



State of Texas
Office of the Governor
Criminal Justice Division

Rick Perry
Governor

October 07, 2013

The Honorable Robert Hebert
County Judge
PREVIEW - Fort Bend County - PREVIEW -
301 Jackson
Richmond, Texas 77469-3108

Dear Judge Hebert:

Congratulations on your award! To activate your agency's grant, the Authorized Official must log on to eGrants at <https://eGrants.governor.state.tx.us> and go to the 'My Home' tab. In the 'Project Status' column, locate the application that is in 'Pending Acceptance of Award' status. Click on the grant number and proceed to the 'Accept Award' tab. From this tab, click on the 'Accept' button. Grants must be accepted within 45 calendar days of the date the award was issued.

Be sure to review the attached memo for a quick overview of general items every grantee should be aware of. You can also find more detailed information on the eGrants website including helpful resources, links, and tools needed to properly administer CJD grants. The Guide to Grants, also on the website, contains answers to questions frequently asked by grantees. The Public Policy Research Institute (PPRI) at Texas A&M University will send a detailed information packet to the Project Director containing progress reporting forms and instructions on completing and submitting those forms.

If you have any questions regarding this award, feel free to contact your grant manager, whose name is referenced in the attached Statement of Grant Award or you may always contact our office via the eGrants Help Desk at eGrants@governor.state.tx.us.

We look forward to working with you to ensure the success of your program.

A handwritten signature in black ink, appearing to read "Chris Burnett", with a stylized flourish extending from the end.

Christopher Burnett
Executive Director

OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE DIVISION
STATEMENT OF GRANT AWARD

Grant Number:	WF-13-V30-13447-16	CFDA or State ID:	16.588
Program Fund:	WF-Violence Against Women Formula Grants		
Grantee Name:	PREVIEW - Fort Bend County - PREVIEW -		
Project Title:	Violence Against Women Prosecutor		
Grant Period:	09/01/2013 - 08/31/2014		
Liquidation Date:	11/29/2014		
Date Awarded:	October 07, 2013		
CJD Grant Manager:	Reilly Webb		

CJD Award Amount:	\$79,625.00
Grantee Cash Match:	\$47,264.00
Grantee In Kind Match:	\$0.00
Total Project Cost:	\$126,889.00

The Statement of Grant Award is your official notice of award from the Governor's Criminal Justice Division (CJD). The approved budget is reflected in the Budget/Details tab for this record in eGrants. The grantee agrees to comply with the provisions of the Governor's Criminal Justice Division's rules in Title I, Part I, Chapter 3, Texas Administrative Code in effect on the date the grant is awarded. By clicking on the 'Accept' button within the 'Accept Award' tab, the grantee accepts the responsibility for the grant project and agrees with the following conditions of grant funding. The grantee's funds will not be released until the grantee has satisfied the requirements of the following Condition(s) of Funding and Other Fund-Specific Requirement(s), if any, cited below:

Condition(s) of Funding and Other Fund-Specific Requirement(s):

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Agency Name: Fort Bend County

Grant/App: 1344716 **Start Date:** 9/1/2013 **End Date:** 8/31/2014

Project Title: Violence Against Women Prosecutor

Status: Pending AO Acceptance of Award

Profile Information

Applicant Agency Name: Fort Bend County

Project Title: Violence Against Women Prosecutor

Division or Unit to Administer the Project: Fort Bend County DA's Office

Address Line 1: 301 Jackson

Address Line 2:

City/State/Zip: Richmond Texas 77469-3108

Start Date: 9/1/2013

End Date: 8/31/2014

Regional Council of Governments(COG) within the Project's Impact Area: Houston-Galveston Area Council

Headquarter County: Fort Bend

Counties within Project's Impact Area: Fort Bend

Grant Officials:

Authorized Official

User Name: Robert Hebert

Email: werleann@co.fort-bend.tx.us

Address 1: 309 South 4th Street, Suite 719

Address 1:

City: Richmond, Texas 77469

Phone: 281-341-8608 Other Phone: 281-341-8634

Fax: 271-341-8609

Title: The Honorable

Salutation: Judge

Project Director

User Name: Chad Bridges

Email: cbridges@co.fort-bend.tx.us

Address 1: 301 Jackson

Address 1:

City: Richmond, Texas 77469

Phone: 281-341-3789 Other Phone: 832-867-0471

Fax: 281-238-3340

Title: Mr.

Salutation: Mr.

Financial Official

User Name: Robert Sturdivant

Email: Robin.McGuire@co.fort-bend.tx.us

Address 1: 309 S. 4th Street, Suite 533

Address 1:

City: Richmond, Texas 77469

Phone: 281-341-3760 Other Phone: 281-341-3769

Fax: 281-341-3774

Title: Mr.

Salutation: Mr.

Grant Writer

User Name: Chad Bridges

Email: cbridges@co.fort-bend.tx.us

Address 1: 301 Jackson

Address 1:

City: Richmond, Texas 77469

Phone: 281-341-3789 Other Phone: 832-867-0471

Fax: 281-238-3340



Agency Name: Fort Bend County
Grant/App: 1344716 **Start Date:** 9/1/2013 **End Date:** 8/31/2014

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Narrative Information

Primary Mission and Purpose

The purpose of this funding is to assist in developing and strengthening effective law enforcement, prosecution and court strategies to combat family violence, sexual assault, dating violence, and stalking crimes against women and to develop and strengthen victim services in such cases.

Funding Levels

The anticipated funding levels for these programs are as follows:

- Minimum Award - \$5,000
- Maximum Award - None
- Grantees must provide matching funds of at least thirty-five percent (35%) of total project expenditures. This requirement may be met through either cash or in-kind contributions or a combination of both.

For more information regarding grantee match, please click on the **Budget** tab, and then click on the **Source of Match** tab in eGrants.

Note: If you voluntarily include matching funds that exceed the minimum match requirement, you will be held to that amount throughout the grant period.

Program Requirements

Preferences

Preference will be given to applicants that promote comprehensive victim restoration while incorporating an emphasis on cultural competency in underserved populations. Applicants are also encouraged to streamline administrative and reporting processes by consolidating grant requests whenever possible in lieu of submitting multiple applications.

Program Income

Applicant agrees to comply with all federal and state rules and regulations for program income and agrees to report all program income that is generated as a result of the project's activities. Applicant agrees to report program income to CJD through a formal grant adjustment and to secure CJD approval prior to use of the program income. Applicant agrees to use program income for allowable costs and agrees to expend program income immediately after CJD's approval of a grant adjustment and prior to requesting reimbursement of CJD funds.

Deduction Method - Program income shall be deducted from total allowable costs to determine the net allowable costs. Program income shall be used for current costs unless CJD authorizes otherwise. Program income which the grantee did not anticipate at the time of the award shall be used to reduce the CJD award and grantee match rather than to increase the funds committed to the project.

Asset Seizures and Forfeitures - Program income from asset seizures and forfeitures is considered earned when the property has been adjudicated to the benefit of the plaintiff (e.g., law enforcement entity).

Criminal History Reporting

Entities receiving funds from CJD must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public (DPS) Safety as directed in the *Texas Code of Criminal Procedure, Chapter 60*. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Program Emphasis

Applicant agrees to implement comprehensive strategies that are sensitive to the concerns and safety of the victims and hold offenders accountable for their crimes. Applicants must indicate the percentage of their project that benefits Victim Services, Law Enforcement, Prosecution, Courts or other areas. Program emphasis decisions should be made based on the beneficiary of the funded activities. For example, a victim services coalition who provides training to police throughout the state would fall under the "law enforcement" category because the training is to benefit law enforcement.

Indicate the percentage (%) of your project that benefits:

Victim Services - any nonprofit, nongovernmental organization that assists victims.

0

Law Enforcement - any public agency charged with policing functions.

0

Prosecution - any public agency charged with direct responsibility for prosecuting criminal offenders.

100

Court - any civil or criminal court system.

0

Other - any initiative that indirectly affects victims (ex., developing protocols and procedures).

0

Culturally Competent Victim Restoration

Provide information in this section regarding how your organization is culturally competent when providing services to victims. Here are some guidelines to follow: Victim service providers must have the ability to blend cultural knowledge and sensitivity with victim restoration skills for a more effective and culturally appropriate recovery process. Cultural competency occurs when: (1) cultural knowledge, awareness and sensitivity are integrated into action and policy; (2) the service is relevant to the needs of the community and provided by trained staff, board members, and management; and (3) an advocate or organization recognizes each client is different with different needs, feelings, ideas and barriers.

Our intake for protective orders is done through bilingual office members. Whenever possible, we provide relevant resource materials in english and spanish and also have resource materials to group we partner with that deal with cultural specific issues that pertain to domestic violence. Examples of these groups are Asians Against Domestic Abuse and DAYA.

Forensic Medical Examination Payments

Health care facilities shall conduct a forensic medical examination of a victim of an alleged sexual assault if the victim arrived at the facility within 96 hours after the assault occurred and the victim consents to the examination. The victim is not required to participate in the investigation or prosecution of an offense as a condition of receiving a forensic medical examination, nor pay for the forensic examination or the evidence collection kit. The evidence collection portion of the exam is to be paid by law enforcement per state law. Crime Victim Compensation funds may be used to pay for the medical portion of the exam unless the victim of sexual assault is required to seek reimbursement for the examination from their insurance carrier. If a health care facility does not provide diagnosis or treatment services for sexual assault victims, the facility is required to refer the victim to a facility that provides those services.

Polygraph Testing Prohibition

A peace officer or attorney representing the state may not require an adult or child victim of an alleged sex offense to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of such an offense. In addition, the refusal of a victim to submit to a polygraph or other truth telling examination will not prevent the investigation, charging, or prosecution of an alleged sex offense or on the basis of the results of a polygraph examination.

Protection Orders

Victims applying for a protective order or their attorney may not bear the costs associated with the filing of an order of protections.

Judicial Notification

Offenders involved in a protection order are not allowed to possess a firearm unless the offender is a peace officer who is actively engaged in employment as a sworn, full-time paid employee of a state agency or political subdivision.

Criminal Charges

In connection with the prosecution of any misdemeanor or felony domestic violence offense, the victim may not bear the costs associated with the filing of criminal charges against a domestic violence offender, issuance or service of a warrant, or witness subpoena.

Nondisclosure of Confidential or Private Information

Personally identifying information or individual information collected in connection with services requested, utilized, or denied may not be disclosed; or, reveal individual client information without informed, written, reasonably time-limited consent of the person about whom information is sought. If release of information is compelled by statutory or court mandate, reasonable attempts to provide notice to victims affected by the disclosure of information will be made and steps necessary to protect the privacy and safety of the persons affected by the release of information will be taken.

Victim Referral Process

Describe how victims are referred to your agency:

Law enforcement refers criminal cases to the District Attorney's Office. The referral of those cases creates a referral for the victim on that criminal case. As to protective orders, many come from associated criminal cases. Many just walk in of the street from word of mouth or by referral by law enforcement even when there is no companion criminal case.

Statewide Priorities

Applicants must address one or more of the following statewide priorities (enter 'N/A' if not applicable):

Improve the criminal justice system response to victims of violence against women.

Provide a brief explanation:

This grant allows for stronger prosecution of criminal domestic violence charges and protective order applications. Specifically, the grant adds a seasoned prosecutor to handle the most serious domestic violence cases while supervising the prosecutors handling the other family violence cases occurring in Fort Bend County, Texas. The grant also supports the family violence division by providing for training - typically domestic violence specific - to help our family violence prosecutors be better advocates in court.

Improve court services regarding domestic violence, sexual assault, dating violence, and stalking.

Provide a brief explanation:

This grant provides a highly trained and experienced prosecutor to handle the higher degree and more egregious domestic violence cases while training and supervising the other domestic violence prosecutors. The additional resources provided by this grant position improves the overall level of service provided by the Family Violence Division.

Strengthen victim restoration.

Provide a brief explanation:

Stronger prosecution of domestic violence cases allows for more just results for victims of domestic violence. This can be from the grant funded prosecutor individually handling the cases and/or as being a resources to the younger family violence prosecutors in the division.

Increase collaboration and communication across all levels of government and among all victim services.

Provide a brief explanation:

The prosecutor funded by this grants participates with Fort Bend County's coordinated community response team for domestic violence, CVRT, which involves victim service groups and law enforcement from throughout Fort Bend County.

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Jenetha Jones

Enter the Address for the Civil Rights Liaison:

County Judge's Office 301 Jackson Richmond, Texas 77469

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

(281) 341-8608

Certification

Each applicant agency will certify to the specific criteria detailed above under **Program Requirements** to be eligible for funding under the Violent Crimes Against Women Criminal Justice and Training Projects – Domestic Violence, Sexual Assault, Dating Violence, and Stalking Solicitation.

☒ I certify to all of the above eligibility requirements.

Problem Statement:

Please provide a detailed account in the Problem Statement section of the existing issues your project will target.

Enter your problem statement:

This grant targets the issue of domestic violence in Fort Bend County, Texas. More specifically, this grants supports an existing specialized prosecution unit, namely the Family Violence Division of the Fort Bend County District Attorney's Office. Fort Bend County is one of the fastest growing counties in the United States. The population is over 650,000 and is still growing. As the population of Fort Bend County has increased over the years, the number of domestic violence cases referred has generally grown. The general increase in caseload over the years can be tracked through PPRI reports from prior cycles of this continuation grant. The number of cases and courts have generally grown causing the number of court settings to increase. In addition, the need to provide training and support for law enforcement, victim advocates, and other (less senior) members of the Family Violence Division has increased.

Supporting Data:

Provide as much supporting data, to include baseline statistics and the sources of your data, which are pertinent to where the grant project is located and/or targeted. Do not use statewide data for a local problem or national data for a statewide problem.

Enter your supporting data:

As a continuation project, the unit's caseload has shown a continued general increase in both the number of cases referred for prosecution and cases actually litigated. The statistics included in PPRI's last quarterly report showed number of cases referred and filed both at or near the pace for the current grant cycle's goals.

Community Plan:

For projects that have a local or regional impact target area, provide information regarding the community plan need(s) that your project will address.

Enter your community planning needs:

Domestic Violence

Goal Statement:

Provide a brief description of the overall goals and objectives for this project.

Enter a description for the overall goals and objectives:

To successfully prosecute domestic violence offenders and procure protective orders against domestic violence offenders in Fort Bend County, Texas. By successfully prosecuting criminal cases and protective orders we increase victim safety by keeping the abuser away by 1. either a no contact condition of probation or protective order, 2. no contact with a victim via jail or prison time, or by providing counseling to abusers as a condition of either probation or a protective order.

Cooperative Working Agreement (CWA):

When a grantee intends to carry out a grant project through cooperating or participating with one or more outside organizations, the grantee must obtain authorized approval signatures on the cooperative working agreement (CWA) from each participating organization. Grantees must maintain on file a signed copy of all cooperative working agreements, and they must submit to CJD a list of each participating organization and a description of the purpose of each CWA. Cooperative working agreements do not involve an exchange of funds.

For this project, provide the name of the participating organization(s) and a brief description of the purpose(s) for the CWA(s). You should

only provide information here that this project's successful operation is contingent on for the named service or participation from the outside organization.

Note: A **Sample CWA** is available [here](#) for your convenience.

Enter your cooperating working agreement(s):

CVRT The Fort Bend County Crime Victim's Response Team is a longstanding partner that provides training to those who aid victims of domestic violence and sexual assault. It is the coordinated community response group for Fort Bend County on these issues. Partners include law enforcement, counseling services, the Women's Center and several other agencies that combat domestic violence.

Continuation Projects:

For continuation projects only, if your current or previous year's project is NOT on schedule in accomplishing the stated objectives, briefly describe the major obstacles preventing your organization from successfully reaching the project objectives as stated within your previous grant application. (Data may be calculated on a pro-rated basis depending on how long the current or previous year's project has been operating.)

Enter your current grant's progress:

Currently, the project is on target to be near its goals regarding prosecution of criminal cases.

Project Summary:

Briefly summarize the entire application, including the project's problem statement, supporting data, goal, target group, activities, and objectives. Be sure that the summary is easy to understand by a person not familiar with your project and that you are confident and comfortable with the information if it were to be released under a public information request.

Enter your summary statement for this project:

The project will provide support to the Family Violence Division of the Fort Bend County D.A.'s Office. The growing number of domestic violence cases being referred to this office (as shown in prior progress reports for this continuation grant) and Fort Bend County's status as one of the fastest growing counties in the United States. Additionally, the Family Violence Division also trains local law enforcement and volunteers at the Fort Bend County Women's Center. The grant allows for more training to be done for law enforcement, other prosecutors in the unit, and for volunteers at the Fort Bend County Women's Center. The program's overall target is to decrease violence against women by holding domestic violence abusers accountable in the court system. We believe that having a well trained group of seasoned prosecutors employing an evidence based prosecution method is the best way to ensure just outcomes that enhance victim safety.

You are logged in as **User Name:** RobertHebert

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Agency Name: Fort Bend County

Grant/App: 1344716 Start Date: 9/1/2013 End Date: 8/31/2014

Project Title: Violence Against Women Prosecutor

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Measures Information**Progress Reporting Requirements****Outcomes Reported to Texas A&M University, Public Policy Research Institute (PPRI):**

In addition to the measures listed below, all programs will be required to report the number of victims/survivors who returned to the agency as a result of a new victimization either by the same perpetrator or a new perpetrator. Note: This does not include victims returning to your agency to continue their treatment. This measure will be used to measure the efficacy of the services provided in the restoration of the victim to full mental, physical, and emotional health.

Objective Output Measures

OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
Number of sexual assault, domestic violence and / or stalking cases filed.	565	600
Number of training events provided.	2	2
Number of volunteers trained to provide direct assistance to victims / survivors.	20	20
Number of sexual assault, domestic violence, and / or stalking cases referred.	1181	1200
Number of criminal justice professionals trained.	150	150
Number of non-criminal justice professionals trained.	0	0
Number of organizations or agencies trained.	2	2

Custom Objective Output Measures

CUSTOM OUTPUT MEASURE	CURRENT DATA	TARGET LEVEL
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Objective Outcome Measures

OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
Number of charges dismissed or acquitted.	523	0
Number of cases resulting in conviction or deferred adjudication.	656	650
Number of criminal justice professionals trained who completed the training.	150	150
Number of criminal justice professionals trained who rated the training as useful.	150	150
Number of criminal justice professionals trained who reported an increase in knowledge.	150	150
Number of non-criminal justice professionals trained who reported an increase in knowledge.	0	0
Number of non-criminal justice professionals who completed the training.	0	0
Number of non-criminal justice professionals who rated the training as useful.	0	0

Custom Objective Outcome Measures

CUSTOM OUTCOME MEASURE	CURRENT DATA	TARGET LEVEL
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Budget Details Information
Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Travel and Training	In-State Registration Fees, Training, and/or Travel	For Texas training and travel for State Bar approved and/or TDCAA events for the attorneys handling family violence cases. Per diem is different for individual cities. All lodging must be approved by the District Attorney and is typically the same location (hotel) as the actual seminar	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0
Personnel	Prosecutor	This grant supports the Family Violence Division of the Fort Bend County DA's Office. It funds an experienced and specially trained prosecutor who handles felony domestic violence cases. This prosecutor supervises and teaches the other attorneys in the division that prosecute family violence crimes and protective order applications. Salary is 119,889. That amount includes fringe benefits.	\$72,625.00	\$47,264.00	\$0.00	\$0.00	\$119,889.00	100

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