



APPENDIX I - THE APPLICATION

Organization Name: Collin County

Amount Requested: \$250,000

Total Number of Clients to be Served: 70

2018-2019 Veterans Treatment Court Grant

Grant Funding Period: July 1, 2018 – June 30, 2019

Applicant Information (Complete all lines)

*Legal Name of Organization:	Collin County
*Mailing Address:	2300 Bloomdale Rd, Suite 4192
*City/State/County/Zip:	McKinney, TX 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:	www.co.collin.tx.us
*Organization/Program Phone Number:	(972) 548-4100
*EIN number:	756000873
*DUNS number:	074873449

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

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

* Required Information



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2018-2019 Veterans Treatment Court Grant

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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 EFFECTIVE UPON SUBMISSION OF THIS APPLICATION AND THROUGHOUT THE LIFETIME OF THE GRANT 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:	Keith Self
*Title:	County Judge
*Phone Number:	(972) 424-1460 x4631
*Email:	Keith.Self@co.collin.tx.us
*Date:	10/19/17

* Required Information

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 2018-19 Veterans Treatment Court RFA document for further instructions.

The grant funding period is based on a 12-month calendar from July 1, 2018 to June 30, 2019. 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

1. Provide a name for the Proposed Project.
North Texas Regional Veterans Court

Amount Requested

Select **one** amount being requested. Applicants must refer to **RFA Section IV. Program Guidelines, H. Funding Amounts and Financial Documentation** to ensure they are able to support request amount with correct financial documentation and other requirements.

Select Amount Requested

« (\$ 250,000 »»

This Application is not for Veterans Mental Health programs, Housing 4 Texas Heroes programs, or General Assistance programs.

Check the **one** box that best describes the nature of the Proposed Project.

- New Veterans Treatment Court program
- Expansion of services of currently-established Veterans Treatment Court program
- Maintaining services provided by currently-established Veterans Treatment Court program

Geographic Service Area(s)

Check the **one** box that best describes the nature of the service area for the Proposed Project: Single County or Regional.

- Single County
- Regional

Rural Counties, per the Office of Rural Health Policy, are designated below in bold. Rural counties with an asterisk are designated as being part of a Metropolitan Area but are considered Rural based on their census tracts as determined by the Office of Rural Health Policy.

1. Check the county (or counties, if Regional) regardless of region, that the Proposed Project will serve.

Region 1 – Panhandle

- Armstrong *** **Bailey** **Briscoe** **Brown** **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"/> Menard |
| <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 |

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 checked="" type="checkbox"/> Fannin | <input type="checkbox"/> Foard | <input checked="" type="checkbox"/> Grayson | <input type="checkbox"/> Hardeman | <input type="checkbox"/> Hood |
| <input type="checkbox"/> Hunt | <input type="checkbox"/> Jack | <input type="checkbox"/> Johnson | <input checked="" type="checkbox"/> Kaufman | <input type="checkbox"/> Montague |
| <input type="checkbox"/> Navarro | <input type="checkbox"/> Palo Pinto | <input type="checkbox"/> Parker | <input checked="" 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

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

The North Texas Regional 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.

The goal of the North Texas Regional Veterans Court is to move justice-involved veterans 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. Upon successful completion of the program, the case(s) are normally dismissed, expunged, or never filed.

The Collin County Veterans Court program was started in 2013 by the 296th District Court Judge in Collin County. Unfortunately, many smaller counties in the area do not possess the resources to manage a similar program, resulting in justice-involved veterans in those counties not receiving the treatment and support needed for recovery and restoration to their pre-combat lives. In an effort to meet the need, the program was expanded into

four neighboring counties - Fannin, Grayson, Kaufman, and Rockwall – resulting in the North Texas Regional Veterans Court. Each county has a local interdisciplinary team, composed of a supervision/probation officer, veterans service officer, defense attorney, prosecuting attorney, and law enforcement officer, which are led by the 296th District Court Judge. The team reviews and discusses participants' progress and uses a coordinated strategy to help veterans recover. The program currently consists of 55 participants – 22 from Collin, 8 from Rockwall, 10 from Grayson, 10 from Kaufman, and 5 from Fannin County. Additional participants are expected to be added throughout the grant period.

As program success can be affected by daily life circumstances, grant funding will be used to assist veterans' with unexpected needs that are critical to the veterans' overall wellbeing such as utility, housing, and transportation expenses. Provision of assistance in these situations allows veterans to more fully participate in the program, focusing on recovery and reintegration into society. Grant funds will also be utilized to provide abstinence monitoring and calendars/journals for program participants, as well as program handbooks for participants, mentors, and Veterans Treatment Court (VTC) staff members.

Grant funding is requested for three contractual positions to serve participants in all five counties. The Program Manager serves as the primary point of contact for the VTC, receives and reviews all applications for program participation, coordinates opportunities for community outreach and program education, oversees all program participants and staff, coordinates between the counties, collects and maintains all program data, and updates the programs policies and procedures to remain current with the best practices of a VTC. The Licensed Mental Health Consultant will complete initial evaluations for participants, contribute to the development of individualized treatment plans, monitor progress, and make continuing care recommendations. The Case Manager will serve as the veterans' first point of contact on the VTC treatment team and link participants to the civilian continuum of care, providing community linkages and referrals, as appropriate, and will aid in monitoring program compliance. Travel monies will be utilized by the Judge for travel between the counties and for attendance to the annual Texas Association of Specialty Courts Training Conference. Additionally, funds to compensate reserve bailiffs needed for court sessions in Grayson and Rockwall counties and court reporters in Fannin, Grayson, Kaufman, and Rockwall counties are being requested. Court sessions in Rockwall County are held in an auxiliary courtroom and a bailiff is not provided.

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.

The North Texas Regional Veterans Court will operate as most treatment courts with a court team overseeing an intensive supervision program with strong judicial interaction. Judge John Roach, Jr., will preside over the program for all five counties. The three proposed grant-funded positions - Program Manager, Licensed Mental Health Consultant, and Case Manager – as well as the US Department of Veterans Affairs (VA) Veterans Justice Outreach Specialist will serve on all counties' teams. All other members will only serve their respective county's participants.

Prior to program admission, North Texas Regional Veterans Court candidates will be evaluated by the proposed Licensed Mental Health Consultant. The court team does not currently have a single mental health professional that is an active and consistent participant in all counties and court sessions. If the candidate is accepted into the program, the Licensed Mental Health Consultant will use the evaluation findings to design individualized treatment plans in coordination with the veteran. The VA Veterans Justice Outreach Specialist, proposed Case Manager, and the Program Manager will coordinate to formulate goals, assign the veteran to treatment programs, consult with clinical staff for co-morbidity treatment, 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 obtain transportation to the nearest VA clinic. The proposed Case Manager will be the veterans' link to the civilian continuum of care by providing community linkages and referrals and assisting with navigation through the civilian healthcare system. Additional treatment and counseling, such as equine therapy, family counseling, etc., will be performed by partner agencies and private practitioners. Mid-point evaluations will be conducted by the Licensed Mental Health Consultant to assess treatment progress and make adjustments as needed.

Additionally, during the initial program phase (approximately 3-4 months), participants may need to be equipped with a SCRAM (secure, continuous remote alcohol monitoring) device, drug patch, or other monitoring device 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.

As program success can be affected by daily life circumstances, the program also provides or assists with provision of other needs and services to help participants succeed on a case-by-case basis. The program 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. The Case Manager provides community linkages and referrals to appropriate agencies/organizations for support services and coordinates with the Program Manager to assist with any emergency needs, which can include, but are not limited to, transportation, utility, or housing assistance and interview appropriate clothing. The Program Manager arranges services paid with grant monies and manages the grant funds, which are paid directly to the service provider, as opposed to the veteran themselves.

In addition to the aforementioned services, participants are also provided with a mentor. Mentors have routine contact with participants and attend court sessions with them. The majority of mentors are veterans themselves, and as such, provide an additional person, outside of the system, for the veterans to communicate with, relate to, and form bonds. In many instances, this relationship lasts beyond the length of the program. Each county has a mentor coordinator tasked with recruiting and assigning mentors for program participants.

While the program length varies (12 to 24 months) for each individual participant and their needs, it consists of three phases requiring less frequent monitoring and supervision with each subsequent phase. For each county, the court team will meet monthly to review and discuss each participant's program progress. Reports can cover a range of topics including employment, rule violations, drug/alcohol screening results, and treatment, among others. Any failure to comply with program requirements is addressed and progressive sanctions, based on a written matrix, may be imposed. If all reports are positive, the participant receives encouraging feedback and may look forward to program advancement and completion.

Need Identified

1. What is the community need(s) or existing service gap(s) that the Proposed Project will address? Be specific in your answer and sufficiently describe the need that your service area faces to include the Why of the Project. More than 20 million men and women living in the US have served in the US military. Many of these veterans were deployed to engage in combat operations, spending long periods being hyper-vigilant in high stress situations. 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. Unfortunately, decades of research has shown that veterans can have a difficult time of readjusting to civilian life and 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; increased contact with the criminal justice system; and incarceration.

According to the US Census Bureau 2016 Quick Facts, nearly 68,000 veterans reside in the five counties that make up the North Texas Regional Veterans Court. In Collin County, the number of veterans has decreased over the past 8 years by 4%; however, the number of veterans jailed has significantly increased.

2. How did you identify the community need(s) or problem(s)? Be specific in your answer and sufficiently describe any methods used to identify that the need described above in **Need Identified #1** is present in your service area. Include references to data that may substantiate and support that this need exists in your service area. With the ongoing Middle East conflicts, Judge Roach, in his 296th 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. In Collin County, over the past 8 years, the number of inmates with military experience has

increased almost 400% from fiscal year 2010 to 2017. Data is expected to be similar from other counties participating in the North Texas Regional Veterans Court based on anecdotal evidence.

Collin County Jail	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017*
Unduplicated Veterans Detained	90	97	162	241	239	227	414	443
# Veterans Detained Multiple Times	20	20	37	79	74	57	95	101

*incomplete data

The benefits of program expansion were initially recognized by the Veterans Service Officer through networking avenues. Many of the smaller counties in North Texas are unable to support a veterans treatment court program, leaving the justice-involved veterans in those counties without the support and treatment needed to recover. Understanding that a regional court would be able to reach more veterans by having smaller counties coordinate with larger counties to maximize resources in North Texas, Judge Roach offered to create and preside over a regional program. Establishing a regional court brings this valuable program and its potential benefits to veterans outside of Collin County.

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

Similar to other drug or treatment courts, the North Texas Regional 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 traditional 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.

The North Texas Regional Veterans Court taps into the unique aspects of military and veteran culture and uses it to the benefit of the veteran. Through the program, former military personnel are allowed to participate in the treatment court process with their fellow veterans, re-instilling a sense of camaraderie that they felt while in the military, and providing them with the treatment and tools for coping with their underlying problems. As the program comprises five counties, more justice-involved veterans are able to participate in this successful treatment model, which otherwise would be unavailable to them based solely on county lines.

The proposed project provides financial assistance for abstinence monitoring and emergency living assistance for program participants, as well as funding three consultant positions who provide services crucial for veterans' success through the program.

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 North Texas Regional Veterans Court, judicially supervised by the 296th District Court, was the first regional veterans treatment court in Texas and is the only veterans treatment court in these five counties. The purpose of the program is to provide veterans with individualized rehabilitative alternatives that successfully lead to community reintegration and criminal case resolution. While there are other drug / treatment courts in the counties, there aren't any that specifically target veterans and their specialized needs. The Veterans Court team is composed of persons who can coordinate veteran-specific treatment and benefits and whom, as mostly veterans themselves, are better equipped to mentor justice-involved veterans. The regional program is able to reach veterans in multiple counties that otherwise, based on county lines, would not receive the support and treatment needed for recovery and restoration to their pre-combat lives.

Beneficiaries

- As noted in Section IV. Program Guidelines, C. Eligibility of Beneficiaries, there are specific eligibility requirements for this grant program. Related to the information provided in **Need Identified** above, Applicants may elect to restrict Proposed Project services to particular groups to address needs by narrowing the eligibility of who can receive services through the Proposed Project. Examples include, but are not limited to:
 - Veterans of a particular era (such as Vietnam or OEF/OIF era Veterans);
 - Veterans with a specific character of discharge (such as Honorable, other than Dishonorable, etc.);
 - Veterans’ duty status (such as National Guard, Reservist, or Active Duty); or
 - Particular Veteran dependents (such as dependents of newly separated veterans, or surviving spouses of reservists or Guards Members).

Provide a definition below for each applicable category that will be eligible to receive services, listing any service restrictions of the Proposed Project. Be specific. Do not include the number of clients you anticipate serving.

Veterans: The program accepts active duty, current National Guard and Reserve members, and those discharged as honorable, general under honorable conditions, and other than honorable conditions. Eligibility for program participation is determined by the court team members through a review of criminal and military records.

Veteran Dependents: NA

Surviving Spouses: NA

Choose from the list below all discharge statuses that will be accepted by your organization:

- Honorable
- General Under Honorable Conditions
- Other Than Honorable Conditions
- Bad Conduct
- Dishonorable
- Dismissed
- Uncharacterized

- Describe any other restrictions on eligibility, if applicable (examples: the Court serves only misdemeanor offenses, beneficiaries must live in a specific service area like a county or region).

Project beneficiaries will be Veterans Court candidates and participants whose criminal case(s) have been filed in Col- lin, Fannin, Grayson, Kaufman, or Rockwall counties. To participate in the 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, determined by assessment to be caused by their military service, which directly correlates to the criminal offense. Prior to a veteran being accepted into the program, court team members review VA records for existing diagnoses. If no diagnosis for PTSD, TBI, or substance abuse exists, the program requests the veteran be evaluated by a licensed professional.

- 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.

- Estimated Number of Clients to be Served

Enter the estimated number of unduplicated 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.)	70 Veterans
Number of Dependents served. (Required performance measure if served.)	0 Dependents
Number of Veterans’ Surviving Spouses served.	0 Surviving Spouses

(Required performance measure if served.)	
Total Estimated Number of Clients to be Served	70 Total Unduplicated Beneficiaries

b. Additional Performance Measures and Estimated Volume of Services Provided to Clients

1. First enter additional performance measures that align with and are related to the Proposed Project in the Performance Measure column. For example, if the Proposed Project includes providing substance abuse counseling, an additional performance measure may be “number of substance abuse counseling sessions provided to beneficiaries.”

Then, provide the estimated volume over the grant funding period for the additional performance measure listed. For example, “120 sessions.”

Additional lines may be added.

Performance Measure	Estimated Volume of Services Provided to Clients
<i>Example: Number of substance abuse counseling sessions to beneficiaries.</i>	<i>Example: 120 sessions</i>
Number of veterans assessed for program eligibility annually	150 participants
Number of new participants accepted to program each year	40 participants
Number of veterans provided with drug and / or alcohol monitoring assistance	30 participants
Number of veterans provided with emergency living assistance	10 participants

c. Goals and Anticipated Outcomes

1. First enter goals that align with and are related to the Proposed Project in the Goals column. For example, if the goal is to “clients completing the Veterans Court program will have their criminal charges dropped.”

Then provide the anticipated outcome for the goal listed in the “Anticipated Outcomes” column. For example, “85% of clients will complete the Veterans Court program.”

Additional lines may be added.

Goals	Anticipated Outcomes
<i>Example: Clients completing the Veterans Court program will have their criminal charges dropped.</i>	<i>Example: 85% of clients will complete the Veterans Court program.</i>
Participants graduate / successfully complete the program	80% of participants successfully complete the program
Participants successfully reintegrate into society	90% of program graduates do not reoffend within the first 3 years
Participants provided with emergency living assistance demonstrate improved quality of life through reduction of high risk living situations	70% of participants demonstrate housing stability
Unemployed participants are able to gain employment	80% participants successfully employed

2. Next, describe how you will determine if anticipated outcomes are met. Examples may include using a client satisfaction survey, following up with clients 30-90 days after receiving services to determine status, tracking pertinent client data.

Successful completion of the program will be determined by maintaining and analyzing the number of participants who complete the program against the number who begin the program. Additionally, the Program Manager will search county arrest / jailing records and conduct a personal follow up with program graduates at one year post-completion to determine if the veteran has reoffended. Post-program data will also be collected by the Mentor Coordinator through direct contact with program graduates, whose goal is to maintain contact for at least three years post-program completion. Communication with the participants during the program will give data to support improvement in health and independence, as well as employment status; data will be compiled into a spreadsheet and maintained for reporting purposes. All data will be maintained by Veterans Court staff.

Project Eligibility

1. Eligibility to receive services must be verified and documented. The RFA includes a list of **specific forms** your organization staff may use to verify eligibility of clients who can receive services and ensure that it is applicable to beneficiary definitions above in **Beneficiaries #1** (Veteran, dependent, surviving spouse related) and **#2** (any other applicable eligibility requirements). Select the forms your agency will use to verify eligibility.

- DD Form 214, Certificate of Release or Discharge from Active Duty
- NGB-22, National Guard Report of Separation and Record of Service
- NA Form 13038, Certification of Military Service
- Department of Veterans Affairs (VA) official letter or disability letter with character of service listed
- E-Benefits summary letter with character of service listed
- Honorable discharge certificate
- Uniform Services Identification Card
- State of Texas Issued Driver License with Veteran designation

If dependents and surviving spouses are listed as eligible beneficiaries, include how their eligibility will be verified. Select the forms your agency will use to verify eligibility

Dependents:

- Uniform Services Identification Card
- Marriage Certificate
- Birth Certificate
- Adoption Certificate

Surviving Spouse:

- Uniform Services Identification Card
- Marriage Certificate
- Death Certificate or one of the forms listed above for Veterans eligibility

2. Describe how the eligibility verification documents 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).

Note: Retention period must meet minimum requirements as defined in 2 CFR 200.333 of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Documents will be maintained in digital (secure organization server) and/or hardcopy within a locked container in a limited or exclusion area or be under the physical control of an authorized individual and per UGMS and OMB guidelines for state and local governments. Program participant documentation is retained per Collin County's retention policy unless an Order of Expunction is signed which requires the destruction of most documentation within 10 days of Judge Roach signing the Order. At that time, all personally identifiable information (PII) from the expunged record will be removed from electronic records and hardcopy documents shredded using the most appropriate and effective means necessary.

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)	# of years of experience in position	Résumé Attached (Y/N)
1. John Roach, Jr	Judge, 296 th District Court	Y	11	Y
2. Brennan Rivera-Jones	North Texas Veterans Court Program Manager	Y	1	Y
3. Evelyn Gibbs	Veterans Justice Outreach Specialist	N	9	Y
4. Charles Overstreet	Licensed Therapist, Collin	Y	27	Y
5. Benjamin Colt Floyd	North Texas Veterans Court Case Manager	Y	1	Y
6. Keith Self	Collin County Judge	Y	11	Y
7. Jeff May	Collin County Auditor	N	8	Y
8. Armando Jimenez	Probation Officer, Collin	Y	9	Y
9. Gary Jackson	Veterans Service Officer, Collin	Y	5	Y
10. John Hunter Smith	Defense Attorney, Collin	Y	16	Y
11. Diana LeBron	Lieutenant, Sheriff's Office, Collin	Y	10	Y
12. Randy Goodwin	Assistant District Attorney, Collin	N	10	Y
13. David Ahl	Probation Officer, Rockwall	Y	17	Y
14. Linda Flannery	Veterans Service Officer, Rockwall	Y	5	Y
15. Tim Hartley	Defense Attorney, Rockwall	N	14	Y
16. Alexander Gray	Captain, Sheriff's Office, Rockwall	Y	9	Y
17. Felicia Oliphant	Assistant District Attorney, Rockwall	N	18	Y
18. Joshua Rogers	Probation Officer, Grayson	Y	6	Y
19. James Petty	Veterans Service Officer, Grayson	Y	7	Y
20. Tom Redwine	Defense Attorney, Grayson	Y	46	Y
21. John Holloway	Lieutenant, Sheriff's Office, Grayson	N	9	Y
22. Donald Carter	Assistant District Attorney, Grayson	Y	9	Y
23. Chris Whalen	Probation Officer, Kaufman	Y	2	Y
24. Robert Hunter	Veterans Service Officer, Kaufman	Y	1	Y
25. Richard Brand	Defense Attorney, Kaufman	N	3	Y
26. Teri Owen	Lieutenant, Sheriff's Office, Kaufman	N	11	Y
27. Phillip Williams	Assistant District Attorney, Kaufman	Y	15	Y
28. Darrell Hall	Probation Officer, Fannin	N	10	Y
29. Paul Chandler	Veterans Service Office, Fannin	Y	1	Y
30. Lacinda Brese-LeBron	Defense Attorney, Fannin	N	11	Y
31. Don Hoover	Assistant District Attorney, Fannin	Y	18	Y

1. What are the roles, responsibilities, and qualifications of the Principal Participants listed in the table above as related to the Proposed Project? For example, if a CFO is listed as a principal participant, the description should reference his/her role, responsibilities, and qualifications 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: Mrs. Rivera-Jones coordinates all administrative activities of the Court. She processes each application received in each County. She is the liaison between the County teams and the Judge. She is responsible for paying invoices, maintaining participant information, and sets the Court schedule. Mrs. Rivera-Jones

is also responsible for intake and interview of each interested or referred veteran and works with the veteran to determine program eligibility.

Principal Participant #3: Mrs. Gibbs is an employee of the VA and is a direct link between the VA and the program participants and verifies veterans' military status for program eligibility. She coordinates veterans' health care and counseling services through the VA. She also maintains a large network of service providers and refers veterans as needed.

Principal Participant #4: Dr. Overstreet is tasked with conducting evaluations in Collin County 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 statute. He also makes treatment recommendations and assists with identification of a continuum of care for the participants.

Principal Participant #5: Mr. Floyd provides community linkages and referrals to appropriate agencies/organizations for support services and coordinates with the Program Manager to assist with any emergency needs, which can include transportation, utility or housing assistance, and interview appropriate clothing. He serves as the primary point of contact for the participants.

Principal Participant #6: Mr. Self serves as the executive officer and signing authority for Collin County.

Principal Participant #7: Mr. May ensures that all federal, state, local, and funding agency fiscal policies are followed and maintains all grant financial documentation.

Principal Participant #8: Mr. Jimenez serves as the supervising Probation Officer for Collin County veterans placed on community supervision to ensure compliance of probation conditions. He maintains direct supervision of the veteran's compliance with the program, including treatment attendance and substance abuse screening.

Principal Participant #9: 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 #10: Mr. Smith advocates for the veteran, assists with the negotiation of plea agreements, and ensures the legal and constitutional rights of the defendant.

Principal Participant #11: Lt. LeBron helps identify veterans that have been arrested or jailed. She 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 #12: Mr. Goodwin 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. Goodwin investigates the new case and assesses the appropriateness of continued participation.

Principal Participant #13: Mr. Ahl serves as the supervising Probation Officer for Rockwall County veterans placed on community supervision to ensure compliance of probation conditions. He maintains direct supervision of the veteran's compliance with the program, including treatment attendance and substance abuse screening.

Principal Participant #14: Mrs. Flannery provides veterans with a direct link to community services throughout her community organizations network. She also assists veterans with filing benefits and disability claims.

Principal Participant #15: Mr. Hartley advocates for the veteran, assists with the negotiation of plea agreements, and ensures the legal and constitutional rights of the defendant.

Principal Participant #16: Captain Gray 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 #17: Mrs. Oliphant represents the elected District Attorney on the court team. She 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, Mrs. Oliphant investigates the new case and assesses the appropriateness of continued participation.

Principal Participant #18: Mr. Rogers serves as the supervising Probation Officer for Grayson County veterans placed on community supervision to ensure compliance of probation conditions. He maintains direct supervision of the veteran's compliance with the program, including treatment attendance and substance abuse screening.

Principal Participant #19: Mr. Petty 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 #20: Mr. Redwine advocates for the veteran, assists with the negotiation of plea agreements, and ensures the legal and constitutional rights of the defendant.

Principal Participant #21: Lt. Holloway 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 #22: Mr. Carter 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. Carter investigates the new case and assesses the appropriateness of continued participation.

Principal Participant #23: Mr. Whalen serves as the supervising Probation Officer for Kaufman County veterans placed on community supervision to ensure compliance of probation conditions. He maintains direct supervision of the veteran’s compliance with the program, including treatment attendance and substance abuse screening.

Principal Participant #24: Mr. Hunter 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 #25: Mr. Brand advocates for the veteran, assists with the negotiation of plea agreements, and ensures the legal and constitutional rights of the defendant.

Principal Participant #26: Lt. Owen helps identify veterans that have been arrested or jailed. She 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 #27: Mr. Williams 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. Williams investigates the new case and assesses the appropriateness of continued participation.

Principal Participant #28: Mr. Hall serves as the supervising Probation Officer for Fannin County veterans placed on community supervision to ensure compliance of probation conditions. He maintains direct supervision of the veteran’s compliance with the program, including treatment attendance and substance abuse screening.

Principal Participant #29: Mr. Chandler 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 #30: Mrs. LeBron advocates for the veteran, assists with the negotiation of plea agreements, and ensures the legal and constitutional rights of the defendant.

Principal Participant #31: Mr. Hoover 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. Hoover investigates the new case and assesses the appropriateness of continued participation.

Partnerships

List agencies and/or organizations that your organization partners with to assist in serving Beneficiaries as part of the Proposed Project. Use additional page(s) if needed. Note: Partnerships may be subject to verification.

Name of Partner Organization	Address	Telephone	Website
US Department of Veterans Affairs – Sam Rayburn Memorial Veterans Center	1201 E. 9 th Street Bonham, TX 75418	(903) 583-6226	VA.gov
US Department of Veterans Affairs – Denton Comm. Based Outpatient Clinic	2223 Colorado Blvd Denton, TX 76205	(903) 891-6350	VA.gov
US Department of Veterans Affairs – Dallas VA Medical Center	4500 S. Lancaster Road Dallas, TX 75216	(214) 857-2252	VA.gov
US Department of Veterans Affairs – Plano Comm. Based Outpatient Clinic	3804 W. 15 th Street Plano, TX 75075	(972) 801-4200	VA.gov
Dallas Vet Center	8610 Greenville Suite 125 Dallas, TX 75243	(214) 361-5896	VetCenter.va.gov
Equest Therapeutic Horsemanship	3800 Troy Road Wylie, TX 75098	(972) 412-1099	Equest.org
Green Path Financial Wellness	1575 Heritage Drive McKinney, TX 75069	(469) 215-5880	GreenPath.com/greenpath-financial-wellness

Jake E's Riding Round Up	10626 FM 429 Kaufman, TX 75142	(972) 962-2828	jakeesrr.org
Legal Aid of North West Texas	901 N. McDonald St Suite 702 McKinney, TX 75069	(972) 542-9405	lanwt.org
Military Veteran Peer Network	1380 River Bend Drive Dallas, TX 75247	(214) 743-1200	Milvetpeer.net
Red Bird Education Services	105 W. 1 st Street Rockwall, TX 75087	(214) 287-3501	RedBirdEducation.com
Recovery Healthcare Corporation	2520 Electronic Lane Suite 810 Dallas, TX 75220	(214) 566-3388	RecoveryHealthcare.com
Smart Start	500 E Dallas Road Suite 100 Grapevine, TX 76051	(972) 621-0252	SmartStartInc.com
Steven A. Cohen Military Family Clinic at Metrocare	16160 Midway Road Suite 218 Addison, TX 75001	(469) 680-3500	www.CohenVeteransNet- work.org
Veterans Service Office – Collin County	900 E. Park Blvd Suite 150 Plano, TX 75074	(972) 881-3062	CollinCountyTx.gov/vet- erans
Veterans Service Office – Fannin County	101 E. Sam Rayburn Dr Bonham, TX 75418	(903) 583-2111	co.fannin.tx.us/de- fault.aspx?Fan- nin_County/County.VSO
Veterans Service Office – Grayson County	100 W. Houston Sherman, TX 75090	(903) 813-4254	www.co.grayson.tx.us/de- fault.aspx?name=va.home
Veterans Service Office – Kaufman County	100 W. Mulberry Kaufman, TX 75142	(972) 932-4331	Kaufman- County.net/va.html
Veterans Service Office – Rockwall County	1215 E. Yellow Jacket Ln Rockwall, TX 75087	(972) 204-7280	www.RockwallCounty- texas.com/652/veterans- service-office

- Describe the role and how each partner listed in the table above is necessary to accomplish the Proposed Project.

The VA provides participants with healthcare services, which are necessary for medication management and treatment to enable recovery.

The Dallas Vet Center, Steven A. Cohen Military Family Clinic, and the VA Community Based Outpatient Clinics provide individual and group counseling, intensive outpatient treatment, and integrated, client-centered outpatient mental health care for participants, as needed for recovery. In many cases, services are provided at no cost. Equest and Jake E's Riding Round Up provide equine assisted therapy, which can be important for some veterans' recovery, generally at no cost.

Green Path Financial Wellness provides financial / budget counseling and classes at no cost to program veterans. Legal Aid of North West Texas provides no or low cost legal advice for a wide variety of legal issues with which program participants are struggling.

Military Veteran Peer Network provides mentors for each participant, which has proven beneficial to participant success.

Recovery Healthcare Corporation and Smart Start provide alcohol and/or drug monitoring for participants to reduce substance abuse and ensure program compliance.

The county Veterans Service Offices provide benefit information and disability claims assistance for participants, helping them understand their benefits and obtain a disability rating.

Marketing and Outreach

- Does your organization have an outreach and/or marketing plan to ensure your organization is able to reach and provide services to the Estimated Number of Clients to be Served as listed in the table for **Beneficiaries #3**?
 Yes No

- If yes, describe the outreach and/or marketing plan and how it will ensure that your organization is able to reach and 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 (“news flashes”, blogs, posters, and oral presentations) in participating counties to veteran-specific organizations, community service organizations, and legal defense representatives/bars. Additionally, staff persons in each county’s District Attorney and Sheriff’s Offices serve as Veterans Court team members and screen for justice-involved veterans coming through their offices.

Sustainability after the Grant

- If your organization were to receive a one-year FVA grant, will the Proposed Project continue after the one-year grant period if you did not receive additional FVA funding?
 Yes No
- If yes, please describe how the Proposed Project will continue. Be specific. Include in your answer what other funding will be available to your organization and what other organizations with whom you may be partnering or working to carry on the work of the Proposed Project after June 30, 2019:
 FVA funding will allow veterans to obtain services, such as evaluation, alcohol monitoring, and emergency support, which may otherwise be unable to be funded by the veteran preventing some from participating in the program. Without FVA funding, emergency support and needed treatments outside of the VA system will be limited. However, the North Texas Regional Veterans Court will continue to operate 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 existing partners.

Without grant funding, the contractual positions will either be terminated or Collin County may consider adding employee positions. Termination of the positions will likely result in a reduction of the number of participants the program can manage.

- If your organization has received FVA funding in the past for the Proposed Project, describe why you are applying for a grant again.
 The North Texas Regional Veterans Court covers five counties in North Texas. Four of these counties have populations under 130,000 persons and do not have the resources to provide services for veterans in the program.

Part II – Organization Background

Previous FVA Grant Awards

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

Amount Awarded	Grant/Contract #	Begin Date	End Date	Final Exp %	Final Perf %	Was previous funding for the same Proposed Project under this application? (Y/N)
\$20,000	FVA_14A_0152	01/01/2014	12/31/2014	36%	140%	Y
\$20,000	FVA_15A_0219	01/01/2015	12/31/2015	60%	150%	Y
\$150,000	FVA_16A_0294	01/01/2016	06/30/2017	87%	73%	Y
\$150,000	FVA_17_0477	07/01/2017	06/30/2018	NA	NA	Y

\$340,000 Total FVA Grant Awards

Other Grants and TVC Contracts

1. List all grants and TVC contracts 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)
\$ 1,613,170	Texas Department of State Health Services (DSHS)	2016-048746-001	10.01.2015	09.30.2016	Y
\$ 51,388	Texas Division of Emergency Management (TDEM)	16TX-EMPG-0082	10.01.2015	03.31.2017	Y
\$ 66,033	Texas Indigent Defense Commission (TIDC)	212-36-D05	10.01.2015	09.30.2016	Y
\$ 42,258	Texas Department of Family Protective Services (DFPS)	23939924	10.01.2015	09.30.2016	Y
\$ 7,982	DFPS	23939923	10.01.2015	09.30.2016	Y
\$ 50,040	Texas Department of Transportation (TxDOT)	2016-CollinDA-G-1YG-0070	10.01.2015	09.30.2016	Y
\$ 16,649	US Department of Justice (US DOJ)	2016-DJ-BX-0496	10.01.2015	09.30.2016	Y
\$ 85,800	DSHS	2016-004015-00	11.05.2015	06.30.2016	Y
\$ 114,386	DSHS	2016-001388-00	01.01.2016	12.31.2016	Y
\$ 186,384	Secretary of State	NA	06.01.2016	08.31.2018	Y
\$ 545,327	DSHS	2016-001267-02	07.01.2016	06.30.2017	Y
\$ 128,650	DSHS	2016-001265-02	07.01.2016	06.30.2017	Y
\$ 18,000	US DOJ	NA	07.01.2016	09.30.2017	Y
\$ 49,251	Texas Commission on Environmental Quality (TCEQ)	16-04-04	07.14.2016	05.31.2017	Y
\$ 354,062	DSHS	2016-001266-02	09.01.2016	08.31.2017	Y
\$ 78,778	DSHS	2016-003785-01	09.01.2016	08.31.2017	Y
\$ 152,828	DSHS	2016-01394-01	09.01.2016	08.31.2017	Y
\$ 50,000	Office of the Governor (OOG)	2568105	09.01.2016	08.31.2017	Y
\$ 217,988	Texas Department of Criminal Justice (TDCJ)	043-900	09.01.2016	08.31.2017	Y
\$ 1,251,466	TDCJ	NA	09.01.2016	08.31.2017	Y
\$ 961,683	TDCJ	043-003	09.01.2016	08.31.2017	Y
\$ 376,070	TDCJ	043-024	09.01.2016	08.31.2017	Y
\$ 49,473	TDCJ	043-008	09.01.2016	08.31.2017	Y
\$ 96,064	TDCJ	043-007	09.01.2016	08.31.2017	Y
\$ 36,552	TDCJ	043-021	09.01.2016	08.31.2017	Y
\$ 40,126	TDCJ	043-010	09.01.2016	08.31.2017	Y
\$ 1,941,891	Texas Juvenile Justice Department (TJJJ)	A-2016-043	09.01.2016	08.31.2017	Y
\$ 173,473	TJJJ	P-2016-043	09.01.2016	08.31.2017	Y
\$ 27,715	Office of the Attorney General	1770601	09.01.2016	08.31.2017	Y
\$ 2,661,606	TCEQ	582-12-20275	09.01.2016	08.31.2017	Y
\$ 85,000	OOG	3165001	09.01.2016	08.31.2018	Y
\$ 250,000	OOG	2979402	09.01.2016	09.30.2017	Y
\$ 41,280	Shoap Foundation	NA	10.01.2016	03.31.2017	N
\$ 17,753	US DOJ	NA	10.01.2016	09.30.2017	N
\$ 28,000	Internal Revenue Service (IRS)	NA	10.01.2016	09.30.2017	N
\$ 9,433	TIDC	212-34-D05	10.01.2016	09.30.2017	N

\$ 42,817	DFPS	23939924	10.01.2016	09.30.2017	N
\$ 4,250	DFPS	23939923	10.01.2016	09.30.2017	N
\$ 55,380	TxDOT	2017-CollinDA-G-1YG-0011	10.01.2016	09.30.2017	N
\$ 3,055,767	DSHS	2017-049828-001A	10.01.2016	09.30.2018	N
\$ 126,000	OOG	2877102	10.01.2016	09.30.2018	N
\$ 126,000	OOG	2896602	10.01.2016	09.30.2018	N
\$ 16,960	US DOJ	NA	10.01.2016	09.30.2020	N
\$ 3,338	TJJD	NA	11.04.2016	11.30.2016	N
\$ 114,386	DSHS	2016-001388-01	01.01.2017	12.31.2017	N
\$ 187,574	DSHS	537-18-0348-00001	03.01.2017	07.31.2018	N
\$ 40,943	Shoap Foundation	NA	04.01.2017	09.30.2017	N
\$ 29,214	TJJD	17-D0159	04.28.2017	10.27.2017	N
\$ 49,106	US Army Corps of Engineers	W9126G-17-P-0138	05.19.2017	09.05.2017	N
\$ 545,327	DSHS	537-18-0128-00001	07.01.2017	06.30.2018	N
\$ 128,650	DSHS	537-18-0141-00001	07.01.2017	06.30.2018	N
\$ 13,535	TJJD	17-D0271	07.17.2017	01.13.2018	N
\$ 354,062	DSHS	537-18-0052-00001	09.01.2017	08.31.2018	N
\$ 152,828	DSHS	537-18-0031-00001	09.01.2017	08.31.2018	N
\$ 342,445	DSHS	537-18-0300-00001	09.01.2017	08.31.2018	N
\$ 43,278	DSHS	537-18-0205-00001	09.01.2017	08.31.2018	N
\$ 50,000	OOG	2568106	09.01.2017	08.31.2018	N
\$ 596,097	TDCJ	043-900	09.01.2017	08.31.2018	N
\$ 1,247,023	TDCJ	NA	09.01.2017	08.31.2018	N
\$ 989,387	TDCJ	043-003	09.01.2017	08.31.2018	N
\$ 44,526	TDCJ	043-008	09.01.2017	08.31.2018	N
\$ 96,064	TDCJ	043-007	09.01.2017	08.31.2018	N
\$ 36,552	TDCJ	043-021	09.01.2017	08.31.2018	N
\$ 36,113	TDCJ	043-010	09.01.2017	08.31.2018	N
\$ 1,960,929	TJJD	A-2017-043	09.01.2017	08.31.2018	N
\$ 31,800	OOG	3261401	10.01.2017	09.30.2018	N
\$ 222,527	OOG	2979403	10.01.2017	09.30.2018	N

\$22,619,436 Total Other Grant Awards

2. Provide a brief narrative for each TVC (non-FVA) contract that is listed in the above table.
NA

Fiscal Management

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

1. What software does your organization used to record accounting transactions?
HTE/AS400
2. Does your organization have written accounting policies and procedures for the following? Please be aware that you may be asked to provide copies of the below policies and procedures to FVA staff should you be awarded a grant. Do not list N/A.

	YES	NO
A. Procurement	<input checked="" type="checkbox"/>	<input type="checkbox"/>
B. Vendor Payments	<input checked="" type="checkbox"/>	<input type="checkbox"/>
C. Payroll	<input checked="" type="checkbox"/>	<input type="checkbox"/>
D. Grants Administration	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

Performance Reporting

1. What type(s) of data collection tools will your organization use to document Beneficiaries receiving services (required performance measure) and any additional performance measures noted in **Beneficiaries #3 a., b., and c.**? 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?**
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.

Part III – Budget Tables and Budget Narratives

The budget is broken up into Direct and Indirect Costs. Within Direct Costs there are six allowable sections. Indirect Costs has one section. Each section represents a Budget Category that will make up your Total Grant Amount Request. The total grant amount request must equal the Amount Requested checked in **Part I – Proposed Project**.

Complete each Table as applicable to your Proposed Project. Costs must be broken out in Tables to a degree that is sufficient to determine if costs are reasonable, allowable, and necessary for the successful performance of the grant project. Costs will be reviewed for compliance with UGMS and federal grant guidance found in 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Following each table, a narrative description supporting and discussing each budget item must be entered, as well as a calculation demonstrating how the cost was arrived at. For example, if there is travel in the budget, the narrative must discuss travel and the appropriateness of travel to the project, and the narrative must include calculations to support how the cost was determined.

Costs claimed as direct costs that appear indirect in nature or budgets claiming no indirect costs will be scrutinized for accuracy. Any such costs claimed as direct need to be fully explained, supported, be reasonable and treated in a consistent manner across your organization. The FVA may ask the applicant to re-classify costs as indirect if the support provided does not meet the above criterion.

All tables should be rounded to the nearest whole dollar. Do not leave a table blank. Place an “N/A” in the first line and a “0” in Total for the table if you are not budgeting those cost in this application.

DIRECT COSTS

A. Salaries 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.

Table A

Position Title	Employee Name	Annual Salary	% of Time Allocated to the Grant	Total Cost
NA	NA	\$ NA	NA %	\$ NA
Total Table A				\$ NA

1. Describe the roles, responsibilities, and qualifications including any required license or certification of each of the positions listed under Salaries and Wages **and** how each of those roles are necessary to accomplishing the Proposed Project. Positions allocated 10% or less must be justified as directly working on the grant. Narrative must also include a calculation to demonstrate how the cost was determined.

NA

B. Fringe Benefits

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

Table B

Position Title	Employee Name	Annual Fringe Benefits	% of Time Allocated to the Grant	Total Cost
NA	NA	\$ NA	NA %	\$ NA
Total Table B				\$ NA

- 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. Narrative must also include a calculation to demonstrate how the cost was determined.
NA

C. Travel

- Enter employee travel in the table below. This can include travel to and from conferences, training, outreach, and travel to provide services to Beneficiaries. 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

Travel Expense	Reason for Travel	No. of Staff	No. of Days	Total Cost
Staff mileage @ IRS standard mileage rate	Attend Veterans Court sessions; supervise participants’ program compliance	1	1-2 day/week	\$ 3,300
Texas Association of Specialty Courts (TASC) Conference	Attend annual TASC Drug Court Training Conference, Galveston, TX	1	3	\$ 1,250
Total Table C				\$ 4,550

- 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, who is traveling, costs to be used for mileage rates, meal rates per day, conference registration fees, **and** why the travel is necessary to accomplishing the Proposed Project. Narrative must also include a calculation to demonstrate how the cost was determined.

The Judge, who is based in Collin County, will be required to attend Veterans Court sessions in participant counties in the North Texas Regional Veterans Court. Weekly travel will be reimbursed at the IRS reimbursement rate and will average 121 miles each week for 51 weeks (121 miles x 51 weeks x \$0.535 per mile ≈ \$3,300).

The Judge will attend the Texas Association of Specialty Courts (TASC) training conference April 10-12, 2019, in Galveston, TX. This three-day event provides resources and training and creates a forum for dialogue on current issues facing treatment courts in Texas. Registration \$240, lodging, \$180/night for 2 nights including parking, airfare/transfers or mileage reimbursement (location dependent) \$500, and meals \$150 = \$1,250.

D. Capital Equipment

This line is not applicable to this FVA grant application and should be left blank.

E. Supplies

- Enter a description, unit cost and quantity for each item of supplies to be purchased for the Proposed Project. This category includes normally consumable and general use items that do not reach the threshold for capital equipment. This can include, but is not limited to, general office supplies, furniture, laptops, printers, and toner.

Table E

Description of Supplies	Unit Cost	Quantity	Total Cost
General Office Supplies	\$ 25	12	\$ 300
Calendars/Journals	\$ 13	50	\$ 650
Program Handbooks	\$ 10	70	\$ 700
Total Table E			\$ 1,650

- 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. Narrative must also include a calculation to demonstrate how the cost was determined.

Basic consumable office supplies will be necessary to perform basic administrative duties. The estimated cost of \$300 was based on previous annual expenditures for program administrative supplies.

Journals, calendars, and program handbooks will be provided to each participant upon program entry. Journals are beneficial for the veterans to have a specific place to write things down, enabling them to better remember and address things as needed. Calendars help the veterans keep track of the many medical, probation, counseling, and other treatment or support appointments; missed appointments can lead to program termination. Participants bring their journals and calendars to court, referring to them when addressing the Judge during court sessions. Program handbooks are provided to all new program participants, mentors, and staff members and detail the policies, procedures, and structure of the program, as well as the requirements for each program phase, promotion, and graduation. Calendars and/or journals will be purchased for 50 veterans at \$13 each (50 participants x \$13 = \$650). Handbooks will be purchased for 50 veterans and 20 mentors or staff members at \$10 each (70 persons x \$10/handbook = \$700).

- If this is a continuation request and your organization was previously awarded funding for the Proposed Project, note each item of supply listed in the Table above that was also requested as part of a previously funded application **and** explain why it is being requested again. Examples of such items of supply may include laptops, projectors, printers, phones.
Basic office supplies and calendars were previously requested and funded. Funding is being requested for consumable administrative and office supplies that are needed annually.

F. Client Services

- List each client service and the cost of each service. Client Services may include, but is not limited to, participant support costs such as emergency financial assistance, transportation assistance, stipends for beneficiaries to attend trainings, mileage for staff to transport a client, and any **contract personnel** that will be providing services to Beneficiaries. An itemized break-out of each client service is required, and extra lines may be inserted into this table.

Table F

Client Service	Maximum Cost per Client	No. of Clients to be Served	Total Cost
Drug & Alcohol Abstinence Monitoring	\$ 1,040	30	\$ 31,200
Emergency Living Assistance	\$ 3,000	10	\$ 30,000
Court Reporter	\$ 200	10	\$ 2,000
Counseling/Treatment	\$1,000	20	\$20,000
Reserve Bailiff	\$ 75	12	\$900
Program Manager (Contractual)	\$ 1,500	70	\$ 76,250
Case Manager (Contractual)	\$ 1,000	70	\$ 53,450
Licensed Mental Health Consultant, part-time (Contractual)	\$ 1,200	70	\$ 30,000
Total Table F			\$ 243,800

- Provide a description for each Client Service listed in the Table above **and** explain why each cost is necessary to accomplish the Proposed Project. Include, if applicable, the maximum amount of assistance to be provided to clients. Narrative must also include a calculation to demonstrate how the cost was determined.
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. Monitoring costs approximately \$10.40 per day, and most participants need monitoring services for approximately 100 days (\$10.40/day x 100 days = \$1,040/participant) for 30 participants for a total cost of \$31,200 (\$1,040 x 30).

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 program 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. Emergency living assistance (rent/mortgage, security deposit, utilities, phone, interview appropriate clothing, transportation passes), based on prior payments made by the program, is estimated to be approximately \$3,000 per veteran. We anticipate providing emergency assistance to 10 participants for a cost of \$30,000 ($\$3,000 \times 10$). All approved assistance will be paid directly to the vendor – no funding will be provided directly to clients

Counseling is typically provided at no cost from the VA and other program partners; however, transportation barriers may exist and/or the counseling program(s) needed may not be adequate or available at the VA. Counseling and treatment provides veterans with the guidance and support of experienced therapists and evidence-based techniques that address underlying issues, develop coping strategies, and/or improve behavioral/mental health. Outside counseling and treatment can range from \$250 per person to approximately \$1,500, with the average being \$1,000 per participant. We anticipate providing community-based counseling for 20 participants for a total cost of \$20,000 ($\$1,000 \times 20$).

In Rockwall County, the Veterans Court sessions are held in an auxiliary courtroom, and bailiffs are not provided. County reserve bailiffs are utilized to provide services at a cost of \$75 per half day. Veterans Court sessions are held once per month ($\$75 \text{ bailiff fee} \times 12 \text{ months} = \900).

In Fannin, Grayson, Kaufman, and Rockwall counties, a court reporter is needed to transcribe the participant's plea. Each county has been utilizing existing court reporters for the service when they are available. However, on occasion, there are no available court reporters and one needs to be hired for the plea. The cost for reporting services is \$200 per half day. Based on previous experience, we anticipate needing to hire a court reporter for 10 court sessions ($\$200 \times 10 \text{ sessions} = \$2,000$).

The Program Manager will have a home office, be available by phone and e-mail on a consistent basis, and be available to travel to the different counties during the week to speak with potential service and education partners, court staff, veterans groups, and program participants when the need arises. This position will be responsible for intake and interview of each interested or referred veteran, will assist with program eligibility determinations, and will provide education about the program for attorneys, family members, stakeholders, and the general public. The Program Manager serves as the primary point of contact for all things related to the program, including filtering and assessing all questions, issues, and requests by each VTC team and the public. This position will also guide the Case Manager and provide community linkages and referrals to appropriate agencies/organizations for support services and assist with any emergency needs, such as housing and transportation, which may arise for program participants. The Program Manager will coordinate with county stakeholders and Veterans Court team members in all participating counties, travelling with the Judge to all court sessions, community engagements, and VTC training events. The position will work with participating counties to schedule court, maintain a schedule of appearances, and complete reports and reporting requirements. The Program Manager gathers, assesses, and securely stores all data pertaining to program participants in order to accurately report program statistics. This data, without PII, will be analyzed and reported with the participants' knowledge and signed release and will be used in ongoing assessment related to the best practices of a VTC. The value (\$76,250) was determined based on the county's practice of grading positions based on duties and responsibilities, including travel and business expenses, and conducting comparable salary surveys for market pricing.

The Case Manager will have a home office and will be available by phone and email on a consistent basis. This position will be the veterans' link to the civilian continuum of care. The court team currently has a social worker assigned by the Department of Veterans Affairs. However, participants are not required to seek care solely through the VA health care system, and navigating the civilian health care system can be quite cumbersome for someone without the appropriate skills. This Case Manager will serve as a primary point of contact for each veteran, will provide community linkages and referrals to appropriate treatment providers, will aid in monitoring probation and program compliance, including treatment attendance and substance abuse screening, and will randomly

conduct individual meetings with participants for status checks and to maintain “unit cohesion”. The Case Manager will receive updates on participants’ treatment status from providers located outside of the VA healthcare system. This position will travel with the Judge to all court sessions and annual training conference and is expected to travel, when necessary, to meet with participants for status checks. The value (\$53,450) was determined based on the county’s practice of grading positions based on duties and responsibilities, including travel and business expenses, and conducting comparable salary surveys for market pricing.

Currently, the program’s mental health evaluation function is handled on an as need basis by various licensed practitioners. Adding a single, part-time Licensed Mental Health Consultant to the team to serve all five counties will provide a more consistent and personalized approach for the veterans. This position will attend all court sessions with the Judge, will complete the initial psychological evaluations for program participants to determine if the medical condition was a result of military service, make treatment recommendations, and will assist the Program Manager in collecting, analyzing, and securely storing treatment data for ongoing evaluation into how best to serve participants suffering from PTSD, TBI, substance abuse, and other mental health issues as a result of military service. The position will monitor overall treatment progress given by other providers and recommend adjustments, as needed. Additionally, the part-time Licensed Mental Health Consultant may conduct mid-point evaluations or crisis evaluations when required. This position will supply his/her own computer, phone, and office supplies. The value (\$30,000) was determined based on the county’s practice of grading positions based on duties and responsibilities, including travel and business expenses, and conducting comparable salary surveys for market pricing.

G. Construction

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

H. Other Direct Costs

- List any direct costs not included in the above tables. Direct costs that appear indirect in nature need to be fully explained, supported, be reasonable and treated in a consistent manner across your organization. The FVA may ask the applicant to re-classify costs as indirect if the support provided does not meet the above criterion.

Table H

Other Direct Costs	Annual Cost	Allocation % (if applicable)	Total Cost
NA	\$ NA	NA %	\$ NA
Total Table H			\$ NA

- 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. Narrative must also include a calculation to demonstrate how the cost was determined.
NA

I. Total Direct Charges

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

INDIRECT COSTS

J. Indirect Costs

Allowable Indirect Cost Recovery for FVA grants is limited to 10% of total direct costs for all applicants. 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.

Typical examples of indirect cost for many nonprofit organizations may include depreciation on buildings and equipment, the costs of operating and maintaining facilities, and general administration, such as the salaries and expenses of executive officers, personnel administration, and accounting.

Please keep in mind that direct and indirect costs must be treated in a similar manner as they are across your organization and may be reviewed for accuracy during compliance visits.

Costs claimed as direct costs that appear indirect in nature or budgets claiming no indirect costs will be scrutinized for accuracy. Any such costs claimed as direct need to be fully explained, supported, be reasonable and treated in a consistent manner across your organization. The FVA may ask the applicant to re-classify costs as indirect if the support provided does not meet the above criterion.

For more information regarding direct and indirect costs, please see 2 CFR §200.412-414.

1. Enter the total Direct Costs in Table J. to calculate the total allowable Indirect Recovery. Then enter the total Indirect Recover to be charged to the grant – this amount may not be more than the total allowable Indirect Recovery.

Table J

Total Direct Costs (Total of Table A through Table H)	Maximum Indirect Costs (as percentage of Direct Costs)	Total Allowable Indirect Recovery	Total Indirect Recovery to be Charged to Grant
\$NA	10%	\$NA	\$NA
Total Table J			\$NA

2. Provide a basic line item description for each indirect cost (ex. Executive Director, IT, Facilities). No further explanation is required. Again, direct and indirect costs are to be treated consistently and similarly either as a direct or an indirect cost in order to avoid double-charging the grant.

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.

Table K

Table	Budget Category	Total Cost
DIRECT COSTS		
A	Salaries and Wages	\$ 0
B	Fringe Benefits	\$ 0
C	Travel	\$ 4,550
D	Capital Equipment	
E	Supplies	\$ 1,650
F	Client Services	\$ 243,800
G	Construction	
H	Other Direct Costs	\$ 0
I	Total Direct Costs	\$ 250,000
INDIRECT COSTS		
J	Indirect Costs	\$ 0
Total Indirect Costs		\$ 0
Total Grant Amount Requested		\$ 250,000

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.

As the Licensed Mental Health Consultant does not provide counseling/treatment for VTC clients, participants not utilizing grant funds (those with full-time employment) are responsible for paying for all or part of their own counseling/treatment and abstinence monitoring, when possible. Additionally, participants are charged a sliding-scale fee, up to \$1,000, 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 respective county's treatment court fund, 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 supervision and corrections department.