



## APPENDIX I - THE APPLICATION

Organization Name: Collin County

Amount Requested: \$20,000

**Series XV-B – General Assistance**

Grant Funding Period: July 1, 2015 – June 30, 2016

### **Applicant Information (Complete all lines)**

*Legal Name of Organization:	Collin County / Collin County Veterans' Court
*Mailing Address:	2300 Bloomdale Road, Suite 4192
*City/State/County/Zip:	McKinney, Texas 75071
Physical Address (if different):	NA
City/State/County/Zip :	NA
*Texas Address (if organization headquarters are located out of state):	NA
*City/State/County/Zip:	NA
*Website Address:	<a href="http://www.co.collin.tx.us">www.co.collin.tx.us</a>
*Organization Phone Number:	(972) 548-4100
*EIN number:	756000873
*DUNS number:	074873449

*Applicant Contact (Project Coordinator – Principal Participant):	John Roach, Jr.
*Contact Title:	Judge, 296 <sup>th</sup> District Court
*Phone Number:	(972) 548-4409
*E-Mail Address:	<a href="mailto:JudgeRoach@co.collin.tx.us">JudgeRoach@co.collin.tx.us</a>

*Applicant Contact (Financial Coordinator – Principal Participant):	Jeff May
*Contact Title:	County Auditor
*Phone Number:	(972) 548-4731
*E-Mail Address:	<a href="mailto:JMay@co.collin.tx.us">JMay@co.collin.tx.us</a>

### **\* Required Information**



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### True and Correct Statement:

TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL INFORMATION IN THIS APPLICATION IS TRUE AND CORRECT AND COMPLETED PER THE DIRECTIONS OUTLINED IN THE ACCOMPANYING REQUEST FOR APPLICATIONS.

THE APPLICANT ORGANIZATION REPRESENTATIVE HAS READ AND UNDERSTANDS ALL REQUIREMENTS AND PROVISIONS NOTED IN THE ACCOMPANYING REQUEST FOR APPLICATIONS, AND WILL COMPLY WITH ALL REQUIREMENTS AND PROVISIONS NOTED IN THE ACCOMPANYING REQUEST FOR APPLICATIONS AND NOTICE OF GRANT AWARD IF AN AWARD IS MADE.

THE SUBMISSION OF THIS DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT.

*Authorized Signature: (must be original)	
*Name and Title:	Keith Self, County Judge
*Phone Number:	(972) 424-1460 x4631
*Email:	<a href="mailto:Keith.Self@co.collin.tx.us">Keith.Self@co.collin.tx.us</a>
*Date:	

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All information must be in sufficient detail to ensure the application can be weighed with other application. Do not leave any item blank. Refer to Section V. Grant Application of the accompanying Series XV-B RFA document for further instructions.

The grant funding period is based on a 12-month calendar from July 1, 2015 to June 30, 2016. The required expenditure and program performance benchmarks (below) should be used as guidelines when completing the Application.

Date	Grant Period Elapsed	Amount Expended	Performance Met
October 1	25%	15%	15%
January 1	50%	40%	40%
April 1	75%	70%	70%

### Part I – Proposed Project Information

#### Proposed Project Name

- Provide a name for the Proposed Project.  
Veterans' Court Assistance

#### Amount Requested

Check the one box for the amount being requested.

- |                                     |           |                          |           |
|-------------------------------------|-----------|--------------------------|-----------|
| <input type="checkbox"/>            | \$5,000   | <input type="checkbox"/> | \$125,000 |
| <input type="checkbox"/>            | \$15,000  | <input type="checkbox"/> | \$150,000 |
| <input checked="" type="checkbox"/> | \$20,000  | <input type="checkbox"/> | \$200,000 |
| <input type="checkbox"/>            | \$50,000  | <input type="checkbox"/> | \$300,000 |
| <input type="checkbox"/>            | \$75,000  | <input type="checkbox"/> | \$400,000 |
| <input type="checkbox"/>            | \$100,000 | <input type="checkbox"/> | \$500,000 |

#### Grant Project Service Category

Check the one box that best describes the nature of the Proposed Project. See Page 11 of the General Assistance – Series XV-B RFA for more information about what may be included in the Service Categories listed below. **Mental Health projects will not be funded under this General Assistance grant.** Please see the Veterans Mental Health RFA and Application for funding requests for Mental Health projects.

- |                                     |  |
|-------------------------------------|--|
| <input type="checkbox"/>            | Financial Assistance   |
| <input type="checkbox"/>            | Homeless/Housing   |
| <input type="checkbox"/>            | Transportation   |
| <input type="checkbox"/>            | Employment   |
| <input type="checkbox"/>            | Family Services  |
| <input type="checkbox"/>            | Legal  |
| <input type="checkbox"/>            | Referral   |
| <input type="checkbox"/>            | Supportive Services  |
| <input checked="" type="checkbox"/> | Veterans Court ( <b>exception:</b> may include mental health components as part of overall Veterans Court program) |

#### Geographic Service Area(s)



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The counties that will be served by this grant are called the Geographic Service Area(s). All Texas counties are grouped into one of eight regions. Check **all** counties, regardless of region, that the Proposed Project will serve. If the Proposed Project is statewide, only check the statewide box.

Statewide

### Region 1 – Panhandle

- |  |                                   |                                       |                                    |                                     |
|--|-----------------------------------|---------------------------------------|------------------------------------|-------------------------------------|
| <input type="checkbox"/> Armstrong     | <input type="checkbox"/> Bailey   | <input type="checkbox"/> Briscoe      | <input type="checkbox"/> Brown     | <input type="checkbox"/> Callahan   |
| <input type="checkbox"/> Carson        | <input type="checkbox"/> Castro   | <input type="checkbox"/> Childress    | <input type="checkbox"/> Cochran   | <input type="checkbox"/> Coleman    |
| <input type="checkbox"/> Collingsworth | <input type="checkbox"/> Comanche | <input type="checkbox"/> Crosby       | <input type="checkbox"/> Dallam    | <input type="checkbox"/> Deaf Smith |
| <input type="checkbox"/> Dickens       | <input type="checkbox"/> Donley   | <input type="checkbox"/> Eastland     | <input type="checkbox"/> Fisher    | <input type="checkbox"/> Floyd      |
| <input type="checkbox"/> Garza         | <input type="checkbox"/> Gray     | <input type="checkbox"/> Hale         | <input type="checkbox"/> Hall      | <input type="checkbox"/> Hansford   |
| <input type="checkbox"/> Hartley       | <input type="checkbox"/> Haskell  | <input type="checkbox"/> Hemphill     | <input type="checkbox"/> Hockley   | <input type="checkbox"/> Hutchinson |
| <input type="checkbox"/> Jones         | <input type="checkbox"/> Kent     | <input type="checkbox"/> King         | <input type="checkbox"/> Knox      | <input type="checkbox"/> Lamb       |
| <input type="checkbox"/> Lipscomb      | <input type="checkbox"/> Lubbock  | <input type="checkbox"/> Lynn         | <input type="checkbox"/> Mitchell  | <input type="checkbox"/> Moore      |
| <input type="checkbox"/> Motley        | <input type="checkbox"/> Nolan    | <input type="checkbox"/> Ochiltree    | <input type="checkbox"/> Oldham    | <input type="checkbox"/> Parmer     |
| <input type="checkbox"/> Potter        | <input type="checkbox"/> Randall  | <input type="checkbox"/> Roberts      | <input type="checkbox"/> Runnels   | <input type="checkbox"/> Scurry     |
| <input type="checkbox"/> Shackelford   | <input type="checkbox"/> Sherman  | <input type="checkbox"/> Stephens     | <input type="checkbox"/> Stonewall | <input type="checkbox"/> Swisher    |
| <input type="checkbox"/> Taylor        | <input type="checkbox"/> Terry    | <input type="checkbox"/> Throckmorton | <input type="checkbox"/> Wheeler   | <input type="checkbox"/> Yoakum     |

### Region 2 – West Texas

- |                                  |                                   |                                     |                                 |                                    |
|----------------------------------|-----------------------------------|-------------------------------------|---------------------------------|------------------------------------|
| <input type="checkbox"/> Andrews | <input type="checkbox"/> Borden   | <input type="checkbox"/> Brewster   | <input type="checkbox"/> Crane  | <input type="checkbox"/> Culberson |
| <input type="checkbox"/> Dawson  | <input type="checkbox"/> Ector    | <input type="checkbox"/> El Paso    | <input type="checkbox"/> Gaines | <input type="checkbox"/> Glasscock |
| <input type="checkbox"/> Howard  | <input type="checkbox"/> Hudspeth | <input type="checkbox"/> Jeff Davis | <input type="checkbox"/> Loving | <input type="checkbox"/> Martin    |
| <input type="checkbox"/> Midland | <input type="checkbox"/> Pecos    | <input type="checkbox"/> Presidio   | <input type="checkbox"/> Reeves | <input type="checkbox"/> Terrell   |
| <input type="checkbox"/> Upton   | <input type="checkbox"/> Ward     | <input type="checkbox"/> Winkler    |                                 |                                    |

### Region 3 - Alamo

- |                                    |                                    |                                     |                                   |                                   |
|------------------------------------|------------------------------------|-------------------------------------|-----------------------------------|-----------------------------------|
| <input type="checkbox"/> Atascosa  | <input type="checkbox"/> Bandera   | <input type="checkbox"/> Bexar      | <input type="checkbox"/> Coke     | <input type="checkbox"/> Comal    |
| <input type="checkbox"/> Concho    | <input type="checkbox"/> Crockett  | <input type="checkbox"/> Dimmit     | <input type="checkbox"/> Edwards  | <input type="checkbox"/> Frio     |
| <input type="checkbox"/> Gillespie | <input type="checkbox"/> Guadalupe | <input type="checkbox"/> Gonzales   | <input type="checkbox"/> Irion    | <input type="checkbox"/> Karnes   |
| <input type="checkbox"/> Kendall   | <input type="checkbox"/> Kerr      | <input type="checkbox"/> Kimble     | <input type="checkbox"/> Kinney   | <input type="checkbox"/> La Salle |
| <input type="checkbox"/> Mason     | <input type="checkbox"/> Maverick  | <input type="checkbox"/> McCulloch  | <input type="checkbox"/> Medina   | <input type="checkbox"/> Mernard  |
| <input type="checkbox"/> Reagan    | <input type="checkbox"/> Real      | <input type="checkbox"/> Schleicher | <input type="checkbox"/> Sterling | <input type="checkbox"/> Sutton   |
| <input type="checkbox"/> Tom Green | <input type="checkbox"/> Uvalde    | <input type="checkbox"/> Val Verde  | <input type="checkbox"/> Wilson   | <input type="checkbox"/> Zavala   |

### Region 4 – South Texas

- |                                   |                                    |                                 |                                  |                                       |
|-----------------------------------|------------------------------------|---------------------------------|----------------------------------|---------------------------------------|
| <input type="checkbox"/> Aransas  | <input type="checkbox"/> Bee       | <input type="checkbox"/> Brooks | <input type="checkbox"/> Calhoun | <input type="checkbox"/> Cameron      |
| <input type="checkbox"/> DeWitt   | <input type="checkbox"/> Duval     | <input type="checkbox"/> Goliad | <input type="checkbox"/> Hidalgo | <input type="checkbox"/> Jackson      |
| <input type="checkbox"/> Jim Hogg | <input type="checkbox"/> Jim Wells | <input type="checkbox"/> Kenedy | <input type="checkbox"/> Kleberg | <input type="checkbox"/> Lavaca       |
| <input type="checkbox"/> Live Oak | <input type="checkbox"/> McMullen  | <input type="checkbox"/> Nueces | <input type="checkbox"/> Refugio | <input type="checkbox"/> San Patricio |
| <input type="checkbox"/> Starr    | <input type="checkbox"/> Victoria  | <input type="checkbox"/> Webb   | <input type="checkbox"/> Willacy | <input type="checkbox"/> Zapata       |



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### Region 5 – Gulf Coast

- |                                    |                                   |                                   |                                    |                                     |
|------------------------------------|-----------------------------------|-----------------------------------|------------------------------------|-------------------------------------|
| <input type="checkbox"/> Austin    | <input type="checkbox"/> Brazoria | <input type="checkbox"/> Chambers | <input type="checkbox"/> Colorado  | <input type="checkbox"/> Fort Bend  |
| <input type="checkbox"/> Galveston | <input type="checkbox"/> Harris   | <input type="checkbox"/> Liberty  | <input type="checkbox"/> Matagorda | <input type="checkbox"/> Montgomery |
| <input type="checkbox"/> Walker    | <input type="checkbox"/> Waller   | <input type="checkbox"/> Wharton  |                                    |                                     |

### Region 6 – Central Texas

- |                                    |                                    |                                   |                                     |                                     |
|------------------------------------|------------------------------------|-----------------------------------|-------------------------------------|-------------------------------------|
| <input type="checkbox"/> Bastrop   | <input type="checkbox"/> Bell      | <input type="checkbox"/> Blanco   | <input type="checkbox"/> Bosque     | <input type="checkbox"/> Brazos     |
| <input type="checkbox"/> Burleson  | <input type="checkbox"/> Burnet    | <input type="checkbox"/> Caldwell | <input type="checkbox"/> Coryell    | <input type="checkbox"/> Falls      |
| <input type="checkbox"/> Fayette   | <input type="checkbox"/> Freestone | <input type="checkbox"/> Grimes   | <input type="checkbox"/> Hamilton   | <input type="checkbox"/> Hays       |
| <input type="checkbox"/> Hill      | <input type="checkbox"/> Lampasas  | <input type="checkbox"/> Lee      | <input type="checkbox"/> Leon       | <input type="checkbox"/> Limestone  |
| <input type="checkbox"/> Llano     | <input type="checkbox"/> Madison   | <input type="checkbox"/> McLennan | <input type="checkbox"/> Milam      | <input type="checkbox"/> Mills      |
| <input type="checkbox"/> Robertson | <input type="checkbox"/> San Saba  | <input type="checkbox"/> Travis   | <input type="checkbox"/> Washington | <input type="checkbox"/> Williamson |

### Region 7- East Texas

- |                                    |                                    |                                   |  |                                      |
|------------------------------------|------------------------------------|-----------------------------------|--|--------------------------------------|
| <input type="checkbox"/> Anderson  | <input type="checkbox"/> Angelina  | <input type="checkbox"/> Bowie    | <input type="checkbox"/> Camp          | <input type="checkbox"/> Cass        |
| <input type="checkbox"/> Cherokee  | <input type="checkbox"/> Delta     | <input type="checkbox"/> Franklin | <input type="checkbox"/> Gregg         | <input type="checkbox"/> Hardin      |
| <input type="checkbox"/> Harrison  | <input type="checkbox"/> Henderson | <input type="checkbox"/> Hopkins  | <input type="checkbox"/> Houston       | <input type="checkbox"/> Jasper      |
| <input type="checkbox"/> Jefferson | <input type="checkbox"/> Lamar     | <input type="checkbox"/> Marion   | <input type="checkbox"/> Morris        | <input type="checkbox"/> Nacogdoches |
| <input type="checkbox"/> Newton    | <input type="checkbox"/> Orange    | <input type="checkbox"/> Panola   | <input type="checkbox"/> Polk          | <input type="checkbox"/> Rains       |
| <input type="checkbox"/> Red River | <input type="checkbox"/> Rusk      | <input type="checkbox"/> Sabine   | <input type="checkbox"/> San Augustine | <input type="checkbox"/> San Jacinto |
| <input type="checkbox"/> Shelby    | <input type="checkbox"/> Smith     | <input type="checkbox"/> Titus    | <input type="checkbox"/> Trinity       | <input type="checkbox"/> Tyler       |
| <input type="checkbox"/> Upshur    | <input type="checkbox"/> Van Zandt | <input type="checkbox"/> Wood     |  |                                      |

### Region 8 – North Texas

- |                                  |                                     |                                    |  |                                    |
|----------------------------------|-------------------------------------|------------------------------------|--|------------------------------------|
| <input type="checkbox"/> Archer  | <input type="checkbox"/> Baylor     | <input type="checkbox"/> Clay      | <input checked="" type="checkbox"/> Collin | <input type="checkbox"/> Cooke     |
| <input type="checkbox"/> Cottle  | <input type="checkbox"/> Dallas     | <input type="checkbox"/> Denton    | <input type="checkbox"/> Ellis             | <input type="checkbox"/> Erath     |
| <input type="checkbox"/> Fannin  | <input type="checkbox"/> Foard      | <input type="checkbox"/> Grayson   | <input type="checkbox"/> Hardeman          | <input type="checkbox"/> Hood      |
| <input type="checkbox"/> Hunt    | <input type="checkbox"/> Jack       | <input type="checkbox"/> Johnson   | <input type="checkbox"/> Kaufman           | <input type="checkbox"/> Montague  |
| <input type="checkbox"/> Navarro | <input type="checkbox"/> Palo Pinto | <input type="checkbox"/> Parker    | <input type="checkbox"/> Rockwall          | <input type="checkbox"/> Somervell |
| <input type="checkbox"/> Tarrant | <input type="checkbox"/> Wichita    | <input type="checkbox"/> Wilbarger | <input type="checkbox"/> Wise              | <input type="checkbox"/> Young     |

### **Proposed Project Services**

- Briefly describe the Proposed Project. Be specific in your answer and include the Who, What, Where, When, and Why of the Project.

The Collin County Veterans' Court is a specialized program for justice-involved veterans (JIV) with combat-related mental impairments directly correlated to the crime with which they are charged. The program provides a second chance through a judicially-supervised, team-based approach to ensure participants receive treatment for underlying risk factors that contributed to their crime(s), including substance abuse, medical, and/or behavioral conditions. PTSD, traumatic brain injuries, and substance abuse all change the way the brain functions and impacts the ability of individuals to make responsible choices. Research has demonstrated that establishing a supportive, non-adversarial judicial relationship, employing progressive sanctions and incentives, and providing regular, meaningful involvement with a judge are significant factors leading to positive behavioral changes among offenders.



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The goal of the Collin County Veterans' Court is to move JIV out of the traditional criminal justice process and into appropriate, individualized rehabilitative alternatives that improve mental health and successfully lead to community reintegration and criminal case resolution. Once veterans have been screened, assessed, and approved for participation in this voluntary program, they promptly begin a treatment program that is specific to their needs. In addition to program team meetings, the program may involve drug and/or alcohol treatment, random drug testing, support group meetings, vocational or job counseling, educational classes, and community supervision. Many services are provided by outside agencies, and participants are referred as needed. While actual length varies based on participant progress, the 12-to-24 month program consists of 3 phases requiring frequent meetings with the Judge and Program Team during the initial phase, which become less frequent during the second and final phases of the program. Upon successful completion of the program, the case(s) are normally dismissed or never filed.

Unfortunately, some veterans may be unable to pay for program costs or even daily, life expenses, preventing them from being able to participate in this beneficial program. The proposed project will provide up to ten Collin County Veterans' Court program candidates with financial assistance for program evaluations, treatment, counseling, and abstinence monitoring. Additionally, as program success can be affected by daily life circumstances, grant funding will also be used to assist participants with other needs that are critical to the veterans' overall well-being such as emergency utility, housing, medical, transportation, education, and/or employment assistance.

2. Briefly describe how Beneficiaries will access and/or be provided with Project services by your organization. Be specific in your answer and include the How of the Project.

Veterans' Court candidates are evaluated prior to program admission by the licensed therapist/evaluator program team member. However, some candidates cannot afford the expense, and thus, choose not participate in the program. In these cases, TVC grant funds will be used for evaluation costs. If the candidate is accepted into the program, evaluation findings are then used to design individualized treatment plans in coordination with the veteran. The VA Veterans Justice Outreach Officers (VJOS) and the Collin County Community Supervision Officer (CSO) coordinate to formulate goals, assign the veteran to treatment programs, consult with clinical staff for comorbidity treatment, assign complete home visits as required, and coordinate with partner agencies for any additional needs.

Treatment is usually provided at no charge through the VA. However, some veterans have needs beyond the scope of VA counseling programs or are unable to find transportation to the nearest VA clinic. Additional counseling, such as equine therapy, family counseling, etc., will be performed by partner agencies and private practitioners. If the veteran is unable to meet the expense of these needed treatments, grant funds will be used. Mid-point evaluations will be conducted to assess treatment progress and make adjustments as needed.

Additionally, during the initial program phase, the CSO may equip participants with a SCRAM (secure, continuous remote alcohol monitoring) device (if needed) to monitor abstinence and promote substance-free living while they progress with counseling and treatment. Grant funds will be used to defray abstinence monitoring costs for veterans who are unable to afford the monthly service costs.

The Veterans' Court program also provides or assists with provision of other needs and services to help participants succeed on a case-by-case basis. These services are specific to the individual and can include, but are not limited to, medical services (such as MRIs or detox drugs that are not covered), transportation/bus passes, one-time utility/housing assistance, and interview appropriate clothing. Monies are paid directly to the service provider, as opposed to the veteran themselves.



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### Need Identified

1. What is the community need(s) or problem(s) that the Proposed Project will address? Be specific in your answer and describe the need that your service area faces. Include references to data that may support that this need exists in your service area.

After more than a decade of international conflict, more than 1 million U.S. service men and women have been deployed to engage in combat operations in the Middle East. Many of these veterans served multiple tours of duty, spending long periods being hyper-vigilant in high stress situations. Unfortunately, research has previously shown that veterans can have a difficult time of readjusting to civilian life following combat duty which can result in criminal behaviors and incarceration.

Combat zone duty can result in injuries both to the body and psyche including post-traumatic stress disorder (PTSD), traumatic brain injuries (TBI), orthopedic injury and/or amputations, which are all conditions that can derail emotional control and lead to interpersonal conflicts and/or other erratic behaviors resulting in job loss, divorce, and strained relationships. Additionally, veteran populations have been shown to have higher than normal prevalence of mental health and substance abuse issues, which frequently result in illegal, violent, and/or risky behaviors and increased contact with the criminal justice system. In fact, national statistics show that nearly 10% of adults arrested have served in the military.

Additionally, as delayed onset of mental health issues and substance abuse are well documented in veterans of previous military engagements, it is likely that the United States is at the very start of what will likely be decades-long law enforcement engagement with these returning veterans. Currently, more than 43,000 veterans reside in Collin County. During FY 2014, 181 unduplicated veterans were jailed with 57 being detained multiple times.

2. How did you identify the community need(s) or problem(s)? Be specific in your answer and describe any methods used to identify that the need described above in **Need Identified #1** is present in your service area (example: current client experiences, word of mouth, client surveys).

With the ongoing Middle East conflicts, Judge Roach, in his 296<sup>th</sup> District Court, noticed an increase in veterans being charged with crimes that were directly related to their military service, evidencing a need for a veteran-specific treatment court. Since the program began in January 2013, 57 veterans have been assessed for eligibility into the program; currently there are 6 veterans participating in the program and 1 who has graduated.

3. How will the Proposed Project address the identified need(s) or problem(s)? Be specific in your answer and describe how the components of the Proposed Project as described above in **Proposed Project Services #1** will assist with the need described above in **Need Identified #1**.

Similar to other drug or treatment courts, Collin County Veterans' Court utilizes a judicially-supervised, multi-agency team-based approach to serve veterans struggling with addiction, mental illness, and other underlying risk factors that contributed to their crime(s). The voluntary program requires participants to undergo intensive treatment and counseling, submit to frequent supervision and random alcohol and/or drug testing, make frequent appearances in court, and to be closely monitored for program compliance. Promotion of sobriety, recovery, and stability through individualized substance abuse and mental health treatment and counseling, coupled with connections for housing, medical, vocational, and other support issues, diverts military offenders away from the tradition criminal justice system and attempts to reduce recidivism through provision of services while holding offenders accountable for their actions and addressing the underlying issues related to their criminal behavior.

4. How is the Proposed Project unique from other similar services that may be available in your proposed service area? Be specific with details about what sets your Proposed Project apart.

The Veterans' Court operated by the 296<sup>th</sup> District Court is the only veterans' treatment court in Collin County.

The purpose of the program is to provide veterans with individualized rehabilitative alternatives that successfully



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lead to community reintegration and criminal case resolution. While there are other drug/treatment courts in Collin County, there aren't any that specifically target veterans and their specialized needs. The Veterans' Court team is composed persons who can coordinate veteran-specific treatment and benefits and whom, as mostly veterans themselves, are better equipped to mentor justice-involved veterans.

### Beneficiaries

1. Define who will be eligible to receive services, listing any service restrictions of the Proposed Project. Be specific. Related to the information provided in **Need Identified** above, Applicants may restrict Proposed Project services to particular groups to address needs. For example, Proposed Projects may serve only Veterans of a particular era (such as Vietnam or OEF/OIF era Veterans); Veterans with a specific discharge status (such as Honorable); Veterans of a particular branch of service (such as Navy or Army); or particular Veteran dependents (such as dependents of newly separated veterans, or surviving spouses of reservists or Guards Members).

Veterans: Project beneficiaries will be Collin County Veterans' Court candidates and participants. To participate in the Veterans' Court program, veterans cannot be charged with crimes outlined in the Texas Code of Criminal Procedures 42.12 (3) (g). Veterans must have been diagnosed with post-traumatic stress disorder (PTSD), traumatic brain injury (TBI), or substance abuse/addiction related to combat/hazardous duty zone exposure with directly correlates to the criminal offense.

Veteran Dependents: NA

Surviving Spouses: NA

2. Describe any other restrictions on eligibility, if applicable (example: income level, beneficiaries living in a specific service area like a county or region, or referral from VA or other such organization.)

Financial assistance will be for program candidates who cannot afford program-associated or daily living expenses. As most counseling will be provided through the VA, financial assistance for counseling will be for program participants with counseling needs beyond what the VA can provide, given reasonable means of transportation, access, and program offerings.

3. If your organization receives grant funds, it will be responsible for tracking each individual Veteran, their dependents, and survivors that receive grant-funded service(s). The number of unduplicated Veterans, dependents and survivors, as well as cumulative totals, will be reported to the FVA quarterly. Projected performance should reflect the total number of unduplicated Veterans, dependents and survivors that your organization anticipates serving during the grant period.

Enter the estimated number of Veterans, Dependents, and Surviving Spouses to be served by the Proposed Project. The information to be entered is a number. Do not enter a percentage and do not enter a range.

Performance Measure	Estimated Number of Clients to be Served
Number of Veterans served. (Required performance measure for all applicants.)	10
Number of Dependents served. (Required performance measure if served.)	0
Number of Veterans' Surviving Spouses served. (Required performance measure if served.)	0
<b>Total Estimated Number of Clients to be Served</b>	<b>10</b>

### Project Eligibility

1. List the specific government forms your organization staff will use to verify eligibility of clients who can receive services as you have defined it above in **Beneficiaries #1** and **#2**.



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Eligibility will be established through documentation including the program application, DD214, charging instruments of the courts, psychological evaluations, and VA confirmation.

- Describe how the government forms and other eligibility document(s) will be retained (example: as listed in your organization’s retention policy) **and** maintained (example: in locked filing cabinet or electronically on your organization’s server).  
 Documents will be maintained in digital (secure organization server) and/or hardcopy in a secured manner and per UGMS and OMB guidelines for state and local governments. Program participant documentation is maintained for 3 years unless an Order of Expunction is signed which requires the destruction of most documentation.

### Project Principal Participants

List the principal participants in the organization. Indicate which principal(s), if any, are Veterans. **Refer to the RFA Section III. Definitions of Key Terms for who is considered a Principal Participant.** Résumés are to be included for each Principal Participant and should describe applicable experience by position

Name of Principal Participant	Title	Veteran (Y/N)	Résumé Attached (Y/N)
1. John Roach, Jr.	Judge, 296 <sup>th</sup> District Court	Y	Y
2. Andy Nation	Community Supervision Officer (CSO)	N	Y
3. Melissa Stroop	Veterans Justice Outreach Specialist (VJOS)	Y	Y
4. Gary Jackson	Veterans Service Officer	Y	Y
5. Charles Overstreet	Licensed Therapist/Evaluator	Y	Y
6. James Angelino	Defense Attorney	Y	Y
7. Wes Wynne	Assistant District Attorney	N	Y
8. Terry McCraw	Capitan, Sheriff’s Office	Y	Y
9. Keith Self	County Judge	Y	Y
10. Jeff May	County Auditor	N	Y

- What are the roles and responsibilities of the Principal Participants listed in the table above as related to the Proposed Project?  
 Principal Participant #1: Judge Roach leads the interdisciplinary program team, presides over the court proceedings, interacts directly and develops a rapport with participants, administers graduated sanctions and rewards to increase each veteran’s accountability and enhance the likelihood of recovery.  
 Principal Participant #2: Mr. Nation is responsible for intake and interview of each interested or referred veteran. He works with the veteran to determine program eligibility. If accepted, he maintains direct supervision of the veteran’s compliance with the program, including treatment attendance and substance abuse screening. Additionally, he provides community linkages and referrals to appropriate agencies/organizations for support services and assists with any emergency needs, such as housing and transportation, which may arise.  
 Principal Participant #3: Ms. Stroop is an employee of the VA and is a direct link between the VA and the program participants. She maintains a large network of service providers and refers veterans as needed. She also assists with VA Hospital services coordination.  
 Principal Participant #4: Mr. Jackson provides veterans with a direct link to community services throughout his community organizations network. He also assists veterans with filing benefits and disability claims.  
 Principal Participant #5: Dr. Overstreet is tasked with conducting evaluations and making the final determination of the veteran’s mental condition, including whether the service-related mental condition is causally linked with the alleged criminal activity as required by the Veterans’ Court statute. He also makes treatment recommendations, and assists with identification of a continuum of care for the participants.



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Principal Participant #6: Mr. Angelino advocates for the veteran, assists with the negotiation of plea agreements, and ensures the legal and constitutional rights of the defendant.

Principal Participant #7: Mr. Wynne represents the elected District Attorney on the Court Team. He reviews new cases and helps determine if the defendant will be approved for the program, monitors participant progress, and makes recommendations regarding sanctions. If the veteran is re-arrested, Mr. Wynne investigates the new case and assesses the appropriateness of continued participation.

Principal Participant #8: Captain McCraw helps identify veterans that have been arrested or jailed. He provides insight into the veteran's progress in detention, assists in monitoring the veteran if confined as a result of a sanction, and provides access for team members while in the veteran is in custody.

Principal Participant #9: Mr. Self serves as the executive officer and signing authority for the county, performing all duties as required.

Principal Participant #10: Mr. May ensures that all federal, state, local, and funding agency fiscal policies are followed and maintains all financial documentation.

### Partnerships

List agencies and/or organizations that will assist your organization in serving Beneficiaries as part of the Proposed Project. Use additional page(s) if needed.

Name of Partner Organization	Address	Telephone	Website
Veterans Affairs	1201 E. 9 <sup>th</sup> Street Bonham, TX 75418	(903) 583-6226	VA.gov
Veterans Affairs	2223 Colorado Blvd Denton, TX 76205	(903) 891-6350	VA.gov
Veterans Affairs	4500 S. Lancaster Road Dallas, TX 75216	(214) 857-2252	VA.gov
Collin County Veterans Service Office	900 E. Park Blvd, Ste 150 Plano, TX 75074	(972) 881-3062	CollinCountyTX.org
Community Lifeline Center	1601 N. Waddill Street Suite 102 McKinney, TX 75069	(972) 542-0020	CommunityLifeline.org
Veterans Coalition of North Texas	PO Box 2275 Dallas, TX 75201	(214)871-2420	VCNCT.org
Mental Health America – Operation Healthy Reunions	624 N. Good Latimer Suite 200 Dallas, TX 75204	(214) 871.2420	MHADallas.org
Heroes on the Water	101-C N. Greenville Ave Suite 55 Allen, TX 75002	(214) 295-4541	heroesonthewater.org
Equest Therapeutic Horsemanship	3800 Troy Road Wylie, TX 75098	(972) 412-1099	Equest.org
Urban League of Greater Dallas & North Central Texas	3911 S. Lancaster Rd Dallas, TX 75216	(214) 375-6280	uldgnctx.com
Habitat for Humanity	1400 Summit Ave, Ste C3 Plano, TX 75074	(972) 398-0634	Habitat-SCC.org

### Marketing and Outreach



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1. What outreach and/or marketing efforts are planned to ensure your organization is able to provide services to the Estimated Number of Clients to be Served as listed in the table for **Beneficiaries #3**? Clients are referred to the Veterans' Court from various sources including defense attorneys, prosecutors, supervision officers, detention facilities, or even family and friends of the accused. Outreach activities include continued information dissemination to veteran-specific organizations, community service organizations, and legal defense representatives in Collin County. The Veterans' Court also works with the Collin County Mental Health Managed Counsel program. Using these methods, the program has had 57 applicants over the past 18 months.

### Sustainability after the Grant

1. If your organization were to receive a one-year FVA grant, will the Proposed Project continue after the one-year grant period and FVA funding ends?  
 Yes       No
2. If Yes, please describe how the Proposed Project will continue. Include in your answer what other funding will be available to your organization and what other organizations with whom you'll be partnering or working to carry on the work of the Proposed Project after June 30, 2016:  
FVA funding will allow veterans to obtain services, such as evaluation, treatment/counseling, alcohol monitoring, and emergency support, which may otherwise be unable to be funded by the participant preventing some veterans from participating in the program. Without FVA funding, emergency support and needed treatments outside of the VA system will be limited. However, Collin County will continue to operate the Veterans' Court program through staff salaries, participant fees, and retained fees collected in accordance with Chapter 102.0178, Code of Criminal Procedure, for offenses found in Chapter 49, Penal Code (DWI) and Chapter 481, Health and Safety Code (controlled substances). Additionally, the program will continue to coordinate with all existing partners.

### Evaluation

1. As noted on Page 3 of this Application just before Part I: Proposed Project Information, a table lists the Commission-established benchmarks. **In addition to** meeting these Commission-established benchmarks for Expenditures and Performance, what measurements will your organization use to determine the effectiveness of the Proposed Project? Be specific about what tools you plan to use to measure effectiveness, for example client surveys or follow-up interviews to track completion rates or a number of months of independence after receiving services. The measurements should be appropriate for the components of the Proposed Project as described above in **Proposed Project Services #1**.  
In addition to the number of unduplicated veterans served/program participants, Collin County also maintains records for the number of persons assessed for program eligibility and the number of persons that successfully complete the program. Additionally, following program completion, participants are tracked for successful reintegration into society and recidivism.
2. **In addition to** meeting Commission-established benchmarks for Expenditures and Performance, what results do you expect to achieve by the end of the one-year grant period? Be specific about the results you anticipate for example the percentage of clients successfully completing a program or the number of services provided to reach a particular end result. This end result should correlate with the answers provided above in **Need Identified**. The goal is to graduate all participants from the program with the expectation that at least 80% will succeed. However, as the program is still relatively new and can take two years to complete, which is longer than the funding period, grant performance will be measured through continued participant progress. Additionally, the program anticipates assessing 35 veterans for program eligibility and accepting at least 5 new participants each year.



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## Part II – Organization Background

### Organization Overview

1. What is the purpose or mission of your organization?

The Collin County Veterans' Court is a specialized program for justice-involved veterans (JIV) with combat-related mental impairments directly correlated to the crime with which they are charged. Many veterans have trouble adjusting to civilian life, and national statistics show that nearly 10% of adults arrested served in the military. Over 43,000 veterans reside in Collin County.

It is our mission to provide support and rehabilitation opportunities to qualified criminal defendants whose crimes were materially connected to combat injuries suffered as a result of honorable service in the United States Armed Forces. Veterans' Court provides a second chance through a judicially-supervised, team-based approach to ensure participants receive treatment for underlying risk factors that contributed to their crime(s), including substance abuse, medical, and/or behavioral conditions. Once JIV have been screened, assessed, and approved for participation, they promptly begin treatment specific to their needs.

Participants who successfully complete the 6-to-24 month program may have their case(s) dismissed and their record expunged. The goal is to move JIV out of the traditional criminal justice process and into appropriate, individualized rehabilitative alternatives that successfully lead to community reintegration and criminal case resolution.

2. What year was your organization established?

The Collin County Commissioners approve the establishment of the Veterans' Court program on November 12, 2012. The program started accepting requests for program entry on January 1, 2013, and the first participant entered the program on April 19, 2013.

3. What types of programs/services does your organization as a whole currently provide? Provide examples and briefly describe program components.

Services provided are veteran-specific and depend on the needs of the particular veteran. All participants are evaluated by a licensed therapist who uses the evaluations to develop individualized treatment plans. Additionally, counseling/therapy to address underlying issues is provided for all program participants, while abstinence monitoring to promote substance-free living is provided in many cases, but only when necessary. Education, housing, and other service needs are frequently provided by partner agencies, and participants are referred as needed. If the veteran has needs that cannot be met through the VA or partner organizations, the Veterans' Court program may negotiate fees and pay for service expenses. For instance, the program recently paid a local hospital to have a contrast MRI administered and interpreted, which is not offered through the VA, for a program participant. Additionally the program is currently working with one participant's physician regarding prescription detoxification medication, which is not a VA-covered benefit. In addition, our program has provided assistance with rent and purchased bus/transportation passes for participants. All participating veterans are assigned a case manager who monitors progress and works closely with the program team and external service providers.

4. Who is currently served by the programs/services your organization currently offers?

Since the program accepted our first participant 19 months ago, our Veterans' Court program has had 7 veteran participants, one of whom has already completed the program. Additionally, we expect two additional participants will be enrolled in the program within the next 6 weeks.

### Organizational Structure

1. What type of organization is applying?



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- City/Municipal government  
 County government  
 Nonprofit organization  
 Other, please describe:

2. What type of governing body does your organization have?

- City Council/Mayor/City Manager  
 County Commissioners' Court/County Judge  
 Board of Directors/Board Officers/Executive Director  
 Other, please describe:

### Previous FVA Grant Awards

List any previous grants your organization was awarded from the FVA.

Amount Awarded	Grant/Contract #	Begin Date	End Date	Service Category
\$20,000	FVA_14A_0152	1/1/2014	12/31/2014	Veterans' Court
NA	NA	NA	NA	NA
NA	NA	NA	NA	NA

**\$20,000 Total FVA Grant Awards**

### Other Grants

List all grants your organization received within the last two (2) years. Do not include FVA grants listed above. Do not list in-kind donations. Use additional pages if needed.

Amount Awarded	Grantor	Grant/Contract #	Begin Date	End Date	Audit Performed (Yes or No)
\$1,599,685	Texas Department of State Health Services (DSHS)	2013-042593	10.1.2012	9.30.2013	Y
\$397,138	US Department of Justice (US DOJ)	NA	4.1.2012	9.30.2014	Y
\$103,391.12	Texas Division of Emergency Management (TDEM)	EMW-2012-SS-00018-S01	9.1.2012	1.31.2014	Y
\$17,202	US DOJ	SW-TXE-281H	10.1.2012	9.30.2013	Y
\$15,000	Internal Revenue Service (IRS)	NA	10.1.2012	9.30.2013	Y
\$690,711	DSHS	2013-041110-005	9.1.2012	8.31.2013	Y
\$178,549	DSHS	2013-041110-003	9.1.2012	8.31.2013	Y
\$354,062	DSHS	2013-041110-004	9.1.2012	8.31.2013	Y
\$21,639	DSHS	2013-041110-006	9.1.2012	8.31.2013	Y
\$182,178	DSHS	2013-041110-006	9.1.2012	8.31.2013	Y
\$135,989	DSHS	2013-041110-001	9.1.2012	8.31.2013	Y



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\$313,468	Texas Indigent Defense Commission (TIDC)	212-13-D05	10.1.2012	9.30.2013	Y
\$57,780	Office of the Governor (OOG) Criminal Justice Division (CJD)	DJ-11-A10-25709-01	9.1.2012	8.31.2013	Y
\$34,670	OOG CJD	JB-11-J20-25681-01	9.1.2012	8.31.2013	Y
\$97,108.14	Texas Department of Transportation (TxDOT)	2013-CollinDA-G-1YG-0285	10.1.2012	9.30.2013	Y
\$39,022	Texas Commission on Environmental Quality (TCEQ)	582-8-89950	9.1.2012	8.31.2013	Y
\$217,988	Texas Department of Criminal Justice (TDCJ)	NA	9.1.2012	8.31.2013	Y
\$202,077	TDCJ	NA	9.1.2012	8.31.2013	Y
\$461,871	TDCJ	NA	9.1.2012	8.31.2013	Y
\$760,128	TDCJ	NA	9.1.2012	8.31.2013	Y
\$301,572	TDCJ	NA	9.1.2012	8.31.2013	Y
\$56,217	TDCJ	NA	9.1.2012	8.31.2013	Y
\$96,064	TDCJ	NA	9.1.2012	8.31.2013	Y
\$195,857	TDCJ	NA	9.1.2012	8.31.2013	Y
\$40,126	TDCJ	NA	9.1.2012	8.31.2013	Y
\$1,887,056	TDCJ	NA	9.1.2012	8.31.2013	Y
\$48,336	Texas Juvenile Justice Department (TJJD)	TJPC-P-2012-043	9.1.2012	8.31.2013	Y
\$11,680	CoServ Charitable Foundation	NA	5.1.2012	4.30.2013	Y
\$346,876	North Central Texas Council of Governments (NCTCOG)	582-8-89950	9.1.2012	8.31.2013	Y
\$35,000	NCTCOG	NA	7.2.2012	6.28.2013	Y
\$160,278	Secretary of State	NA	9.1.2012	8.31.2013	Y
\$29,175	Office of the Attorney General (OAG)	1336528	9.1.2012	8.31.2013	Y
\$82,585	Texas Department of Motor Vehicles (Tx DMV)	NA	10.1.2012	9.30.2013	Y
\$481,602	TIDC	NA	10.1.2012	9.30.2013	Y
\$102,223	US DOJ	NA	10.1.2012	9.30.2013	Y
\$19,518	US DOJ	2013-DJ-BX-0870	10.1.2012	9.30.2016	Y
\$765,469	DSHS	2014-045024	10.1.2013	3.31.2014	N
\$17,971	US DOJ	NA	10.1.2013	9.30.2017	N



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\$200,000	TDEM	EMW-2013-SS-0045	9.1.2013	1.31.2015	N
\$44,864	TDEM	13TX-EMPG-0082	10.1.2012	3.31.2014	N
\$46,000	TDEM	NA	10.1.2013	3.31.2014	N
\$40,281.82	Army Corps of Engineers	NA	5.16.2014	9.2.2014	N
\$17,202.25	US DOJ	SW-TXE-279H	10.1.2013	9.30.2014	N
\$5,000	Federal Bureau of Investigations	SW-TXE-281H	10.1.2013	9.30.2014	N
\$27,200	IRS	NA	10.1.2013	9.30.2014	N
\$538,709	DSHS	2014-001267-00	9.1.2013	8.31.2014	N
\$126,633	DSHS	2014-001265-00	9.1.2013	8.31.2014	N
\$354,062	DSHS	2014-001266-00	9.1.2013	8.31.2014	N
\$26,715	DSHS	2014-001289-00	9.1.2013	8.31.2014	N
\$196,194	DSHS	2014-001394-00	9.1.2013	8.31.2014	N
\$119,622	DSHS	2014-001388-00	9.1.2013	8.31.2014	N
\$183,296	TIDC	212-34-D05	10.1.2013	9.30.2014	N
\$436,240	TIDC	212-14-D05	10.1.2013	9.30.2014	N
\$57,780	OOG CJD	SF-14-A10-25709-02	9.1.2013	8.31.2014	N
\$18,850	OOG CJD	JB-11-J20-25681-02	9.1.2013	8.31.2014	N
\$39,085	OOG CJD	SF-14-J20-26572-01	9.1.2013	8.31.2014	N
\$21,840	OOG CJD	DJ-12-A10-26942-01	10.1.2013	3.31.2014	N
\$46,585	OOG CJD	DJ-12-A10-26803-01	10.1.2013	3.31.2014	N
\$33,313.32	Texas Department of Family Protective Services (DFPS)	23939924 Amd 13-01	10.1.2013	9.30.2014	N
\$8,273.94	DFPS	23939923 Amnd 13-01	10.1.2013	9.30.2014	N
\$50,400	TxDOT	2014-CollinDA-G-1YG	10.1.2013	9.30.2014	N
\$18,250	CoServ Charitable Foundation	NA	11.19.2013	11.18.2014	N
\$153,592	TCEQ	582-14-40119	9.1.2013	8.31.2017	N
\$217,988	TDCJ	043-900	9.1.2013	8.31.2014	N
\$1,239,869	TDCJ	NA	9.1.2013	8.31.2014	N



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\$916,505	TDCJ	043-003	9.1.2013	8.31.2014	N
\$301,572	TDCJ	043-024	9.1.2013	8.31.2014	N
\$50,595	TDCJ	043-008	9.1.2013	8.31.2014	N
\$96,064	TDCJ	043-007	9.1.2013	8.31.2014	N
\$43,576	TDCJ	043-021	9.1.2013	8.31.2014	N
\$40,128	TDCJ	043-010	9.1.2013	8.31.2014	N
\$1,791,127	TJJD	A-2014-043	9.1.2013	8.31.2015	N
\$208,444.55	TJJD	N-2014-043	9.1.2013	8.31.2015	N
\$183,000	TJJD	P-2014-043	9.1.2013	8.31.2015	N
\$97,924	NCTCOG	NA	9.1.2013	8.31.2015	N
\$37,082	Shoap Foundation	NA	10.1.2013	3.31.2014	N
\$32,485.25	Secretary of State	NA	9.1.2013	8.31.2014	N
\$27,715.32	OAG	1445329	9.1.2013	8.31.2014	N
\$15,000	US DOJ	NA	7.1.2013	6.30.2014	N
\$1,000	US Secret Service	NA	11.21.2013	2.1.2014	N
\$342,517	TCEQ	582-12-202075	9.1.2013	8.31.2014	N
\$483,380	TIDC	NA	10.1.2013	9.30.2014	N
\$134,801	US DOJ	NA	10.1.2013	9.30.2014	N
\$1,704,932	DSHS	2015-047298	10.1.2014	9.30.2015	N
\$17,374	US DOJ	SW-TXE-279H	10.1.2014	9.30.2015	N
\$7,400	IRS	NA	10.1.2014	9.30.2015	N
\$538,709	DSHS	2015-001267-00	9.1.2014	8.31.2015	N
\$126,633	DSHS	2015-001265-00	9.1.2014	8.31.2015	N
\$34,320	DSHS	2015-047207-001	10.1.2014	6.30.2015	N
\$354,062	DSHS	2015-001266-00	9.1.2014	8.31.2015	N
\$78,475	DSHS	2015-046581-001	9.1.2014	8.31.2015	N
\$21,639	DSHS	2015-001289-00	9.1.2014	8.31.2015	N
\$160,194	DSHS	2015-001394-00	9.1.2014	8.31.2015	N
\$119,622	DSHS	2015-001388-00	9.1.2014	8.31.2015	N
\$122,633	TIDC	212-35-D05	10.1.2014	9.30.2015	N
\$14,729	OOG CJD	NA	9.1.2014	8.31.2015	N
\$38,800	OOG CJD	NA	9.1.2014	8.31.2015	N
\$55,380	TxDOT	2015-CollinDA-G-1YG-0132	10.1.2014	9.30.2015	N
\$217,988	TDCJ	043-900	9.1.2014	8.31.2015	N
\$1,234,626	TDCJ	NA	9.1.2014	8.31.2015	N



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\$951,205	TDCJ	043-003	9.1.2014	8.31.2015	N
\$376,070	TDCJ	043-024	9.1.2014	8.31.2015	N
\$54,971	TDCJ	043-008	9.1.2014	8.31.2015	N
\$97,029	TDCJ	043-007	9.1.2014	8.31.2015	N
\$36,552	TDCJ	043-021	9.1.2014	8.31.2015	N
\$40,126	TDCJ	043-010	9.1.2014	8.31.2015	N
\$1,764,260	TJJD	A-2014-043	9.1.2014	8.31.2015	N
\$208,445	TJJD	N-2014-043	9.1.2014	8.31.2015	N
\$48,336	TJJD	P-2014-043	9.1.2014	8.31.2015	N
\$27,715	OAG	1554534	9.1.2014	8.31.2015	N

**\$28,080,248 Total Other Grant Awards**

### Fiscal Management

Answer each question below and do not leave any item unanswered.

**1. What software does your organization used to record accounting transactions?**

QuickBooks  Sage MIP  Fundware  Other (If other, list software) \_\_\_\_\_  
 HTE/AS400

**2. Does your organization have written accounting policies and procedures for the following? Do not list N/A.**

	YES	NO
<b>A. Procurement</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>B. Vendor Payments</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>C. Payroll</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>D. Grants Administration</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>E. Cash Management</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>F. Travel</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>G. Capitalization and Equipment</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**3. Indicate if each statement is true or false for your organization. Do not list N/A.**

	TRUE	FALSE
<b>A. There has been no staff turnover or reorganization in the past 6 months.</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>B. The organization uses a Chart of Accounts.</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>C. Time sheets approved and signed by supervisory personnel.</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>D. An A-133 Single Audit has been performed in the past 2 years.</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>E. Travel receipts are submitted for travel reimbursement requests?</b>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>F. At what amount does your organization capitalize equipment?</b>	\$5,000	

### Performance Reporting



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1. What type(s) of data collection tools will your organization use to document Beneficiaries receiving services? (Example: case files, sign-in sheets, or phone logs.)  
Data collection will occur in the form of case files, computer files, participation summaries, evaluations, abstinence monitoring/drug test results, invoices, sign-in sheets, travel expenditures/receipts, and logged emails.
2. How will your organization consolidate the collected data **to ensure that beneficiaries that are reported to the FVA are unduplicated**? (Example: database, spreadsheets, or software that tracks by clients or notes duplicate clients.)  
Participant data will be consolidated into reporting spreadsheets (Excel) maintained by the Veterans' Court program. Payments using grant funds will only be made when supported by appropriate documentation (such as itemized invoice detailing date of service) per County policies, which is maintained in both hard and electronic format per federal, state, and local retention policies by the County Auditor's Office. FVA reports will be verified by the County Auditor's Office prior to submission by the Veterans' Court program.



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### Part III – Budget Tables and Budget Narratives

Microsoft Excel tables have been inserted into this document. Use the tables to the extent they apply to your Proposed Project. To activate the Excel tables, double-click on the table. This will open an active Excel window to be filled in. Once all information is entered into an Excel budget table, totals will calculate automatically. If additional lines are needed, they may be inserted in the tables using the Insert function. Do not modify tables, columns, totals, or formulas. Use whole dollar amounts.

Following each table, a narrative description supporting and discussing each budget item must be entered. For example, if there is travel in the budget, the narrative must discuss travel and the appropriateness of travel to the project.

#### A. Salary and Wages

1. Enter **each** employee that will be directly associated with the Proposed Project. Enter their position title, employee name, percent of time to be allotted to the Project, and employee's annual salary rate. The Total Cost will automatically total once all information is entered.

**Table A**

<b>Position Title</b>	<b>Employee Name</b>	<b>% of Time Allocated to Grant</b>	<b>Annual Salary</b>	<b>Total Cost</b>
NA		0%	\$0	<b>\$0</b>
		0%	\$0	<b>\$0</b>
		0%	\$0	<b>\$0</b>
		0%	\$0	<b>\$0</b>
		0%	\$0	<b>\$0</b>
		0%	\$0	<b>\$0</b>
		0%	\$0	<b>\$0</b>
<b>Total Salary and Wages</b>				<b>\$0</b>

2. Describe the roles and responsibilities of each of the positions listed under Salaries and Wages **and** how each of those roles are necessary to accomplishing the Proposed Project.  
NA

#### B. Fringe Benefits

1. For each Position listed in Table A, include the annual fringe benefits for that position.



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**Table B**

Position Title	Employee Name	% of Time Allocated to Grant	Annual Fringe Benefits	Total Cost
NA		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
		0%	\$0	\$0
<b>Total Fringe Benefits</b>				<b>\$0</b>

- Describe the benefits– including health insurance, annual leave, social security and any other applicable fringe benefits – for each position listed in Table B **and** how each of those benefits are necessary to accomplishing the Proposed Project.  
 NA

**C. Travel**

- Enter employee travel in the table below. This can include travel to and from conferences, training, etc. This does not include travel to provide services to Beneficiaries. List travel expenses relating to providing client services under Table F Client Services. As noted in the RFA Section XI. Grantee Training, funds do not need to be budgeted for travel to Austin, TX for grantee training. This training will be done remotely via webinar or conference call, or in some instances, FVA staff may conduct onsite training visits at the Awarded Applicant’s facility.

**Table C**

In or Out of State?	Type of Travel	No. of Staff	No. of Days	Total Cost
NA				
<b>Total Travel</b>				<b>\$0</b>

- Provide a description for each travel item included in the Table above. The description should include, but is not limited to, what the travel is for, mileage rates, meal rates per day, conference registration fees, **and** why the travel is necessary to accomplishing the Proposed Project.  
 NA

**D. Equipment**

- Enter a description, unit cost and quantity for each item of equipment to be purchased for the Proposed Project. Remember, capital expenditures and pieces of equipment that are capitalized are not allowable under this grant.

**Table D**



## APPENDIX I - THE APPLICATION

Organization Name: Collin County

Amount Requested: \$20,000

**Series XV-B – General Assistance**

Grant Funding Period: July 1, 2015 – June 30, 2016

Description	Unit Cost	Quantity	Total Cost
NA			<b>\$0</b>
<b>Total Equipment</b>			<b>\$0</b>

- Provide a description for each equipment item listed in the Table above **and** explain why each equipment item is necessary to accomplish the Proposed Project.  
NA

### E. Supplies

- Enter a description, unit cost and quantity for each item of supplies to be purchased for the Proposed Project.

**Table E**

Description	Unit Cost	Quantity	Total Cost
NA			<b>\$0</b>
<b>Total Supplies</b>			<b>\$0</b>

- Provide a description for each item of supply listed in the Table above **and** explain why each supply item is necessary to accomplish the Proposed Project.  
NA

### F. Client Services

- List each client service and the cost of each service. Client Services may include, but is not limited to, support such as bill pay, transportation to provide client services, and any contract personnel that will be providing services to Beneficiaries. List, if applicable, the maximum amount of assistance to be provided to clients. An itemized break-out of each client service is required, and extra lines may be inserted into this table.

**Table F**



## APPENDIX I - THE APPLICATION

Organization Name: Collin County  
 Amount Requested: \$20,000  
**Series XV-B – General Assistance**  
 Grant Funding Period: July 1, 2015 – June 30, 2016

Client Service	Maximum per Client	Total Cost
Evaluations	\$250	\$2,000
Counseling	\$250	\$2,000
Alcohol Abstinence Monitoring or Medical Assistance	\$1,000	\$5,000
Transportation Assistance	\$250	\$2,000
Emergency Living, Educational, and/or Employment Assistance	\$2,250	\$9,000
<b>Total Client Services</b>		<b>\$20,000</b>

2. Provide a description for each Client Service listed in the Table above **and** explain why each cost is necessary to accomplish the Proposed Project.
- Evaluations must be conducted by a licensed therapist prior to program acceptance; however, some veterans are unable to afford the expense which prevents them from entering this beneficial program. Mid-point evaluations may also be conducted to assess treatment progress and make adjustments as needed. Counseling is typically provided at no cost from the VA; however, transportation barriers may exist and/or the counseling program(s) needed may not be available at the VA. Counseling and treatment provides veterans with the guidance and support of experienced therapists to address underlying issues, develop coping strategies, and/or improve behavioral/mental health.

Abstinence monitoring helps prevent substance abuse allowing the veteran to focus on counseling/treatment and recovery. Additionally, monitoring can help identify areas of concern and more quickly implement and/or modify treatment plans, as needed. To support their treatment and recovery, some veterans have medical needs, which are not offered through the VA, such as MRIs and detox medications. Furthermore, program success can be affected by daily life circumstances. Veterans who have housing, employment, and transportation issues may be unable to fully participate in the program and focus on recovery and reintegration into society while worrying about daily, life expenses. The Veterans' Court works to meet a veteran's emergency situation needs on an individualized basis while developing a long-term plan for the veteran to succeed on his/her own.

### G. Construction

The FVA grant does not cover the cost of construction. This line is blank.

### H. Other Direct Costs

1. List any direct costs not included in the above tables.

**Table H**

Other Items	Total Cost
NA	
<b>Total Other Direct Costs</b>	<b>\$0</b>



## APPENDIX I - THE APPLICATION

Organization Name: Collin County

Amount Requested: \$20,000

**Series XV-B – General Assistance**

Grant Funding Period: July 1, 2015 – June 30, 2016

2. Provide a description for each item of other direct costs listed in the Table above **and** explain why each cost is necessary to accomplish the Proposed Project. If costs are allocated an approximate percentage to be charged to this grant is to be included.

NA

### I. Total Direct Charges

All Personnel, Fringe Benefits, Travel, Equipment, Supplies, Client Services and Other Direct Charges and should sum to Total Direct Charges on Line I of Table K below.

### J. Indirect Costs

This grant has a **maximum indirect charge of 10% of total direct costs** requested. Indirect charges are those items that are often considered “overhead,” and can be classified as those costs associated with accounting, human resources, and other administrative and facility-related costs. **Any item listed as an Indirect Charge cannot also be included as a Direct Charge.**

- Under 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, if the applicant organization has an indirect cost agreement with the federal government, this rate must be used, but the total amount of indirect charges may not exceed 10% of total direct costs requested. A copy of the federal indirect negotiated cost agreement must be submitted as part of the Application Package if the organization has one. See 2 CFR §200.414 Indirect (F&A) Costs to ensure compliance.
- Under 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, if the applicant organization has never received a negotiated indirect cost rate, the applicant organization may elect to charge a flat rate of 10% of Modified Total Direct Costs for indirect charges. See 2 CFR §200.414 Indirect (F&A) Costs to ensure compliance.

1. Enter the indirect cost item, the cost of the item, and the indirect cost rate as a percentage. The total indirect cost will calculate.

**Table J**

Item	Federal Indirect Cost Rate	Total Direct Costs (from Table K, Line I.)	Indirect Rate (%)	Total Indirect Cost
Federal Negotiated Cost Agreement			10%	\$0
<b>Total Indirect Costs</b>				<b>\$0</b>

2. Provide a description for **each** item of indirect costs listed in the Table above **and** explain why that indirect cost is necessary to accomplish the Proposed Project.

NA

### K. Budget Table

Enter the all Total lines from Tables A-H and J on the corresponding line below. **The total of Table K must match the grant amount being requested in Part I: Proposed Project Information Amount Requested.**



## APPENDIX I - THE APPLICATION

Organization Name: Collin County

Amount Requested: \$20,000

**Series XV-B – General Assistance**

Grant Funding Period: July 1, 2015 – June 30, 2016

**Table K**

<b>Budget Categories</b>		
Table		<b>Total Cost</b>
A.	Salary and Wages	<b>\$0</b>
B.	Fringe Benefits	<b>\$0</b>
C.	Travel	<b>\$0</b>
D.	Equipment	<b>\$0</b>
E.	Supplies	<b>\$0</b>
F.	Client Services	<b>\$20,000</b>
G.	Construction	
H.	Other	<b>\$0</b>
I.	<b>Total Direct Costs</b>	<b>\$20,000</b>
J.	Indirect Costs	<b>\$0</b>
	<b>Total</b>	<b>\$20,000</b>

### L. Matching Funds

Describe what other funding sources and/or matching funds your organization will be using to support and accomplish the goals of the Proposed Project. This information helps to provide a complete picture of what resources will be used to accomplish the Proposed Project. Be specific in your answer by including, for example, any other grants that may fund portions of the Proposed Project, in-kind donations, or volunteer time that assists in the delivery of Proposed Project services.

Participants are responsible for paying for their own evaluations, counseling/treatment, and monitoring, if possible. Additionally, participants are charged a sliding-scale fee, up to \$750, to participate in the program, and the county retains a portion of the fees collected in accordance with Chapter 102.0178, Code of Criminal Procedure, for offenses found in Chapter 49, Penal Code (DWI) and Chapter 481, Health and Safety Code (controlled substances). These funds are placed in the Collin County drug court fund, which is divided among all 4 (2 misdemeanor, 1 juvenile, and Veterans') treatment courts, and are used to pay for program needs that participants cannot afford. Staff salaries are paid for either by the county or by the employee's respective employers for non-county employees. Substance abuse testing supplies and lab services, as well as SCRAM devices for non-pretrial diversion participants, are paid for by the Collin County probation department. These items will continue to be budgeted by Collin County in the future.