



Fund for Veterans' Assistance

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Application- Broken Arrow

Application ID AP-VSO-21-008	Applicant Organization Hidalgo County	Status Converted To Award	Application Deadline 11/5/2020 5:00 PM
Cloned Application ? true			

Overview

Opportunity

Announcement ID AN-VSO-21-001	Grantor Organization Texas Veterans Commission	ApplicationDeadline 11/5/2020 5:00 PM
Award Ceiling \$500,000	Award Floor \$5,000	Program Area (Do not change) Veterans County Service Officer (VCSO)

Application Overview

Application Title Broken Arrow	Proposed Project Service Category Financial Assistance (VCSO-GA)	Service-Sub Category Mortgage, Rent & Utility Payments;Transportation Assistance;Child/Adult Care Services;Funerals
Is this proposed project a new FVA-funded project, an expansion of current FVA-funded services, or continuation of an existing FVA-funded project? Continuation	Financial Documents	Requested Amount 500000
Proposed Project Start Date 7/1/2021	Proposed Project End Date 6/30/2022	Project Coordinator Felix Rodriguez
Submitted On 10/25/2019 12:00 PM		

Applicant Organization

Organization Name: Hidalgo County	*EIN: 746000717	DUNS:
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Address:

2816 S Bus Hwy 281
Edinburg Texas 78539
United States

Applicant Type

County Governments

Governing Body

County Commissioners'
Court/County Judge

What is the organization's overall mission?

To "Them that have borne the Battle" Hidalgo County Veteran's Service Mission is to provide quality and timely professional services to Veterans and their Dependents. Our constituent Veterans and Dependents deserve no less. In carrying out our mission, Service Officers and supportive staff perform our duties with integrity and respect for our Veterans. Our Veterans Service Officers are held to the highest, professional standards. Our purpose is to advance the interests of Veterans and their beneficiaries.

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

1948

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

The education component assist veterans in not only receiving financial assistance to attend college, but in the application process as well. The Health Care component includes applying for VA Healthcare and assisting veterans in receiving the proper medical care at the right facility. such as Mobile VA Outpatient Clinic (MOPC), VA Texas Valley Coastal Bend Health Care System, and VA Health Care Center at McAllen and Harlingen. My HealtheVet is a Veterans Affairs online personal health Record. It helps partner veterans with a health care team. My HealtheVet provide veterans opportunities and tools to make informed decisions and manage their health care. The eBenefits portal is a central location for veterans, service members, and their families to research, find, access, and manage their benefits and personal information. The mental health component provides services and assistance to veterans suffering from Depressive Disorders including





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Post-Traumatic Stress Disorder (PTSD). The State services component includes making veterans aware of the benefits that are provided by State Veterans Homes, Texas Veterans Commission, Texas Veterans Land Board, and the Rio Grande Valley State Veterans Cemetery in Mission. The Veterans Treatment Court component provides veterans a venue towards rehabilitation thereby becoming function members in society.

*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.

Extensive Case Management advising armed forces veterans and dependents of benefits available under federal, state, and local laws. Work involves representation of clients in assisting them in determining eligibility for veteran's benefits which requires assisting veterans complete and submit required forms, obtaining necessary documentation, medical reports and other data as required by law or in support of claim. Available resources in the community pertinent to veterans needs.

*On average, how many veterans does the organization serve annually?
6,000

*What percentage of total clients served by the organization are veterans?
95.00%

Contacts

Full Name	User Role	Email	Business Phone
Felix Rodriguez	Primary	felix.rodriquez@co.hidalgo.tx.us	(956) 318-2436





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Richard Cortez	Signing	richard.cortez@co.hidalgo.tx.us	(956) 318-2600
Samuel Perez	Primary	samuel.perez@co.hidalgo.tx.us	(956) 318-2436

Past Awards

ID	ID	Award Title	Grantor Organization	Award Amount
AD-VSO20--01	PG-VSO_20-0001	Broken Arrow	Texas Veterans Commission	\$500000

System Information

Created By	Created Date	Last Modified By	Last Modified Date
Ervey Leos	5/18/2021 3:47 PM	Ervey Leos	6/10/2021 4:06 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.

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





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Budget Category	Grantor Share
Salaries and Wages	\$81,098.00
Fringe Benefits	\$40,360.00
Travel	\$3,000.00
Supplies	\$4,100.00
Client Services	\$357,500.00
Other Direct Costs	\$1,662.00
Total Direct Costs :	\$487,720
Indirect Costs	\$12,280.00
Grand Total (Direct + Indirect Cost):	\$500,000

Negotiations

Negotiation Requests

ID	Description	Status	Due Date	Applicant Comments
CR-782	Please see email from Julie Dillard sent 5/27	Submitted	6/7/2021	Negotiation Corrects 2021-2022
CR-647	See email from Julie Dillard on 5/20	Submitted	5/25/2021	This is our renewal application from our 2020-2021.

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.

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)





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- 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

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 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](#)

true

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

Felix M. Rodriguez

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

Hidalgo County Veterans Service Officer

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; Surviving Spouses

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 defined as “a person who served in the active/guard/reserve U.S. military service and who was discharged or released under conditions other than dishonorable.”

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; 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)

Reside in Hidalgo County, Texas.

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

Dependents

Surviving Spouse





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Marriage Certificate; Death Certificate or one of the forms listed above for Veterans eligibility

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)

The County of Hidalgo adheres to the State of Texas Library Commission Records Retention Schedule. In addition, records retention is governed by the dictates of the Texas Local Government Code and Texas Administration Code. The agency also has a records retention policy. PW5600-04a PW5600-04b GR1025-08a GR1025-08b Records are secured in locked filing cabinets, locked offices and in secured electronic computer servers.

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

Records will be retained for 3 years.

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)

"Broken Arrow" will be utilized to aid Hidalgo County Veteran's and surviving spouses with financial assistance with the following services:

- rent and mortgage to include no more than 6 months, will include late fees, deposits, and arrearages.
- veteran's emergency vehicle repairs (for non-routine services).
- veteran's funeral expenses.
- utility assistance (late fees, disconnect, reconnect and arrearages).
- Adult/Child care must be drop in services, one time payment for \$1000 for adult care and up to \$2000 for child care for one academic semester.

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

Clients will receive services at the Hidalgo County Veterans Services Office located at:

McAllen Office 10213 N. 10th St, Suite B, McAllen TX 78504;

Mission Sub-Office 2401 Moorefield Rd Mission TX 78574;

Weslaco Sub-Office 1902 Joe Stevens, Weslaco TX 78596;

San Juan Sub-Office 509 East Earling Rd, San Juan TX 78589

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

Yes

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

<https://www.hidalgocounty.us/2783/Broken-Arrow-Grant>





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

The Hidalgo County Veterans Services Office hours of operation:

8am-5pm M-F

Except on County approved and observed Holiday's.

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

The Hidalgo County Veterans Service Office will conduct numerous outreach to our current network to intake and determine the eligibility of Veterans. Staff will request completed application and the necessary documentation to include DD-214 and, or other government-issued identifying documents. Staff will schedule appointments for applicants to determine eligibility via email and phone.

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

It will take no more than 30- 45 days for client to receive services.

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

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

N/A

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)

N/A

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)

N/A

Project Principal Participants

Title	Name of Principal Participant	Veteran	Years	Résumé Attached	Roles, Responsibilities, and Qualifications
VSO	Felix M. Rodriguez	true	3	false	The Veterans Service Officers performs administrative work in advising armed forces veterans and dependents of benefits available under federal, state, and local laws. This position assists in completing and submitting





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					required forms, obtaining necessary documents, medical reports, and other data as required by law or in support of claim.
Hidalgo County Judge	Richard Cortez	false	3	false	The Texas Constitution vests broad judicial and administrative powers in the position of the county judge, who presides over a five-member Commissioners Court, which has budgetary and administrative authority over county government operations.
Assistant VSO	Samuel Perez Jr.	true	6	false	The Veterans Service Officers performs administrative work in advising armed forces veterans and dependents of benefits available under federal, state, and local laws. This position assists in completing and submitting required forms, obtaining necessary documents, medical reports, and other data as required by law or in support of claim.

Goals and Outcomes

Grant Project Goals and Outcomes

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

To meet or exceed last years numbers.

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)

To assist veterans and surviving spouses with financial assistance involving rent/mortgage, emergency vehicle repairs, child/adult care, funeral expenses, and utilities.

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

Through surveys and applicant follow ups.

Goals and Outcomes			
Title	Question	Target Outcomes	Description





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Financial Assistance (VCSO-GA)	How many beneficiaries will receive support to improve their functional capabilities?	0	N/A
Financial Assistance (VCSO-GA)	How many beneficiaries will receive assistance with funeral services?	70	funeral expenses to included honor guard services but not to include receptions
Financial Assistance (VCSO-GA)	How many bus passes will be distributed?	0	N/A
Financial Assistance (VCSO-GA)	How many beneficiaries will receive rent/mortgage assistance?	150	Rent and Mortgage
Financial Assistance (VCSO-GA)	How many beneficiaries will receive utilities assistance?	25	light, water, and gas
Financial Assistance (VCSO-GA)	How many beneficiaries will receive transportation assistance?	45	non routine maintenance and emergency repairs to include insurance deductibles
Financial Assistance (VCSO-GA)	How many beneficiaries will receive drop in child/adult care services?	10	licensed daycares
Financial Assistance (VCSO-GA)	How many beneficiaries will receive food pantry services?	0	N/A
Financial Assistance (VCSO-GA)	How many beneficiaries will receive restorative dental care?	0	N/A
Financial Assistance (VCSO-GA)	How many beneficiaries will receive referrals to other organizations that provide FVA-funded services?	0	N/A
Financial Assistance (VCSO-GA)	How many organizations that provide services to veterans and their families are in your referral network?	0	N/A

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)

Hidalgo County Veterans Service Office currently utilizes VetraSpec Software to gather and process data regarding services for beneficiaries and google spreadsheets.





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

Currently, program requirements dictate that monthly reports be provided. VetraSpec is designed to capture data in real time by various categories to include Financial Assistance and Payments. Management anticipates no issues with reporting unduplicated beneficiaries.

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

County Auditor's monthly expenditure reports.

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 Services Office will implement a Veterans satisfaction survey to complete. The survey will help determine if the Veterans needs have been met. The supporting staff will be required to follow up with the Veteran 30-90 days after receiving services to determine status.

Other Grants and Contracts

TVC Contracts				
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
Total					

Partnerships			
Name of Partner Organization	Address	Telephone	Website





Policies and Stability

Fiscal Management

What software does the organization use to record accounting transactions?

ALIO Accounting Software

Policies	
Fiscal Management Accounting Policy	Y / N
A. Procurement	Yes
B. Vendor Payments	Yes
C. Payroll	Yes
D. Grants Administration	Yes
E. Cash Management	No
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.	False
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)

80,000 - Based on US Census Bureau statistics 2019

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





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The staff at the Hidalgo County Veterans Service Office has identified a significant level of veterans and surviving spouses who come into our program who have encountered a need for financial aid to address an emergency or necessary situations that create a financial strain or loss of basic living necessities. The proposed project will assist in cases in which resources are limited to non-existent.

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 outreach, county/state events, outgoing/incoming calls, special presentations, news ads, website, flyers, surveys and referrals.

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

Additionally, "Broken Arrow" will include hiring one Outreach Specialists that will ensure that the veterans within Hidalgo County are both physically and emotionally healthy. The Outreach Specialist will ensure the objective is met by promoting the program and its services to the community. VA currently holds monthly Management Advisory Counsel (MAC) meetings along with Texas Tropical Veteran Coalition meetings comprised of 60 organizations where needs and services are identified.

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?

Yes

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

The Hidalgo County Veterans Service Office will utilize a marketing and outreach approach. This will include marketing to the Veterans community by attending workshops, conferences, and providing publications. These various marketing strategies will provide veterans with necessary information regarding services to be provided (see Attachment A).

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

The Hidalgo County Veterans Service Office will be conducting outreach on a weekly bases to ensure we are reaching out to Veterans throughout the Hidalgo County Area. Further outreach will be provided at monthly events and meetings.





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Main Organization Phone Number

(956) 318-2436

Communications Coordinator Name

Samuel Perez Jr

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

(956) 292-7076

Communications Coordinator Email

samuel.perez@co.hidalgo.tx.us

Communications Coordinator Phone Number

(956) 318-2436

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?

No

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

The Hidalgo County Veterans Service Office will continue to seek alternative funding through grants and other local sources with our local partners to continue these grant services after the grant is completed.

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)

After assisting over 350 residential veterans and surviving spouses in our county for 2020, the necessity for financial assistance provided through the Broken Arrow grant has become readily apparent. The constituent Veterans and Surviving Spouses of Hidalgo County are in a primarily low income residential area and although we were able to assist in excess of 300 applicants, the demand has outpaced the supply of funding extended to us.

