



Fund for Veterans' Assistance

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Application- Hidalgo County Veterans Court

Application ID AP-VTC_20-018	Applicant Organization Hidalgo County CSCD	Status Converted To Award	Application Deadline 10/25/2019 5:00 PM
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Overview

Opportunity

Announcement ID AN-VTC_20-001	Grantor Organization Texas Veterans Commission	ApplicationDeadline 10/25/2019 5:00 PM
Award Ceiling \$500,000	Award Floor \$5,000	Program Area (Do not change) Veterans Treatment Court (VTC)

Application Overview

Application Title Hidalgo County Veterans Court	Proposed Project Service Category Not Required	Service-Sub Category
Is this proposed project a new FVA-funded project, an expansion of current FVA-funded services, or continuation of an existing FVA-funded project? New	Financial Documents	Requested Amount 100000
Proposed Project Start Date 7/1/2020	Proposed Project End Date 6/30/2021	Project Coordinator Marta Kang
Submitted On 10/25/2019 2:01 PM		

Applicant Organization

Organization Name: Hidalgo County CSCD	*EIN: 746000717	DUNS: 103110834
Address: 3100 S. Business Hwy 281 Edinburg Texas 78539 United States	Applicant Type County Governments	Governing Body County Commissioners' Court/County Judge





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What is the organization's overall mission?

The Hidalgo County Community Supervision and Corrections Department is a public agency dedicated to the protection of the community and committed to the belief that facilitating positive change in probationers results in responsible and productive behavior, which in turn enhances the quality of life for all members of the community.

Community Supervision is placement of an offender under supervision for a specified length of time, as ordered by a court, with court-imposed rules and conditions. Community supervision (formerly called Adult Probation) may be ordered for misdemeanor or felony offenses and is generally imposed instead of a jail or prison sentence.

*Are all listed services currently provided to veterans within the service area? If not, please specify which services are not available to veterans/dependents/surviving spouses.

Our organization currently provides a variety of programs for all veterans who qualify for services. Some of the programs are:
- Veterans Court Program
- Outpatient Treatment Program
- Inpatient substance abuse

*What year was the organization established? Provide a brief history of your organization

1967

*On average, how many veterans does the organization serve annually?

300

*What types of programs/services does the organization currently provide to the community in the proposed service area?

Pretrial Program, Fel and Misd Drug Court Program, Mentally Impaired Specialized Caseload, Sex Offender Specialized Caseload, DWI Court, Substance Abuse Treatment Facility, Alternative Incarceration Program (A.I.P.), Veterans Court, Domestic Violence Court, Mental Health Court, ReEntry Court, Youthful Offender Program, Outpatient Treatment Program

*What percentage of total clients served by the organization are veterans?

7.00%





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treatment program

- Alternative to Incarceration

program (house arrest)

- Mentor program

Contacts			
Full Name	User Role	Email	Business Phone
Marta Kang	Primary	marta.kang@hidalgocountycscd.org	(956) 587-6024
Arnold Patrick	Secondary	arnold.patrick@hidalgocountycscd.org	(956) 587-6000
Rosario Castilleja	Signing	rosario.castilleja@hidalgocountycscd.org	(956) 587-6000

Past Awards				
ID	ID	Award Title	Grantor Organization	Award Amount

System Information

Created By
Marta Kang

Created Date
10/22/2019 4:27 PM

Last Modified By
Ervey Leos

Last Modified Date
6/8/2020 1:42 PM

Budget

Instructions

The budget is broken up into Direct and Indirect Costs. Within Direct Costs there are six allowable sections. Indirect Costs is one section. Each section represents a Budget Category that will make up your Total Grant Amount Request. The total grant amount request must equal the Amount Requested checked in Part I – Proposed Project.

Complete each Table as applicable to your Proposed Project. Costs must be broken out in Tables to a degree that is sufficient to determine if costs are reasonable, allowable, and necessary for the successful performance of the grant project. Costs will be reviewed for compliance with UGMS and federal grant guidance found in 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Costs claimed as direct costs that appear indirect in nature or budgets claiming no indirect costs will scrutinized for accuracy. Any costs claimed as direct need to be fully explained, supported, be reasonable and treated in a consistent manner across your organization. FVA will ask the applicant to reclassify costs as indirect if the support provided does not meet the above criterion.





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If you enter any value for a budget category line item, then you must also answer the supporting question(s) in the Other Information section shown below the budget table. Not entering this supporting information will prevent you from submitting the application to the grantor.

Budget	
Budget Category	Grantor Share
Salaries and Wages	\$46,821.00
Fringe Benefits	\$17,040.00
Travel	\$9,594.00
Supplies	\$7,785.00
Client Services	\$10,760.00
Other Direct Costs	\$0.00
Total Direct Costs :	\$92,000
Indirect Costs	\$8,000.00
Grand Total (Direct + Indirect Cost):	\$100,000

Negotiations

Negotiation Requests				
ID	Description	Status	Due Date	Applicant Comments
CR-405	Please see email sent 5/26	Submitted	6/1/2020	All requested changes have been made. M. Kang
CR-310	See follow on email	Submitted	5/27/2020	All requested changes have been made. Budget has been updated. mk

Forms and Attachments

Instructions

Please click the "Edit" icon (pencil) in the "Appendix I - Project Narrative" section below in order to fill out the required form for the application. Once the form is filled out, and before the application is submitted, click the "Validate" button in that section to ensure all required fields are completed.

Additionally, click the "Add" button in the "Attachments" section to upload all required supplementary documents for the applications.





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An Application Package may have up to five attachments. Failure to provide all required attachments will negatively impact the application and may result in ineligibility. When submitting Application Package name each attachment according to numbers below. Note that attachments 1-3 are required for all applications.

Do not upload the all the documents as one file.

The Application Package includes the following items be attached:

1. Résumés of the Principal Participants in the organization
2. List and terms of current governing body members (Board of Directors, Commissioners Court, City Council Members)
3. A copy of current professional liability insurance and/or malpractice insurance policy
4. Financial Documentation if not a Unit of Local Government
5. IRS Tax determination letter regarding non-profit status, if not a unit of local government Do not submit paperwork from the Texas Secretary of State or the State Comptroller of Public Accounts regarding non-profit status. Only the IRS Tax determination letter indicating your organization is recognized as a tax-exempt non-profit is acceptable.

Attachments				
Attachment Name	Type	Description	Last Modified	Owner
Hidalgo County Commissioners and County Judge.docx	Board of Directors	Commissioners and County Judge	10/24/2019 2:47 PM	Marta Kang
Marta Kang CV.doc	Resumes	Marta Kang	10/24/2019 3:55 PM	Marta Kang
AKP Resume.docx	Resumes	Arnold Patrick Resume	10/24/2019 4:32 PM	Marta Kang
Rosario Castilleja Resume.pdf	Resumes	Rosario Castilleja	10/25/2019 10:51 AM	Marta Kang
Statement of Liability.docx	Professional liability insurance	Statement of professional liability insurance	10/25/2019 1:58 PM	Marta Kang

Acknowledgement

Acknowledgement

TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL INFORMATION IN THIS APPLICATION IS TRUE AND CORRECT AND COMPLETED PER THE DIRECTIONS OUTLINED IN THE ACCOMPANYING REQUEST FOR APPLICATIONS.

THE APPLICANT ORGANIZATION REPRESENTATIVE HAS READ AND UNDERSTANDS ALL REQUIREMENTS AND PROVISIONS NOTED IN THE ACCOMPANYING REQUEST FOR





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APPLICATIONS, AND WILL COMPLY WITH ALL REQUIREMENTS AND PROVISIONS NOTED IN THE ACCOMPANYING REQUEST FOR APPLICATIONS AND NOTICE OF GRANT AWARD EFFECTIVE UPON SUBMISSION OF THIS APPLICATION AND THROUGHOUT THE LIFETIME OF THE GRANT IF AN AWARD IS MADE.

THE SUBMISSION OF THIS DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT.

[Acknowledge here](#)

false

[Acknowledged By \(Name\)](#)

[Acknowledged By \(Title\)](#)

History





Form - TVC Form

Project Details

Geographic Service Area(s)

***The counties that will be served by this grant are called the Geographic Service Area(s). All Texas counties are grouped into one of eight regions. Check all counties, regardless of region, that the Proposed Project will serve. If the Proposed Project provides services to Veterans living in all counties statewide, simply select "Yes" for the Statewide field**

Region 1 - Panhandle

Region 2 - West Texas

Region 3 - Alamo

Region 4 - South Texas
Hidalgo

Region 5 - Gulf Coast

Region 6 - Central Texas

Region 7 - East Texas

Region 8 - North Texas

Beneficiaries

Applicants may elect to restrict Proposed Project services to particular groups to address needs by narrowing the eligibility of who can receive services through the Proposed Project.

Who will the organization provide direct services to under the proposed project?

Veterans

Note: Texas Veterans Commission, Fund for Veterans' Assistance defines Dependents and Surviving Spouse in the Request for Application (RFA).

If Veterans are selected above, provide a definition for veterans that will be eligible to receive services. (Maximum allowable characters = 500)





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A veteran is a person who served in the United States military, naval, or air service.

Choose the discharge status(es) (Character of Service) that the organization will serve under the proposed project.

Honorable; General Under Honorable Conditions; Other Than Honorable Conditions; Bad Conduct; Dishonorable; Dismissed; Uncharacterized

Describe any other restrictions on eligibility, if applicable (example: income level, disabilities, or referral from VA or other such organization). (Maximum allowable characters = 1500)

The Hidalgo County Veterans Treatment does not accept sex offenses (to include but not limited to improper teacher/student relationship, invasive video recording, indecent exposure, obscenity, possession of child pornography, prohibited sexual conduct, prostitution, public lewdness, sexual assault, aggravated sexual assault, sexual offenses against minors, and voyeurism).

If the organization receives grant funds, it will be responsible for tracking each individual Veteran, their dependents, and surviving spouses that receive grant-funded service(s).

The number of unduplicated Veterans, Dependents and Surviving Spouses, as well as cumulative totals, will be reported to the FVA quarterly. If the organization receives grant funds, it will be responsible for tracking each individual Veteran, their dependents, and surviving spouses that receive grant-funded service(s). The number of unduplicated Veterans, Dependents and Surviving Spouses, as well as cumulative totals, will be reported to the FVA quarterly.

Enter the number of unduplicated Veterans, Dependents, and Surviving Spouses to be served by the Proposed Project. The information to be entered is a number. Do not enter a percentage and do not enter a range. If the project will not serve a particular population, enter '0' in the corresponding area

Beneficiary Eligibility

*The forms listed below are the only forms acceptable by TVC to determine Veteran, Dependent, and Surviving Spouse eligibility.

select the forms the organization will use to verify eligibility for each beneficiary that will be served under the proposed project.

Veterans

DD Form 214, Certificate of Release or Discharge from Active Duty; NGB-22, National Guard Report of Separation and Record of Service; NA Form 13038, Certification of Military Service; Department of Veterans Affairs (VA) official letter or disability letter with character of service listed; E-Benefits summary letter with character of service listed; Honorable discharge certificate; Uniform Services Identification Card; State of Texas Issued Driver License with Veteran designation; Certificate verifying Active Duty Status from Department of Defense Manpower Data Center (ONLY – currently serving active duty)





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Dependents

Surviving Spouse

Describe how the eligibility verification documents are securely maintained (example: in locked filing cabinet or electronically on your organization's server). (Maximum allowable characters = 1500)

Hidalgo County Veterans Court will ensure that all required verification documents are obtained from the participants at the time of application. All records are kept confidential and Case Management system requires a personalized log in to access the information. Retention period include 7 years after termination of probation.

How long does your agency retain grant documentation? (Do not include discharge status as that is selected below)

Proposed Project Services

Describe the Proposed Project. The answers should be brief but specific

Describe what services will be provided with grant funding. (Maximum allowable characters = 1500)

The Hidalgo County Veterans Court is a treatment court designed to provide intense supervision, mental health counseling, and supportive services to all veterans on probation. The program is designed to maximize the resources available to all veterans in order to successfully rehabilitate veterans who have been arrested and have or might be placed on community supervision. The program will provide transportation, alcohol monitoring device, alcohol and drug testing, and drug patches free of charge for all veterans in the program at no maximum allowable amount.

Where will clients receive services: List addresses of all your agencies offices and where your personnel are located. (Maximum allowable characters = 1500)

All court proceedings are held at the 430th District Court, located at 111 S. 9th Street, Edinburg, Texas. Court proceeding are held every Wednesday from 1:30 to 3:30 pm. Hidalgo County CSCD, 3100 S. Business Hwy 281, Edinburg, Texas - over the phone Hidalgo County Public Defender Office, 100 N. Closner, Edinburg, Texas - over the phone Hidalgo County District Attorney Office, 100 N. Closner, Edinburg, Texas - over the phone Tropical Texas Behavioral Health, 1902 N. 24th Ave, Edinburg, Texas - over the phone/online McAllen VA Clinic - 901 E. Hackberry Ave, McAllen, Texas - over the phone/online

Can beneficiaries apply for services or make an appointment on-line and/or over the phone.

If yes, provide website link and phone numbers for beneficiaries' to contact? (Maximum allowable characters = 1500)

Indicate the hours of operation for your agency to provide services to beneficiaries. Include days and time. (Maximum allowable characters = 1500)

Service times for veterans in the Hidalgo County Veterans Court varies. Hidalgo County CSCD - Mon - Fri 8 am to 7 pm Hidalgo County Public Defender Office - 24 hours over the phone Hidalgo County District Attorney Office - Mon-Fri 8 am to 5 pm Tropical Texas Behavioral Health - 24 hours over the phone to include counseling and crisis services McAlleb VA Clinic - 24 hours crisis hotline





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Describe the process of how beneficiaries will be provided with project services. Include how the beneficiary requests services. (Maximum allowable characters = 1500)

All participants in the Hidalgo County Veterans Court go through a series of assessment during intake to evaluate the needs of the veteran. The assessments are done with a probation perspective as well as a treatment perspectives. Once an assessment is completed, veterans are provided with the necessary services to ensure successful completion of the program. Additionally, staffings are conducted weekly with all members of the team. It takes an average of 7 days to get the veteran enrolled in the program.

How long, once eligibility is determined, will it take for requested services to be provided. (Maximum allowable characters = 1500)

*** For applications that provide mental health services only**

Which mental health disorders and concerns that will be addressed by licensed mental health professionals (LMHP).

If Other Mental Health Concerns Related to Veterans, Dependents, and Surviving Spouses please describe below. (Maximum allowable characters = 250)

Which individual, manualized trauma-focused EBP modalities does your organization use? (Maximum allowable characters = 1500)

List all EBP certifications held by the organization staff that will be utilized for the scope of this grant. Type "N/A" if no mental health services are provided. (Maximum allowable characters = 1500)

Project Principal Participants					
Title	Name of Principal Participant	Veteran	Years	Résumé Attached	Roles, Responsibilities, and Qualifications
Primary	Marta Kang	true	10	true	Clinical Director: responsible for overseeing all treatment aspects of the Hidalgo County Veterans Court.
Secondary	Arnold Patrick	true	10	true	Director: incharge of the probation department, overseeing the Hidalgo County Adult Probation Department
Signing	Rosario Castilleja	true	15	true	Accountant: in charge of all finances related to the adult probation department, to include the Hidalgo County Veterans Court

Goals and Outcomes

Grant Project Goals and Outcomes

What goals have you developed for this project? (Maximum allowable characters = 1500)





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Describe how your project will assist veterans and their families remain integrated with their communities, gain employment and financial independence, secure housing, and enable an improved quality of life. (Maximum allowable characters = 1500)

How will your organization measure project success for services provided to each client?(Maximum allowable characters = 1500)

Goals and Outcomes			
Title	Question	Target Outcomes	Description
Veterans Treatment Court	How many clients will participate in the VTC pro-gram?	30	
Veterans Treatment Court	How many clients completed the program?	30	

Performance Tracking

What type(s) of data collection tools will your organization use to document Beneficiaries receiving services that will ensure performance tracking/reporting toward achieving project goals? (Maximum allowable characters = 1500)

The Hidalgo County Veterans Court uses the Texas Risk Assessment Screening in order to ensure that services provided are according to the needs of the participants. Additionally, all information is stored in a Case Management System that ensures all information is gathered and saved in a centralized location. The treatment provider will also ensure proper services by working on individualized treatment plans.

How will your organization ensure that the beneficiaries served and reported quarterly to FVA are unduplicated? (Maximum allowable characters = 1500)

The Case Management System (Casetrak) which stores all information collected will properly document all services and any duplicate services will be visible to all authorized user.

What other key performance indicators will you track/measure to evaluate goal accomplishment (not included in the prescribed list above)? (Maximum allowable characters = 1500)

Outcome Tracking

Describe how the organization will determine if the anticipated outcomes(grant project goals) above are met. (Maximum characters = 1500)

The Hidalgo County Veterans Court graduates (participants who complete the program) continue to receive services through the VA and the local Mentor Program where updates are done regularly.

Other Grants and Contracts

TVC Contracts





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Contract Amount	Contract #	Begin Date	End Date	Services provided under contract
Total				

TVC Contracts Narrative

For only TVC contracts (non-FVA grants) that are listed in the above table provide a brief description of the contract. (Maximum allowable characters = 1500)

N/A

Other Grants					
Contract Amount	Grantor	Grant/Contract #	Begin Date	End Date	Audit Performed
\$95,627.00	Governor's Office	2431509	9/1/2019	8/31/2020	true
\$94,125.00	Governor's Office	2431508	9/1/2018	8/31/2019	true
Total \$189,752.00					

Partnerships			
Name of Partner Organization	Address	Telephone	Website
Hidalgo County Public Defender Office	100 N. Closner, Edinburg, Texas		
Hidalgo County District Attorney Office	100 N. Closner, Edinburg, Texas		
430th District Court	100 N. Closner, Edinburg, Texas		

Policies and Stability

Fiscal Management

What software does the organization use to record accounting transactions?

Fintrac

Policies	
Fiscal Management Accounting Policy	Y / N
A. Procurement	Yes
B. Vendor Payments	Yes





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C. Payroll	Yes
D. Grants Administration	Yes
E. Cash Management	Yes
F. Travel	Yes
G. Capitalization and Equipment	Yes

Assessment

Fiscal Management Statement	T / F
A. There has been no staff turnover or reorganization in the past 6 months.	False
B. The organization uses a Chart of Accounts.	True
C. Time sheets are approved and signed by supervisory personnel.	True
D. An A-133 Single Audit has been performed in the past 2 years.	True
E. Travel receipts are submitted for travel reimbursement requests.	True

Other Project Details

Need Identified

How many veterans/dependents/surviving spouses live in your service area? (Maximum allowable characters = 250)

The Hidalgo County Veterans Program Treatment Team is composed majorly from Veterans. Starting with the Judge, the Treatment Provider, the Public Defender, the Adult Probation Director, the Supervisor in charge of the program. Having Veterans as part of the treatment team provides an unique view on treatment and approaches towards participants.

What is the community need in regard to veteran services? (Maximum allowable characters = 1500)

The purpose of the Hidalgo County Veterans Court is provide necessary services to all veterans who have been arrested with a crime the necessary tools and resources to avoid re-arrest, keeping the community safe and providing those who served with much needed assistance.

How were community need(s) or gap(s) in service identified? Describe the methods used to identify the need in the service area. (Maximum allowable characters = 1500)

Community needs or gaps have been identified by the feedback received from veterans in the program during their intensive supervision, meeting with counselors, time spent with their mentors, and treatment team staffings.

How does the Proposed Project address the identified need in the service area? (Maximum allowable characters = 1500)

The Hidalgo County Veterans Court continues to build relationships with members of the community in order to either start services in areas that are needed or to find ways to fund such services. We have





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been able to provide Housing for Veterans through a local agency (Family Endeavors) and free legal services through Legal Aid.

Marketing and Outreach

Does the organization have an outreach and/or marketing plan to ensure the organization is able to reach and provide services to the number of clients to be served as listed in the Beneficiaries section?

No

If yes, describe the outreach and/or marketing plan (Maximum allowable characters = 1500)

How often are marketing and outreach activities conducted per week or month? (Maximum allowable characters = 1500)

Main Organization Phone Number

Communications Coordinator Name

What is the organization phone number the beneficiary uses to request services?

Communications Coordinator Email

Communications Coordinator Phone Number

Sustainability after the Grant

If the organization is awarded an FVA grant, would the Proposed Project continue after the grant period ends without additional FVA funding?

Yes

If yes, Include what other funding will be available to your organization to assist the beneficiaries. (Maximum allowable characters = 1500)

The Hidalgo County will continue to seek funding through the Governor's Office, which we have been able to secure for 8 consecutive years.

If the organization has received FVA funding in the past for the Proposed Project, describe why it is applying for a grant again. (Maximum allowable characters = 1500)

N/A

