

Grant Title/Project Name:	Renewal-Veterans Treatment Court #2758108
Department:	County Court at Law #2
Requestor:	Jo-Ell Guzman
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Contact Phone Number:	5129431568
Start Date:	9/1/2021
End Date:	8/31/2022
Please select request category:	Service
Describe the purpose of the grant in detail to include all requirements.	<p>This grant is a renewal of services for the Williamson County Veteran's Treatment Court Program. The grant helps with costs associated with the WCVTC program such as a portion of personnel costs, mental health services, travel and training. Software yearly fee.</p> <p>Eligibility Requirements</p> <p>1. Entities receiving funds from PSO must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the Texas Code of Criminal Procedure, Chapter 66. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.</p> <p>Beginning January 1, 2021, counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90 percent of convictions and other dispositions</p> <p>Funding Announcement: Specialty Courts Grant Program, FY2022</p> <p>4</p> <p>within five business days to the Criminal Justice Information System at the Department of Public Safety.</p> <p>2. Eligible applicants operating a law enforcement agency must be current on reporting complete UCR data and the Texas specific reporting mandated by 411.042 TGC, to the Texas Department of Public Safety (DPS) for inclusion in the annual Crime in Texas (CIT) publication. To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year by the deadline(s) established by DPS. Due to the importance of timely reporting, applicants are required to submit complete and accurate UCR data, as well as the Texas-mandated reporting, on a no less than monthly basis and respond promptly to requests from DPS related to the data submitted. Note: UCR is transitioning from summary reporting to NIBRS only in 2021. Applicants are encouraged to transition to NIBRS as soon as possible in order to maintain their grant eligibility.</p> <p>3. Local units of government, including cities, counties and other general purpose political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency, must comply with all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security ("DHS") to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency's custody; and (2) detain such illegal aliens in</p>

accordance with requests by DHS. Additionally, counties and municipalities may NOT have in effect, purport to have in effect, or make themselves subject to or bound by, any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States; or (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3). Lastly, eligible applicants must comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code.

Each local unit of government, and institution of higher education that operates a law enforcement agency, must download, complete and then upload into eGrants the CEO/Law Enforcement Certifications and Assurances Form certifying compliance with federal and state immigration enforcement requirements. This Form is required for each application submitted to OOG and is active until August 31, 2022 or the end of the grant period, whichever is later.

4. Eligible applicants must have a DUNS (Data Universal Numbering System) number assigned to its agency (to request a DUNS number, go to <https://fedgov.dnb.com/webform>).

5. Eligible applicants must be registered in the federal System for Award Management (SAM) database located at <https://sam.gov/>. Failure to comply with program eligibility requirements may cause funds to be withheld and/or suspension or termination of grant funds.

Prohibitions

Select the type of grant your department is applying for:

State

What is the amount of the grant?

\$98,800.00

Please provide a breakdown of the total cost above.

Personnel \$84,855.00

\$27,568 (J.O.) This position will monitor participants' progress in the program; attend staffing and court hearings; coordinate V.A. and other treatment options; document progress of participant activities; and coordinate court appearances and other services for participants. The officer will also monitor the case during the probation term as per TDCJ-CJAD caseload standards. We are requesting OOG funds to cover 50% of the base salary, retirement, and insurance costs. 50% of the base salary of \$36,730.00+ FICA (7.65%) \$2,810 + worker's comp \$119 + retirement (14.56%) \$5,348 + County insurance \$10,128 = \$55,135 annually. 50% of \$55,135 = \$27,568.

\$57,287 (J.G.) The position of Court Coordinator for the Veterans Treatment Court. The position will interview eligible applicants, monitor documents and veterans' application process, Coordinates and participates in WCVTC pre-hearings, hearings, team meetings, and Steering Committee meetings. Manages daily operations and filing systems. Creates dockets, prepares reports for staffing meetings, and assures timely dissemination of compliance information. Identifies WCVTC problem areas and recommends possible solutions. Participates in performing statistical analysis and program evaluation of WCVTC. Participates in collecting data and maintaining the DIMS (Court Case Management) software used by WCVTC. Assists in

developing the team resource strategy to acquire funding, prepare grant applications, and build linkages by supporting the team in community outreach activities. Monitors grant deadlines and requirements. Creates supporting materials and disseminates them to stakeholders and service providers. Creates and distributes marketing materials. Conducts initial and follow-up screenings of Treatment Court Participants. Assists in compiling, writing, editing, and updating Treatment Court policy and procedures and program manuals. Periodically evaluates WCVTC operations using the Ten Key Components of Veteran Treatment Courts and communicates their findings to the Treatment Court Team; organize graduation events and team training; and special activities for veterans. We are asking for OOG funds to cover 80% of the base salary of \$50,210+ FICA (7.65%) \$3,841 + worker's comp \$119 + retirement (14.56%) \$7,311 + County insurance \$10,128 = \$71,609 annually. 80% of \$71,609 = \$57,287.

Travel and training \$ 6102.00

\$4532.00 - In-state registration fees, training, and/or travel, we have found the TASC State conference [\[LB1\]](#) beneficial for the project team. We are requesting funding to send four team members to the conference TBD for 2022. The approximate cost breakdown per person is: Hotel \$149.00/night x 3 nights = \$447 + registration fee \$260 + round trip mileage from Georgetown to TBD = approximately 489 miles x IRS rate of 56.5 cents/mile = \$276/vehicle + per diem of \$50/day x 3 days = \$150 or \$1133.00/person. Funding would allow four Project Team members to attend the In-State conference. \$1133.00/person x4 Project Team members = \$4532.00. Requesting \$4532.00.

\$500.00 - In-state incidentals and/or mileage- Monthly expenses for the case manager and grant personnel incurred from field/home visits, counseling sessions, court sessions, program-related travel. Williamson County will use the IRS reimbursement rate, which is currently 0.565 cents per mile.

\$610.00 – A training course for program manager --Moral Reconation Therapy (MRT): Has been used with individuals in the justice system. MRT has been used to help reduce recidivism by using cognitive behavioral techniques. MRT has workbooks that individuals can use and work through while learning these new skills. MRT has several different focuses: trauma, domestic violence, anger management, parenting, and a curriculum that focuses specifically on Veterans. In 2008, MRT was given the status of an "Evidence-Based Program" by SAMHSA.

\$460.00-2-day intensive training course for program manager—MRT Trauma/Veteran Trauma Training --Intensive Training uses lectures, discussions, and experiential exercises to explore clients' dynamics and basic personality traits. Presentation of the outcome research on MRT effectiveness. Demonstration and explanation of the MRT method (primary characteristics, evolution, and application) as a cognitive-behavioral treatment. Up to four hours of additional "homework" further prepares trainees to facilitate MRT group counseling. During the training, each facilitator receives a copy of the following: MRT workbook, MRT Facilitators Handbook (contains information on the group process, specific objective criteria, and guidelines for all exercises and tasks in MRT, as well as detailed "how-to" instructions) Understanding and Treating Antisocial Personality Disorder Reprints of 10 journal articles on outcome data on –MRT programs Effective Counseling Approaches (contains a description of cognitive-behavioral approaches, cognitive restructuring, and cognitive skills programs) 1 CD with two exercises: 5-Minute Stress Manager and Imaginary Future (used to train facilitators how to get clients to set appropriate long-term goals).

Contractual and Professional Services \$3280.00[\[JEG2\]](#)

\$3280.00- Substance Abuse Related Case Management, Counseling, Outpatient and/or Treatment Services. Vendor services for using an evidence-based approach to treat substance used disorders by assisting with the fees associated with entry into these services. Costs associated for detox assessment at a private treatment facility \$120.00 4 veterans at \$120.00 per assessment = \$480.00), Individual short term Counseling

sessions with a private licensed professional counselor \$80.00, per session (7 veterans x 4 sessions @ 80.00 per session=\$2800.00).

Equipment supplied and direct Operating Expenses \$4563.00

\$1,800.00 - License Fees for Cloud-based specialty court management for DIMS software to improve the efficiency of monitoring and tracking veterans' progress in the VTC program. The software has encryption and is HIPAA compliant.

\$1,100.00-License fees for a RANT assessment tool to assess the risk and need of veterans coming into the Veterans treatment court encryption and HIPAA compliant

\$1,000.00 MRT Trauma/Veteran Training workbooks

\$663.00 - Office and Graduation Supplies - Purchase copy paper for weekly dockets, colored paper reams for color code fliers, graduation certificates, postage, pens, and other office products for grant personnel, dog tags awarded to Veterans for progress during the treatment program, which are presented at graduation in a shadow box upon successful completion of the program.

Is there a match requirement?	No
What is the source of the match?	
Does the grant cover the cost of the request 100%?	Yes
If not, how much is left unpaid?	
What is the plan to obtain grants/funds for the remaining amount?	
List other similar assets in the County and/or region and if they are available for use?	
How is this asset request different from any similar assets currently in the County and/or region?	
What types of events/purpose would this asset be used for that cannot be accomplished with a current County asset?	
How often do these events occur?	
Identify the number of personnel required to operate this asset and/or be available for the function where it is to be used? How much time is required of those personnel? What is the cost of the personnel?	
Where will the asset be stored?	
What is the useful life of the asset?	
Will a replacement be requested from general funds when useful life has been exhausted?	
Will other agencies be billed for the use of this asset (e.g. vendors paid, employee worked hours and paid, inventory costs etc.)?	
Does this asset require insurance coverage?	
If yes, what is the estimate of asset insurance coverage?	
Will this asset require on-going maintenance? Please describe the maintenance required along with an estimate for these costs.	

How will this asset be funded when the grant ends?	
What is the impact if the grant is not received?	
New Personnel position is:	
Where will this position office?	
Who will this position report to?	
What tasks will this position perform? Include the five primary functions and the percentage of time spent to be spent on each function.	
Will this position take over tasks from current County employee?	
If yes, please explain the impact to current employee.	
How will this position be funded when the grant ends?	
Does this position or a similar position currently exist within the department?	
If "yes" how many of these similar positions exist	
Describe any alternatives considered to achieve desired outcome in lieu of a position (i.e. equipment, software, technology or change in business practice).	
Describe how workload will be accomplished/re-allocated should grant not be approved.	
List other similar items in the County and/or region and if they available for use?	NR
How is this item request different from any similar assets currently in the County and/or region?	NR
What types of events/purpose would this item be used for that cannot be accomplished with a current County asset?	If funding request is not granted then program service costs for our Veterans would be cut and/or diminished.
Identify the number of personnel required to operate this item and/or be available for the function where it is to be used?	3
Please explain how this item will create the need for more or less personnel (or mark n/a for no change)?	no change
Where will the item be stored?	NR
What is the useful life of the item?	NR
Will other agencies be billed for the use of this item (e.g. vendors paid, employee worked hours and paid, inventory costs etc.)?	
Does this item require insurance coverage?	No
Will this item require any form of licensing?	No
Will this item require on-going maintenance? Please describe the maintenance required along with an estimate for these costs?	NR
How will this item be funded when the grant ends?	If funding request is not granted then program service costs assistance for our veterans would be cut. and/or diminished. Some or all of the costs would fall on the County to keep specialty court program.
What is the overall budgetary impact? (i.e.	NR

revenue generation, expense reduction, etc.)	
Please identify any additional equipment needed/required (now or in the future) should the grant/asset is awarded.	NR
What is the cost and frequency to maintain/update the additional equipment?	NR
What is the impact of this grant application on other internal/county departments?	NR
If yes, what is the estimate of that license fee?	
If yes, what is the estimate of insurance coverage?	
Will a replacement be requested from general funds when useful life has been exhausted? (OR)	Yes
If yes, how much is the match amount?	
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