part 1, Chapter 20, Subchapter I of the Texas Administrative Code, and the Uniform Grant Management Standards (UGMS) developed by the Comptroller of Public Accounts; the state Funding Announcement or Solicitation under which the grant application was made, and for federal funding, the Funding Announcement or Solicitation under which the OOG was awarded funds; and any applicable documents referenced in the documents listed above. For grants awarded from the U.S. Department of Justice, the current applicable version of the Department of Justice Grants Financial Guide and any applicable provisions in Title 28 of the CFR apply. For grants awarded from the Federal Emergency Management Agency (FEMA), all Information Bulletins and Policies published by the FEMA Grants Program Directorate apply. The OOG reserves the right to add additional responsibilities and requirements, with or without advance notice to the Grantee.

By clicking on the 'Accept' button within the 'Accept Award' tab, the Grantee accepts the responsibility for the grant project, agrees and certifies compliance with the requirements outlined in the Grant Agreement, including all provisions incorporated herein, and agrees with the following conditions of grant funding. The grantee's funds will not be released until the grantee has satisfied the requirements of the following Condition(s) of Funding and Other Fund-Specific Requirement(s), if any, cited below:

<b>Grant Number:</b>	2537806	<b>Award Amount:</b>	\$375,000.00
<b>Date Awarded:</b>	PREVIEW - AWARD NOT ACTIVE	<b>Grantee Cash Match:</b>	\$0.00
<b>Grant Period:</b>	09/01/2016 - 08/31/2017	<b>Grantee In Kind Match:</b>	\$0.00
<b>Liquidation Date:</b>	11/29/2017	<b>Total Project Cost:</b>	\$375,000.00
<b>Program Fund:</b>	BP-Border Prosecution Unit		
<b>Grantee Name:</b>	Hidalgo County		
<b>Project Title:</b>	Region 3-Border Prosecution Unit		
<b>Grant Manager:</b>	Debbie Jacaman		
<b>DUNS Number:</b>	103110834		

<b>CFDA:</b>	N/A
<b>Federal Awarding Agency:</b>	N/A - State Funds
<b>Federal Award Date:</b>	N/A - State Funds
<b>Federal/State Award ID Number:</b>	2017-BP-ST-0018
<b>Total Federal Award/State Funds Appropriated:</b>	\$4,500,000.00
<b>Pass Thru Entity Name:</b>	Texas Office of the Governor – Homeland Security Grants Division (HSGD)
<b>Is the Award R&amp;D:</b>	No
<b>Federal/State Award Description:</b>	To support members of the Border Prosecution Unit in prosecuting border crime.

Agency Name: Hidalgo County Grant/App: 2537806 Start Date: 9/1/2016  
 Project Title: Region 3-Border Prosecution Unit Status: Pending AO Acceptance of Award End Date: 8/31/2017 Fund Source: BP-Border Prosecution Unit  
 Current Grant Manager: Debbie Jackson Current Program Manager: Arturo Mandaz Liquidation Date:  
 CFDA: NONE

Eligibility Profile Narrative Activities Measures Budget Documents Conditions of Funding Accept Award Summary Upload Files My Mail My Home  
 Details Source of Match Budget Summary

S

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General Information and Instructions

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Select and Enter Budget Line Item Details

Budget Category	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	
Personnel	\$334,989.86	\$0.00	\$0.00	\$0.00	\$334,989.86	
<b>OOG-Defined Line Item</b> Prosecutor	\$334,989.86	\$0.00	\$0.00	\$0.00	\$334,989.86	
<b>Grantee-Defined Line Item</b>	<b>OOG Funds</b>	<b>Cash Match</b>	<b>In Kind Match</b>	<b>GPI</b>	<b>Total Project</b>	<b>Qty / % of Salary</b>
Assistant District Attorney IV/BPU Region 3 Counsel-Prosecutor assigned to assist law enforcement agencies and District Attorney's Offices within Region 3 and throughout Texas, with case preparation, sharing of information on trends on different type of cases, conducting trainings for law enforcement officers and coordinating with agencies in and out of the region. Amount includes salary (\$86,587.75) and fringes (longevity \$5,000.00, health insurance \$6,160.09, life insurance \$37.51, FICA \$6,623.96, retirement \$9,143.67, unemployment comp. \$519.53, worker's comp. \$95.25) for a total of \$114,167.80.	\$114,167.76	\$0.00	\$0.00	\$0.00	\$114,167.76	100
Assistant District Attorney III - Prosecutor assigned to provide legal resources and support to the Department of Public Safety-TAG (Texas Anti-Gang); also, prosecutor provides preparation and prosecution of criminal cases. Amount includes salary (\$86,587.75) and fringes (longevity \$2,400.00, health insurance \$6,160.09, life insurance \$37.51, FICA \$6,623.96, retirement \$9,143.67, unemployment comp. \$519.53, workers comp. \$181.83) for a total of \$111,654.34.	\$111,654.34	\$0.00	\$0.00	\$0.00	\$111,654.34	100
Assistant District Attorney III - Prosecutor assigned to assist law enforcement agencies in Hidalgo County with case preparation and prosecution of criminal cases. Amount includes salary (\$86,587.75) and fringes (health insurance \$6,160.09, life insurance \$37.51, FICA \$6,623.96, retirement \$9,143.67, unemployment comp. \$519.53, workers comp. \$95.25) for a total of \$109,167.76.	\$109,167.76	\$0.00	\$0.00	\$0.00	\$109,167.76	100
Contractual and Professional Services	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Travel and Training	\$16,000.00	\$0.00	\$0.00	\$0.00	\$16,000.00	
<b>OOG-Defined Line Item</b> In-State Registration Fees, Training, and/or Travel	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	
<b>Grantee-Defined Line Item</b>	<b>OOG Funds</b>	<b>Cash Match</b>	<b>In Kind Match</b>	<b>GPI</b>	<b>Total Project</b>	<b>Qty / % of Salary</b>
Travel to attend seminars in order to meet the required CLE hours and BPU meetings/trainings. Also travel will include assisting District Attorneys with case preparations, prosecutions and technical support within Region 3 and throughout Texas. Travel would include meals or air fare, hotel, hotel parking.	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0
Training-Region 3 Regional Counsel and/or Assistant District Attorneys will hold training sessions and seminars for law enforcement throughout all regions and Texas; will include seminar registration and/or joint training with state and local law enforcement agencies.	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0
In-State Incidentals and/or Mileage	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	
<b>Grantee-Defined Line Item</b>	<b>OOG Funds</b>	<b>Cash Match</b>	<b>In Kind Match</b>	<b>GPI</b>	<b>Total Project</b>	<b>Qty / % of Salary</b>
Mileage and Incidentals for two prosecutors and Criminal District Attorney when required to travel to attend seminars/training for BPU. These employees are not assigned a County vehicle nor a fuel card, therefore they would travel using their personal vehicles.	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0
Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Supplies and Direct Operating Expenses	\$24,010.14	\$0.00	\$0.00	\$0.00	\$24,010.14	
<b>OOG-Defined Line Item</b> Cellular, Fax, Pager, and/or Office Telephone	\$5,012.00	\$0.00	\$0.00	\$0.00	\$5,012.00	

Grantee-Defined Line Item	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	Qty / % of Salary
Cell Phone service for three Assistant District Attorneys assigned to the BPU and two data cards; one for attorney assigned to TAG Unit/DPS and one assigned to Region 3 Counsel.	\$5,012.00	\$0.00	\$0.00	\$0.00	\$5,012.00	0
<input type="checkbox"/> Office Supplies (e.g., paper, postage, calculator)	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	
Grantee-Defined Line Item	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	Qty / % of Salary
Office supplies - paper, pens, pads, folders, paper clips, post-its, etc...	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0
<input type="checkbox"/> Vehicle Operating Cost (e.g., fuel, lubricants, maintenance, storage)	\$13,998.14	\$0.00	\$0.00	\$0.00	\$13,998.14	
Grantee-Defined Line Item	OOG Funds	Cash Match	In Kind Match	GPI	Total Project	Qty / % of Salary
A vehicle (high mileage) has been assigned 100% of the time to the Region 3 Prosecutor. Region 3 consist of 10 different counties and he will be making visits to the different law enforcement agencies and District Attorney Offices within the region and throughout Texas. He will also use vehicle to drive to the BPU directors in different areas of Texas. Monies would cover fuel, vehicle yearly state inspection, maintenance expenses, lubrication, tires and any other repairs needed.	\$13,998.14	\$0.00	\$0.00	\$0.00	\$13,998.14	0
Indirect Costs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	

**Budget Summary Totals**

OOG Funds:	Cash Match:	In Kind Match:	GPI:	Total Project:
\$375,000.00	\$0.00	\$0.00	\$0.00	\$375,000.00

**Export Your Budget Detail Item(s)**

[Export To Excel](#)

**Notes by Grantee to OOG:**

Note from Grantee to OOG

- Enter on: 7/20/2016 9:05:15 AM By: Debbie Jacaman**  
Info: Travel & Training - moved "seminar registration" wording to Training Costs line. ADA IV description updated; Travel/Training updated.
- Enter on: 7/17/2016 11:56:12 AM By: Debbie Jacaman**  
Info: Removed the word "Retain" from budget description; no longer necessary.  
(1) For ADA IV, amounts in description do not equal OOG Funds amount; please confirm.
- (2) \$15000 in Travel & Training, please enter separate lines for Travel Costs vs. Training Costs, and modify descriptions accordingly.

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DATE: September 30, 2015

DEPARTMENT HEAD: Ricardo Rodriguez

DEPARTMENT NAME: District Attorney's Office

ACCOUNT NUMBER: 6-1281-412-00-080-012-7-XXX CJD-BPU (Border Prosecution Unit)

Contact Person: Ramiro Sendejo Ph# 292-7604



SUBJECT: **Budget Amendments** (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

Honorable Commissioners' Court of Hidalgo County:

I would like to request the following Budget Amendments (increase (decrease)) in accordance with Local Government Code, Chapter 111, § 111.070, Item C (2).

INCREASE ACCOUNT NUMBER(S)	ACCOUNT (OBJECT) NAME	AMOUNT
6-1281-412-00-080-012-7-113	CJD-BPU-REG F/T EMPLOYEES	256,543.41
6-1281-412-00-080-012-7-115	CJD-BPU-LONGEVITY PAY	7,400.00
6-1281-412-00-080-012-7-211	CJD-BPU-HEALTH INSURANCE	18,900.00
6-1281-412-00-080-012-7-212	CJD-BPU-LIFE INSURANCE	112.53
6-1281-412-00-080-012-7-220	CJD-BPU-FICA	20,073.60
6-1281-412-00-080-012-7-230	CJD-BPU-RETIREMENT	30,097.28
6-1281-412-00-080-012-7-250	CJD-BPU-UNEMPLOYMENT COMP	1,574.40
6-1281-412-00-080-012-7-260	CJD-BPU-WORKERS COMP	288.64
6-1281-412-00-080-012-7-532	CJD-BPU-WIRELESS DEVICES	5,012.00
6-1281-412-00-080-012-7-581	CJD-BPU-TRAVEL IN COUNTY	1,000.00
6-1281-412-00-080-012-7-583	CJD-BPU-TRAVEL OUT OF COUNTY	10,000.00
6-1281-412-00-080-012-7-584	CJD-BPU-REGISTRATION FEES	5,000.00
6-1281-412-00-080-012-7-610	CJD-BPU-GENERAL SUPPLIES	5,000.00
6-1281-412-00-080-012-7-626	CJD-BPU-GASOLINE/DIESEL	8,000.00
6-1281-412-00-080-012-7-430	CJD-BPU-REPAIR AND MAINTENANCE SERVICES	5,998.14
6-1281-334-10-080-012-7-000	CJD - BPU/Revenue	375,000.00
<b>TOTAL BUDGET INCREASE (DECREASE)</b>		<b>375,000.00</b>

REASON: To appropriate the FY2017 BPU grant budget. Funding from September 1, 2016 - August 31, 2017. Projected amount of salaries and fringes were greater than actual amount needed. Access amount will be added to object code #113 for appropriation purposes only.

DEPARTMENT HEAD SIGNATURE

APPROVED COMMISSIONERS' COURT

\_\_\_\_\_  
DATE

\_\_\_\_\_  
ATTEST COUNTY CLERK