

AGENDA ITEM 20

Discuss and take appropriate action on jail/courthouse annex expansion.

Ed Lee addressed the Court with an update on the jail and the courthouse annex expansion. He explained that a bridge from the jail to the courthouse will be removed in February.

AGENDA ITEM 21

Consider approving Juvenile Accountability Incentive Block Grant (JAIBG) Substance Abuse Program.

Robyn Murray of the Juvenile Services department addressed the Court on this agenda item, requesting this grant be continued for the sixth consecutive year, which will cost the County \$3,183, and will bring in \$31,831. Each year the percentage due from the County remains the same, while the amount of the grant decreases overall.

Moved: **Commissioner Limmer**

Seconded: **Judge Doerfler**

Motion: To approve Juvenile Accountability Incentive Block Grant (JAIBG) Substance Abuse Program.

Vote: **3 - 0**

< Attachment >

<div>Grant Budget Form</div>					
1. a) Legal Name of Organization:		Williamson County, Texas			
b) Title of Project:		Substance Abuse "PROUD" Program			
c) Grant Period:		From:	08/01/04	To:	07/31/05
d) Grant Number:		JB-02-T20-13308-05			
2. ENTER Minimum Match Percentage (If Applicable):		10%	3. ENTER CJD Requested Amount:		\$28,648
4. ENTER Program Income <i>Applied to this Budget</i> (If Applicable):		\$0			
5. Minimum Match Amount:		\$3,183	6. Total Project Cost Amount:		\$31,831
BUDGET DETAIL					
PERSONNEL	Salary % Applied to the Grant	CJD Funds	Cash Match	In-Kind Match	Total
Substance Abuse JPO - Williamson County Juvenile Justice Center. Responsible for administering all aspects of the "PROUD" Program, including management and supervision of substance abuse caseload, program sanctions as well as substance abuse counseling groups, meetings, out patient and in patient services.	50.00%	\$18,621	\$2,069		\$20,690
CONTRACTUAL AND PROFESSIONAL SERVICES		CJD	Cash	In-Kind	Total
Out of County Substance Abuse Residential Treatment for one youth for 96 days at a level of care IV rate of \$115/diem for a total of \$11,141.00		\$10,027	\$1,114		\$11,141
TRAVEL AND TRAINING		CJD	Cash	In-Kind	Total
					\$0
EQUIPMENT		CJD	Cash	In-Kind	Total
					\$0
SUPPLIES AND DIRECT OPERATING EXPENSES		CJD	Cash	In-Kind	Total
					\$0
INDIRECT COSTS (the Direct Costs Against Which the Indirect Rate is Charged)		CJD Direct Costs	Match Direct Costs	Indirect Rate	Total
					\$0
BUDGET SUMMARY					
BUDGET CATEGORIES	CJD	CASH	IN-KIND	TOTAL	
PERSONNEL	\$18,621	\$2,069	\$0	\$20,690	
CONTRACTUAL AND PROFESSIONAL SERVICES	\$10,027	\$1,114	\$0	\$11,141	
TRAVEL AND TRAINING	\$0	\$0	\$0	\$0	
EQUIPMENT	\$0	\$0	\$0	\$0	
SUPPLIES AND DIRECT OPERATING EXPENSES	\$0	\$0	\$0	\$0	
TOTAL DIRECT COSTS:	\$28,648	\$3,183	\$0	\$31,831	
INDIRECT COSTS	\$0	\$0	\$0	\$0	
TOTAL:	\$28,648	\$3,183	\$0	\$31,831	
		Total Match:	\$3,183		
		Actual Match Percentage Applied to this Budget:	10.00%		
Grant Number:		JB-02-T20-13308-05			

Match & Generated Program Income (GPI) Form				
1. a) Legal Name of Organization:		Williamson County, Texas		
b) Title of Project:		Substance Abuse "PROUD" Program		
c) Grant Period:		From:	08/01/04	To: 07/31/05
d) Grant Number:		JG-02-T20-13308-06		
CASH MATCH SOURCES AND AMOUNTS				
2. a) ENTER Source of Cash Match (ex: program income, city, county, etc.):		2. b) ENTER Amount:	2. a) ENTER Source of Cash Match (ex: program income, city, county, etc.):	2. b) ENTER Amount:
(1)	Williamson County, Texas	\$ 3,183	(11)	
(2)			(12)	
(3)			(13)	
(4)			(14)	
(5)			(15)	
(6)			(16)	
(7)			(17)	
(8)			(18)	
(9)			(19)	
(10)			Total Cash Match	\$ 3,183
PROGRAM INCOME REPORTING				
The information requested below is not calculated in the computations as part of this grant application. It is for reporting purposes to C&D only. Even though some program income may be listed as "CASH MATCH" within the Budget Form, all program income on-hand must be shown below.				
3. ENTER Program Income On-Hand as of the grant application submission date.				

OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE DIVISION
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AUSTIN, TEXAS 78711
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**GRANT APPLICATION
CERTIFICATION FORM**

Applicants must complete and submit this form before they will receive state and/or federal funds. Recipients of state and/or federal funds must read, agree, fully understand and comply with the requirements listed within in each form of this Grant Application Kit as detailed below.

PART I: CERTIFICATIONS

The grant applicant must:

- 1. SELECT 'Certify' or 'Unable to Certify' for each document that has been certified as true and correct by the Authorized Official.
- 2. If you SELECTED 'Unable to Certify':
 - a) a brief explanation must be given why the document cannot be certified at the time the grant application kit is submitted to CJD; and
 - b) a date must be ENTERED that notifies CJD when your organization anticipates that the Authorized Official will be able to certify and submit the document to CJD.

Description of Document	"I Certify"	"Unable to Certify"	Explanation (ex: Incomplete, Not Applicable, etc.)	Date
Determine Eligibility Form *	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
JABG Project Narrative & Summary Form	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Comprehensive Certification and Assurances – Federal Funds Form	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Cooperative Working Agreement Purpose and Participant Form	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Financial Capability Questionnaire Form	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Have previously received CJD grant funds	
Coversheet Form	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Budget Form	<input checked="" type="checkbox"/>	<input type="checkbox"/>		
Match – GPI Form	<input checked="" type="checkbox"/>	<input type="checkbox"/>		

* **Critical:** The grant applicant must complete the **"Determine Eligibility Form"** in its entirety and submit it to CJD with the grant application kit. If any portion of the form is left incomplete and the Authorized Official is unable to certify and/or submit the form, the applicant's project will be considered ineligible and will not be reviewed by CJD.

PART II: ATTACH ADDITIONAL FORMS

The following forms must be submitted along with the **"Grant Application Certification Form"** to CJD. Please indicate the status of these documents below:

1. a) Is the "Resolution Form" from the grant applicant's governing body attached to the certification form?		<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
b) If 'No', PROVIDE a brief explanation for the delay and the date that your organization anticipates submission to CJD:				Date	
2. Are there any other entities waiving their allocation to the applicant organization? If 'No', SKIP to Part III :		<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
b) If 'Yes', is each "JABG Waiver of Funds Form" attached to the certification form for all entity(ies) that agree to waive their allocation(s) to the applicant organization?		<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
c) If 'No', PROVIDE the name of the entity(ies) waiving funds, the anticipated date of submission to CJD, and a brief explanation for the delay(s):					
Name of the Waiving Entity	Date	Explanation for the Delay(s)			

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DETERMINE ELIGIBILITY FORM

Provide the following information about the Juvenile Accountability Block Grant (JABG) project.

1. The grant applicant assures that grant funds will be used in accordance with federal law as follows:				
a) Will at least 45% of the requested funds be utilized within Purpose Areas three (3) through nine (9)? If 'No', COMPLETE item 1.c).	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
b) Will at least 35% of the requested funds be utilized within Purpose Areas one (1), two (2), and ten (10)? If 'No', COMPLETE item 1.c).	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
c) If 'No' was selected for item 1.a) or 1.b), briefly EXPLAIN how the interest of public safety and juvenile crime control are better served by expending funds in a proportion other than 45 and 35 percent minimums.				
2. For local and regional projects, COMPLETE the list below identifying the organizations and names of individuals involved with the JCEC in the geographic area (at least one individual, unless impractical, must be shown for each group listed pursuant to federal law):				
Description of Group	Name of the Agency(ies) or Organization(s) Represented		Name(s) of All Individuals Within Group	
a) Police Departments	Round Rock Police Department		Captain Stan Simpson	
b) Sheriffs' Offices	Wmson Cty Sheriffs Office		Sheriff Jim Wilson	
c) Prosecutors	Wmson Cty Attomeys Office		Eugene Taylor/Donna Gafford/Warren Waterman	
d) Probation Officers	Wmson Cty Juvenile Services		Charles M. Skaggs/Scott Matthew	
e) Juvenile Courts	368 th Judicial District Court		Judge Burt Carnes	
f) Schools	Wmson Cty JJAEP		Linda Taylor	
g) Businesses	WC CAB Chairperson		Leslie Hill/Robert Wood/Doak Fling	
g) Faith-based/Fraternal/Nonprofit/Social Service Organizations	WCJS Religious Program		Dean Higginbotham	
3. For local and regional projects, PROVIDE a list of all cities and counties, or parts thereof, covered by the Coordinated Enforcement Plan for Reducing Juvenile Crime:				
Williamson County, Texas				
4. SELECT one or more of the following priority needs and briefly DESCRIBE how your project will address those needs:				
Selection	Priority Need	Description of How Project Meets Need(s)		
<input checked="" type="checkbox"/>	Family	The "PROUD" JPO will maintain monthly contact with family		
<input checked="" type="checkbox"/>	Early Intervention and Prevention	Juvoniles will attend Drug Education Classes and possibly Drug Therapy		
<input checked="" type="checkbox"/>	Schools/Education	Monitors attendance, grades and behavior		
<input type="checkbox"/>	Reduce Disproportionate Minority Representation in the Juvenile Justice System			
<input type="checkbox"/>	Safe Environment			
<input type="checkbox"/>	Juvenile Justice Policies, Procedures and Facilities			
5. Briefly DESCRIBE the method(s) in which your project will address the representation of minority youth in the juvenile justice system:				
Minorities will be represented if they have a drug offense or they test positive for drugs while on probation.				
6. a) Will this project operate a secure juvenile detention or correctional facility?				
		<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/> No
b) If 'No' for question # 6.a), SKIP to question # 7. If 'Yes' for question # 6.a), does the project comply with the Juvenile Justice and Delinquency Prevention Act of 1974 (http://www.ojjdp.ncjrs.org/about/about-2.html)?				
		<input type="checkbox"/>	Yes	<input type="checkbox"/> No
c) If 'No' for question # 6.b), has an acceptable plan and timetable for eliminating the noncompliance been submitted to CJD?				
		<input type="checkbox"/>	Yes	<input type="checkbox"/> No
7. a) Will grant funds (CJD, Cash and/or In-Kind) be used to support any contracts for professional services?				
		<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/> No
b) If 'Yes', DESCRIBE how staff will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this grant.				
The "PROUD" JPO will meet monthly with contractors to ensure compliance. Contractors will supply monthly progress reports.				

Williamson County, Texas
Applicant's Organization

Substance Abuse "PROUD" Program
Project Title

John C. Doerfler
Name of the Authorized Official

Williamson County Judge
Title of the Authorized Official

1/27/2004
Date

PART III: JUVENILE CRIME ENFORCEMENT COALITION (JCEC)

The grant applicant, if a local or regional project, must certify that a “**Juvenile Crime Enforcement Coalition (JCEC) Resolution**” has been signed by their JCEC and is on file with the applicant agency. Please indicate the status of this document below:

1. a) Has the “ Juvenile Crime Enforcement Coalition (JCEC) Resolution ” (see <i>Sample Form</i>) been signed by the JCEC Chairman and is this form on file with the grant applicant?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
b) If you selected 'No' for either of the items in # 1. a) above, PROVIDE a brief explanation for the delay and the date that your organization anticipates receipt of the JCEC Resolution:			Date	

PART IV: SIGNATURE

The organization’s Authorized Official hereby assures and certifies authorization for the submission of this grant application in it’s entirety to the Office of the Governor, Criminal Justice Division.

Williamson County, Texas
Applicant’s Organization

Substance Abuse "PROUD" Program
Project Title

Judge John C. Doerfler
Name and Title of the Authorized Official

John C. Doerfler
Signature of the Authorized Official

1/27/2004
Effective Date

JABG PROJECT NARRATIVE
& SUMMARY FORM

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PART 1: PROBLEM STATEMENT AND DATA

1.1 Problem Statement

IDENTIFY what need(s) this project addresses based on the Coordinated Enforcement Plan for Reducing Juvenile Crime (See T.A.C. §3.1215):

Drug related offenses represent a significant percentage of referrals to Williamson County Juvenile Services. Juveniles on probation who violate by using drugs require intensive support, education, counseling and sanctions to reduce the probability of moving deeper into the justice system.

1.2 Supporting Data

In 2000, as published in the Williamson County Annual Report, 10.2% of all referrals made to WCJS were for drug related offenses. (1613 total referrals/164 drug related offenses) 5% of those juveniles (2 out of 40) went to residential drug treatment placements outside of Williamson County. This statistic does not count juveniles placed at the Williamson County Academy Residential Program. This years grant period, August 1, 2003 through July 31, 2004, has currently served 30 juveniles. 3% of those juveniles went to residential drug treatment placements (1 out of 30) This statistic does not count juveniles placed at the WC Academy Residential Program.

1.3 *Optional – Additional Supporting Data may be inserted between the dotted lines shown below (area will expand as you insert graphics).

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On January 20, 2004 a survey was conducted of all field juvenile probation officers in Williamson County. The findings of the survey revealed that 35% of all adjudicated juveniles currently on formal probation (court-ordered) have tested positive for drug usage. (136 formal probation juveniles currently supervised / 47 produced at least one positive urinalysis drug test on current terms of probation. 20% have produced more than one positive urinalysis (136 juveniles/ 27 produced more than one positive urinalysis. A total of 88 positive drug screens have been produced by the formal juvenile probation caseload in Williamson County.

# of positive drug tests produced on current probation terms	1	2	3	4	5	6+	Total
# of juveniles	19	23	2	2	2	2	47

.....

1.4 IDENTIFY what need(s) this project addresses within your Coordinated Enforcement Plan for Reducing Juvenile Crime (See T.A.C. §3.1215):

Juveniles served under the grant will be referred to programs and drug therapy groups, including intensive out patient treatment centers. Parents will be active in their children's probation, and will focus on communication. All juveniles served on the grant will be administered a Substance Abuse Subtle Screening Inventory (SASSI) and will follow the recommendations of the assessment.

1.5 What other financial support do you expect the unit or division administering these grant funds to receive from the following sources during the project period? (EXPLAIN below):

Source of Financial Support		Total Estimated Amount of Support
a) Federal Funds:		
b) State Funds:		
c) Local Government Funds:		\$38,438.00
d) Private Funds:		
e) Program Income:		
f) Other (please IDENTIFY):		

PART 2: GOAL STATEMENT

To provide structured support for juveniles on probation for drug offenses and/or those with a history of drug use. Juveniles shall be held accountable for their drug use and provided with an organized program of support, guidance and sanctions. To create an intensive enforcement and response program to all positive drug screens from adjudicated youth. Juveniles shall be held accountable for their drug usage and provided with an organized program of support, guidance and sanctions.

PART 3: TARGET GROUP

a) Geographic Area:	Williamson County, Texas
b) Target Audience:	Any juvenile (10-17 years of age) placed on probation by the Williamson County Juvenile Court of Juvenile Services and currently resides in Williamson County, Texas and is being supervised by a Williamson County Field Probation Officer, and has shown some type of drug use/abuse in the past or is on probation for a drug offense.
c) Gender:	Male and/or Female
d) Age:	10 - 17 years of age
e) Juvenile Population Served by Race/Ethnicity:	
1. African-American	
2. Anglo	
3. Asian	
4. Hispanic	
5. Other (please SPECIFY):	All

PART 4: PROJECT ACTIVITIES

Project activities must be focused within the following approved JABG Purpose Areas: (CHECK all activities that apply to your project). You must allocate not less than 45% of the funds to purpose areas 3-9 and not less than 35% of the funds to purpose areas 1, 2 and 10, as established by the Office of Juvenile Justice and Delinquency Prevention.

	JABG Purpose Areas	(%) Per Area	(\$) Per Area	Description of Project Activities Per Area
<input type="checkbox"/>	1: Facilities			
<input checked="" type="checkbox"/>	2: Sanctions	35%	\$11,141.00	Administering of Substance Abuse Sanctions
<input checked="" type="checkbox"/>	3: Administration	65%	\$20,690.00	The retained hiring of a Substance Abuse JPO

<input type="checkbox"/>	4: Caseload			
<input type="checkbox"/>	5: Youth Violence			
<input type="checkbox"/>	6: Technology, Equipment & Training			
<input type="checkbox"/>	7: Courts/Probation			
<input type="checkbox"/>	8: Juvenile Gun Courts			
<input type="checkbox"/>	9: Drug Courts			
<input type="checkbox"/>	10: Interagency Information			
<input type="checkbox"/>	11: Accountability-Based Programs			
<input type="checkbox"/>	12: Substance Testing			

PART 5: PROJECT OBJECTIVES

5.1 PROVIDE both output and outcome measures for this project:

Output Measures – Required for All Projects	Current Data	Target Level
Sample: Increase the number of participants by 10% during the grant period.	150 participants	165 participants
Increase the number of participants by 50% during the grant period	30	45

Outcome Measures – Required for All Projects	Current Data	Target Level
Sample: Percentage of participants completing the program that remained arrest-free.	55%	60%
Decrease in probationers who test positive more than once	20%	10%
Decrease in percentage of probationers in residential drug treatment	3%	2%
Improved family communications in relationships	25%	50%

5.2 For continuation projects only, PROVIDE the following information about your current or previous year's project (data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating):

a) Is this project on schedule in accomplishing the stated objectives?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
b) If 'No', briefly DESCRIBE the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application:				

5.3 What is your history of providing services in a cost-effective manner? If your program is new, you may not be able to show a service history; therefore, SKIP to Part 6: Project Summary.

Currently Drug Education is free to all juveniles referred to WCJS. To assist juveniles, Drug Therapy and Intensive Out Patient Drug Treatment are determined on a sliding scale.

PART 6: PROJECT SUMMARY

Through the Substance Abuse "PROUD" Program, Williamson County Juvenile Services will have an intensive, organized, and consistent intervention program to deal with and respond to juveniles on probation that test positive for drugs and/or are on probation for a drug related offense. The need for this program is evident by the number of drug related referrals to the Williamson County Juvenile Services Department, as well as those juveniles who have a history of substance use/abuse not referred for related offenses.

The "PROUD" Program will emphasize the critical need for juveniles to be personally responsible for their choice to use drugs. The juveniles will be closely monitored and shall be required to attend and successfully complete a Drug Education Class. If the juvenile continues to use drugs the juvenile may be required to attend, complete, and apply techniques used in a Drug Therapy Group, Intensive Outpatient Drug Program, and possibly a Residential Treatment Program. Parents may also be held accountable and responsible for providing necessary transportation for their child, establishing a pattern of positive family based activities with their child, and attend scheduled meetings. The "PROUD" Officer will strive to provide a parent support group for parents of the juveniles on their caseload in order to educate parents on signs of usage and relapse prevention.

The anticipated outcomes of the program will be to see a 50% reduction in the number of juveniles who test positive for drugs more than once while on probation; to see a 25% reduction in the percentage of juveniles being removed from their home and placed into residential drug treatment programs; to see a marked improvement in the juvenile's family in communications and personal relationships; and to have available a specific person to offer intervention and information to parents and community members that are concerned about at risk behavior of their youth which may involve drug usage.

Williamson County, Texas
Applicant's Organization

Substance Abuse "PROUD" Program
Project Title

Judge John C. Doerfler
Name of the Authorized Official

Williamson County Judge
Title of the Authorized Official

1/27/2004
Date

RESOLUTION**STATE OF TEXAS****COUNTY OF WILLIAMSON**

WHEREAS, The Williamson County Commissioners Court finds it in the best interest of the citizens of Williamson County, that the JABG Substance Abuse "PROUD" Program be operated for the 6th year; and

WHEREAS, Williamson County Commissioners Court has considered the proposed application for State and Federal Assistance for said project, in the amount of \$28,648.00 to be submitted to the Office of the Governor, Criminal Justice Division, Fund JJDP Program; and

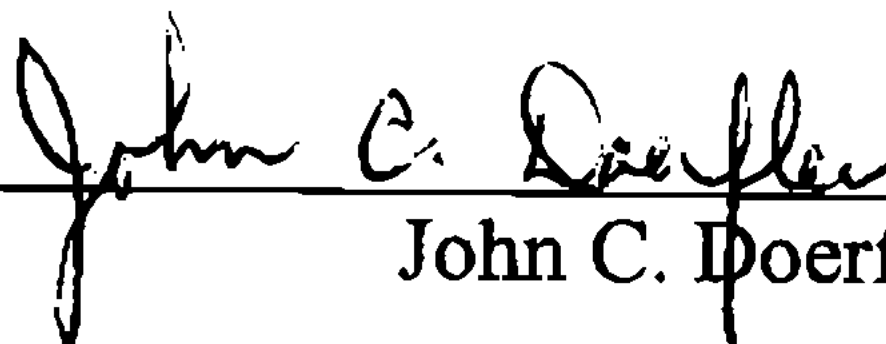
WHEREAS, The Williamson County Commissioners Court has agreed to provide a ten - percent (10%) matching moneys for the said project in the amount of \$3,183.00, or an amount equal to one-fourth of the total project cost, as required by the grant application; and

WHEREAS, The 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.

WHEREAS, The Williamson County Commissioners Court has agreed that a designation of the title of an authorized official who is given the power to apply for, accept, reject, alter, or terminate a grant is hereby identified as the Williamson County Judge.

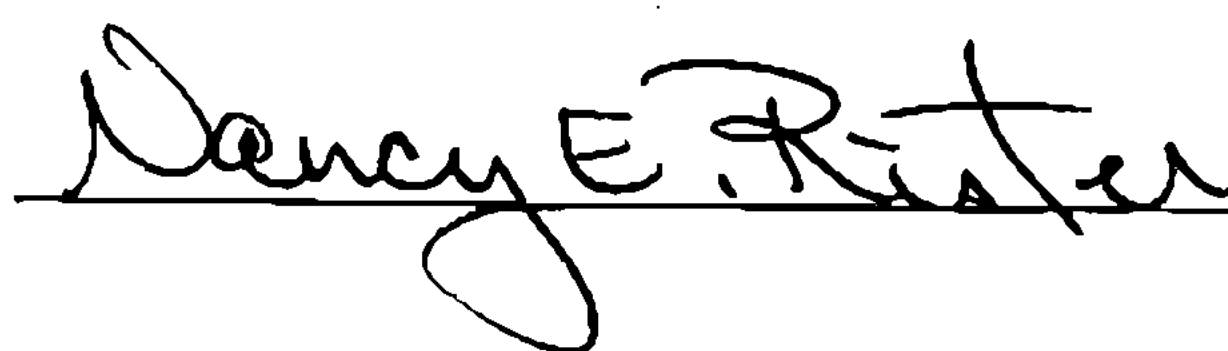
NOW THEREFORE, BE IT RESOLVED that the Williamson County Commissioners Court approves submission of the grant application to the Governor's Criminal Justice Division for the JABG Substance Abuse "PROUD" Program in the amount of \$31,831.00.

Signed by the County Judge


John C. Doerfler

Passed and Approved on this the 27th day of January, 2004.

Attest: Signed by the County Clerk



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COMPREHENSIVE CERTIFICATION

AND ASSURANCES – FEDERAL

FUNDS FORM

This document is a material representation of fact upon which reliance is placed with the Governor's Criminal Justice Division (CJD). If it is later determined that the grantee knowingly rendered an erroneous certification, CJD, in addition to any other remedies available to the federal government, may take available action.

ASSURANCES

The applicant hereby assures and certifies compliance with any and all applicable federal and state statutes, regulations, policies, guidelines and requirements, including, but not limited to, OMB Circulars No. A-21, A-110, A-122, A-87, A-133; Office of Justice Programs (OJP) Financial Regulations; Education Department General Administrative Regulations (EDGAR); E.O. 12372 Uniform Administrative Requirements for Grants and Cooperative Agreements — 28 CFR, Part 66, Common Rule; the Uniform Grant Management Standards (UGMS); and Title 1, Part 1, Chapter 3 of the Texas Administrative Code, that govern the application, acceptance and use of Federal and State funds for this project. In instances where multiple requirements apply to a grantee, the more restrictive requirement applies.

1. **LEGAL AUTHORITY** - It possesses legal authority to apply for the grant. 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, or their designee of the organization to act in connection with the application and to provide such additional information as may be required. State agencies are not required to adopt a resolution.
2. **DISPLACED PERSONS** - It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions (42 USC §§ 4601 - 4655) which provide for fair and equitable treatment of persons displaced as a result of Federal and Federally assisted programs.
3. **POLITICAL ACTIVITY** - It will comply with provisions of Federal law which limit certain political activities of employees of State or local unit of government whose principal employment is in connection with an activity financed in whole or in part by Federal grants. (5 USC § 1501, et seq.)
4. **LABOR FAIR STANDARDS ACT** - It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act (29 USC §§ 201 - 219) if applicable.
5. **CONFLICT OF INTEREST** - 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.
6. **EXAMINATION OF RECORDS** - It will give the sponsoring agency, the Office of the Governor, or the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
7. **COMPLIANCE WITH REQUIREMENTS** - It will comply with all requirements imposed by the Federal sponsoring agency, the Office of the Governor, or the Comptroller General, concerning special requirements of law, program requirements, and other administrative requirements.
8. **EPA VIOLATING FACILITIES** - 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 in the Environmental Protection Agency's (EPAs) 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.
9. **FLOOD INSURANCE** - It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act (50 USC § 4001), which states that, on or after March 2, 1975, communities must purchase flood insurance, where such insurance is available in those communities. This requirement is a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that had been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
10. **HISTORIC PRESERVATION** - It will assist the federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 USC § 470), Executive Order 11593, and the Archeological and Historical Preservation Act of 1974, as amended, (16 USC § 469a-1, et seq.) by (a) consulting with the State Historic Preservation Officer (SHPO) 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 Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
11. **COMPLIANCE WITH LAWS AND GUIDES** - It will comply, and assure the compliance of all its subgrantees and 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 and Administrative Guide for Grants, M7100.1; and all other applicable Federal laws, orders, circulars, or regulations.
12. **COMPLIANCE WITH CODE OF FEDERAL REGULATIONS** - 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 Employment 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.

13. **NONDISCRIMINATION** –

- A. It will comply with all State and Federal statutes relating to nondiscrimination.
- B. It will comply, and all its contractors will comply, with the nondiscrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, (42 USC § 3789(d)), or 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 (ADA) (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 Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39.
- C. 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 grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office of Justice Programs, Office for Civil Rights.
- D. It will provide an Equal Employment Opportunity Program (EEO) if required to maintain one, where the application is for \$500,000 or more.

14. **COASTAL BARRIERS** - It will comply with the provisions of the Coastal Barrier Resources Act (16 USC § 3501, et seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.

15. **SUPPLANTING PROHIBITION** - It will use funds to supplement existing funds for program activities and may not replace (supplant) non-Federal funds that have been appropriated for the same purpose. The applicant understands that potential supplanting will be the subject of monitoring and audit. Violations can result in a range of penalties, including suspension of future funds under this Program, suspension or debarment from Federal grants, recoupment of monies provided under this grant, and civil and/or criminal penalties.

16. **TAXES** – It will comply with all State and Federal laws and are solely responsible for filing all required State and Federal tax forms.

17. **GRANT ADMINISTRATION** - It will maintain an appropriate grant administration system to ensure that all terms, conditions and specifications of the grant, including these standard assurances, are met.

18. **PUBLIC INFORMATION** - It will ensure that all information collected, assembled or maintained by the applicant relative to a project will be available to the public during normal business hours in compliance with Texas Government Code, Chapter 552, unless otherwise expressly prohibited by law.

19. **CHILD SUPPORT PAYMENTS** – It will comply with Section 231.006, Texas Family Code, which prohibits payments to a person who is in arrears on child support payments.

20. **SUSPECTED CHILD ABUSE** - It will comply with Section 261.101 of the Texas Family Code, which requires reporting of all suspected cases of child abuse to local law enforcement authorities and to the Texas Department of Child Protective and Regulatory Services. Grantees shall also ensure that all program personnel are properly trained and aware of this requirement.

21. **RELATIVES** - It will comply with Texas Government Code, Chapter 573, by ensuring that no officer, employee, or member of the applicant's governing body or of the applicant's contractor shall vote or confirm the employment of any person related within the second degree of affinity or the third degree of consanguinity to any member of the governing body, or to any other officer or employee authorized to employ or supervise such person. This prohibition shall not prohibit the employment of a person who shall have been continuously employed for a period of two years, or such other period stipulated by local law, prior to the election or appointment of the officer, employee, or governing body member related to such person in the prohibited degree.

22. **OPEN MEETINGS** - If the applicant is a governmental entity, it will comply with Texas Government Code, Chapter 551, which requires all regular, special or called meeting of governmental bodies to be open to the public, except as otherwise provided by law or specifically excluded in the Texas Constitution.

23. **HEALTH, HUMAN SERVICES, PUBLIC SAFETY OR LAW ENFORCEMENT AGENCY** - If the applicant is a health and human services agency or public safety or law enforcement agency, it will not contract with or issue a license, certificate or permit to the owner, operator or administrator of a facility if the license, permit or certificate has been revoked by another health and human services agency or public safety or law enforcement agency.

24. **LAW ENFORCEMENT AGENCY** - If the applicant is a law enforcement agency regulated by Texas Government Code, Chapter 415, it will comply with all rules adopted by the Texas Commission on Law Enforcement Officer Standards and Education pursuant to Texas Government Code, Chapter 415, or it must provide the Criminal Justice Division with a certification from the Texas Commission on Law Enforcement Officer Standards and Education stating that the agency is in the process of achieving compliance with such rules.

CERTIFICATIONS

- 1. The applicant 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. Establish a drug-free awareness program to inform employees about:
 - i. the dangers of drug abuse in the workplace;
 - ii. the applicant's policy of maintaining a drug-free workplace;
 - iii. any available drug counseling, rehabilitation, and employee assistance programs; and
 - iv. 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:
 - i. abide by the terms of the statement, and

- ii. 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)(ii) 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:
 - i. Taking appropriate personnel action against such an employee, up to and including termination; or
 - ii. 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).

If application is in excess of \$100,000, I certify to the best of my knowledge and belief to the following:

1. No federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
☐ Check here if any non-federal funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement. You must also notify the Criminal Justice Division (CJD) or your local council of governments for the "Disclosure Form to Report Lobbying".
2. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers and that all sub-recipients shall certify accordingly.

AUDIT CERTIFICATION (SELECT THE APPROPRIATE CHOICE)

I certify:

☐

The applicant agency currently expends combined federal funding of \$500,000 or more and, therefore, is required to submit an annual single audit by an independent auditor made in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133.

☒

The applicant agency currently expends combined federal funding of less than \$500,000 and, therefore, is exempt from the Single Audit Act and cannot charge audit costs to a CJD grant. I understand, however, that CJD may require a limited scope audit as defined in OMB Circular A-133.

EQUAL EMPLOYMENT OPPORTUNITY PLAN (EEOP) CERTIFICATION (SELECT THE APPROPRIATE CHOICE)

Definitions:

Type I Entity

Educational/medical/non-profit institution/Native American Tribe – certification required (select appropriate choice below); EEOP NOT required.

Type II Entity

All other recipients receiving more than \$25,000, but not more the \$500,000 – certification required (select the appropriate choice below); organizations must maintain EEOP on file for possible audit if the organization has more the 50 employees.

Type III Entity

For profit entities and state and local governments receiving \$500,000 or more – certification required (select the appropriate choice below); the organization must submit an EEOP to the Office for Civil Rights (OCR) for approval.

If your organization is a Type I, II or III Entity, select one of the following:

☐

I certify this organization is a Type I Entity. This entity will comply with the prohibitions against discrimination in any program or activity (28 CFR § 42.203), is not required to maintain an Equal Employment Opportunity Plan, but will comply with equal employment opportunity program guidelines of the Department of Health and Human Services (28 CFR § 42.302).

☐

I certify this organization is a Type II Entity that employs less than 50 people. This entity will comply with the prohibitions against discrimination in any program or activity (28 CFR § 42.302), but is not required to maintain an Equal Employment Opportunity Plan (28 CFR § 42.301 *et seq*).

☒

I certify this organization is a Type II Entity that employs 50 or more people. This entity will comply with prohibitions against discrimination in any program or activity (28 CFR § 42.302), an has formulate an Equal Employment Opportunity Plan (28 CFR § 42.30 *et seq*), that is on file in the office of

Williamson County Human Resources Department.

☐ I certify this organization is a Type III Entity. This entity will comply with the prohibitions against discrimination in any program or activity (28 CFR § 42.302), and has formulated an Equal Employment Opportunity Plan (28 CFR § 42.301 *et seq*), that will be submitted to the Office for Civil Rights, Office of Justice Programs, Department of Justice, for approval upon award of a grant.

DEBARMENT CERTIFICATION (SELECT THE APPROPRIATE CHOICE)

If this application is in excess of \$25,000, I certify that:

- ☒ By submission of this proposal, that neither the applicant agency nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency; or,
- ☐ I am unable to certify the above statement and have attached an explanation to the application.

Applicants must complete and submit this form to CJD before they will receive state and/or federal funds. Recipients of state and/or federal funds must fully understand and comply with the requirements listed for the Assurances on pages 1 and 2 of this document. Failure to comply may result in the withholding of funds, termination of the award, or other sanctions.

Williamson County, Texas
Applicant's Organization

Substance Abuse "PROUD" Program
Project Title

Judge John C. Doerfler
Name of the Authorized Official

Williamson County Judge
Title of the Authorized Official

1/27/2004
Date

JUVENILE ACCOUNTABILITY
BLOCK GRANT (JABG) WAIVER
OF FUNDS FORM

OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE DIVISION
P.O. BOX 12428
AUSTIN, TEXAS 78711
512/463-1919
FAX: 512/475-2440
WWW.GOVERNOR.STATE.TX.US

1 T.A.C. §3.1211

Any entity receiving a local allocation may waive their ability to apply for funds and choose instead to waive the allocation back to the Governor’s Criminal Justice Division or to another larger or neighboring jurisdiction that may still benefit the waiving agency’s area. The grant applicant that is requesting CJD funding is responsible for obtaining the written authorization from each entity that chooses to waive an allocation. In addition, the grant applicant is responsible for forwarding this signed document at the same time that the “*Grant Application Certification Form*” is submitted to CJD via facsimile or mail. CJD will not award any *additional* waived funds to the applicant organization until the waiver form is signed and received by CJD via facsimile or mail.

PART I: WAIVER OF ALLOCATION

1. Does the entity choose to waive their allocation to CJD?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
2. Does the entity choose to waive their allocation to another entity?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
3. If you selected 'Yes', for either # 1 or # 2 above, PROVIDE the following information:				
a) The name of entity waiving funds:				
b) The waived funds amount (\$):				
c) The name of the organization that will receive the waived allocation.				
d) If funds are being waived to more than one organization, ENTER the additional name(s) of the organization(s) receiving funds and the amount of the waived funds:				
Name(s) of the Entity(ies) Receiving Waived Funds			Waived Funds Amount (\$)	

PART II: SIGNATURE AUTHORIZING THE WAIVER OF ALLOCATION

The above-named entity waiving the allocation understands that if funds are waived to the Governor’s Office, Criminal Justice Division (CJD), that those funds may be earmarked at the discretion of the executive director of the Criminal Justice Division. Or, if funds are waived to another entity, the above-named entity waiving funds understands that those funds may be used to provide juvenile accountability-based services to the waiving agency’s target area.

The entity waiving funds hereby authorizes the above-named organization(s) to receive the allocated funds.

Name of the Entity's Authorized Official	Name of the Waiving Entity	
Title of the Entity's Authorized Official	Signature of the Entity's Authorized Official	Effective Date