



HIDALGO COUNTY

Department Of Budget & Management

INTRA-DEPARTMENTAL TRANSFER FORM

DATE: March 10, 2021

DEPARTMENT HEAD: Felix M. Rodriguez

DEPARTMENT NAME: Hidalgo County Veterans Services - Broken Arrow Grant Division

ACCOUNT NUMBER: 1-1283-444-00-370-003-1-XXX

CONTACT PERSON: Amanda Silva

PHONE: 956-318-2436

SUBJECT: Intradepartmental Transfer(s)

Honorable Commissioners' Court of Hidalgo County:

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

FROM OBJECT CODE	OBJECT DESCRIPTION	TO OBJECT CODE	OBJECT DESCRIPTION	AMOUNT
310	Admin Srv/Indirect Cost	610	General Supplies	2,226.00
TOTAL				\$2,226.00

REASON: Grant Amendment Approval - Supplies needed for 2 satellite offices for Broken Arrow Grant Personnel.

Department Head Signature

3-10-2021
Date

Approved Commissioners' Court

Attest County Clerk

Payment Reimbursement Request (PRR) Certification

Grantee Summary Information and Certification

Grantee Name	Hidalgo County			Grant Number	GT-VSO20-004	
Grant Period	Start	7/1/2020	End	6/30/2021	Award Amount	\$500,000
Reporting Period				July	2020	

Report of Performance and Expenditure Benchmarks

Budget Category	Award Amount	Requested Amount This Action
Salaries	\$ 78,734.00	\$ -
Fringe Benefits	\$ 40,360.00	\$ -
Travel	\$ 4,000.00	\$ -
Supplies	\$ 9,226.00	\$ -
Client Services	\$ 348,000.00	\$ -
Other Direct	\$ 1,680.00	\$ -
Indirect	\$ 18,000.00	\$ -
Total	\$ 500,000.00	\$ -

Prepared By

Preparer's typed e-signature certifies that the person that prepared this report is not the same person that is certifying that this report is true and correct. Separation of duties are necessary to ensure grant administration transactional processes remain transparent in accordance with FVA policy.

Prepared By

Certification

Authorized Representative's typed e-signature certifies that the information contained in this report as prepared has been reviewed and is true and correct. **Only one individual listed is required to certify PRR.**

Authorized Representative

- Felix Rodriguez
Project Coordinator
 - Richard Cortez
Finance Coordinator
 - Sergio Cruz
Signature Authority



Amendment Request - Broken Arrow

ID	Type	Grantee Organization	Award
AR-0214	Formal Amendments	Hidalgo County	AD-VSO20--04
Status			
Submitted for Approval			

Overview

Amendment Overview

For what purpose is an award amendment being requested? (Maximum allowable characters = 1500)

We have identified an urgent need within our community for Child Care assistance. We are requesting the unutilized education assistance line item and employment assistance line item to be merged to create a new line item for Child Care assistance.

Cellphones were not issued to Outreach personnel as landlines were used in lieu of. We are requesting to change this specified line item in Other Direct Costs from 'Cell Phones' to 'Advertisement' of our Grant while adhering to 2CFR.200 guidelines.

A need for additional supplies has been identified as 2 satellite offices were established for our Grant Personnel. This requires additional desks, chairs, printers, and shredders.

What impact will the award amendment have on the grant project? (Maximum allowable characters = 1000)

Feedback from our Veterans from recently conducted surveys has shown that in this current climate, as people are re-entering the workforce, a need for child care has been identified. This Child Care line item will allow Veterans and their families who are getting back on their feet financially to have the peace of mind to work while knowing their children are being taken care of.

Some of our services are not being utilized, further advertisement would help promote these services.

Outreach personnel would be able to conduct applications in a more expedient manner with proper equipment to serve the Veterans in our community.

What is the justification of the award amendment? (Maximum allowable characters = 1500)

Based on Veteran feedback, employment essentials and education assistance was not seen as an immediate need in our community. Veterans have expressed the need for Childcare Assistance.

In order to provide the assistance that the Veterans of Hidalgo County need, we need to be able to let them know what kind of aid is out there. With funding allocated for Advertisement, Veterans would be more informed as to the services that are within their reach.





Fund for Veterans' Assistance

Helping Veterans Starts Here

Outreach Personnel were deployed to satellite offices and need supplies to conduct their daily tasks. These satellite offices are unfurnished and in need of equipment.

Amendment Details

Change To Grant's Scope?

Yes

Please enter the new project scope (Maximum allowable characters = 32,000)

Employment essentials and educational assistance will be merged to create a new line item designated as 'Child Care Assistance'

Hidalgo County Veteran Services will provide financial assistance to Veterans and their Surviving Spouses for Child Care assistance.

Change To Grant's Project Period?

No

Change To Grant's Budget? (If 'Yes', the Budget Tab will appear on Save)

Yes

Budget

Budget Categories

Budget Category	Awarded Amount	New Amount	Adjustment	Reimbursed Amount
Salaries and Wages	\$78,734.00	\$78,734.00	\$0.00	\$8,777.28
Fringe Benefits	\$40,360.00	\$40,360.00	\$0.00	\$3,747.42
Travel	\$4,000.00	\$4,000.00	\$0.00	\$0.00
Supplies	\$7,000.00	\$9,226.00	\$2,226.00	\$0.00
Client Services	\$348,000.00	\$348,000.00	\$0.00	\$56,720.74
Other Direct Costs	\$1,680.00	\$1,680.00	\$0.00	\$0.00
Direct Costs Total:	\$119,094	\$119,094	\$0	
Allowable Indirect Costs (Direct Costs * 10%):		\$119,094		
Indirect Costs	\$20,226.00	\$18,000.00	(\$2,226.00)	\$0.00
Grand Total (Direct + Indirect Cost):	\$119,094	\$119,094	\$0	

Attachments





Fund for Veterans' Assistance

Helping Veterans Start Here

Attachments

Attachment Name	Type	Description	Last Modified	Owner
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Notes

Title	Description	Created Date	Created By
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History

Date	Assigned To	Actual Approver	Comments	Status	Overall Status
Step : Grant Officer Approval (Pending for first approval)					Pending
12/01/2020 3:59 PM	Alexis Jones	Alexis Jones		Pending	
Approval Request Submitted					
12/01/2020 3:59 PM	Felix Rodriguez	Felix Rodriguez	Submitted for approval.	Started	

Field History

Entity Name	Changed Field	Old Value	New Value	Changed By	Changed On
AR-0214	Status	Created	Submitted for Approval	Felix Rodriguez	12/1/2020 3:59 PM
AR-0214	Program Approver	David Escamilla	Michael Bardis	Admin REI	11/11/2020 3:26 PM
AR-0214	Program Approver		David Escamilla	Felix Rodriguez	10/6/2020 10:45 AM
AR-0214	Fiscal Approver		Doug Rozunick	Felix Rodriguez	10/6/2020 10:45 AM





Amanda Silva <amanda.silva@co.hidalgo.tx.us>

Fwd: Clarified and revised Amendment

1 message

Griselda Uresti <griselda.uresti@co.hidalgo.tx.us>
To: Amanda Silva <amanda.silva@co.hidalgo.tx.us>

Thu, Feb 4, 2021 at 8:24 AM

----- Forwarded message -----

From: **Alexis Jones** <alexis.jones@tvc.texas.gov>

Date: Wed, Dec 16, 2020 at 2:31 PM

Subject: RE: Clarified and revised Amendment

To: Griselda Uresti <griselda.uresti@co.hidalgo.tx.us>, Felix Rodriguez-Hidalgo County CSO
<felix.rodriguez@co.hidalgo.tx.us>

Cc: samuel.perez@co.hidalgo.tx.us <samuel.perez@co.hidalgo.tx.us>, victor.torres <victor.torres@co.hidalgo.tx.us>

Follow up questions

How many total for each item do they plan on purchasing as they already had 2 desk and 1 printer in Supplies plus they want to transfer in \$2,226.00.

Desk

Printers

Chairs; what type of chairs? For the desk to for clients to sit?

Shredder

How much do they plan on spending in each new line item for Other Direct Cost totaling \$1,680.00.

Brochures and Flyers

Social Media Advertisement

Local Newspaper Advertisement

~Alexis Jones

Grant Coordinator

Texas Veterans Commission

Fund for Veterans Assistance

Alexis.jones@tvc.texas.gov

Office 512-463-8295

Cell 512-673-7448

www.tvc.texas.gov/grants/grantees/

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From: Griselda Uresti <griselda.uresti@co.hidalgo.tx.us>
Sent: Monday, December 14, 2020 4:12 PM
To: Felix Rodriguez-Hidalgo County CSO <felix.rodriquez@co.hidalgo.tx.us>
Cc: Alexis Jones <alexis.jones@tvc.texas.gov>; samuel.perez@co.hidalgo.tx.us; victor.torres <victor.torres@co.hidalgo.tx.us>
Subject: Re: Clarified and revised Amendment

ALERT: This email originated from outside of the Texas Veterans Commission email system.
VERIFY the sender and content of this email by applying your Security Awareness Training.
DO NOT click links or open attachments unless you expect them from the sender and know that the content is safe.

You're welcome!

On Mon, Dec 14, 2020 at 3:52 PM Felix Rodriguez <felix.rodriquez@co.hidalgo.tx.us> wrote:

Great, thanks for the update.

On Mon, Dec 14, 2020 at 3:06 PM Griselda Uresti <griselda.uresti@co.hidalgo.tx.us> wrote:

Good Afternoon,

We just submitted the Amendment which has been clarified and revised. Thank you!

--

Griselda Uresti

Hidalgo County Veterans Services

Broken Arrow



Amanda Silva <amanda.silva@co.hidalgo.tx.us>

Fwd: Amendment approved

1 message

Griselda Uresti <griselda.uresti@co.hidalgo.tx.us>
To: Amanda Silva <amanda.silva@co.hidalgo.tx.us>

Thu, Feb 4, 2021 at 8:25 AM

----- Forwarded message -----

From: Alexis Jones <alexis.jones@tvc.texas.gov>

Date: Tue, Dec 29, 2020 at 10:32 AM

Subject: Amendment approved

To: Felix Rodriguez-Hidalgo County CSO <felix.rodriguez@co.hidalgo.tx.us>, samuel.perez@co.hidalgo.tx.us <samuel.perez@co.hidalgo.tx.us>, Griselda Uresti <griselda.uresti@co.hidalgo.tx.us>, victor.torres <victor.torres@co.hidalgo.tx.us>

Your amendment came back with approval. I have updated and attached your new PRR template to reflect the changes.

~Alexis Jones*Grant Coordinator***Texas Veterans Commission***Fund for Veterans Assistance***Alexis.jones@tvc.texas.gov**

Office 512-463-8295

Cell 512-673-7448

www.tvc.texas.gov/grants/grantees/Tell us how we can improve. [Take the survey today.](#)