

Consider granting variance to Section A5 of Williamson County Subdivision Regulations to Doug Dedear to cut one 6-acre tract into 2 three-acre tracts on a private road.

Commissioner Hays requested this item be pulled from the agenda until further notice.

AGENDA ITEM # 8

October 6, 1998

*

Consider approving request for a street blockage of an L-shaped portion of Poncho Springs Lane at Crescent Heights Trail and Manitou Springs in Oak Brook Subdivision for a block party on Saturday, October 10, 1998, from 4:30 p.m. to 8:30 p.m..

Moved: Commissioner Hays

Seconded: Commissioner Mehevec

Motion: To approve request for street blockage of an L-shaped portion of Poncho Springs Lane at Crescent Heights Trail and Manitou Springs in Oak Brook Subdivision for a block party on Saturday, October 10, 1998, from 4:30 p.m. to 8:30 p.m..

Vote: Motion carried 4 - 0 with Commissioner Heiligenstein absent from the dais.

AGENDA ITEM # 9

October 6, 1998

*

Consider approving the following two (2) grant applications for Juvenile Services:

1 Part-time Juvenile Court Master

2. Expanded after care program through the JJAEP in Round Rock, Leander, Georgetown and Taylor.

Juvenile Services Director Charly Skaggs addressed the court for permission to apply for two federal grants.

Moved: Judge Doerfler

Seconded: Commissioner Boatright

Motion: To approve application for two federal grant applications:

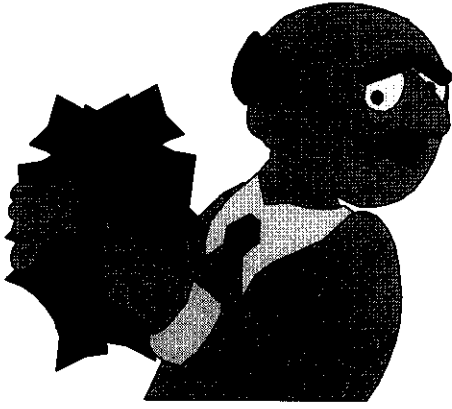
(1) Part-time Juvenile Court Master

(2) Expanded after care program through the JJAEP in Round Rock, Leander, Georgetown and Taylor.

Vote: Motion carried 5 - 0

< Clerk copy here >

***See resolutions recorded in Volume 100 pages 565 and 566.



To: Commissioner's Court
From: Charly Skaggs

Re: Application for two grants through the Criminal Justice Division
of the Governor's Office

#1 Grant for a part-time Juvenile Court Master
#2 Grant for an expanded after care program through the JJAEP in
Round Rock, Leander, Georgetown and Taylor.

Commissioner:

We are asking your approval for the application for the two programs
listed above.

The first grant will hire a part time Juvenile Court Master who will
hear juvenile cases under the direction of the juvenile court. This
should help with the detention crowding conditions as well as speed
up the adjudication and disposition process.

The second grant would hire teachers on a part time basis to provide
aftercare services to youth returning to their school from the JJAEP.
These teachers would work before and after school as well during
any off periods. It will be their responsibility to work with youth in
their school to insure a smooth transition from the structured JJAEP
program to their regular school setting. I

The grants are attached for your review. If you have any questions,
please feel free to contact me at 930-3333.

WILLIAMSON COUNTY JUVENILE SERVICES DEPARTMENT

September 30, 1998

CJD – Attention: Aimee Snoody
Planning & Grant Administrator
2512 I.H. 35 South, Suite 220
Austin, Texas 76701-2297

Re: Funds for Block Grant

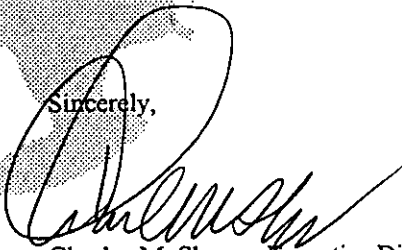
Dear Aimee:

This grant is written with the understanding that the cities of Round rock and Taylor are not applying for the Juvenile Accountability Block grant and are designating their funds to the Williamson County Juvenile Services Department. Round Rock for \$8,000.00 and Taylor for \$6,000.00.

If something should happen to these funds, we would reduce the number of hours that a Court Master will hear cases.

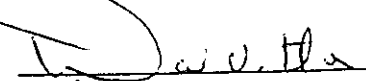
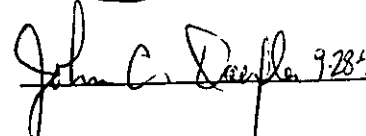
Please let me know if there is anything we need to do in this regard.

Sincerely,



Charles M. Skaggs, Executive Director
Juvenile Services Department
Williamson County, Texas

APPLICATION FOR JUVENILE JUSTICE ACCOUNTABILITY BLOCK GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION
P. O. BOX 12428, AUSTIN, TEXAS 78711

1. Legal name of organization applying. Williamson County, Texas		Contact person: Name: Charles M. Skaggs	
2. Division or unit within the applicant organization to administer the project. Juvenile Services Department		Title: Executive Director - WCJS	
3. Official applicant organization mailing address. 2423 Williams Dr., Ste. E., Georgetown, TX		Address: 2423 Williams Dr., Ste. E Georgetown, TX 78628	
4. Type of Applicant (check one box only): <input type="checkbox"/> City <input checked="" type="checkbox"/> County <input type="checkbox"/> Native American Tribe		Telephone number: (512) 930-3333	
5. Grant Start Date:	Grant End Date:	Fax number: (512) 930-3329	
6. Agency's State Payee Identification Number: 1-74-6000978-4000		e-mail address: _____	
7. Date on which a copy of the application was submitted for TRACS Review.		Financial Officer Name: David U. Flores	
8. Is the applicant organization delinquent on any state or federal debt? <input type="checkbox"/> Yes (If "Yes", attach an explanation.) <input checked="" type="checkbox"/> No		Title: Williamson County Auditor	
9. Requested Funds		Address: 701 South Main St., Ste. 303 Georgetown, TX 78626	
CJD Grant Funds	40,820	Telephone number: (512) 943-1500	
Cash Match	4,380	Fax number: (512) 943-1567	
TOTAL	45,200	e-mail address: _____	
FOR CJD USE ONLY		Authorized Official: Name: John C. Doerfler	
		Title: Williamson County Judge	
		Address: 701 South Main St., Ste. 201 Georgetown, TX 78626	
		Telephone number: (512) 943-1550	
		Fax number: (512) 943-1662	
		e-mail address: _____	
		REQUIRED SIGNATURES: To the best of my knowledge, all information in this application is true and correct. The application had been duly authorized by the governing body of the applicant and agrees to comply with all CJD rules, including the attached assurances, if awarded. Furthermore, I assure and certify that the project will comply with the regulations, policies, guidelines, and requirements including OMB Circulars No. A-87, Cost Principles for State, Local and Indian Tribal Governments; A-102, Grant and Cooperative Agreements with State and Local Governments; and A-133, Audits of States, Local Governments and Non-Profit Organizations; as they relate to the application, acceptance and use of funds for this project.	
		Financial Officer: 	
		Authorized Official:  9-28-98	

**Juvenile Accountability Incentive Block Grant Application
Program Narrative**

List the cities, counties, or parts thereof covered by the Coordinated Enforcement Plan for Reducing Juvenile Crime

The proposed target area is Williamson County, a rapidly growing area of approximately 1200 square miles and an estimated population of 208,000. This area has nine incorporated cities and a large unincorporated area. The target area has 12 independent school districts with a school age population of approximately 57,000. Cities to be served by the program include; Georgetown, Round Rock, Leander, Cedar Park, Taylor, Liberty Hill, Jarrell, Florence, Hutto, Thrall, Bartlett, and Andice, Texas.

2. List the members of the Juvenile Crime Enforcement Coalition and their position titles.

Police:

Stan Simpson- Captain, Round Rock Police Department
Rick Thomas- Captain, Round Rock Police Department

Sheriff:

Ed Richards- Sheriff, Williamson County

Prosecutor:

Gene Taylor, County Attorney
Donna Gafford, Juvenile Prosecutor

Local Probation:

Charly Skaggs, Director of Juvenile Services Williamson County

Juvenile Court:

Judge John R. Carter, Sitting Juvenile Court Judge

School:

Pat Abbot Administrator, Round Rock Independent School District
Tom Glenn, Superintendent/Francis Lesak, Secondary Staffing/
Student Services, Leander Independent School District

Doak Fling, Edward D. Jones Investment Consultant
Robert Wood, Physical Therapist
Leslie Hill, Administrator Texas Utilities

Religious:

Norma Parnell, Mentor Minister, Crestview Baptist Church

Social Service:

Rebecca Shaw, Director of Services to At Risk and Runaway Youth

Crime Prevention:

Scott Matthew, Manager of Don't Choose Crime Program

Gang Prevention:

Anita Anderson, Gang Officer, WCJSD

3. Explain which of the twelve purpose areas your Coordinated Enforcement Plan will address and why. Keep in mind the required allocation of at least 45% of funds awarded for purpose areas three through nine; and at least 35% of funds awarded for purpose areas one, two, and ten. The remaining 20% of funds awarded may be used for any combination of the 12 purpose areas. Show the percentage of funds that will be spent in these purpose areas.

The Juvenile Court Judge Master Program will address nine of the twelve purpose areas. The plan falls with the percentage guidelines for the distribution of funds.

Purpose Areas:

2. Developing and administering accountability - bases sanctions for juvenile offenders.

With the addition of the Juvenile Court Judge Master Program juvenile court hearings can occur on a daily basis. This will allow for a smaller daily court docket. The Juvenile Court Judge Master will incorporate current progressive sanctions while developing expanded accountability based sanctions for the local juvenile offenders.

3. hiring additional juvenile judges, probation officers, and court-appointed defenders, and funding pretrial services for juveniles, to ensure the smooth and expeditious administration of the juvenile justice system.

Funds for the Juvenile Court Judge Master Program will be used to employ an attorney to hear juvenile offenders cases.

This will insure daily administration of Juvenile Justice as well as providing a consistent procedure for specialized cases. The Juvenile Court Judge Master will conduct detention hearings, adjudications, and dispositions. This should expedite the process creating a smooth process for the juvenile justice system in the county. By administering justice on a daily basis, daily detention population should be reduced, thus effecting the overcrowded conditions which currently exist. These efforts are intended to create a more efficient, effective and accountable juvenile justice system.

4. hiring additional prosecutors to address drug, gang and youth violence problems more effectively.

Currently, the Juvenile Prosecutor is assigned to the Juvenile Court, however, with the exception of detention hearings, court is held either weekly or every other week. With the addition of the Juvenile Court Judge Master, the prosecutor will be assigned full time to the Court and will be responsible for hearings on a daily basis. The County Attorney has committed to the full time assignment of the Juvenile Court Judge Master Program as well as additional prosecutors as needed to insure a daily schedule of hearings. This, in itself, could be seen as a match of the county for at least one half a prosecutor's salary.

5. providing funding to enable prosecutors to address drug, gang and youth violence problems more effectively.

Currently, full dockets, limited court time, and Juvenile Court Judges attempting to compress juvenile hearings into an over-burdened civil and criminal court docket, create the need for this sort of program. With the volume of cases the Juvenile Court has little time to address specific issues such as drugs, weapons, and violence. By hiring a specialized Juvenile Court Judge Master the court can now focus more time and attention on particulars of the case such as gangs, drugs, weapons and violence.

7. Providing funding to enable juvenile courts and juvenile officers to be more effective and efficient in holding juvenile offenders accountable and reducing recidivism.

By hearing cases on a daily basis, the juvenile offenders will be held at a higher standard of accountability. Time between offense and a appearance before a judge will be lessened thus creating a swift and meaningful process for the offender. Not only will this add a component of swiftness, it will add accountability through consistency. The Juvenile Court Judge Master through sanctions and an expeditious system of hearings will provide a system which will focus on the issue of accountability. Not only will juveniles be held accountable, the time frame during which this accountability occurs will be abbreviated dramatically. With one judge hearing cases a level of consistency should be constructed.

Juvenile offenders require immediate consequences. This is a critical issue in dealing with the youthful offender. By reducing the time it requires to hold a juvenile offender accountability, youth should experience a higher level of accountability. This will impact the recidivism rate due to the court now having more time to place an emphasis on individual behaviors and well as making the court experience more personal. This will allow more time for the youth to be held accountable and be encouraged to become a law abiding, productive citizen.

8. establishing court-based juvenile justice programs that target young firearm offenders through the establishment of juvenile gun courts for the adjudication and prosecution of juvenile firearms offenders.

One of the purposes of the Juvenile Court Judge Master Program is to afford the time to deal with specialized areas in the lives of juvenile offenders. One of these areas is firearms. With the emphasis on the tragedies which can occur due to firearms in the hands of juveniles, the Juvenile Court Judge Master Program will develop a comprehensive plan which will require court review of all cases in which firearms were involved. The Court, through the assistance of the Juvenile Services Court Division and Law Enforcement will implement a process which will take risk factors into account when dealing with the firearm offenders. Other areas which will require a concentrated focus is the accessibility of weapons in the home and the assurance of the juvenile guardians that all firearms in the house are secure and equipped with safety lock mechanisms. By implementing this time of process, the

likelihood of tragic acts occurring should be reduced. This will begin the process of creating as part of the Juvenile Court Judge Master Program, a Juvenile Gun Court.

As with the gun court, the Juvenile Court Judge Master will be afforded the opportunity to implement a Drug Court for Juvenile Offenders. With the cooperation from the prosecutor, juvenile services and the court, those youth found to be at risk of drug and/or substance abuse can be dealt with on a personal and individual basis. The Drug Court Program will utilize current models from around the nations. By using successful programs as models, the process of development and implementation of a Drug Court Program should be simplified.

10. establishing and maintaining interagency information-sharing programs that enable the juvenile and criminal justice system, schools and social service agencies to make more informed decisions regarding the early identification, control , supervision, and treatment of juveniles who repeatedly commit serious delinquent or criminal acts.

By increasing the time in court this program can allow for more intense testimony by local agencies especially the schools. For the first time school officials can be an integral part of the court procedures. This participation on the part of the school should make a dramatic impact. In the past, educational needs were discussed over the phone and information provided by the court was through the Juvenile Court Officer. First hand testimony from schools will be far superior to the current process. Not only will schools be able to play a more critical role, social service agencies will also be afforded a more direct contact through court hearings. This process will provide a thorough process for the court to deal with the more chronic offender with a more precise eye.

11. establishing and maintaining accountability-based programs that work with juvenile offenders who are referred by law enforcement agencies, or which are designed, in cooperation with law enforcement officials, to protect students and school personnel from drug, gang, and youth violence;

The Juvenile Court Judge Master Program is intended to focus on accountability. The focus of the court will be those juveniles who are referred by law enforcement and will be by design, a cooperative unit focusing on all aspects of the juvenile and the offense. It will

include law enforcement, schools, probation, prosecutors, social service agencies and families. The design will create a system which will protect students and school personnel from drugs, gangs, and youth violence.

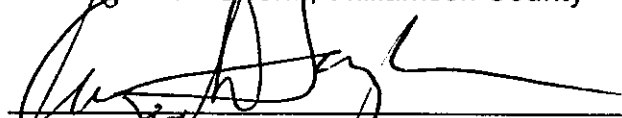
By the use of community resources, the Juvenile Court Judge Master Program will insure the youth and the crime will be examined. The Court will review the risk factors involved in each case. The Court will take these factors into account on an individual, case by case basis.


JUVENILE ACCOUNTABILITY INCENTIVE BLOCK GRANT APPLICATION
SIGNATURE PAGE

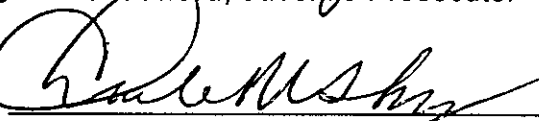

Stan Simpson - Captain, Round Rock Police Department

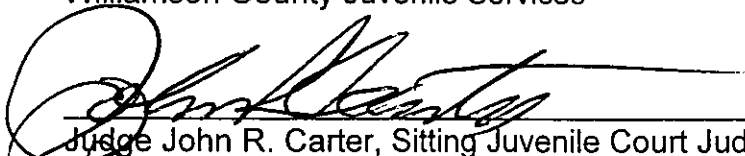

Rick Thomas - Captain, Round Rock Police Department



Ed Richards - Sheriff, Williamson County

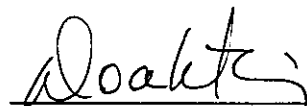

Gene Taylor, County Attorney


Donna Gafford, Juvenile Prosecutor


Charles M. Skaggs, Executive Director
Williamson County Juvenile Services

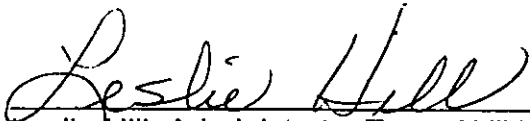

Judge John R. Carter, Sitting Juvenile Court Judge


Pat Abbott, Administrator, Round Rock Independent
School District

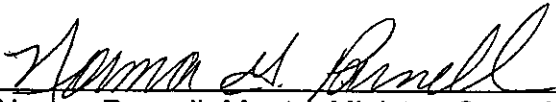

Doak Fling, Edward/D. Jones Investment Consultant
Citizens Advisory Board


Robert Wood, Physical Therapist
Citizens Advisory Board

JUVENILE ACCOUNTABILITY INCENTIVE BLOCK GRANT APPLICATION
SIGNATURE PAGE 2



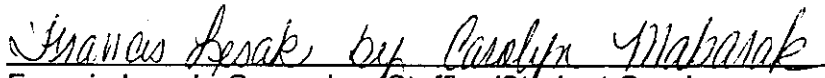
Leslie Hill, Administrator Texas Utilities
Citizens Advisory Board



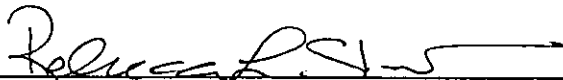
Norma Parnell, Mentor Minister, Crestview Baptist Church
Citizens Advisory Board



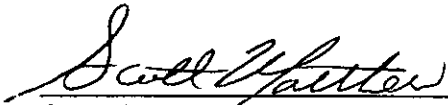
Tom Glenn, Superintendent
Leander Independent School District



Francis Lesak, Secondary Staffing/Student Services
Leander Independent School District



Rebecca Shaw, Director of Services to At Risk Runaway
Youth



Scott Matthew, Manager of Don't Choose Crime Program



Anita Anderson, Gang Officer
Williamson County Juvenile Services

**JUVENILE CRIME ENFORCEMENT COALITION'S COORDINATED
ENFORCEMENT PLAN FOR REDUCING JUVENILE CRIME**

In analyzing of programs and services of the Juvenile Justice System the following are gaps which need to be filled.

1. More court time with a full-time Juvenile Court Judge Master to hear cases daily as well as creating specialized court for drugs and firearms.
2. Due to the increase in population, more primary prevention officers are needed for the Don't Choose Crime Program.
3. Aftercare of all youth graduating from the JJAEP is critical. Currently one person is employed to provide this care.
4. Programs which take the JJAEP/Academy into the schools which need to establish a military pressure program for minor offenders.
5. Programs which deal with truancy.

JUVENILE JUSTICE ACCOUNTABILITY BLOCK GRANT
BUDGET SUMMARY

BUDGET CATEGORIES	(1)	(2)	(3)
	CJD Funds	Cash Match	Total
1. Personnel (Salaries and Fringe)	\$	\$	\$
2. Contractual	40,820	4,380	45,200
3. Travel and Training			
4. Equipment			
5. Construction/Renovation/Retrofit			
6. Supplies and Direct Operating Expenses			
7. Administrative Costs (Cannot exceed 10% of total grant.)			
8. Totals	\$ 40,820	\$ 4,380	\$ 45,200

Certifications

VOL 0100 PAGE 457


The applicant hereby assures and certifies that the project will comply with the regulations, policies, guidelines and requirements including OMB Circulars No. A-87, Cost Principles for State, Local and Indian Tribal Governments; A-102, Grants and Cooperative Agreements with State and Local Governments; and A-133, Audits of States, Local Governments and Non-Profit Organizations; as they relate to the application, acceptance and use of funds for this project.

Check the Box Which Applies:

- ☒ Furthermore, in accordance with federal law, the grantee assures that not less than forty-five percent of the funds received under this grant will be expended for purpose areas three through nine stated below and not less than thirty-five percent will be expended for purpose areas one, two, and ten. The remaining twenty percent will be spent on any combination of the remaining purpose areas, OR
- ☐ Furthermore, in accordance with federal law, the grantee certifies that the interest of public safety and juvenile crime control would be better served by expending funds in a proportion other than the 45 and 35 percent minimums. Please provide justification concerning the availability of existing structures or initiatives to meet local needs in federally prescribed purpose areas. State the reasons for the alternative use of funds.

Program Purpose Areas:

1. Building, expanding, renovating, or operating temporary or permanent juvenile correction or detention facilities, including training of correctional personnel;
2. developing and administering accountability-based sanctions for juvenile offenders;
3. hiring additional juvenile judges, probation officers, and court-appointed defenders, and funding pre-trial services for juveniles, to ensure the smooth and expeditious administration of the juvenile justice system;
4. hiring additional prosecutors, so that more cases involving violent juvenile offenders can be prosecuted;
5. providing funding to enable prosecutors to address drug, gang, and youth violence problems more effectively;
6. providing funding for technology, equipment, and training to assist prosecutors in identifying and expediting the prosecution of violent juvenile offenders;
7. Providing funding to enable juvenile courts and juvenile probation offices to be more effective and efficient in holding juvenile offenders accountable and reducing recidivism;
8. the establishment of court-based juvenile justice programs that target young firearms offenders through the establishment of juvenile gun courts for the adjudication and prosecution of juvenile firearms offenders;
9. the establishment of drug court programs for juveniles so as to provide continuing judicial supervision over juvenile offenders with substance abuse problems and to provide the integrated administration of other sanctions and services;
10. establishing and maintaining interagency information-sharing programs that enable the juvenile and criminal justice system, schools, and social service agencies to make more informed decisions regarding the early identification, control, supervision, and treatment of juveniles who repeatedly commit serious delinquent or criminal acts;
11. establishing and maintaining accountability-based programs that work with juvenile offenders who are referred by law enforcement agencies, or which are designed, in cooperation with law enforcement officials, to protect students and school personnel from drug, gang, and youth violence; and,
12. implementing a policy of controlled substance abuse testing for appropriate categories of juveniles within the juvenile justice system.


Authorized Official (Signature)

9 / 28 / 98
Date

57

INDEPENDENT ANNUAL AUDIT CERTIFICATION

The grantee hereby assures compliance by itself and its applicable sub-recipients (contractors) with the Single Audit Act Amendments of 1996, PL 104 - 156 and, particularly, with the requirements of OMB Circular A-133 as follows (check one):

1. ☐ Grant(s) expenditures of \$300,000 or more in federal funds
An annual single audit by an independent auditor made in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133.
2. ☐ Grant(s) expenditures of \$300,000 or more in state funds
An annual single audit by an independent auditor made in accordance with the Uniform Grant Management Standards (UGMS).
3. ☐ Grant(s) expenditures of less than \$300,000 in federal funds
Exempt from the Single Audit Act. However, CJD may require a limited scope audit as defined in OMB Circular A-133.
4. ☐ Grant(s) expenditures less than \$300,000 but \$50,000 or more in state funds
A program-specific audit.
5. ☒ Grant(s) expenditures less than a total of \$50,000 in state funds
Financial statements audited in accordance with Generally Accepted Auditing Standards (GAAS).

NOTE: Grantees exempt from the Single Audit Act requirements (i.e. those expending less than \$300,000 in total federal financial assistance) are prohibited from charging the cost of a Single Audit to a Federal award.

John C. Daefler
Authorized Official (Signature)

J. J. H.
Financial Officer (Signature)

9 / 28 / 98
Date

9 / 28 / 98
Date

WILLIAMSON County Juvenile Services Department
Grantee Organization

Regardless of items checked above, the grantee should, within 60 days following the date of the grant award, furnish the following information:

1. The identity of the organization conducting the audit
2. Approximate time audit will be conducted
3. Audit coverage to be provided

WILLIAMSON COUNTY JUVENILE SERVICES DEPARTMENT

September 8, 1998

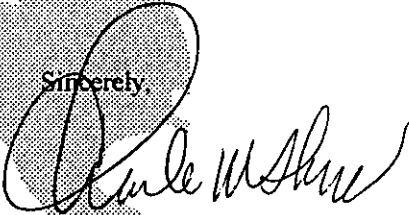
Capital Area Planning Council
Attention: Ms. Aimee Snoddy
2512 I.H. 35 South, Suite 220
Austin, Texas 78704

Dear Ms. Snoddy:

The Williamson County Commissioner's Court was unable to schedule the JJAEP - Challenge Grant Resolution for adoption until the next regular meeting on Tuesday, September 29, 1998. Please accept the proposed Challenge Grant application for review and consideration. The Resolution will be hand carried to your office after recording by the County Clerk's office.

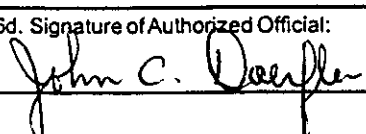
Please call me at [512] 930-3333 if you have any questions or concerns.

Sincerely,



Charles M. Skaggs, Executive Director
Juvenile Services Department
Williamson County, Texas

APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION
P. O. BOX 12428, AUSTIN, TEXAS 78711

1. Date and Location of Application Workshop Attended: January 15, 1998-CAPCO, Austin, Texas		For COG Use Only (Applicant Leave Blank)	
2. COG to which application is submitted: #12 CAPCO, Austin, Texas		COG Application Identifier:	
Applicant Information		Is this application shared with another COG?	
3a. Legal name of agency applying: Williamson County		CPTN: Region #:	For CJD Use Only
3b. Official agency mailing address: (512) 930-3333 FAX (512) 930-3329 2423 Williams Drive, Ste. E Georgetown, TX 78628		Priority #: RBE: <input type="checkbox"/> In <input type="checkbox"/> Out <input type="checkbox"/> NA	Unique #:
3c. Division or unit within applicant organization to administer grant: Juvenile Services Department		Application Information	
3d. Name, address, telephone, and fax number of the person who completed this application and can answer questions concerning this application (give area code): Robyn Murray 2423 Williams Drive, Ste. E Georgetown, TX 78628		7. Application for: <input type="checkbox"/> Crime Stoppers Assistance Fund (state) <input checked="" type="checkbox"/> Juvenile Justice and Delinquency Prevention Act (federal) CFDA-16.540 <input type="checkbox"/> Safe and Drug-Free Schools and Communities Act (federal) CFDA-84.186 <input type="checkbox"/> State Criminal Justice Planning Fund (state) <input type="checkbox"/> Texas Narcotics Control Program (federal) CFDA-16.579 <input type="checkbox"/> Title V Delinquency Prevention Fund (federal) CFDA-16.548 <input type="checkbox"/> Victims of Crime Act Fund (federal) CFDA-16.575 <input type="checkbox"/> Violence Against Women Act (federal) CFDA-16.588 <input type="checkbox"/> Other _____	
4a. Agency's State Payee Identification Number: 1-74-6000978-4000	4b. Agency's Audit Date ____/____/____ Month Year	8a. Is this an application for first year funding? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
5. Type of Applicant (check one box only): <input type="checkbox"/> Regional Council of Governments <input type="checkbox"/> Nonprofit Organization <input checked="" type="checkbox"/> Local Unit of Government <input type="checkbox"/> Native American Tribe <input type="checkbox"/> University or College <input type="checkbox"/> Certified Crime Stoppers Program <input type="checkbox"/> Independent School District <input type="checkbox"/> Faith-based Organization <input type="checkbox"/> Regional Education Service Center <input type="checkbox"/> Local Crime Control & Prevention District <input type="checkbox"/> State Agency		8b. If "No", complete the following: Year of funding for this application (check one): <input type="checkbox"/> Year 2 <input type="checkbox"/> Year 3 <input type="checkbox"/> Year 4 <input type="checkbox"/> Year 5 <input type="checkbox"/> Year ____ Current Grant #: _____	
6. Is the applicant delinquent on any federal debt? <input type="checkbox"/> Yes (If "Yes," attach an explanation) <input checked="" type="checkbox"/> No			
PROJECT INFORMATION			
9. Title of Project: JJAEP Challenge Grant		12a. County where project is based: Williamson	12b. Population @200,000
10a. Grant Start Date: 12-01-98	10b. Grant Ending Date: 11-30-99	13. Geographic Areas of Project Activities (Cities, Counties, and Populations of Each): Williamson County @200,000	
11. Are the activities proposed in this application 100% juvenile-related? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
REQUESTED FUNDING INFORMATION			
	Budget Year A	Budget Year B	
15a. CJD Grant Funds	\$ 130,000	\$ 104,000	
15b. Cash Match	\$	\$ 26,000	
15c. In-kind (VOCA, VAWA, CSAF & Title V Only)	\$	\$	
15d. TOTAL	\$ 130,000	\$ 130,000	
		14. If project is statewide, on what date was a copy of the application submitted for TRACS review? _____ (date) If project is local, submission of application to regional council of governments satisfies the requirement for TRACS review.	
APPLICATION AUTHORIZATION			
16. To the best of my knowledge and belief, all data in this application is true and correct. The document has been duly authorized by the governing body of the applicant and the applicant will comply with the attached assurances if the assistance is awarded.			
16a. Typed Name of Authorized Official: John C. Doerfler		16b. Title: County Judge	16c. Telephone Number: (512) 943-1550
16d. Signature of Authorized Official: 		16e. Date Signed: 9-8-98 60	

APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION

VOL 0100 PAGE 461

DESIGNATION OF GRANT OFFICIALS (Refer to page 36 of the 1999 Plan.)

CJD rules require that three persons be designated to the positions of Authorized Official, Project Director, and Financial Officer for the purposes of administering a grant. The Financial Officer may not be the same person as the Project Director or the Authorized Official but, under extenuating circumstances, one person may be both the Authorized Official and the Project Director. In accordance with the criteria and definition of responsibilities set forth in the *Governor's Criminal Justice Plan for Texas* governing submission of this application, the following designations are made:

LEGAL NAME OF AGENCY: Williamson County Juvenile Services Department

PROJECT TITLE: JJAEP - Challenge Grant

☒ Mr. ☐ Ms. Charles M. Skaggs
Project Director Name (Type or Print)

Juvenile Services Director
Title and Agency

2423 Williams Drive, Ste. E
Official Agency Mailing Address

Georgetown, TX 78628
City Zip

(512) 930-3333
Telephone Number

(512) 930-3329
Fax Number

☒ Mr. ☐ Ms. David U. Flores
Financial Officer Name (Type or Print)

Williamson County Auditor
Title and Agency

710 Main Street, 3rd Floor
Official Agency Mailing Address

Georgetown, TX 78626
City Zip

(512) 943-1500
Telephone Number

(512) 943-1567
Fax Number

☒ Mr. ☐ Ms. John C. Doerfler
Authorized Official Name (Type or Print)

County Judge of Williamson County
Title and Agency

710 Main Street, Suite 201
Official Agency Mailing Address

Georgetown, TX 78626
City Zip

(512) 943-1550
Telephone Number

(512) 943-1662
Fax Number

APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION**PROJECT NARRATIVE****1. What is the specific problem to be addressed by this application?**Problem:

The need for an intensive aftercare program which maintains daily contact with the youth who are released from J.J.A.E.P. and Residential Programs. This supervision deficiency adds to the lack of long term impact on the part of juveniles who have successfully completed residential or juvenile justice alternative programs.

Discussion:

The Juvenile Justice System has continued to be frustrated with the problem of youth who, while attending a residential or J.J.A.E.P., show promise and behaviors which indicate the youth has made a shift in his/her way of thinking which effects the way they behave. Then, upon release return to their pre-placement values and lifestyle. This pattern of reverting back to the lifestyle of crime, drugs, gangs and violence generally occurs within a short period of time.

2. Explain the nature and extent of the problem using verifiable statistics relevant to the proposed target areas.

The nature of the problem is maintaining daily contact and providing a transitional aftercare program which mentors the child and monitors his/her commitment to the values learned during his/her placement thus creating a long term relationship which has the possibility of being life long. The problem is exaggerated by the staff to youth ratio, the large geographic area requiring coverage and the number of different school campuses to which the youth return to for their education.

Currently there is one full time staff person responsible for the aftercare program of the J.J.A.E.P and residential program in Williamson County. This one staff person is responsible for re-entry contacts and maintaining interaction with all youth and school officials. Interaction is maintained for three to six months. This

aftercare officer is responsible for all contacts with the school, the youth and the family . This officer follows youth re-entry into the local school district, their local campus, and monitors a full continuum of educational services which include: assigned classes, relationship to teachers, peer involvement, coaches, administration, attendance, grades, behavior, activities, and in approximately 40% of the cases is responsible for following the youth's special education needs.

The proposed target area is Williamson County, a rapidly growing area of approximately 1200 square miles and an estimated population of 208,000. This area has 9 incorporated cities and a large unincorporated area. The target area has 12 independent school districts with a school age population of approximately 57,000.

Last year the Williamson County Juvenile Department served 123 youth in the local residential and J.J.A.E.P Programs. Of these youth 111 were released to 29 schools in 9 independent school districts and 25 school campuses.

Providing a meaningful intensive aftercare program is one of the most important issues facing J.J.A.E.P.'s and residential programs.

Summary:

While Williamson County has established a base for these services, the ratio of the youth served and the number of staff currently available to provide these services is inadequate.

3. What resources are currently being used in the applicant's geographic area to address the problem and how do those resources work together?

Currently funds are available for the employment of one staff person who is assigned to address the issue of intensive aftercare services. This officer is employed forty hours per week . The officer spends 100% of the work week in this program. The initial projections established a base line of thirty (30) youth. Data supports the under-projection of youth. Actual numbers last year show a base line of one hundred eleven (111) youth released from the J.J.A.E.P which necessitated an intensive aftercare program.

Superintendents, Juvenile Services staff, Commissioner's Court and the Juvenile Board meet to address issues which impact the youth in the local J.J.A.E.P. and residential program.

Memorandum of Understandings have been adopted by all the Independent School Districts, Juvenile Board, and Commissioner's Court. This M.O.U. elaborates on the joint responsibility of providing services to youth as related to the J.J.A.E.P.

County funds and state funds have been designated for the operation of an aftercare program. Funds are designated for salary, fringe benefits, training, travel, office and office supplies. The Williamson County Juvenile Services Department provides office space, office furniture, phone service, and computer services.

Also, resources such as field probation officers have been assigned to assist in the contact, however caseload size prohibits the daily contact requirement.

Schools have designated school liaison officers however, consistency in job duties, assignments and time required for the mentoring and supervision hinder daily contact.

4. Identify the gap in available resources or services that makes this application necessary.

The gap in available resources lies within the number of contacts, supervision, communication required for a successful aftercare program and the number of personnel needed to provide these services.

Of the one hundred eleven (111) youth released aftercare services have been available to a limited number of youth:

Aftercare Services

Youth contacted daily:	0
Youth contacted weekly:	20
Youth contacted monthly (included in weekly)	20
Youth receiving no contact after release:	91

Face to Face contact with youth:

Daily:	0
Weekly:	20
Monthly:	40
No face to face contact:	n/a
Pre-release Contact with schools:	0

Aftercare Officer face to face contacts with school teachers post release:

Daily:	0
Weekly:	6
Monthly:	6
No face to face contacts	n/a

Aftercare Officer on site visit with school administration (principal, vice-principal).

Daily:	0
Weekly:	8
Monthly:	0

Summary:

Service delivery as related to the release of youth from the J.J.A.E.P. has not met up to the challenge. In the past year the number of contacts has not kept up with the need. These figures do not reflect the quality of the contacts, rather the number and frequency only. The gap in available resources makes it difficult if not impossible to provide quality intensive aftercare services to the increased number of youth in need of these services.

5. If funded, how would the proposed project work with the community and with other agencies toward impacting the problem stated above?

This project would enhance the intensive aftercare services which would be available by creating an interagency agreement. This agreement would include the Juvenile Board, Commissioner's Court, four local school districts, twelve separate campuses and fifteen (15) teachers. Assignment to school districts and campuses within these school districts is directly related to the number of youth who were in need of these intensive services during the 1997-98 school year with a projected increase in the 1998-99 school year.

Other agencies included in this endeavor will include:
S.T.A.R.R.Y. (Services To At Risk and Runaway Youth), the
Department of Human Services, Child Protective Services, Juvenile
Services, Special Education Services, and local school mentoring
programs.

These agencies and service delivery specialists will be involved in
training as well as assisting in providing a continuum of services
which may be required for the youth and his/her family.

Teachers will be employed on a part time basis to serve as a
T.E.A.M.S. (Transitional Education Aftercare Mentoring System)
Coordinator. Teachers will be employed on a part time basis by the
Williamson County Juvenile Services Department. Supervision of
the T.E.A.M.S. Coordinator will be the responsibility of the
Supervisor of the Aftercare Program with advice and input from the
local school campus staff.

Each teacher will be responsible for Intensive Aftercare Services
involving up to five youth released from the J.J.A.E.P. Program .
T.E.A.M.S. Coordinators will work only with the youth returning to
the campus where the teacher is assigned and employed.

These Coordinators will continue their regular duties at their local
campus while providing aftercare services;

1. Before school.
2. After school.
3. During off periods.

Selection and Assignment of T.E.A.M.S. Coordinators will be as
follows:

School Districts-Campuses and # of T.E.A.M.S. Coordinators

Taylor Independent School District

High School: 1
Middle School: 1

Georgetown Independent School District

High School and Ninth Grade Center: 2
 Benold Middle School: 1
 Tippet Middle School: 1

Leander Independent School District

High School: 1
 Middle School: 1

Round Rock Independent School District

Round Rock High School: 3
 McNeil High School: 1
 Westwood High School: 2
 C.D. Fulkes Middle School: 1

Training for the T.E.A.M.S. Coordinators would consist of a forty hour curriculum. It would be the goal of the training program to provide an in-depth training experience as well as fulfilling the requirements to certify the Coordinators as Juvenile Probation Officers through the Texas Juvenile Probation Commission.

Training Schedule

Overview of Juvenile Services: 8 hours
 Overview of Child Protective Services: 4 hours
 Overview of Mental Health and Mental Retardation Services: 2 hours
 Overview of Services to At Risk and Runaway Youth: 2 hours
 Task and Responsibility of a T.E.A.M.S. Coordinator: 4 hours
 On Site Training

Juvenile Detention: 4 hours
 J.J.A.E.P.: 4 hours
 Academy Residential Facility: 2 hours

Military Format to include Drill and Ceremony: 1 hour
 Community Resources: 2 hours
 Policy and Procedure: 2 hours
 Prosecution Procedures: 2 hours
 Court Procedures: 2 hour
 Summary and evaluation: 1 hour
 Total Training hours: 40 hours

6. What are the specific activities proposed that will address the problem stated in A.1.? Please include information on target area, population and number of people served.

The target area consists of four Independent School Districts, twelve separate campuses throughout the county which consist of 1200 square miles and a population of 208,000. The area has nine incorporated cities and a large unincorporated area. The area has twelve independent school districts with a school age population of approximately 57,000.

The project will concentrate services on four of the school districts within the county and twelve separate school campuses. It is estimated there will be a need for intensive aftercare services for approximately 135 youth. Current service delivery will continue to direct attention to seven school districts and individual campuses who have a smaller number of youth placed in the J.J.A.E.P. and subsequently released to the aftercare program. These school districts are smaller, rural districts with a lower student population. These districts and campuses will be served by the one designated aftercare officer who currently is responsible for all aftercare services.

Specific Activities (combined figures for fifteen Coordinators, one Support Staff and one Program Supervisor):

1. Forty hours training for 15 Coordinators	600 hours
2. Collection of initial JJAEP placement/info.	75 youth
3. Collect and file monthly progress reports	75 youth
4. Collect pre-release reports one month prior to youth's return to campus	75 youth
5. Face to face contact with youth's assigned teaching staff. Reviewing expected date of return, progress and expectations.	75 contacts
	5 youth per teacher
	Total 525 teacher conferences
6. Office meeting with school administration , attendance officers and local school law enforcement officials if assigned to a school campus.	12 campuses
	75 contacts
7. On site interview with youth and family	75 contacts
8. Return conference with youth and school	75 contacts
9. Daily mentoring and transition contacts per month per student	20 contacts

10. Bi- monthly audit by Supervisor of the Intensive Aftercare Program 2 audits per month per youth
11. Bi-monthly contacts with youth's teachers and attendance officer 525 contacts
12. Referral to local school mentoring program to assist youth in community adjustment 75 referrals
13. Collect all data required by the evaluation component of the Project.
14. Transmit or transport data required by the evaluation component of the Project.

Support Activities:

1. Coordinate Training Calendar.
2. Communicate (written) in regard to placements, monthly progress re-entry dates, special needs and entry dates.
3. Facilitate schedules as related to audit.
4. Organize and maintain data base for all information required for successful program operation and evaluation.
5. Coordinate all audit as to place, time, and those required to attend.
6. Provide notice of meetings as to agenda and topics to be covered.
7. Answer phone and communicate with school, law enforcement, juvenile services, J.J.A.E.P. staff, education staff and the public.
8. Maintain case files of all youth requiring the T.E.A.M.S. program.
9. Type and maintain all records as required by the T.E.A.M.S. Supervisor.
10. Type Policy and Procedure Manual for project.
11. Maintain data files and records as related to the evaluation component of the project.

Activities of the Supervisor of T.E.A.M.S. Project.

1. Implement hiring process for all staff under the T.E.A.M.S. project.
2. Implement training program for all new hires.
3. Write Policy and Procedures for the T.E.A.M.S. project.
4. Visit with all Independent School Districts.
5. Visit with all principals of all school campuses.
6. Conduct on site audits with all school campuses who have T.E.A.M.S. Coordinators.
7. Conduct on site audits with all school campuses which have youth enrolled in the intensive Aftercare Project.

8. Maintain personnel files and complete quarterly evaluation on all employees assigned to the Intensive aftercare program.
9. Maintain open lines of communication with the Director of Academy, the Principal of the J.J.A.E.P. as well as with the Director of Juvenile Services.
10. Insure all data is maintain which indicates the success of the program as related to the evaluation component of the project.

7. Explain how the proposed project activities will address the problem stated in Question A.1.

The responsibility of the T.E.A.M.S. Coordinators (is) to provide daily contact with youth entering their school campus from the local J.J.A.E.P. program. Coordinators will provide written and oral support to up to five youth . Coordinators are to continue to reinforce the values and decisions made by youth while in the J.J.A.E.P. Program.

Some of these Values and Behaviors are as follows:

Treat others with respect and deserve respect for yourself by acting as a law abiding citizen.

Respect peers and teachers.

Follow instructions.

Do not provoke or intimidate others.

Do not humiliate others.

Do not fight or physically hurt others.

Do not use profanity.

Keep a neat and clean appearance.

Be smoke, alcohol and drug free.

Be free from stealing or cheating.

With daily interaction and guidance youth are reminded and evaluated on their continued exhibition of the behavior which made them successful during their stay in the J.J.A.E.P. Program. If these habits can be lived for thirty days while back in their regular school

environment youth will have a better chance of making them part of their life's choices.

Expecting youth to leave the structured and disciplined setting of the J.J.A.E.P. and re-entering their previous school environment without guidance and close supervision may be unrealistic.

Without contact with teachers and administration who are aware of their positive progress in the J.J.A.E.P., youth are seen and feel they are the same person as before. It becomes easier to revert rather than work at practicing and putting into place the new skills they have learned.

Without written and oral information the teachers and the administration on the local campus find it difficult to separate the youth's previous standing and the new reputation he/she has committed to maintain.

This interchange of information and a team approach to making this transition smooth and supportive is critical to success. This success becomes part of the youth's life style. The communication, the supervision, the reminders and mentoring are the activities which will increase the possibility for life changing decisions.

All of these insure a new start that is marked by communication and support. Therein lies the increased possibility of success through transition, education, aftercare and mentoring.

8. List the measures that the project will use to determine the effectiveness of the project and its impact on the stated problem.

Measures:

- # of youth in program who receive services.
- # of reports from school official which reflect a noticeable difference in the youth's behavior.
- # youth who are;
 - a. following commands.
 - b. neat in appearance (free from gang or disheveled clothing).
 - c. have not provoked others.
 - d. have not humiliated others.
 - e. have not hurt or physically attack another.
 - f. have not used profanity.
 - g. are free from drug or alcohol use.

- h. violence free.
- i. re-offended.
- j. above grade level.
- k. regular attendance.
- l. involvement in school activities.
- m. new activities.
- n. promptness.
- o. C.S.R.
- p. court requirements fulfilled.

These measurements will be part of the information the T.E.A.M.S. Coordinator will monitor through daily observation , monitoring visits with teachers and administrator and any discipline referrals.

Additional measurements:

- a. re-offending on the part of the youth.
- b. continued function on or above grade level.
- c. attendance at school and in each class assigned.
- d. involvement in at school activities.
- e. involvement in at school activities not involved in prior to release from the J.J.A.E.P. Program.
- f. promptness and openness to discuss successes and failures with the T.E.A.M.S. Coordinator.
- g. fulfillment of any community services restitution hours.
- h. fulfilling all requirements made by the Court.

9. Provide all available current information for each of the effectiveness measures listed above. (If a continuation application, provide information for the last two years, including all information submitted to CJD on progress reports.)

# of youth in program	130
Who receive positive reports	120
Who follow commands	120
Have neat appearance	120
Have not provoked others	120
Have not humiliated others	120
Have not hurt or attacked others	120
Have not used profanity	120
Are free from drug/alcohol	100
Violence free	100
Re-offended	011

Above grade level	120
Regular attendance	120
Involvement in school activities	080
New activities	025
Promptness	120
C.S.R.	120
Court requirements fulfilled	120

10. What are the projects goals for each effectiveness measure, by the end of the grant year? (If a continuation application, provide the baseline data for the first year grant. Include both output and outcome measures. Examples-Output measure: Counsel 100 juveniles; Outcome Measures: Reduce truancy among target group by ___%).

Provide successful aftercare services to 130 youth
 Provide daily supervision to 75 youth
 Provide re-entry program to 130 youth
 Have a recidivism rate of 8%
 Have compliance rate of 93% in all measures with the exception of

- a. gang free 76%
- b. drug/alcohol free 76%
- c. involvement in school activities 61%
- d. involvement in new positive activities 25 %.

With measurements which include, self and family reports, a continued display of values instilled through the J.J.A.E.P. Program will occur at a rate of 93%.

B After completing the program narrative, on a separate sheet page for the rest of the narrative and in 500 words or less summarize the proposed project. Briefly address the following:

Goals: What is the overall focus or mission of the project?

The goal of the project is to provide an intensive aftercare program which will maintain daily contact with youth released from the local Juvenile Justice Alternative Education Program. The services will be coordinated by part time teachers (Transitional Education Aftercare Mentoring System). These Coordinators will provide direct supervision and support through contacts with the youth, school personnel, and act as a mentor to those youth on their caseload.

It is through this intensive contact and mentoring that changes in the youth's values while attending the J.J.A.E.P. have a greater chance of becoming life long changes.

Target Population: Describe the target population (those who will be served by this project). How many people will be served during the grant year?

The program will serve 75 youth in four school districts on twelve separate campuses. The project will target up to five youth per T.E.A.M.S. Coordinator.

How the program works: Describe the activities proposed for this project.

The After Care Unit of the local juvenile services department will consist of a Supervisor, one Support Staff, one full time Juvenile Probation Officer who is currently employed and 15 T.E.A.M.S. Coordinators. It will be the unit's responsibility to provide Intensive After Care Services to 130 youth. Of the 130, 75 will be assigned a T.E.A.M.S. Coordinator. The remainder will be served by the current aftercare officer which will serve the more rural and smaller districts.

Youth who are released from the J.J.A.E.P. Program will be afforded a Coordinator who will communicate with local teachers, school officials to insure a smooth transition upon the youth's return to his/her local school campus. The youth's Coordinator will serve as an adviser and mentor while also tracking the youth's progress in regard to court related matters. Also, the Coordinator serves as a reminder of the progress and changes made while enrolled in the J.J.A.E.P. The Coordinator is responsible for doing everything possible to keep the youth focused on continuing the changes made while in the J.J.A.E.P.

Evaluation Design: Describe generally, how the effectiveness of this project will be determined;

The project's success/effectiveness comes from the behaviors the individual youth exhibits at their local campus as compared to the behaviors exhibited while enrolled in the J.J.A.E.P. The extent the youth displays behaviors deemed acceptable to school administrative personnel and teachers will be directly related to the success rate of youth being able to take the changes made at the local J.J.A.E.P. and incorporate these changes into his/her new lifestyle.

Job Description

Department: Juvenile Services

Division: JJAEP

Unit: Intensive Aftercare

Position: Unit Supervisor

Job Summary: Under the supervision of the Academy Director. The ISU Supervisor is responsible for the directing and evaluation of the ISU Project.

Essential Duties: Coordinates and schedules the duties of the Intensive Aftercare Unit which includes support staff, one full time aftercare officer and fifteen T.E.A.M.S. (Transitional Education Aftercare Mentoring System) Coordinators/Officers. Responsibilities include supervising, auditing, maintenance of files and information, coordination of programs and operation of the program. Completes nosegay paperwork regarding the unit and activities within the unit. Maintains and evaluates data as related to grants and success measures. Insure goals of program are being met. Trains officers in all phases of Juvenile Justice and Aftercare Services.

Physical Demands: Exercises proper control of violent or aggressive behavior. Performs some activities with youth and staff. Leads and supervises some programmatic endeavors. Prepares paperwork. Considerable standing and sitting. Also performs work on computer. Transportation required. Daily to Weekly travel to on site programs required.

Environmental Factors: Constant contact with youth accused or convicted of delinquent behaviors. Regular contact with school administration , teachers, employees, families of youth and the public.

Qualifications: Bachelor's Degree and at least two years experience working with youth. Ability to become certified as a Juvenile Probation Officer with the Texas Juvenile Probation Commission. Two years in a supervisor role is preferred.

APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION

Year A

BUDGET SUMMARY

Line	Schedule	BUDGET CATEGORIES	(1)	(2)	(3)	(4)
			CJD FUNDS	CASH MATCH	IN-KIND MATCH <small>(VOCA, VAWA, CSAF & Title V Only)</small>	TOTAL
1.	A.	Personnel (Salaries)	\$ 110,695	\$	\$	\$ 110,695
2.	A.	Personnel (Fringe Benefits)	18,424			18,424
3.	B.	Contractual				
4.	C.	Travel and Training	881			881
5.	D.	Equipment				
6.	E.	Renovation/Retrofit				
7.	F.	Supplies and Direct Operating Expenses				
8.		Total Direct Charges <small>(Sum of 1-7)</small>	\$ 130,000	\$	\$	\$ 130,000
9.	G.	Indirect Costs				
10.		Totals <small>(Sum of 8-9)</small>	\$ 130,000	\$	\$	\$ 130,000
11.		Program Income <small>(Total from sources listed below)</small>				\$ 130,000

CASH MATCH*		PROGRAM INCOME	
Enter separately each source of matching funds and the amounts. Total must agree with Line 10, Column 2 above.		Total must agree with Line 11, Column 4 above.	
Source	Amount	Source	Amount

* Applicant must disclose the source of cash match if any.

I have read and agree to the accuracy of pages CJD-5 through CJD-22 of this application and have initialed each page.



Typed Name and Signature of Financial Officer as designated on Page CJD-2.

JJAEP- CHALLENGE GRANT
PROPOSED BUDGET – YEAR “A”

FUNDING REQUESTED \$130,000.00

STATE 130,000.00
COUNTY 0.00

[1] SUPERVISOR – JPO II		
ANNUAL SALARY	\$28,828.38	
FICA @ 7.65%	2,205.37	
RETIREMENT @ 9.37%	2,701.22	
HEALTH INSURANCE @ 230/MONTH	<u>2,760.00</u>	
	\$36,494.97	36,495.00

[1] SUPPORT STAFF SECRETARY		
ANNUAL SALARY	\$18,506.55	
FICA @ 7.65%	1,415.75	
RETIREMENT @ 9.37%	1,734.06	
HEALTH INSURANCE @ 230/MONTH	<u>2,760.00</u>	
	\$24,416.36	24,417.00

BALANCE REMAINING \$69,088.00

[15] IN-SCHOOL OFFICERS
176 SCHOOL DAYS @ 2 HOURS PER DAY = 352 HOURS/WEEK @ 12.00/HOUR = 4,224.00

4,224.00 X 15 OFFICERS	\$63,360.00	
FICA @ 7.65%	<u>4,847.04</u>	
	\$68,207.04	68,207.00

COST PER OFFICER \$4,547.14

BALANCE REMAINING \$881.00

OPERATING EXPENSES
TRAVEL MILEAGE 3,147 MILES @ .28/MILE = 881.00

**APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION**

Year A**SCHEDULE A**

(Refer to page 25 of the 1999 Plan.)

PERSONNEL**1. DIRECT SALARIES**

		(1)	(2)	(3)	(4)
Title or Position ¹	% of Time ²	CJD Funds	Cash Match	In-kind Match (VOLUNTEERS)	TOTAL ³
(A) Supervisor-JPO II	100%	\$28,829	\$	\$	\$ 28,829
(B) Support Staff	100%	18,507			18,507
(C) In-School Officer	25%	4,224			4,224
(D) In-School Officer	25%	4,224			4,224
(E) In-School Officer	25%	4,224			4,224
(F) In-School Officer	25%	4,224			4,224
(G) In-School Officer	25%	4,224			4,224
(H) In-School Officer	25%	4,224			4,224
(I) Volunteers In-School	25%	4,224			4,224
TOTAL DIRECT SALARIES		\$ Continued	\$	\$	\$ Continued

2. FRINGE BENEFITS

	% or \$ Rate	CJD Funds	Cash Match	In-kind Match	TOTAL
FICA & Medicare	@	\$	\$		\$
Retirement	@				
Insurance (Life & Health)	@				
Workers' Compensation	@				
Unemployment Insurance ⁴	@				
Other (Explain)					
TOTAL FRINGE BENEFITS		\$	\$		\$

TOTAL PERSONNEL BUDGET	\$ Continued	\$	\$	\$ Continued
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All applicants must submit a staff organizational chart for their project that shows both grant-paid and non grant-paid personnel. If a staff member is paid partially from CJD funds, then attach a note explaining from what sources the remainder of the salary is paid.

¹ Include only one position per line. Attach a description of each position that lists the name of the employing agency, the duties or responsibilities, and the required qualifications (degree, license, etc.) for each position.

² Express as a percent of total time. Must be at least 25%. (40 hours per week equals 100%)

³ Should reflect employee's gross salary attributable to the project. If applying for continuation funding, justify any salary increase over the previous year.

⁴ ~~Unemployment~~ insurance is calculated on the first \$9,000 of each salary.

Financial Officer Initials

CJD 6

Issued: September, 1997

APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION

VOL 0100 PAGE 479

Year A	SCHEDULE A	(Refer to page 25 of the 1999 Plan.)
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PERSONNEL

1. DIRECT SALARIES		(1)	(2)	(3)	(4)
Title or Position ¹	% of Time ²	CJD Funds	Cash Match	In-kind Match (VOLUNTEERS)	TOTAL ³
(A) In-School Officer	25%	\$ 4,224	\$	\$	\$ 4,224
(B) In-School Officer	25%	4,224			4,224
(C) In-School Officer	25%	4,224			4,224
(D) In-School Officer	25%	4,224			4,224
(E) In-School Officer	25%	4,224			4,224
(F) In-School Officer	25%	4,224			4,224
(G) In-School Officer	25%	4,224			4,224
(H) In-School Officer	25%	4,224			4,224
(I) Volunteers					
TOTAL DIRECT SALARIES		\$ 110,696	\$	\$	\$ 110,696

	% or \$ Rate	CJD Funds	Cash Match	In-kind Match	TOTAL
FICA & Medicare	@ 7.65	\$ 8,469	\$		\$ 8,469
Retirement	@ 9.37	4,435			4,435
Insurance (Life & Health)	@ 230	5,520			5,520
Workers' Compensation	@				
Unemployment Insurance ⁴	@				
Other (Explain)					
TOTAL FRINGE BENEFITS		\$ 18,424	\$		\$ 18,424

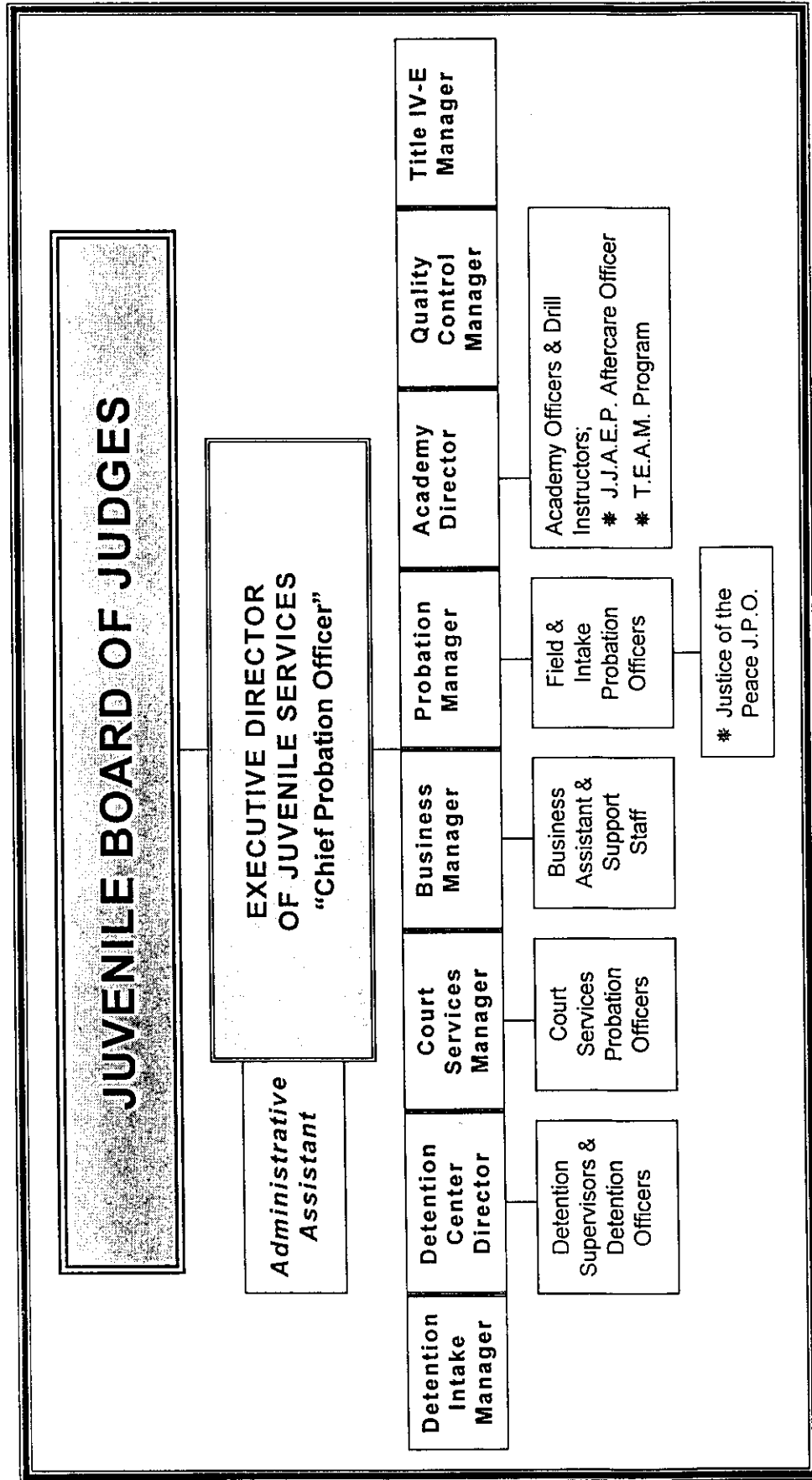
TOTAL PERSONNEL BUDGET	\$ 129,120	\$	\$	\$ 129,120
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All applicants must submit a staff organizational chart for their project that shows both grant-paid and non grant-paid personnel. If a staff member is paid partially from CJD funds, then attach a note explaining from what sources the remainder of the salary is paid.

- ¹ Include only one position per line. Attach a description of each position that lists the name of the employing agency, the duties or responsibilities, and the required qualifications (degree, license, etc.) for each position.
- ² Express as a percent of total time. Must be at least 25%. (40 hours per week equals 100%)
- ³ Should reflect employee's gross salary attributable to the project. If applying for continuation funding, justify any salary increase over the previous year.
- ⁴ Unemployment insurance is calculated on the first \$9,000 of each salary.

WILLIAMSON COUNTY JUVENILE SERVICES

Departmental Organizational Chart



* = GRANT FUNDED POSITIONS

**APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION**

Year A**SCHEDULE B**

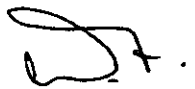
(Refer to page 26 of the 1999 Plan.)

PROFESSIONAL AND CONTRACTUAL SERVICES

	(1)	(2)	(3)	(4)
DESCRIPTION OF SERVICE	CJD Funds	Cash Match	In-kind Match	TOTAL
(A)	\$	\$	\$	\$
(B)				
(C)				
(D)				
(E)				
(F)				
(G)				
(H)				
(I)				
(J)				
(K)				
(L)				
TOTAL PROFESSIONAL AND CONTRACTUAL SERVICES	\$	\$	\$	\$

REQUIRED BUDGET NARRATIVE: Briefly describe and justify any anticipated contractual arrangement and work products expected. Describe basis for arriving at the cost of each line item. Professional services (such as consultants, trainers, counselors, etc.) should be described by type of service, number of hours, rate per hour, and travel costs, if any. Use additional pages as needed.

81



Financial Officer Initials

CJD-7

Issued: September, 1997

**APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION**

Year A**SCHEDULE C**

(Refer to page 31 of the 1999 Plan.)

TRAVEL AND TRAINING**1. LOCAL TRAVEL**

Title or Position	Miles Traveled Annually/\$Rate	(1)	(2)	(3)	(4)
		CJD Funds	Cash Match	In-kind Match	TOTAL
(A) Supervisor JPO II	3.147	\$ 881	\$	\$	\$ 881
(B)					
(C)					
(D)					
(E)					
(F)					
LOCAL TOTAL		\$ 881	\$	\$	\$ 881

2. Non-Local Travel (Specify clearly, by person and trip. Use continuation pages if necessary)

Purpose and Person	Destination	CJD Funds	Cash Match	In-Kind	TOTAL
		\$	\$	\$	\$
NON-LOCAL TOTAL		\$	\$	\$	\$

3. TRAINING TUITIONS AND FEES (Specify clearly, by person and training. Use continuation pages if necessary)

Purpose and Person	Training	CJD Funds	Cash Match	In-Kind	TOTAL
		\$	\$	\$	\$
TRAINING TOTAL		\$	\$	\$	\$

TOTAL TRAVEL BUDGET	\$ 881	\$	\$	\$ 881
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NOTE: When personally owned vehicles are used for travel, transportation costs are shown on Schedule C. When agency or leased vehicles are used, the vehicle operation/maintenance costs should be shown on Schedule F, "Supplies and Direct Operating Expenses."

REQUIRED BUDGET NARRATIVE: Attach the applicant's travel policy. Specify purposes for each item of travel. Break out the costs of each non-local trip to separately show the specific costs of transportation and of per diem. Use as many additional pages as necessary.


 Financial Officer Initials

**APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION**

Year A**SCHEDULE D**

(Refer to page 33 of the 1999 Plan.)

EQUIPMENT PURCHASES

	(1)	(2)	(3)	(4)
Equipment Name or Description and Quantity (Do Not List Brand Names)	CJD Funds	Cash Match	In-kind Match	TOTAL
(A)	\$	\$	\$	\$
(B)				
(C)				
(D)				
(E)				
(F)				
(G)				
(H)				
(I)				
(J)				
(K)				
(L)				
(M)				
(N)				
(O)				
(P)				
(Q)				
(R)				
(S)				
(T)				
TOTAL EQUIPMENT PURCHASES	\$	\$	\$	\$

REQUIRED BUDGET NARRATIVE: Describe the basis for arriving at the cost of each line item. Provide justification and explanation of use. Use additional pages as needed.



Financial Officer Initials

CJD-9

Issued: September 1997

APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION

Year A	SCHEDULE E	(Refer to page 34 of the 1999 Plan.)
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RENOVATION AND RETROFIT FOR JUVENILE DETENTION FACILITIES

This schedule applies only to Fund 421 and may only be used for projects that renovate or retrofit existing facilities to be used for new juvenile detention beds.

	(1)	(2)	(3)
Itemized Costs of Renovation/Retrofit	CJD Funds	Cash Match	TOTAL
(A)	\$	\$	\$
(B)			
(C)			
(D)			
(E)			
(F)			
(G)			
(H)			
(I)			
(J)			
(K)			
(L)			
(M)			
(N)			
(O)			
(P)			
(Q)			
(R)			
(S)			
(T)			
(U)			
(V)			
(W)			
TOTAL	\$	\$	\$

REQUIRED BUDGET NARRATIVE: Attach as many pages as necessary to describe the basis for arriving at the cost of each line item. Provide justification and explanation of use.


Financial Officer Initials

APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION

Year A	SCHEDULE F	(Refer to page 34 of the 1999 Plan.)
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SUPPLIES AND DIRECT OPERATING EXPENSES

	(1)	(2)	(3)	(4)
Directly Charged Supplies and Other Operating Expenses	CJD Funds	Cash Match	In-kind Match	TOTAL
(A)	\$	\$	\$	\$
(B)				
(C)				
(D)				
(E)				
(F)				
(G)				
(H)				
(I)				
(J)				
(K)				
(L)				
(M)				
(N)				
(O)				
(P)				
(Q)				
(R)				
(S)				
(T)				
(U)				
(V)				
(W)				
TOTAL	\$	\$	\$	\$

REQUIRED BUDGET NARRATIVE: Describe the basis for arriving at the cost of each line item and justification for requesting each item. Use additional pages as needed.


Financial Officer Initials

APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION

Year A

SCHEDULE G

(Refer to page 35 of the 1999 Plan.)

INDIRECT COSTS

The maximum amount of indirect costs that may be applied for is not to exceed a total of two-percent of the total direct costs provided by CJD, unless the applicant has an approved cost allocation plan.

- ☐ Applicant is using the CJD two percent rule to determine the amount of indirect costs.
- ☐ Applicant is using an approved cost allocation plan to determine indirect costs.
(Attach the relevant pages from the approved cost allocation plan.)

Cost Categories	CJD Funds
(A) Total Direct Costs (must equal page CJD-5, line 8, column 1)	\$.00
(B) Total Indirect Costs (must equal page CJD-5, line 9, column 1)	\$.00

If using an approved cost allocation plan, indirect costs were determined by applying ____% of:

86


Financial Officer Initials

CJD-12

Issued: September, 1997

APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION

Year A	TOTAL PROJECT BUDGET
--------	----------------------

Is this project completely supported by CJD grant dollars and grantee match?

☒ Yes, there are no other local, state, federal, foundation, or donated funds grant dollars assisting this project.
If "yes", the financial officer should initial below and may disregard the rest of this form.

☐ No
If "no", please indicate below the amounts, sources, and purposes of all funding for this project that are not included within the total amounts listed on page CJD-1, line 15d.

Source	Purpose/Use	Amount
(A)		\$
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
(I)		
(J)		
(K)		
(L)		
TOTAL GRANT DOLLARS EXCLUDING THIS CJD APPLICATION		\$

(Use additional pages as needed.)

CJD funding and grantee match represents 100 % of the total funding of this project.


Financial Officer Initials


**APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION**

Year B**BUDGET SUMMARY**

Line	Sched.	BUDGET CATEGORIES	(1)	(2)	(3)	(4)
			CJD FUNDS	CASH MATCH	IN-KIND MATCH <small>VOCA, VAWA, CSAF & Title V Only</small>	TOTAL
1.	A.	Personnel (Salaries)	\$ 88,556	\$ 22,139	\$	\$ 110,695
2.	A.	Personnel (Fringe Benefits)	14,739	3,685		18,424
3.	B.	Contractual				
4.	C.	Travel and Training	705	176		881
5.	D.	Equipment				
6.	E.	Renovation/Retrofit				
7.	F.	Supplies and Direct Operating Expenses				
8.		Total Direct Charges (Sum of 1-7)	\$ 104,000	\$ 26,000	\$	\$ 130,000
9.	G.	Indirect Costs				
10.		Totals (Sum of 8-9)	\$ 104,000	\$ 26,000	\$	\$ 130,000
11.		Program Income (Total from sources listed below)				\$ 130,000

CASH MATCH*		PROGRAM INCOME	
Enter separately each source of matching funds and the amounts. Total must agree with Line 10, Column 2 above.		Total must agree with Line 11, Column 4 above.	
Source	Amount	Source	Amount

* Applicant must disclose the source of cash match if any. All cash match for TNCP applications must be from current sources or guaranteed by a resolution from the grantee's governing body.


 Financial Officer Initials

CJD-14

Issued: September, 1997

**APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION**

Year B**SCHEDULE A**

(Refer to page 25 of the 1999 Plan.)

PERSONNEL**1. DIRECT SALARIES**

		(1)	(2)	(3)	(4)
Title or Position ¹	% of Time ²	CJD Funds	Cash Match	In-kind Match (VOLUNTEERS)	TOTAL ³
(A) Supervisor-JPO II	100%	\$ 23,063	\$ 5,766	\$	\$ 28,829
(B) Support Staff	100%	14,806	3,701		18,507
(C) In-School Officer	25%	3,379	845		4,224
(D) In-School Officer	25%	3,379	845		4,224
(E) In-School Officer	25%	3,379	845		4,224
(F) In-School Officer	25%	3,379	845		4,224
(G) In-School Officer	25%	3,379	845		4,224
(H) In-School Officer	25%	3,379	845		4,224
(I) Volunteers In-School	25%	3,379	845		4,224
TOTAL DIRECT SALARIES		\$ Continued	\$ Continued	\$	\$ Continued

2. FRINGE BENEFITS

	% or \$ Rate	CJD Funds	Cash Match	In-kind Match	TOTAL
FICA & Medicare	@	\$	\$		\$
Retirement	@				
Insurance (Life & Health)	@				
Workers' Compensation	@				
Unemployment Insurance ⁴	@				
Other (Explain)					
TOTAL FRINGE BENEFITS		\$ Continued	\$ Continued		\$ Continued

TOTAL PERSONNEL BUDGET	\$ Continued	\$ Continued	\$	\$ Continued
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All applicants must submit a staff organizational chart for their project that shows both grant-paid and non grant-paid personnel. If a staff member is paid partially from CJD funds, then attach a note explaining from what sources the remainder of the salary is paid.

- ¹ Include only one position per line. Attach a description of each position that lists the name of the employing agency, the duties or responsibilities, and the required qualifications (degree, license, etc.) for each position.
- ² Express as a percent of total time. Must be at least 25%. (40 hours per week equals 100%)
- ³ Should reflect employee's gross salary attributable to the project. If applying for continuation funding, justify any salary increase over the previous year.
- ⁴ Unemployment insurance is calculated on the first \$9,000 of each salary.

Financial Officer Initials

**APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION**

Year B**SCHEDULE A**

(Refer to page 25 of the 1999 Plan.)

PERSONNEL**1. DIRECT SALARIES**

		(1)	(2)	(3)	(4)
Title or Position ¹	% of Time ²	CJD Funds	Cash Match	In-kind Match (VOLUNTEERS)	TOTAL ³
(A) In-School Officer	25%	\$ 3,379	\$ 845	\$	\$ 4,224
(B) In-School Officer	25%	3,379	845		4,224
(C) In-School Officer	25%	3,379	845		4,224
(D) In-School Officer	25%	3,379	845		4,224
(E) In-School Officer	25%	3,379	845		4,224
(F) In-School Officer	25%	3,379	845		4,224
(G) In-School Officer	25%	3,379	845		4,224
(H) In-School Officer	25%	3,379	845		4,224
(I) Volunteers					
TOTAL DIRECT SALARIES		\$ 88,554	\$22,142	\$	\$110,696

2. FRINGE BENEFITS

	% or \$ Rate	CJD Funds	Cash Match	In-kind Match	TOTAL
FICA & Medicare	@ 7.65	\$ 6,775	\$ 1,694		\$
Retirement	@ 9.37	3,548	887		
Insurance (Life & Health)	@ 230	4,416	1,104		
Workers' Compensation	@				
Unemployment Insurance ⁴	@				
Other (Explain)					
TOTAL FRINGE BENEFITS		\$ 14,739	\$ 3,685		\$ 18,424

TOTAL PERSONNEL BUDGET	\$ 103,293	\$25,827	\$	\$ 129,120
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All applicants must submit a staff organizational chart for their project that shows both grant-paid and non grant-paid personnel. If a staff member is paid partially from CJD funds, then attach a note explaining from what sources the remainder of the salary is paid.

- ¹ Include only one position per line. Attach a description of each position that lists the name of the employing agency, the duties or responsibilities, and the required qualifications (degree, license, etc.) for each position.
- ² Express as a percent of total time. Must be at least 25%. (40 hours per week equals 100%)
- ³ Should reflect employee's gross salary attributable to the project. If applying for continuation funding, justify any salary increase over the previous year.
- ⁴ ~~Unemployment~~ insurance is calculated on the first \$9,000 of each salary.

90

Financial Officer Initials

APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION

Year B

SCHEDULE B

(Refer to page 26 of the 1999 Plan.)

PROFESSIONAL AND CONTRACTUAL SERVICES

	(1)	(2)	(3)	(4)
DESCRIPTION OF SERVICE	CJD Funds	Cash Match	In-kind Match	TOTAL
(A)	\$	\$	\$	\$
(B)				
(C)				
(D)				
(E)				
(F)				
(G)				
(H)				
(I)				
(J)				
(K)				
(L)				
TOTAL PROFESSIONAL AND CONTRACTUAL SERVICES	\$	\$	\$	\$

REQUIRED BUDGET NARRATIVE: Briefly describe and justify any anticipated contractual arrangement and work products expected. Describe basis for arriving at the cost of each line item. Professional services (such as consultants, trainers, counselors, etc.) should be described by type of service, number of hours, rate per hour, and travel costs, if any. Use additional pages as needed.



Financial Officer Initials

APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION

Year B

SCHEDULE C

(Refer to page 31 of the 1999 Plan.)

TRAVEL AND TRAINING

1. LOCAL TRAVEL

Title or Position	Miles Traveled Annually/\$Rate	(1)	(2)	(3)	(4)
		CJD Funds	Cash Match	In-kind Match	TOTAL
(A) Supervisor-JPO II	3147	\$ 705	\$ 176	\$	\$ 881
(B)					
(C)					
(D)					
(E)					
(F)					
LOCAL TOTAL		\$ 705	\$ 176	\$	\$ 881

2. NON-LOCAL TRAVEL (Specify clearly, by person and trip. Use continuation pages if necessary)

Purpose and Person	Destination	CJD Funds	Cash Match	In-Kind	TOTAL
		\$	\$	\$	\$
NON-LOCAL TOTAL		\$	\$	\$	\$

3. TRAINING TUITIONS AND FEES (Specify clearly, by person and training. Use continuation pages if necessary)

Purpose and Person	Training	CJD Funds	Cash Match	In-Kind	TOTAL
		\$	\$	\$	\$
TRAINING TOTAL		\$	\$	\$	\$

TOTAL TRAVEL BUDGET	\$ 705	\$ 176	\$	\$ 881
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NOTE: When personally owned vehicles are used for travel, transportation costs are shown on Schedule C. When agency or leased vehicles are used, the vehicle operation/maintenance costs should be shown on Schedule F, "Supplies and Direct Operating Expenses."

REQUIRED BUDGET NARRATIVE: Specify purposes for each item of travel. Break out the costs of each non-local trip to separately show the specific costs of transportation and of per diem. Use as many additional pages as necessary. If travel policy for Year B will be the same as for Year A or changes to Year B travel policies are currently unknown or not finalized, applicant need not repeat travel policy in this narrative.

Financial Officer Initials

CJD-17

Issued: September, 1997

**APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION**

Year B**SCHEDULE D**

(Refer to page 33 of the 1999 Plan.)

EQUIPMENT PURCHASES

	(1)	(2)	(3)	(4)
Equipment Name or Description and Quantity (Do Not List Brand Names)	CJD Funds	Cash Match	In-kind Match	TOTAL
(A)	\$	\$	\$	\$
(B)				
(C)				
(D)				
(E)				
(F)				
(G)				
(H)				
(I)				
(J)				
(K)				
(L)				
(M)				
(N)				
(O)				
(P)				
(Q)				
(R)				
(S)				
(T)				
TOTAL EQUIPMENT PURCHASES	\$	\$	\$	\$

REQUIRED BUDGET NARRATIVE: Describe the basis for arriving at the cost of each line item. Provide justification and explanation of use. Use additional pages as needed.


Financial Officer Initials

93

**APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION**

Year B**SCHEDULE E**

(Refer to page 34 of the 1999 Plan.)

RENOVATION AND RETROFIT FOR JUVENILE DETENTION FACILITIES

This schedule applies only to Fund 421 and may only be used for projects that renovate or retrofit existing facilities to be used for new juvenile detention beds.

	(1)	(2)	(3)
Itemized Costs of Renovation/Retrofit	CJD Funds	Cash Match	TOTAL
(A)	\$	\$	\$
(B)			
(C)			
(D)			
(E)			
(F)			
(G)			
(H)			
(I)			
(J)			
(K)			
(L)			
(M)			
(N)			
(O)			
(P)			
(Q)			
(R)			
(S)			
(T)			
(U)			
(V)			
(W)			
TOTAL	\$	\$	\$

REQUIRED BUDGET NARRATIVE: Attach as many pages as necessary to describe the basis for arriving at the cost of each line item. Provide justification and explanation of use.


Financial Officer Initials

**APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION**

Year B**SCHEDULE F**

(Refer to page 34 of the 1999 Plan.)

SUPPLIES AND DIRECT OPERATING EXPENSES

	(1)	(2)	(3)	(4)
Directly Charged Supplies and Other Operating Expenses	CJD Funds	Cash Match	In-kind Match	TOTAL
(A)	\$	\$	\$	\$
(B)				
(C)				
(D)				
(E)				
(F)				
(G)				
(H)				
(I)				
(J)				
(K)				
(L)				
(M)				
(N)				
(O)				
(P)				
(Q)				
(R)				
(S)				
(T)				
(U)				
(V)				
(W)				
TOTAL	\$	\$	\$	\$

REQUIRED BUDGET NARRATIVE: Describe the basis for arriving at the cost of each line item and justification for requesting each item. Use additional pages as needed.

95


Financial Officer Initials

APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION**Year B****SCHEDULE G**

(Refer to page 35 of the 1999 Plan.)

INDIRECT COSTS

The maximum amount of indirect costs that may be applied for is not to exceed a total of two-percent of the total direct costs provided by CJD, unless the applicant has an approved cost allocation plan.

- ☐ Applicant is using the CJD two percent rule to determine the amount of indirect costs.
- ☐ Applicant is using an approved cost allocation plan to determine indirect costs.
(Attach the relevant pages from the approved cost allocation plan.)

Cost Categories	CJD Funds
(A) Total Direct Costs (must equal page CJD-5, line 8, column 1)	\$.00
(B) Total Indirect Costs (must equal page CJD-5, line 9, column 1)	\$.00

If using an approved cost allocation plan, indirect costs were determined by applying ____ % of:

96


Financial Officer Initials

CJD-21

Issued: September, 1997

APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION

Year B	TOTAL PROJECT BUDGET
--------	----------------------

Is this project completely supported by CJD grant dollars and grantee match?

- ☒ Yes, there are no other local, state, federal, foundation, or donated funds grant dollars assisting this project.
If "yes", the financial officer should initial below and may disregard the rest of this form.
- ☐ No
If "no", please indicate below the amounts, sources, and purposes of all funding for this project that are not included within the total amounts listed on page CJD-1, line 15d.

Source	Purpose/Use	Amount
(A)		\$
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
(I)		
(J)		
(K)		
(L)		
TOTAL GRANT DOLLARS EXCLUDING THIS CJD APPLICATION		\$

(Use additional pages as needed.)

CJD funding and grantee match represents <u>100</u> % of the total funding of this project.


Financial Officer Initials

**APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION**

CERTIFIED ASSURANCES

The applicant hereby assures and certifies that the project will comply with the regulation, policies, guidelines and requirements including OMB Circulars No. A-122, A-110, A-102, and A-87, as they relate to the application, acceptance and use of funds for this project. Also the applicant assures and certifies to the grant that:

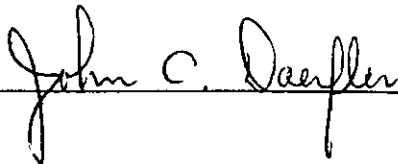
1. It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. Federal funds made available under this formula grant will not be used to supplant state or local funds, but will be used to increase the amounts of such funds that would, in the absence of federal funds, be made available for law enforcement activities.
3. Matching funds required to pay the non-federal portion of the cost of each program and project, for which grant funds are made available, shall be in addition to funds that would otherwise be made available for law enforcement by the recipients of grant funds.
4. It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P. L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of federal and federally assisted programs.
5. It will comply with the minimum wage and maximum hours provisions of the federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of state and local governments.
6. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
7. Fund accounting, auditing, monitoring, and such evaluation procedures as may be necessary to keep such records as CJD or the Comptroller General shall prescribe, shall be provided to assure fiscal control, proper management, and efficient disbursement of funds received under the grant.
8. It shall maintain such data and information and submit such reports, in such form, at such times, and containing such information as CJD may require.
9. The programs contained in its application meet all requirements, that all the information is correct, that there has been appropriate coordination with affected agencies, and that the applicant will comply with all provisions of the grant and all other applicable federal and state laws, regulations, and guidelines.
10. It will comply with all requirements imposed by the federal sponsoring agency concerning special requirements of law, program requirements, and other administrative requirements.
11. Pursuant to Sections 223(a)(18) and 296 of the JJDP Act, the Grantee assures that procedures have been established to ensure that programs funded under the JJDP Act shall not disclose program records containing the identity of individual juveniles. Exceptions to this requirement: (a) authorization by law; (b) consent of either the juvenile or his legally authorized representative; or (c) justification that otherwise the functions of this title cannot be performed. Under no circumstances may public project reports or findings contain names of actual juvenile service recipients.
12. It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
13. It will comply with the flood insurance purchase requirements of § 102 (a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1976. Section 102 (a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards.
14. It will assist the grantor agency in its compliance with § 106 of the National Historic Preservation Act of 1966 as amended (16 U. S. C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U. S. C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the grantor agency to avoid or mitigate adverse effects upon such properties.

VOL 0100 PAGE 499

APPLICATION FOR GRANT FUNDING
OFFICE OF THE GOVERNOR, CRIMINAL JUSTICE DIVISION

CERTIFIED ASSURANCES (Cont.)

15. It will comply with the *Uniform Grant and Contract Managements Standards* (UGCMS) developed under the directive of the Uniform Grant and Contract Management Act, Chapter 183, Government Code.
16. It, if a county, has taken or will take all action necessary to provide the Texas Department of Criminal Justice and the Department of Public Safety any criminal history records maintained by the county in the manner specified for the purposes of those departments.
17. It will comply with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d (prohibiting discrimination on the basis of race, color, or national origin), Section 504 of the Rehabilitation Act of 1964, 42 U.S.C., 794 (prohibiting discrimination on the basis of handicap), the Age Discrimination Act of 1975, 42, U.S.C. 6101, et seq., and the Department of Justice Nondiscrimination Regulations, 28 CFR, Part 42, Subparts C, D, and G.
18. It will, in the event a federal or state court or federal or state administrative agency makes a finding of discrimination after a due process hearing, on the ground of race, color, religion, national origin, sex, age, or handicap against the project, forward a copy of the finding to the Criminal Justice Division (CJD).
19. It will comply with Subtitle A, Title II of the Americans With Disabilities Act (ADA), 42 U.S.C 12131-12134, and Department of Justice implementing regulation, 28 CFR Part 35, whereas state and local governments may not refuse to allow a person with a disability to participate in a service, program, or activity simply because the person has a disability.
20. Cities and counties will comply with the following sections of the Juvenile Justice and Delinquency Prevention Act, U.S.C. 5671, as amended.
21. (a) (12) (A), regarding removal of status offenders from secure facilities.
22. (a) (13), regarding sight-and-sound separation of juveniles from adults when detained in the same secure facility.
23. (a) (14), regarding removal of juveniles from adult jails and lockups.
24. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
25. It will comply, and assure the compliance of all its contractors, with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act, as appropriate; the provisions of the current edition of the Office of Justice Programs Financial Guide and all other applicable federal laws, circulars, or regulations.
26. It will comply with the provisions of 28 CFR applicable to grants and cooperative agreements including Part 18, Administrative Review Procedure; Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 42, Nondiscrimination/Equal Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures; and federal laws or regulations applicable to federal assistance programs.
27. It will comply, and all its contractors will comply, with the nondiscrimination requirements of the Omnibus Crime and Safe Streets Act of 1968, as amended, 42 U.S.C. 3789(d), the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act (as appropriate); Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Subtitle A, Title II of the Americans with Disabilities Act of 1990; Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, Subparts C, D, E, and G; and the Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39.
28. It will provide an Equal Opportunity Program if required to maintain one, where the application is for \$500,000 or more.
29. It will comply with the provisions of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 U.S.C. 3501, et seq.), which prohibits the expenditure of most new federal funds within the units of the Coastal Barrier Resources System.



Signature of the Authorized Official

99

CJD GRANT APPLICATION FORM INSTRUCTIONS

PLEASE KEEP ALL PAGES IN ORDER. WHEN ADDING AN EXTRA PAGE, PLACE IT BEHIND THE FORM THAT IT SUPPLEMENTS.

CJD-1 Application for Grant Funding

1. Enter the date and city for the application workshop attended by a member of your organization. Attendance at one workshop is mandatory.
2. Enter the name of the council of governments to which the application is being submitted, if it is a local project.
3. Applicant information:
 - a) Enter the legal name of the applicant organization.
 - b) Enter the official mailing address of the applicant organization.
 - c) Enter the name of the division or unit within the applicant organization that will administer the grant, if funded.
 - d) Enter the name, address, telephone number, and fax number of a person within the division or unit of the applicant organization who can answer questions about the application. This should be the person who completed the application and can answer very specific questions related to it.
4. Payee Identification Number.
 - a) Enter the applicant organization's state payee identification number. If the applicant does not have a number, call CJD Accounting at (512) 463-1940 for information on obtaining a payee identification number.
 - b) Enter the agency's audit cycle. If applicant is currently on a biennial audit cycle, enter the month and year of the last audit. If applicant is on an annual cycle enter the date on which the most recent fiscal year ended.
5. Check the box that corresponds to the type of organization of the applicant.
6. Check either "Yes" or "No".
7. Check the appropriate fund for which the applicant is applying.
8. Year of funding:
 - a) Check either "Yes" or "No".
 - b) If "No" was checked under 8.a, check the year of continuation funding for the application. Also enter the grant number for the current year of funding.
9. Enter a title for the project.
10. Proposed project dates: (Grants are generally for a 12-month period.) See page 13 of the *Plan* for information on grant start dates.
 - a) Enter the proposed start date for the grant (first day of month).
 - b) Enter the proposed ending date for the grant (last day of month).
11. Check "Yes" if the target population of the application is 100% juveniles. Check "No" if any part of the target population is 17 years old or older.
12. County population.
 - a) Enter the name of the county where the project is based (generally county of applicant agency).
 - b) Enter the total population of the county where the project is based.
13. Enter the names and population of all cities and counties that will be served by the project.
14. Enter the date submitted for Texas Review and Comment System (TRACS) review. Statewide projects enter the date submitted to the Governor's Office of Budget and Planning for review. See page 17 of the *1999 Governor's Criminal Justice Plan For Texas* for more information.
15. Requested funding: (Complete this section after completing pages CJD 5-20.) Note: Applicants may now request two years of funding with one application. Enter the requested amount for each year of funding in the appropriate column. Budget pages CJD 5-13 refer to Year A. Budget pages CJD 14-22 refer to Year B.
 - a) Enter the amount of funding requested from CJD.
 - b) Enter the amount of grantee cash match, if applicable. See page 21 of the *Plan* for information on the required amount of cash match.
 - c) Enter the amount of in-kind contributions for the Victims of Crime Act Fund, Violence Against Women Act Fund, Crime Stoppers Assistance Fund, and the Title V Delinquency Prevention Fund only. See the definition of in-kind on page 22 of the *Plan*.
 - d) Enter the total amount of funding for the project by adding the line items above. See page 20 of the *Plan* if applying for Fund 421, JJDP, or SDFSCA funds for information on the decreasing funds ratio, which will explain the maximum amount a project is eligible for.

COOPERATIVE WORKING AGREEMENT

Instructions: Agencies/Organizations should complete this form when they DO have personnel assigned to the proposed grant project. (See Form RA 5a if the cooperating organization does not have personnel assigned to the grant project.)

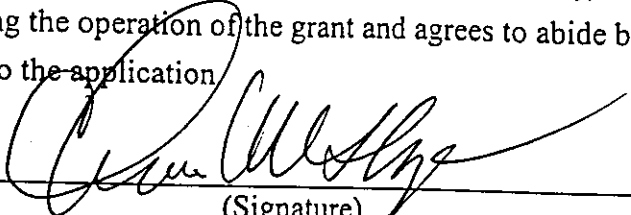
Policy: Prior to the release of funds by CJD, the grantee (or its contractor who operates the grant program, if applicable) shall provide to CJD signed Cooperative Working Agreements. A Cooperative Working Agreement is required between the grantee (or its contractor who operates the grant program, if applicable) and each significant external organization whose collaboration and cooperation are essential in achieving the goal of the grant project and in carrying out the work plan described in the Program Narrative Section of the grant application. (TNCP projects must submit a CWA for each sheriff's office and police department within the impact area.)

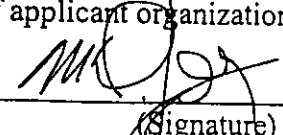
Certification: The format and content of such an agreement should substantially resemble the following example. (As an alternative to the language offered in this model, the Cooperative Working Agreement (signed by both parties) may be composed to enumerate the specific services, actions, and support that each party will provide to the other with respect to carrying out the work plan described in the grant application.)

COOPERATIVE WORKING AGREEMENT

This is to certify that the objectives of the Williamson County grant
(Name of the applicant organization)
application submitted to the Criminal Justice Division of the Office of the Governor have been reviewed and that it is mutually agreed to cooperate to whatever extent is necessary in carrying out the work plan described in that application.

Additionally, Round Rock ISD is cognizant of the rules and
regulations (Name of cooperating organization or agency)
governing the operation of the grant and agrees to abide by any and all such rules or special conditions relating to the application

Signed: 
(Signature)
Williamson County Juvenile Services Department
(Name of applicant organization or its contractor who operates the program)

Signed: 
(Signature)
Round Rock ISD Superintendent
(Name of external organization)

Date: 9 / 8 / 98

COOPERATIVE WORKING AGREEMENT

Instructions: Agencies/Organizations should complete this form when they DO have personnel assigned to the proposed grant project. (See Form RA 5a if the cooperating organization does not have personnel assigned to the grant project.)

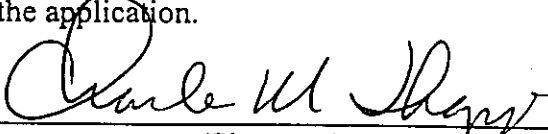
Policy: Prior to the release of funds by CJD, the grantee (or its contractor who operates the grant program, if applicable) shall provide to CJD signed Cooperative Working Agreements. A Cooperative Working Agreement is required between the grantee (or its contractor who operates the grant program, if applicable) and each significant external organization whose collaboration and cooperation are essential in achieving the goal of the grant project and in carrying out the work plan described in the Program Narrative Section of the grant application. (TNCP projects must submit a CWA for each sheriff's office and police department within the impact area.)

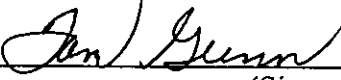
Certification: The format and content of such an agreement should substantially resemble the following example. (As an alternative to the language offered in this model, the Cooperative Working Agreement (signed by both parties) may be composed to enumerate the specific services, actions, and support that each party will provide to the other with respect to carrying out the work plan described in the grant application.)

COOPERATIVE WORKING AGREEMENT

This is to certify that the objectives of the Williamson County grant
(Name of the applicant organization)
application submitted to the Criminal Justice Division of the Office of the Governor have been reviewed and that it is mutually agreed to cooperate to whatever extent is necessary in carrying out the work plan described in that application.

Additionally, Leander ISD is cognizant of the rules and
regulations (Name of cooperating organization or agency)
governing the operation of the grant and agrees to abide by any and all such rules or special conditions relating to the application.

Signed: 
(Signature)
Williamson County Juvenile Services Department
(Name of applicant organization or its contractor who operates the program)

Signed: 
(Signature)
Leander ISD Superintendent
(Name of external organization)

Date: 09 / 08 / 98

COOPERATIVE WORKING AGREEMENT

Instructions: Agencies/Organizations should complete this form when they DO have personnel assigned to the proposed grant project. (See Form RA 5a if the cooperating organization does not have personnel assigned to the grant project.)

Policy: Prior to the release of funds by CJD, the grantee (or its contractor who operates the grant program, if applicable) shall provide to CJD signed Cooperative Working Agreements. A Cooperative Working Agreement is required between the grantee (or its contractor who operates the grant program, if applicable) and each significant external organization whose collaboration and cooperation are essential in achieving the goal of the grant project and in carrying out the work plan described in the Program Narrative Section of the grant application. (TNCP projects must submit a CWA for each sheriff's office and police department within the impact area.)

Certification: The format and content of such an agreement should substantially resemble the following example. (As an alternative to the language offered in this model, the Cooperative Working Agreement (signed by both parties) may be composed to enumerate the specific services, actions, and support that each party will provide to the other with respect to carrying out the work plan described in the grant application.)

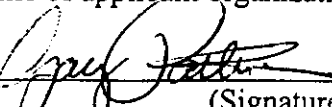
COOPERATIVE WORKING AGREEMENT

This is to certify that the objectives of the Williamson County grant
(Name of the applicant organization)
application submitted to the Criminal Justice Division of the Office of the Governor have been reviewed and that it is mutually agreed to cooperate to whatever extent is necessary in carrying out the work plan described in that application.

Additionally, Taylor ISD is cognizant of the rules and
regulations (Name of cooperating organization or agency)
governing the operation of the grant and agrees to abide by any and all such rules or special conditions relating to the application.

Signed: 
(Signature)

Williamson County Juvenile Services Department
(Name of applicant organization or its contractor who operates the program)

Signed: 
(Signature)

Taylor ISD Superintendent
(Name of external organization)

Date: 9 / 8 / 98

COOPERATIVE WORKING AGREEMENT

Instructions: Agencies/Organizations should complete this form when they DO have personnel assigned to the proposed grant project. (See Form RA 5a if the cooperating organization does not have personnel assigned to the grant project.)

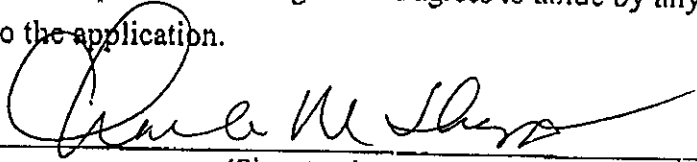
Policy: Prior to the release of funds by CJD, the grantee (or its contractor who operates the grant program, if applicable) shall provide to CJD signed Cooperative Working Agreements. A Cooperative Working Agreement is required between the grantee (or its contractor who operates the grant program, if applicable) and each significant external organization whose collaboration and cooperation are essential in achieving the goal of the grant project and in carrying out the work plan described in the Program Narrative Section of the grant application. (TNCP projects must submit a CWA for each sheriff's office and police department within the impact area.)

Certification: The format and content of such an agreement should substantially resemble the following example. (As an alternative to the language offered in this model, the Cooperative Working Agreement (signed by both parties) may be composed to enumerate the specific services, actions, and support that each party will provide to the other with respect to carrying out the work plan described in the grant application.)

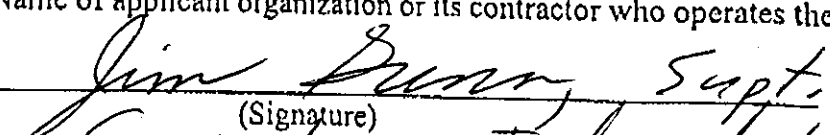
COOPERATIVE WORKING AGREEMENT

This is to certify that the objectives of the Williamson County grant
(Name of the applicant organization)
application submitted to the Criminal Justice Division of the Office of the Governor have been reviewed and that it is mutually agreed to cooperate to whatever extent is necessary in carrying out the work plan described in that application.

Additionally, Georgetown ISD is cognizant of the rules and regulations
(Name of cooperating organization or agency)
governing the operation of the grant and agrees to abide by any and all such rules or special conditions relating to the application.

Signed: 
(Signature)

(Name of applicant organization or its contractor who operates the program)

Signed: 
(Signature)
Georgetown Independent School District
(Name of external organization)

Date: 9.8.98

DRUG-FREE WORKPLACE CERTIFICATION

By signing this application or grant agreement, the grantee is providing the certification set out below. This certification is a material representation of fact upon which reliance was placed with the agency determined to award the grant. If it is later determined that the grantee knowingly rendered an erroneous certification, the agency, in addition to any other remedies available to the federal government, may take available action.

- I. The grantee certifies that it will provide a drug-free workplace by:
- A. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.
 - B. Establishing a drug-free awareness program to inform employees about:
 - 1. the dangers of drug abuse in the workplace;
 - 2. the grantee's policy of maintaining a drug-free workplace;
 - 3. any available drug counseling, rehabilitation, and employee assistance programs; and
 - 4. the penalties that may be imposed upon employees for drug abuse violations.
 - C. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (A).
 - D. Notifying the employee in the statement required by paragraph (A) that, as a condition of employment under the grant, the employee will:
 - 1. abide by the terms of the statement, and
 - 2. notify the employer of any criminal drug statute conviction for a violation occurring in the workplace not later than five days after such conviction.
 - E. Notifying the agency within ten days after receiving notice under subparagraph (D)(2) from an employee or otherwise receiving actual notice of such conviction.
 - F. Taking one of the following actions with respect to any employee who is so convicted:
 - 1. taking appropriate personnel action against such an employee, up to and including termination; or
 - 2. requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.
 - G. Making a good faith effort to continue to maintain a drug-free workplace through the implementation of paragraphs (A), (B), (C), (D), (E), and (F).
- II. The grantee shall insert in the space provided below the site(s) for the performance of work done in connection with the specific grant.

Place of Performance:

Williamson County Juvenile Services Department

Organization

2423 Williams Dr., Ste. E

Street Address

City

Williamson

County

Texas

State

78628

Zip Code

Charles M. Skaggs

Name of Person

Executive Director

Title

Williamson County

Organization

Signature

Date

EQUAL EMPLOYMENT PROGRAM CERTIFICATION

Grantee Agencies that employ fewer than 50 people and receive less than \$25,000 in Federal funds

I, _____, certify that:	
This agency employs fewer than 50 people; therefore, the _____ (Grantee/Applicant Agency)	
is not required to file an equal employment opportunity program in accordance with 28 CFR 42.301 <u>et seq.</u> , Subpart E.	
PROJECT TITLE: _____	
_____ Authorized Official (Signature)	_____ Project Director (Signature)
_____/_____/_____ Date	_____/_____/_____ Date
_____ Grantee	_____ Grant Number

For Grantee Agencies that employ 50 or more people

I, <u>John Doerfler</u> , certify that:	
This agency employs 50 or more people and has received or applied to the Criminal Justice Division, Office of the Governor for total funds in excess of \$25,000; therefore, the <u>Commissioners Court</u> has formulated an equal employment opportunity (Grantee/Applicant Agency)	
program in accordance with 28 CFR 42.301 <u>et seq.</u> , Subpart E and that it is on file in the office of	
_____ John Willingham (Name)	
_____ 710 S. Main Ste. 201, Georgetown, TX 78626 (Address)	_____ Human Resources Director (Title)
for review or audit by an official of the Criminal Justice Division, Office of the Governor as required by relevant laws and regulations.	
PROJECT TITLE: _____	
_____ <i>John C. Doerfler</i> Authorized Official (Signature)	_____ <i>Paul Willingham</i> Project Director (Signature)
_____/_____/_____ 9 / 8 / 1981 Date	_____/_____/_____ Date
_____ Grantee	_____ Grant Number

LEVEL OF SERVICE CERTIFICATION**POLICY**

The following funds are based on a decreasing funding ratio over five years:

- State Criminal Justice Planning (421) Fund
- Juvenile Justice and Delinquency Prevention Act Fund
- Safe and Drug-Free Schools and Communities Act Fund

Under this policy, the grantee is responsible for continuing a level of service that is, at a minimum, what it provides in the first year of funding. This is not a cash match requirement, however, and the grantee is not responsible for accounting for any funds other than those directly granted by CJD or earned as program income. In determining the level of service, CJD will consider both the quantity and quality of services provided.

The decreasing funding ratio provides for CJD funding 100% of costs in the first year. The first-year grant award, regardless of funding source, sets a benchmark for all other funding decisions.

- In the second year, the grantee is eligible for 80% of the benchmark amount;
- In the third year, the grantee is eligible for 60% of the benchmark amount;
- In the fourth year, the grantee is eligible for 40% of the benchmark amount;
- In the fifth year, the grantee is eligible for 20% of the benchmark amount;

No project under this policy will be considered for sixth- or subsequent-year funding.

CERTIFICATION

I certify that, if funded, the grant project will maintain a level of service that is, at a minimum, what was provided in the first year of funding.

John C. Daerflin
Signature of authorized official

9-8-98
Date

NONPROCUREMENT DEBARMENT CERTIFICATION

Prior to the release of funds by CJD for federal grants, your agency must review, sign, and return to CJD the attached OJP Form 4061/1 — Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion, Lower Tier Covered Transactions.¹ The form must be signed by the Authorized Official designated in the grant.

The U.S. Attorney General Order No. 1271-88, published in the *Federal Register*, Volume 53, No. 102, May 26, 1988, announced the adoption of a government-wide uniform system on Nonprocurement Debarment and Suspension that will be applicable to the nonprocurement assistance activities of the offices, bureaus, and divisions of the Department of Justice which have grant-making authority.² All agencies/organizations receiving federal funds from CJD in the amount of \$25,000 or more must complete OJP Form 4061/1 (9/88) which certifies that neither the agency/organization or its officers are debarred, suspended, ineligible, or are voluntarily excluded from receiving federal funds, before entering into a financial agreement (i.e., grants and contracts).³ In addition, any organization contracting for goods and/or services of \$25,000 or more (federal funds) must secure the same certification from the prospective contractor. The latter certifications must accompany the contract which, by requirement, is sent to CJD for approval.

Agencies/organizations must base their certification upon a review of the monthly publication "Lists of Parties Excluded from Federal Procurement or Nonprocurement Programs" and the weekly supplements to that issue prepared by the U.S. General Services Administration, to confirm that the agency/organization or its officers are not ineligible. Attached is an information sheet that explains the "Lists of Parties..." and how to obtain it.

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntary excluded from participation in this transaction, in addition to other remedies available to the federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

¹Lower Tier Covered Transactions may be interpreted as any grant or contract transaction of \$25,000 or more at the state or lower level.

²Nonprocurement may be interpreted as any form of grant or contract having the principal purpose of assistance activities, rather than federal procurement actions.

³Agency/organization may be interpreted as the entity in whose name the grant is awarded. Officers of the agency/organization may be interpreted as any of the following persons who will have critical influence on or substantive control over that transaction (i.e., grant or contract): members of governing boards, directors, other employees, and consultants. participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

NONPROCUREMENT DEBARMENT CERTIFICATION (Continued)

LISTS OF PARTIES EXCLUDED FROM FEDERAL PROCUREMENT OR NONPROCUREMENT PROGRAMS

The Lists of Parties Excluded from Federal Procurement or Nonprocurement Programs, issued monthly, identifies those parties excluded throughout the U.S. Government (unless otherwise noted) from receiving Federal contracts or federally approved subcontracts and from certain types of Federal financial and nonfinancial assistance and benefits.

The Lists of Parties Excluded from Federal Procurement or Nonprocurement Programs supersedes the Consolidated List of Debarred, Suspended, and Ineligible Contractors. The new Lists of Parties incorporates all the listings of the superseded Consolidated List and has a new, additional section, Parties Excluded from Nonprocurement Programs. It is maintained by the U.S. General Services Administration (GSA) for the use of Federal agencies and others involved in Federal programs and activities. The Lists of Parties is structured in accordance with a recommendation from the Interagency Committee on Debarment and Suspension.

Purpose of Lists of Parties

The functions of the two sections of the Lists of Parties are distinct and are explained below.

The first section, Parties Excluded from Procurement Programs, lists contractors that are excluded government-wide, unless otherwise noted, from Federal procurement and/or sales programs. Such an exclusion may be based on the administrative debarment or suspension of a contractor by an agency in accordance with Federal Acquisition Regulation (FAR) 9.4, Federal Property Management Regulations (FPMR) 101-45.6, Government Printing Office (GPO) Instructions 110.11A, or U.S. Postal Service (PS) Publication 41. An exclusion may also be the result of action by a Federal agency under the authority of a statute, executive order, or regulation applying to procurement programs.

The second section, Parties Excluded from Nonprocurement Programs, lists persons (individuals and entities) excluded government-wide, unless otherwise noted, from certain types of Federal financial and nonfinancial assistance and benefits. An exclusion may be based on an administrative debarment or suspension by any Federal agency or the voluntary exclusion of a person under agency regulations implementing Executive Order 12549. Parties Excluded from Nonprocurement Programs also includes actions under the authority of a statute, another executive order, or a regulation applying to nonprocurement programs.

For either section, the treatment to be accorded to a party listed depends on the type of exclusionary action and the authority under which the action was taken. The cause for the exclusion and the treatment of the party excluded are noted by a code in the listing. These codes are explained under the heading "Cause and Treatment Codes" for the Parties Excluded from Procurement Programs and for the Parties Excluded from Nonprocurement Programs.

A user of the Lists of Parties should refer to the appropriate cause and treatment code explanation before determining a listed party's status.

How To Obtain Copies

Federal agencies may purchase annual bulk subscriptions to the Lists of Parties at cost from the U.S. Government Printing Office. Agencies should arrange for their own internal distribution. The agency contracts under the heading "For Additional Information" are aware of the procedures for purchasing and distributing subscription copies.

Nonfederal persons or organizations interested in obtaining subscriptions to the Lists of Parties should contact the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402. The telephone number is (202)783-3238 on commercial lines or 783-3238 on the FTS (Federal Telecommunications System).

Electronic Supplement

A weekly supplement to the Lists of Parties is available on GSA's Information Resources Service Center electronic bulletin board. When used with the latest issue of the publication, the electronic supplement will provide up-to-date information on excluded parties.

To use the electronic bulletin board, you must have access to an asynchronous, ASCII terminal (e.g., a word processor or a microcomputer) equipped with communications software and a "modem" or "coupler." A modem is a device that permits signals from the terminal to be sent across the telephone lines. Users can access the bulletin board using AUTOVON, FTS, or commercial lines. The telephone numbers are:

FTS	300 baud 535-
8308	1200 baud 535-7661
	2400 baud 786-9014
AUTOVON	300 baud 294-
0524	1200 baud 294-0521
COMMERCIAL	300
baud(202)535-8308	1200 baud(202)535-7661
	2400 baud(202)786-9014

For further information on how to access the electronic bulletin board, call Mrs. Juan L. Smith at (FTS/202)523-4873.

Telephone Inquiry Service

A telephone-inquiry answering service is available in GSA's Office of Acquisition Policy for general questions about entries in the Lists of Parties. The number to call either during or after normal business hours is (FTS/202)786-0688. Your call will be recorded and answered either the same day or the following working day.

The following samples of resolutions are for the various types of applicants.

RESOLUTION
(Local Units of Government)

WHEREAS, The Williamson County Commissioners Court finds it in the best interest of the citizens of Williamson County, that the JJAEP-Challenge Grant Program be operated for the 1st year; and

WHEREAS, Williamson County Commissioners Court has considered the proposed application for State and Federal Assistance for said project, in the amount of \$130,000.00 to be submitted to the Office of the Governor, Criminal Justice Division, Fund JJDP Program; and

WHEREAS, Williamson County Commissioners Court has agreed to provide matching moneys for the said project in the amount of \$0.00 under year "A" and \$24,000.00 under year "B", or an amount equal to one-fourth of the total project cost, as required by the grant application; and

WHEREAS, Williamson County Commissioners Court has agreed that in the event of loss or misuse of the Criminal Justice Division funds, Williamson County Commissioners Court assures that the funds will be returned to the Criminal Justice Division in full.

NOW THEREFORE, BE IT RESOLVED that Williamson County Commissioners Court approves submission of the grant application for the JJAEP-Challenge Grant Program in the amount of \$130,000.00.

Signed by the County Judge _____
John C. Doerfler


Passed and Approved this 24th day of September, 1998

Attest: Signed by the County Clerk _____
Nancy Rister

The grantee hereby assures compliance by itself and its applicable sub-recipients (contractors) with the Single Audit Act Amendments of 1996, PL 104 - 156 and, particularly, with the requirements of OMB Circular A-133 as follows (check one):

1. _____ Grant(s) expenditures of \$300,000 or more in federal funds -
An annual single audit by an independent auditor made in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133.
2. _____ Grant(s) expenditures of \$300,000 or more in state funds -
An annual single audit by an independent auditor made in accordance with the Uniform Grant and Contract Management Standards (UGCMS).
3. _____ Grant(s) expenditures of less than \$300,000 in federal funds -
Exempt from the Single Audit Act. However, CJD may require a limited scope audit as defined in OMB Circular A-133.
4. _____ Grant(s) expenditures less than \$300,000 but \$50,000 or more in state funds -
A program-specific audit.
5. X Grants(s) expenditures less than a total of \$50,000 in state funds -
Financial statements audited in accordance with Generally Accepted Auditing Standards (GAAS).

NOTE: Grantees exempt from the Single Audit Act requirements (i.e. those expending less than \$300,000 in total federal financial assistance) are prohibited from charging the cost of a Single Audit to a Federal award.


Financial Officer (Signature)

_____/_____/_____
Date

Grantee Organization

Grant Number

Regardless of items checked above, the grantee should, within 60 days following the date of the grant award, furnish the following information:

1. The identity of the organization conducting the audit
2. Approximate time audit will be conducted
3. Audit coverage to be provided

TAX EXEMPT AND NONPROFIT INFORMATION

The following information regarding the nonprofit corporation is required from each nonprofit corporation applying for a CJD grant through the council of governments.

1. In which year was the corporation founded?

1848

2. Date of the IRS letter granting 501 (c) (3) tax exemption (applicant must attach copy of letter):

Unknown - see attached certificate

3. Employer Identification Number assigned by the IRS:

74-6000978

4. The charter number and date assigned by the Secretary of State to the top page of the Certificate of Incorporation or the latest revision of that certificate:

N/A

5. In the space provided below state the purpose of the organization as stated in the Articles of Incorporation or the Bylaws (use additional pages as needed).

County Government, a political subdivision of The State of Texas

If any member of the board is related to one another or an employee of the nonprofit corporation, so indicate explaining the relationship. N/A

John C. Doerfler

County Judge

9-8-98

Typed Name

Title

Date

John C. Doerfler

Signature of Authorized Official

113

EXEMPTION CERTIFICATE

The undersigned hereby claims an exemption from payment of taxes under Chapter 20, Title 122A, Revised Civil Statutes of Texas, for the purchase of the tangible personal property described below or on attached order or invoice, which is made a part hereof, and will be purchased from:

The reason that said purchaser is claiming this exemption is:
For exclusive use of Williamson County, Texas (Exempt unit of Government)

The purchaser will be liable for payment of the Limited Sales and Use Tax if the purchaser uses the tangible personal property in some other manner or for some other use other than reason listed above, and shall pay the tax based on the price paid for the tangible personal property.

Description of tangible personal property to be purchased:
Any item used by Williamson County, Texas.

Executed this the _____ day of _____, 19____.

Purchaser: _____ Asst. County Auditor
Agency Purchased for: Williamson County, Texas.
Address: P.O. Box 505, Georgetown, Texas 78627

TAX EXEMPT NUMBER: 74-6000978

THE NEW STATE LAW REQUIRES YOU TO KEEP THIS EXEMPTION CERTIFICATE ON FILE TO SUPPORT EXEMPT SALES. PLEASE FILE THIS EXEMPTION CERTIFICATE SO THAT YOU WILL HAVE IT AVAILABLE WHEN CALLED FOR BY THE STATE AUDITORS. THIS EXEMPTION CERTIFICATE COVERS ALL SALES MADE TO WILLIAMSON COUNTY AND IS GOOD UNTIL IT IS REVOKED IN WRITING.

COMMUNITY PLAN SUBMISSION FORM

INSTRUCTIONS: Complete this form (continued on next page) and attach it to the community plan when it is submitted to the regional council of governments. Both pages must accompany all community plans.

This Box For COG Use Only CPTN: Date Received by COG:

1. Name of plan: Village Task Force and Interagency Support
Council of East Williamson County

2. Cities, counties, or parts thereof covered by this plan:
 Williamson County - includes Granger, Thrall, Hutto, Florence, Leander
 Round Rock, Georgetown, Cedar Park, Taylor, Bartlett, Andice, Liberty Hill,
 Jarrell, Coupland and the unincorporated areas of Williamson County.

3. List the types (general focuses) of projects currently funded by CJD that the community planning group agrees should continue. DO NOT list specific grant applications or agencies.

- * Services to victims of violent crimes, including family violence, sexual assault and child abuse.
- * Lack of affordable and available resources and services.
- * Law enforcement and provider training.
- * Communication issues between involved agencies (including social services, victim assistance and law enforcement among others).

4. List the gaps in services that would enhance the community plan if funding were available. List these gaps as types of services. DO NOT list specific grant applications or agencies.

- * Primary gap/concern is not in lack of services, but rather current victim services providers and law enforcement stretched to the limit due to rapid and continuing population growth.
- * Lack of affordable housing.
- * Increase in the number of school violence prevention and substance abuse education programs needed.
- * Voluntary outpatient facility for drug and alcohol abuse.
- * Parenting classes needed.

For more information about this community plan contact:

Name: Leesa Ferrero, Program Director
Williamson County Crisis Center

Address: 211 Commerce Blvd., Ste. #103
Round Rock, TX 78664

Phone: (512) 255-1212

- * Lack of adequate transportation system
- * Need an Emergency Notification System due to jail facility in Taylor.

Community Plan for Williamson County FY'99

Introduction

This plan is the combined effort of The "Village" Task Force and The Interagency Support Council of East Williamson County. The intent of this plan is to address the needs of the citizens of Williamson County.

General Focus and Priority Areas

- ☐ Domestic Violence
- ☐ Sexual Assault
- ☐ Child Abuse
- ☐ Youth activity center/after school activities
- ☐ Transitional housing - battered women
- ☐ Prevention/Education school programs
- ☐ Victim Services
- ☐ Substance abuse/ rehab
- ☐ Juvenile crime
- ☐ Gangs/Graffiti
- ☐ Police and service provider training
- ☐ Teen pregnancy
- ☐ Homelessness
- ☐ Property crime
- ☐ Legal aid for crime victims
- ☐ Prostitution
- ☐ Communication issues between Police, Juvenile Justice, Social Services, Schools, ect.

Current Resources

Resources providing services in Williamson County:

- ☐ State Agencies
- ☐ County Government
- ☐ Municipal Governments
- ☐ Law Enforcement Agencies
- ☐ Private, Non Profit Organizations
- ☐ Adult and Juvenile Probation Departments
- ☐ School Districts
- ☐ Universities and Colleges
- ☐ Local Ministries

Gaps In Services

- ☐ Lack of affordable housing
- ☐ Increase in the number of school violence prevention and substance abuse education programs needed
- ☐ Voluntary outpatient facility for drug and alcohol abuse
- ☐ Parenting classes needed
- ☐ Lack of adequate transportation system
- ☐ Need an Emergency Notification System due to jail facility located in Taylor

JOB DESCRIPTION

DEPARTMENT: Juvenile Services
DIVISION: JJAEP
POSITION: Staff Support Secretary Intensive Aftercare Unit

JOB SUMMARY: Performs secretarial support duties for the Intensive Aftercare Unit and the Supervisor of the Intensive Aftercare Unit.

ESSENTIAL DUTIES: Works with departmental staff, other county departments, outside agencies, and the general public, on the phone and in person. Answers phones and directs calls. Greets parents. Types correspondence and legal documents, some for hearings and meetings. Maintains offense referral logs. Maintains annual statistics and reports. Coordinates with attorneys, court staff, placement facilities, psychologist, parents, juveniles, and victims at school. Attends outside agencies' staffing when necessary. Performs data entry related to above duties. Interacts with public and staff in a professional manner. Perform all activities as described in grant.

PHYSICAL DEMANDS: Typing, filing, computer entry, standing, sitting, some driving.

ENVIRONMENTAL FACTORS: Contact with juvenile aftercare students in school setting. Smoke-free workplace.

QUALIFICATIONS: High school graduate or equivalent; some related experience. Ability to deal with staff, other departments, and the public in an effective, courteous, professional, and positive manner, on the phone and in person. Valid Texas Drivers License and proof of insurance. Knowledge of modern office procedures and equipment. Ability to type and enter data with appropriate speed and efficiency (40 wpm typing speed). Ability to maintain confidentiality with respect to sensitive and confidential information. Must have outstanding organizational skills and be able to perform duties with minimal supervision. Prefer three years of experience.

Job Description

Department: Juvenile Services
Division: JJAEP
Unit: Intensive Aftercare

Position: Unit Supervisor

Job Summary: Under the supervision of the Academy Director. The ISU Supervisor is responsible for the directing and evaluation of the ISU Project.

Essential Duties: Coordinates and schedules the duties of the Intensive Aftercare Unit which includes support staff, one full time aftercare officer and fifteen T.E.A.M.S. (Transitional Education Aftercare Mentoring System) Coordinators/Officers. Responsibilities include supervising, auditing, maintenance of files and information, coordination of programs and operation of the program. Completes nosegay paperwork regarding the unit and activities within the unit. Maintains and evaluates data as related to grants and success measures. Insure goals of program are being met. Trains officers in all phases of Juvenile Justice and Aftercare Services.

Physical Demands: Exercises proper control of violent or aggressive behavior. Performs some activities with youth and staff. Leads and supervises some programmatic endeavors. Prepares paperwork. Considerable standing and sitting. Also performs work on computer. Transportation required. Daily to Weekly travel to on site programs required.

Environmental Factors: Constant contact with youth accused or convicted of delinquent behaviors. Regular contact with school administration, teachers, employees, families of youth and the public.

Qualifications: Bachelor's Degree and at least two years experience working with youth. Ability to become certified as a Juvenile Probation Officer with the Texas Juvenile Probation Commission. Two years in a supervisor role is preferred.

JOB DESCRIPTION

DEPARTMENT: Juvenile Services
DIVISION: JJAEP
POSITION: T.E.A.M.S. (Transitional Educational Aftercare Mentoring System) Co-Ordinator/Officer Part-time work for teachers, counselors, or administrators from Independent School Districts within Williamson County. The positions will be grant funded for local school year. Requires 10 hours per week per position. Ratio one T.E.A.M.S. officer to every 5 youth.
UNIT: Intensive Aftercare

JOB SUMMARY: Provides intensive supervision for students in residential and JJAEP Aftercare Program who attend one of the 12 ISD Schools participating in the program. Provides tutorial assistance and emotional support. Acts as coordinating link between public school system and juvenile justice system. The youth's coordinator will serve as an advisor and mentor while also tracking the youth's progress in regard to court related matters. Also, the coordinator serves as a reminder of the progress and changes made while enrolled in the JJAEP. The coordinator is responsible for doing everything possible to keep the youth focused on continuing the changes made while in the JJAEP.

ESSENTIAL DUTIES: Supervises and works with students within the selected school for 10 hours per week. Coordinators are to provide daily contact with youth entering their school campus from the local JJAEP Program. Coordinators are to provide written and oral support for up to five youth. Coordinators are to continue to reinforce the values and decisions made by youth while in the JJAEP Program. Coordinators will monitor academic performance and attendance. Acts as primary contact for questions or problems concerning students, school officials, parents, law enforcement agencies, courts, and the juvenile services department. Provides mentoring, tutoring, and support as needed within the school setting. May need to prepare reports to the court for action or detention. May need to appear in court to testify.

PHYSICAL DEMANDS: Ability to perform paperwork, mentoring, and teaching functions. Ability to use non-violent restraint and non-hostile management of aggressive behavior.

ENVIRONMENTAL FACTORS: Contact with juvenile aftercare students in school setting. Some stressful situations.

QUALIFICATIONS: Must be current counselor, teacher, or administrator for the school in which T.E.A.M.S. work will be performed.

AGENDA ITEM # 10

October 6, 1998

Consider rescinding action taken on pharmacy services for Georgetown and award to next lowest bidder.

No action was taken on this agenda item.

AGENDA ITEM # 11

October 6, 1998

Consider rescinding all or part of the road base bid awarded September 29, 1998.

Commissioner Mehevec advised hauling east of Interstate 35 will cost the county a minimum of \$1.00 per ton and additional truck traffic on Highway 29 and 1431. He suggested rebidding in order to eliminate the additional truck traffic and expense.

Moved: Commissioner Hays

Seconded: Commissioner Mehevec

Motion: To rescind road base bid awarded September 29, 1998, and re-write specifications to specify quantities of base and time frame in which they can be delivered and re-advertise for bids.

Vote: Motion failed 2 - 3 with Judge Doerfler and Commissioners Heiligenstein and Boatright voting against the motion.

Judge Doerfler requested Assistant Auditor Bob Space, First Assistant County Attorney Dale Rye and Commissioner Mehevec meet and discuss the matter with advice to the Judge if any further action is possible.

AGENDA ITEM # 12

October 6, 1998

Hold public hearing on North Lakewood, Section 4 which is a resubdivision of Lot 8, Block 17, Northlake Estates, Section C.

At 10:10 a.m. Judge Doerfler announced public hearing open on resubdivision of Lot 8, Block 17, Northlake Estates, Section C to be known as North Lakewood, Section 4.

County Engineer Joe England advised this is a request for resubdivision of Lot 8, Block 17, Northlake Estates, Section C to be divided into twelve (12) lots which will be known as Northlake Estates, Section C. The property is located off 3405 and Sunset Road.

The deed restrictions allow dividing to 1/2 acre lots. New roadway named Kyle Lane will be 50' in width.

Water will be supplied by Chisholm Trail Water Special Utility District.

At 10:12 a.m. Judge Doerfler announced public hearing closed on resubdivision of Lot 8, Block 17, Northlake Estates, Section C to be known as North Lakewood, Section 4.