



TEXAS DEPARTMENT OF FAMILY AND PROTECTIVE SERVICES

COMMISSIONER
John J. Specia, Jr.

September 5, 2015

The Honorable Keith Self
Collin County Title IV-Legal
2300 Bloomdale Road, Suite 3100
McKinney, TX 75071

Re: FY 2015- County Legal Services IV-E Annual Review

Contract Number: 23939924

Dear Judge Self:

The Texas Department of Family and Protective Services (DFPS) must comply with federal regulations by conducting an annual review of your Title IV-E contract which includes the following contract actions:

- Identifying the budget to be used for the new contract period. This may include obtaining and approving a revised budget or confirmation of the continued use of the most current budget;
- ensuring documentation of the most current signature designation authority as documented on Form 2031, Signature Authority Designation;
- obtaining a current Form 4734 Federal Funding Accountability and Transparency Act (FFATA) Certification; and
- ensuring current areas of associated risk to the agency are annually identified.

Attached are the documents required to be maintained:

- Budget Form 2030CLIVE or Budget Form 2030CWIVE;
- Signature Authority Designation, Form 2031;
- Federal Funding Accountability and Transparency Act (FFATA) Certification Form 4734;
- Internal Control Certification, Form 9007ICC; and
- Risk Analysis Questionnaire, Form 9105.

701 W. 51ST ST. ♦ P.O. BOX 149030 ♦ AUSTIN, TEXAS 78714-9030 ♦ (512) 438-4800

An Equal Opportunity Employer and Provider

Please return the budget forms and their associated narrative to support the projected expenditures. If your agency claims an indirect rate, return your agency's most current, approved indirect rate. If a revised budget is not necessary, indicate in your return correspondence that the budget will remain as previously submitted.

Return Forms 4734, 9007ICC and 9105.

Return Form 2031 only if the signature authority has changed.

Return the enclosed documents via scan/email or mail to me at the following address by September 22, 2014.

Elaine J. Hoang
Contract Manager
DFPS CPS Regional Contracts
Arlington, TX 76011
Elaine.hoang@dfps.state.tx.us



2030CLIVE Collin Co
Legal.xls



2031 Collin County
Title IV-E Legal.doc



4734 Collin County
Title IV-E Legal.doc



9007ICC Collin Co
Title IV-E Legal.doc



9105 Collin Co Title
IV-E Legal.doc

If you have any questions regarding the proper completion of the enclosed documents, please contact me at [817-543-3964](tel:817-543-3964) or Elaine.hoang@dfps.state.tx.us.

Sincerely,

Elaine.hoang@dfps.state.tx.us
Contract Manager

cc: Larry B. Isbell, Regional Contracts Program Director

Enclosure(s):

- Budget for Title IV-E County Legal Services (Form 2030CLIVE)
- Signature Authority Designation (Form 2031)
- Federal Funding Accountability and Transparency Act (FFATA) Certifications, (Form 4734)
- Internal Control Certification, Form 9007ICC
- Risk Analysis Questionnaire, Form 9105