



OFFICE OF COURT ADMINISTRATION

MEGAN LAVOIE
Administrative Director

November 15, 2022

Mr. Ronald Morgan
Director
Williamson County District Court Administrator
405 Martin Luther King Jr. Street
Georgetown, TX 78626

Sent Via Email

Re: ARPA Funding Award

Williamson County Judiciary,

After reviewing your new proposal and reallocation of funding requests, we are pleased to inform you that the Williamson County Judiciary is awarded **\$472,003** in American Rescue Plan Act (ARPA) funding to support reducing the court backlog. This funding is to be utilized for reducing the felony backlog and SVU cases in your jurisdiction. Please see the attached for a breakdown of your new funding allocation.

Enclosed you will find the grant agreement that includes reporting requirements, performance requirements and spreadsheets to assist in reporting.

If you have any questions or concerns, please reach out to Leonard.Higgins@cpa.texas.gov and Kelly.Thibodeau@txcourts.gov.

Thank you for submitting your plan for consideration. We appreciate your work and dedication in reducing the felony court backlog.

Sincerely,

A handwritten signature in blue ink that reads "Megan LaVoie".

Megan LaVoie
Administrative Director

ARPA FUNDING AWARD DETAILS

Awarded funding is for felony criminal backlog cases. If your county requested Visiting Judge or Associate Judge Funding in your ARPA request, regular Visiting Judge appropriations from the Comptroller Judiciary Section Strategy A.1.2. can be used, and this line item was removed from your ARPA request. Minor adjustments between the Annual Salary and Benefits categories are allowed. If any amendments to the award are necessary, please contact Leonard.Higgins@cpa.texas.gov and Kelly.Thibodeau@txcourts.gov with questions and documentation of the changes.

Williamson County Award-\$472,003

Funded Position	Quantity	Totl Awarded
Court Administrator (Part-Time)	1	\$ 107,418.48
Court Reporter	1	\$ 298,470.60
Mileage Per-Diem		\$ 43,896.00
Indigent Defense Costs		\$ 22,217.92
TOTAL ARPA Funded:		\$ 472,003

Reporting Requirements

Submit ARPA Grant Expenditure Reports on a state fiscal year **quarterly basis** to Leonard.Higgins@cpa.texas.gov and Jennifer.Henry@txcourts.gov to receive reimbursement. Please provide proof of expenditures along with the report. In addition to this information, please be prepared to answer whether the county is registered with Sam.gov. and provide the Unique Entity Identifier from the Sam.gov profile. If the county is not registered with Sam.gov, please notify Leonard Higgins. Additional information may be required. Subrecipients of these federal funds are responsible for ensuring compliance with all federal and state laws and guidance from the United States Department of the Treasury <https://home.treasury.gov/system/files/136/SLFRF-Compliance-and-Reporting-Guidance.pdf> . Subrecipients may also be requested to provide additional information for future federal audits of these funds.

Performance Requirements

Grant recipients are required to send an Excel or csv file to the Office of Court Administration's Judicial Information Section at JudInfo@txcourts.gov on a **monthly basis** containing statistics **by district court on:**

- The number of active criminal cases pending in the court at the beginning of the month.
- The number of criminal cases added to the court's docket during the month.
- The number of criminal cases disposed of by the court during the month.
- The number of active criminal cases pending in the court at the end of the month.

Reports are due on the 20th day of the month for the month preceding. For example, September monthly reports are due by October 20th.