



County of Fort Bend, Texas

Grant Intent to Apply Form

Name of Grant: Felony Drug Court- CARD, Misdemeanor Drug Court (CJD Speciality Courts Grant)		
Purpose of Grant: Fund Outpatient Substance Abuse Treatment for the Speciality Courts		
Department/Division: Community Supervision and Corrections		
Point of Contact: Stan Polk		Phone Number: (281) 238-3236
Announcement Date: 12/14/20	Commissioners Court: 2/2/21	Submission Deadline: 2/11/21

**Pre-Application Considerations:**

1) Financial

i) Financial Breakdown (First-year applicants, please provide best estimates.)

Grant Funding Request:	\$123,500.00	
<b>Match</b>	<b>Amount</b>	<b>Source</b>
Cash:	\$0.00	
In-kind:	0	
Program Income:	0	
<b>Total Project Cost:</b>	<b>\$123,500.00</b>	

ii) Staffing Requirements (including salary and benefits increases for multi-year grants, number of personnel and brief description of duties. If this a first-year application, please provide best estimates.)

Grant funds will not be utilized to support staffing and/or personnel.

iii) Operational Needs (i.e., office space, equipment, IT needs, etc.)

N/A

iv) Grant Financial History (Two-year history if available. Please write N/A for first-year applications.)

FY 2020 Program awarded \$130,00.00 which funded substance abuse outpatient treatment services  
FY 2019 Program awarded \$150,000.00 which funded substance abuse outpatient treatment services.

v) Sustainability Plan (continuation for grant-funded program if grant funding is reduced or terminated)

The CSCD, District Attorney's Office and current treatment providers along with the local Judicial Courts will continue to collaborate to ensure the specialty courts continues to exists. The CSCD and treatment providers will continue to allocate funds and personnel to support the specialty Court Programs. The programs anticipate continued collaboration with the treatment providers to assist with funding treatment services. In addition the CSCD will continue to apply for Diversion Program funds through CJAD.

2) Programmatic

i) Alignment with department/program's plans and priorities

Providing an effective and accountable response by the criminal justice system that breaks the cycle of drug and alcohol addiction and criminality in the community.

ii) Department's capacity to administer the financial and administrative aspects of the grant

The CSCD employs a Financial Manager who works closely with the County Auditor's Office in managing the financial requirements and responsibilities of the Grant Project. The CSCD Drug Court Supervisor and Drug Court Coordinator oversees the administrative aspects of the Grant Project assuring that the grant specific requirements are adhered to.

iii) Prior year performance data and accomplishments (Please write N/A for first-year applications.)

Served 115 Clients FY2020  
41 Clients successfully completed and graduated the program



# Office of the Governor, Public Safety Office Criminal Justice Division Funding Announcement: ***Specialty Courts Grant Program, FY2022***

## **Purpose**

The purpose of this announcement is to solicit applications for specialty court programs as defined in Chapters 121 through 129 of the Texas Government Code as well as the continuation of a training and technical assistance resource center.

## **Available Funding**

State funds are authorized under the Texas General Appropriations Act, Article I, Rider 12 for Trusteed Programs within the Office of the Governor. All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.

## **Eligible Organizations**

Applications may be submitted by county governments affiliated with a specialty court authorized under Chapters 121 through 129 of the Texas Government Code. Applications may also be submitted by a public institution of higher education for the continuation of a training and technical assistance resource center.

Counties seeking to establish a new specialty court program are eligible to apply but must meet registration requirements, as defined in 121.002 Texas Government Code, within 30 days of award. Existing specialty court programs that do not currently receive CJD funding are also eligible to apply but must annotate in their application how the additional funds will expand the program beyond its current capacity. Priority for applications received from new applicants may be given to courts operating in jurisdictions without a currently operational court or based on demonstrated need.

All adult drug court programs should be able to demonstrate substantial implementation of Vol. I & II of the Adult Drug Court Best Practice Standards as adopted by the Texas Judicial Council (TJC).

## **Application Process**

Applicants must access the PSO's eGrants grant management website at <https://eGrants.gov.texas.gov> to register and apply for funding. For more instructions and information, see *eGrants User Guide to Creating an Application*, available [here](#).

Note: Special application procedures apply to this program. See the [Special Application Procedures Addendum](#) for more information.

## Key Dates

Action	Date
Funding Announcement Release	12/14/2020
Online System Opening Date	12/14/2020
Final Date to Submit and Certify an Application	02/11/2021 at 5:00 PM CST
Earliest Project Start Date	09/01/2021

## Project Period

Projects must begin on or after 09/01/2021 and may not exceed a 12-month project period.

## Funding Levels

Minimum: \$10,000

Maximum: Current grantees may not exceed most recent year's award amount.

Match Requirement: There is no match requirement under this program.

## Standards

Grantees must comply with standards applicable to this fund source cited in the State Uniform Grant Management Standards ([UGMS](#)), [Federal Uniform Grant Guidance](#), and all statutes, requirements, and guidelines applicable to this funding.

## Eligible Activities

Funding may be used to support the following types of specialty court programs:

1. Adult Drug Court;
2. Family Drug Court;
3. Veterans Treatment Court;
4. Mental Health Court;
5. Juvenile Specialty Court;
6. Commercially Sexually Exploited Persons Court; and
7. Public Safety Employees Treatment Court;

Funding may also be used to provide training, professional development, and/or technical assistance in furtherance of the Specialty Courts Resource Center operated through a public institution of higher education.

## Program-Specific Requirements

### Risk Assessment Tools

Grantees are required to perform the full, felony-level TRAS (Texas Risk Assessment Score) assessment on each participant enrolled during the project period. Sub-section scores must be recorded and reported in the annual progress reports. Grantees must also include the TRAS scores for all adult participants (including those in pre-adjudication court programs) in their regular reports to the Criminal Justice Assistance Division (CJAD) of the Texas Department of Criminal Justice, as directed by CJAD.

The TRAS is not applicable to family reunification courts, courts dealing with adults without pending criminal charges, and juvenile courts. Juvenile courts are required to perform the PACT risk assessment as mandated by the Texas Juvenile Justice Department.

### **Registration Requirements**

The court program must meet all requirements in the Texas Government Code, Section 121.002, which include:

1. Written notice of the program;
2. Any resolution or other official declaration under which the program was established; and
3. A copy of the applicable community justice plan that incorporates duties related to supervision that will be required under the program.

For more information on how to register please contact the Office of Court Administration at:

[SpecialtyCourts@txcourts.gov](mailto:SpecialtyCourts@txcourts.gov).

### **Judge Requirements**

The presiding judge of a drug court must be an active judge holding elective office, an associate judge, a magistrate, or a retired judge available as a sitting judge.

### **Participation in Training and Technical Assistance Program**

Grantees are required to participate in activities under the Specialty Courts Resource Center (SCRC) operated by Sam Houston State University and funded by PSO. Information about services and resources provided by SCRC can be accessed at <http://txspecialtycourts.org/>.

### **Adult Drug Court Best Practice Standards**

The Texas Judicial Council unanimously approved the National Association of Drug Court professionals (NADCP) Adult Drug Court Best Practices Standards (Volumes I & II) as the best practices for adult drug court programs. All adult drug court programs must have substantially implemented best practice standards.

### **Family Drug Court Best Practice Standards**

The Texas Judicial Council unanimously approved the National Association of Drug Court professionals (NADCP) Family Treatment Court Best Practices Standards as the best practices for family drug court programs. All family drug court programs must make strides towards implementing these best practice standards by August 31, 2021.

## **Eligibility Requirements**

1. Entities receiving funds from PSO 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 Safety (DPS) as directed in the Texas Code of Criminal Procedure, Chapter 66. 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.

Beginning January 1, 2021, counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90 percent of convictions and other dispositions

within five business days to the Criminal Justice Information System at the Department of Public Safety.

2. Eligible applicants operating a law enforcement agency must be current on reporting complete UCR data and the Texas specific reporting mandated by 411.042 TGC, to the Texas Department of Public Safety (DPS) for inclusion in the annual Crime in Texas (CIT) publication. To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year by the deadline(s) established by DPS. Due to the importance of timely reporting, applicants are required to submit complete and accurate UCR data, as well as the Texas-mandated reporting, on a no less than monthly basis and respond promptly to requests from DPS related to the data submitted. Note: UCR is transitioning from summary reporting to NIBRS only in 2021. Applicants are encouraged to transition to NIBRS as soon as possible in order to maintain their grant eligibility.
3. Local units of government, including cities, counties and other general purpose political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency, must comply with all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security ("DHS") to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency's custody; and (2) detain such illegal aliens in accordance with requests by DHS. Additionally, counties and municipalities may NOT have in effect, purport to have in effect, or make themselves subject to or bound by, any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States; or (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3). Lastly, eligible applicants must comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code.

Each local unit of government, and institution of higher education that operates a law enforcement agency, must download, complete and then upload into eGrants the [CEO/Law Enforcement Certifications and Assurances Form](#) certifying compliance with federal and state immigration enforcement requirements. This Form is required for each application submitted to OOG and is active until August 31, 2022 or the end of the grant period, whichever is later.

4. Eligible applicants must have a DUNS (Data Universal Numbering System) number assigned to its agency (to request a DUNS number, go to <https://fedgov.dnb.com/webform>).
5. Eligible applicants must be registered in the federal System for Award Management (SAM) database located at <https://sam.gov/>.

Failure to comply with program eligibility requirements may cause funds to be withheld and/or suspension or termination of grant funds.

## Prohibitions

Grant funds may not be used to support the unallowable costs listed in the [Guide to Grants](#) or any of the following unallowable costs:

1. Construction, renovation, or remodeling;
2. Medical services;
3. Law enforcement equipment that is standard department issue;

4. Transportation, lodging, per diem or any related costs for participants, when grant funds are used to develop and conduct training;
5. Legal assistance;
6. Judges; and
7. Any other prohibition imposed by federal, state or local law or regulation.

## Selection Process

**Application Screening:** The Office of the Governor will screen all applications to ensure that they meet the requirements included in the funding announcement. Applications that meet those requirements will move forward to the merit review phase.

**Peer/Merit Review:** The Office of the Governor will convene a panel, to include the Specialty Courts Advisory Council (SCAC), to review and score applications in an effort to prioritize funding. The merit review panel will assess and score each application on a 100-point scale, and then report its findings to the Office of the Governor. For adult drug courts (including alcohol/DWI courts), adherence to the *Adult Drug Court Best Practice Standards* will be an important factor in decisions. PSO will generally not fund projects that serve primarily low-risk participants, as determined by a TRAS assessment.

**Final Decisions:** The Office of the Governor will consider rankings along with other factors and make all final funding decisions. Other factors may include cost effectiveness, overall funds availability, PSO or state government priorities and strategies, legislative directives, need, geographic distribution, balance of focuses and approaches, or other relevant factors.

The Office of the Governor may not fund all applications or may only award part of the amount requested. In the event that funding requests exceed available funds, the Office of the Governor may revise projects to address a more limited focus.

## Contact Information

For more information, contact the eGrants help desk at [eGrants@gov.texas.gov](mailto:eGrants@gov.texas.gov) or (512) 463-1919.

## Project Narrative

Within eGrants, applicants will complete several narrative fields. Below are special instructions related to required information that must be included in your Specialty Court Program Narrative. These instructions are not contained on eGrants, so applicants must review the instructions below. Failure to provide the information requested may result in an application being deemed ineligible for funding.

Applicants must describe how their court program is meeting/fulfilling the applicable Essential Characteristics as defined in Chapter 122-126, and 129 of the Texas Government Code.

### Family Drug Courts

#### Project Approach & Activities:

- The integration of substance abuse treatment services in the processing of civil cases in the child welfare system with the goal of family reunification.
- the use of a comprehensive case management approach involving Department of Family and Protective Services caseworkers, court-appointed case managers, and court-appointed special advocates to rehabilitate a parent who has had a child removed from the parent's care by the department because of suspected child abuse or neglect and who is suspected of substance abuse.
- A progressive treatment approach with specific requirements that a parent must meet to advance to the next phase of the program.
- Ongoing judicial interaction with program participants.

**Capacity & Capabilities:** In addition to the Essential Characteristics listed below, applicants must provide all members and their respective roles on the court team.

- Comprehensive substance abuse needs assessment and referral to an appropriate substance abuse treatment agency.
- Monitoring of abstinence through periodic alcohol or other drug testing.
- Development of partnerships with public agencies and community organizations.

#### Performance Management:

- Monitoring and evaluation of program goals and effectiveness.

#### Target Group:

- Early identification and prompt placement of eligible parents who volunteer to participate in the program.

#### Evidence-Based practices:

- Continuing interdisciplinary education to promote effective program planning, implementation, and operations.

### Drug Courts

#### Project Approach & Activities:

- The integration of alcohol and other drug treatment services in the processing of cases in the judicial system.

- The use of a nonadversarial approach involving prosecutors and defense attorneys to promote public safety and to protect the due process rights of program participants.
- A coordinated strategy to govern program responses to participants' compliance.
- Ongoing judicial interaction with program participants.

**Capacity & Capabilities:**

- Access to a continuum of alcohol, drug, and other related treatment and rehabilitative services.
- Monitoring of abstinence through weekly alcohol and other drug testing.
- Development of partnerships with public agencies and community organizations.

**Performance Management:**

- Monitoring and evaluation of program goals and effectiveness.

**Target Group:**

- Early identification and prompt placement of eligible participants in the program.

**Evidence-Based practices:**

- Continuing interdisciplinary education to promote effective program planning, implementation, and operations.

**Veterans Treatment Courts**

**Project Approach & Activities:**

- The integration of services in the processing of cases in the judicial system.
- The use of a nonadversarial approach involving prosecutors and defense attorneys to promote public safety and to protect the due process rights of program participants.
- A coordinated strategy to govern program responses to participants' compliance.
- Ongoing judicial interaction with program participants.

**Capacity & Capabilities:**

- Access to a continuum of alcohol, controlled substance, mental health, and other related treatment and rehabilitative services.
- Careful monitoring of treatment and services provided to program participants.
- Development of partnerships with public agencies and community organizations, including the United States Department of Veterans Affairs.

**Performance Management:**

- Monitoring and evaluation of program goals and effectiveness.

**Target Group:**

- Early identification and prompt placement of eligible participants in the program.

- Inclusion of a participant's family members who agree to be involved in the treatment and services provided to the participant under the program.

**Evidence-Based practices:**

- Continuing interdisciplinary education to promote effective program planning, implementation, and operations.

**Mental Health Courts**

**Project Approach & Activities:**

- The integration of mental illness treatment services and mental retardation services in the processing of cases in the judicial system.
- The use of a nonadversarial approach involving prosecutors and defense attorneys to promote public safety and to protect the due process rights of program participants.
- Diversion of potentially mentally ill or mentally retarded defendants to needed services as an alternative to subjecting those defendants to the criminal justice system.
- Ongoing judicial interaction with program participants.

**Capacity & Capabilities:**

- Access to mental illness treatment services.
- Development of partnerships with public agencies and community organizations, including local mental health authorities (LMHA).

**Performance Management:**

- Monitoring and evaluation of program goals and effectiveness.

**Target Group:**

- Early identification and prompt placement of eligible participants in the program.

**Evidence-Based practices:**

- Continuing interdisciplinary education to promote effective program planning, implementation, and operations.

**Commercially Sexually Exploited Persons Courts**

**Project Approach & Activities:**

- The integration of services in the processing of cases in the judicial system.
- The use of a nonadversarial approach involving prosecutors and defense attorneys to promote public safety, to reduce the demand for the commercial sex trade and trafficking of persons by educating offenders, and to protect the due process rights of program participants.
- A coordinated strategy to govern program responses to participant compliance.

**Capacity & Capabilities:**

- Access to information, counseling, and services relating to sex addiction, sexually transmitted diseases, mental health, and substance abuse.
- Development of partnerships with public agencies and community organizations.

**Performance Management:**

- Monitoring and evaluation of program goals and effectiveness.

**Target Group:**

- Early identification and prompt placement of eligible participants in the program.

**Evidence-Based practices:**

- Continuing interdisciplinary education to promote effective program planning, implementation, and operations.

## **Public Safety Employees Treatment Courts**

**Project Approach & Activities:**

- The integration of services in the processing of cases in the judicial system.
- The use of a nonadversarial approach involving prosecutors and defense attorneys to promote public safety and to protect the due process rights of program participants.
- A coordinated strategy to govern program responses to participants' compliance.
- Ongoing judicial interaction with program participants.

**Capacity & Capabilities:**

- access to a continuum of alcohol, controlled substance, mental health, and other related treatment and rehabilitative services
- Careful monitoring of treatment and services provided to program participants.
- Development of partnerships with public agencies and community organizations.

**Performance Management:**

- Monitoring and evaluation of program goals and effectiveness.

**Target Group:**

- Early identification and prompt placement of eligible participants in the program.
- Inclusion of a participant's family members who agree to be involved in the treatment and services provided to the participant under the program.

**Evidence-Based practices:**

- Continuing interdisciplinary education to promote effective program planning, implementation, and operations.

[Print This Page](#)**Agency Name:** Fort Bend County**Grant/App:** 1919115 **Start Date:** 9/1/2021 **End Date:** 8/31/2022**Project Title:** Felony and Misdemeanor Drug Court Program**Status:** Application Pending Submission**Eligibility Information****Your organization's Texas Payee/Taxpayer ID Number:**

17460019692080

**Application Eligibility Certify:**

Created on:12/28/2020 4:02:19 PM By:Stanford Polk

**Profile Information****Applicant Agency Name:** Fort Bend County**Project Title:** Felony and Misdemeanor Drug Court Program**Division or Unit to Administer the Project:** Fort Bend County Community Supervision and Corrections Department**Address Line 1:** 4520 Reading Road Suite B**Address Line 2:****City/State/Zip:** Rosenberg Texas 77471-2582**Start Date:** 9/1/2021**End Date:** 8/31/2022**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:** Austin,Fort Bend,Harris,Matagorda,Waller,Wharton**Grant Officials:****Authorized Official****Name:** KP George**Email:** county.judge@fortbendcountytexas.gov**Address 1:** 301 Jackson Street**Address 1:** Office of the County Judge**City:** Richmond, Texas 77469**Phone:** 281-341-8608 Other Phone: 281-633-7769**Fax:** 832-471-1858**Title:** The Honorable**Salutation:** Judge**Position:** County Judge**Financial Official****Name:** Robert Sturdivant**Email:** Accounting@fortbendcountytexas.gov**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.**Position:** County Auditor**Project Director****Name:** Stanford Polk**Email:** Stan.Polk@fortbendcountytexas.gov

**Address 1:** 4520 Reading Road Suite B

**Address 1:**

**City:** Rosenberg, Texas 77471

**Phone:** 281-238-3236 Other Phone: 281-633-7200

**Fax:** 281-238-3235

**Title:** Mr.

**Salutation:** Mr.

**Position:** Supervisor

#### **Grant Writer**

**Name:** Stanford Polk

**Email:** Stan.Polk@fortbendcountytexas.gov

**Address 1:** 4520 Reading Road Suite B

**Address 1:**

**City:** Rosenberg, Texas 77471

**Phone:** 281-238-3236 Other Phone: 281-633-7200

**Fax:** 281-238-3235

**Title:** Mr.

**Salutation:** Mr.

**Position:** Supervisor

#### **Grant Vendor Information**

**Organization Type:** County

**Organization Option:** applying to provide services to all others

**Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID):** 17460019692080

**Data Universal Numbering System (DUNS):** 081497075

#### **Narrative Information**

##### **Introduction**

The purpose of this funding is to support specialty court programs as defined in Chapter 121 and Chapter 129 of the Texas Government Code.

The funding announcement, located on the [eGrants Calendar](#) page, describes the organization types, activities, and costs that are eligible under the announcement. The PSO's [eGrants User Guide to Creating an Application](#) guides applicants through the process of creating and submitting an application in eGrants. Information and guidance related to the management and use of grant funds can be found in the The PSO's Guide to Grants, located on the [PSO Resource for Applicants and Grantees webpage](#).

##### **Program-Specific Questions**

###### **Specialty Courts - Participant Fees**

Does this specialty court collect participant fees pursuant to Sec. 123.004 of the Texas Government Code?

☐ Yes

☒ No

If yes, what is the current dollar amount charged to participants?

0

In the last fiscal year, how many participants were charged a fee?

0

Of those participants charged, how many paid the fee?

0

##### **Certifications**

In addition to the requirements found in existing statute, regulation, and the funding announcement, this program requires applicant organizations to certify compliance with the following:

**Constitutional Compliance**

Applicant assures that it will not engage in any activity that violates Constitutional law including profiling based upon race.

**Information Systems**

Applicant assures that any new criminal justice information systems will comply with data sharing standards for the Global Justice XML Data Model and the National Information Exchange Model.

**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 through a formal grant adjustment and to secure PSO 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 PSO's approval of a grant adjustment and prior to requesting reimbursement of 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 PSO authorizes otherwise. Program income which the grantee did not anticipate at the time of the award shall be used to reduce the PSO 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).

**Twelve-Step Programs**

Grant funds may not be used to support or directly fund programs such as the Twelve Step Program which courts have ruled are inherently religious. OOG grant funds cannot be used to support these programs, conduct meetings, or purchase related materials.

**Criminal History Reporting**

Entities receiving funds from PSO 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 Safety (DPS) as directed in the *Texas Code of Criminal Procedure, Chapter 66*. 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.

Beginning January 1, 2021, counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90 percent of convictions and other dispositions within five business days to the Criminal Justice Information System at the Department of Public Safety. Click [here](#) for additional information from DPS on this new reporting requirement.

**Uniform Crime Reporting (UCR)**

Eligible applicants operating a law enforcement agency must be current on reporting complete UCR data and the Texas specific reporting mandated by 411.042 TGC, to the Texas Department of Public Safety (DPS) for inclusion in the annual Crime in Texas (CIT) publication. To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year by the deadline(s) established by DPS. Due to the importance of timely reporting, applicants are required to submit complete and accurate UCR data, as well as the Texas-mandated reporting, on a no less than monthly basis and respond promptly to requests from DPS related to the data submitted. Note: UCR is transitioning from summary reporting to NIBRS only in 2021. Applicants are encouraged to transition to NIBRS as soon as possible in order to maintain their grant eligibility.

### Specialty Court Certifications

If the applicant is a specialty court operated under Ch. 121 of the Texas Government Code, the following certifications apply:

1. The specialty court will develop and maintain written policies and procedures for the operation of the program.
2. The applicant will submit a copy of any project evaluations, evaluation plans, recidivism studies, or related reports that are completed during the grant period to PSO.

### Adoption of Adult Drug Court Best Practice Standards

Applicants operating an adult drug court certify that they are working towards full compliance with and adoption of Vol. I & II of the Adult Drug Court Best Practice Standards.

### Adoption of Family Drug Court Best Practice Standards

Applicants operating a family drug court certify that they are working towards full compliance with and adoption of the Family Treatment Court Best Practice Standards.

### Compliance with State and Federal Laws, Programs and Procedures

Local units of government, including cities, counties and other general purpose political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency, must comply with all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security ("DHS") to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency's custody; and (2) detain such illegal aliens in accordance with requests by DHS. Additionally, counties and municipalities may NOT have in effect, purport to have in effect, or make themselves subject to or bound by, any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States; or (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3). Lastly, eligible applicants must comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code.

Each local unit of government, and institution of higher education that operates a law enforcement agency, must download, complete and then upload into eGrants the [CEO/Law Enforcement Certifications and Assurances Form](#) certifying compliance with federal and state immigration enforcement requirements. This Form is required for each application submitted to PSO and is active until August 31, 2022 or the end of the grant period, whichever is later.

### 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 PSO and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Randi Lintner

Enter the Address for the Civil Rights Liaison:

301 Jackson Street Richmond, Texas 77469

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

281-341-8617

### Overall Certification

Each applicant agency must certify to the specific requirements detailed above as well as to comply with all requirements within the PSO Funding Announcement, the *Guide to Grants*, the *Grantee Conditions and Responsibilities*, any authorizing or applicable state and federal statutes and regulations to be eligible for this program.

☒ I certify to all of the application content & requirements.

### Project Abstract :

Although there are existing alternatives through community supervision there is still a need for more intensive programs, specifically, the CARD Program (Felony Drug Court) and Misdemeanor Drug Court. When individuals are placed on Community Supervision or Bond Supervision with an existing substance abuse problem, there is often a lapse in time before the problem is identified and appropriate assessments and referrals to treatment

services occur. The Drug Courts immediately identify individuals with a substance abuse problem and provide immediate assessments and referrals to treatment services. The primary goal of each program is to provide an effective and accountable response by the criminal justice system that breaks the cycle of drug and alcohol addiction and criminality in the community. The programs are designed to promote a sober and healthy lifestyle through brokering community treatment services and promoting community safety while at the same time reducing recidivism. The primary focus of the Felony Drug Court Program (CARD) is on State Jail Felony and/or Third Degree non-violent felony offenders with the underlying issue being a substance abuse problem. Other felonies of other levels are considered on a case-by-case base. The Misdemeanor Drug Court targets individuals charged with a Misdemeanor Possession of Marijuana or a Misdemeanor Possession of a Controlled Substance. Other Misdemeanor charges are considered if the underlying circumstances of the offense involve substance abuse. Each program's operational guidelines include the ten key components as established by the National Association of Drug Court Professionals (NADCP). After an individual is arrested, a pre-trial interview is conducted and individuals are screened for possible referral to the CARD Program or Misdemeanor Drug Court. Offenders who are currently on Community Supervision or Bond Supervision and have demonstrated a significant substance abuse problem may also be referred to the appropriate program with the courts approval. Once the criteria for admission to the program are met, the participant meet with the Drug Court Officer who will conduct an intake that will include a complete social and substance abuse history. Participants are immediately referred for a Substance Abuse Evaluation with a designated treatment provider who will identify treatment needs and refer the participant to the appropriate level of treatment services. The treatment provider, Drug Court Officer and the program participant work together to develop an individual treatment plan. Participants are required to submit to random alcohol/drug screening. Program activities consist of three phases with the exception of the CARD program, which consist of a Preliminary Recovery Exposure Phase along with the three phases. The participants are required to attend weekly or bi-weekly court sessions, submit to random drug/alcohol testing, attend substance abuse treatment, individual and/or family counseling, peer support meetings and aftercare support groups. Participants are also required to report to their assigned Drug Court Officer and are subject to monthly home/field visits by their assigned Drug Court Officer. Treatment and supervision requirements may be adjusted at any time during any phase to meet the participant's need, which may include referrals to residential substance abuse treatment. Graduated sanctions and incentives are utilized throughout the program phases to assist in the success of the participants. Participants are also assessed and referred to a cognitive behavioral program. Successful completion of each program is determined once the participants completes all phases, met all treatment goals and objectives and remained drug and alcohol free.

### **Problem Statement :**

Individuals arrested for a drug-related or alcohol-related offense usually return to their criminal activity and substance abuse habit upon release from jail. Without the existence of the Drug Courts, the local court system has limited mechanisms through which it can effectively handle nonviolent drug offenders and offenders arrested for an alcohol related offense. Occasionally, Community Supervision is unaware of an existing substance abuse problem, which creates a lapse in time before appropriate assessments, and treatment services occurs. The Fort Bend County Drug Courts alleviate this problem through early identification of substance abuse disorders, prompt placement into substance abuse treatment and court intervention.

### **Supporting Data :**

Substances being abused in Fort Bend County are alcohol, cocaine, marijuana and prescription drugs. Other substances being abused include amphetamines, methamphetamine, PCP and opiates. The use and abuse of opiates/opioids, and synthetic drug use are also prevalent. In addition, the Community Supervision and Corrections Department and Pre Trial service Department drug-testing program continue to experience an increase in positive drug tests and admission drug for methamphetamine and heroin. Repeat offenses, as a norm, are the result of a lack of early identification of a substance abuse disorder and a lack of treatment services to effectively address the problem of substance abuse. According to the United States Census Bureau, year 2019 Fort Bend County estimated population was 811,688, which indicates a growth rate of 38.8% during the last nine years. With the growing population in Fort Bend County, the need for additional and more intensive substance abuse treatment services also continues to grow. The State Office of Court Administration indicates as of August 31 2020, there were approximately 4500 active felony criminal cases pending disposition in Fort Bend County. Of the felony cases pending, approximately 24% were alcohol or drug related offenses. This percentage does not include theft or property crimes, which is commonly associated with substance abuse. Of the 6742 misdemeanor, criminal cases that were pending in Fort Bend County on August 31, 2020, 30% were classified as alcohol or drug related offenses. According to the Fort Bend County Community Supervision and Corrections Department's FY 2020 Offender Profile Data, 40% of individuals under direct supervision were placed on Community Supervision for an alcohol or drug related offense. The Fort Bend County Pre-Trial Department (operated through the CSCD) supervises individual with pending cases that are court ordered to

submit to random alcohol/drug testing. FY 2020 the Pre-Trial Department served approximately 1,600 offenders in which approximately 70% of these offenders submitted to a positive alcohol/ drug test or admitted to illicit drug/alcohol use. These individuals are considered potential candidates for the Drug Court Programs. An annual review completed by the Fort Bend County Community Supervision and Corrections Department indicates that the Felony Drug Court Program (CARD) has a recidivism rate of 20% over a three-year period. The three-year recidivism rate for the Misdemeanor Drug Court is 17%. As of FY 2020, 76% of the participants enrolled in the Felony Drug Court Program have successfully completed the program. The recidivism and successful completion rate of each program indicates that these specialty court programs are effective in reducing criminal activity related to substance abuse and are cost effective.

### **Project Approach & Activities:**

The Drug Court programs are special "Problem-Solving" Courts given the responsibility to serve cases involving drug and alcohol offenders through intense supervision, substance abuse treatment, drug testing, Judicial Intervention, and immediate sanctions and incentives. Graduated sanctions, including jail time, are imposed for noncompliance. The programs strive to ensure consequences for participants' behavior are predictable, fair, consistent, and administered in accordance with evidence-based principles of effective behavior modification. Conversely, incentives are applied for continual compliance. The Drug Court teams are comprised of the Judge, Drug Court Coordinator, prosecutor, defense attorney, supervision officers, and treatment providers. The structure of supervision provides a more comprehensive supervision of drug using offenders than any other form of community supervision. Fort Bend County's Drug Court programs are design to reduce recidivism through evidence-based practices, and effective and accountable response from the criminal justice system that breaks the cycle of drug and alcohol addiction and criminality. The programs assists participants to develop sober healthy lifestyles by undergoing intensive supervision and treatment directed through the Drug Court teams. Upon successful completion of the program, an individual should be able to cope with an addiction problem in a socially acceptable manner, maintain employment or full-time student status and be a contributing member of the community. Each court team quickly and accurately identifies defendants with alcohol or drug abuse problems to initiate the assessment and referral process. Potential participants are identified through a screening process conducted by the Drug Court Officers or the CSCD Pretrial Officer, with offenders who are required as a condition of bond to submit to random alcohol/drug testing and/or a Texas Risk Assessment (TRAS). The programs consists of three phases with the exception of the Felony Drug Court program, which consist of a Preliminary Recovery Exposure Phase along with the three phases. Program design is based on the ten key components and best practice standards related to Drug Courts. The programs serve cases that originate from the Fort Bend County Criminal County and District Courts Dockets. The supervision of participants is conducted by the Community Supervision and Corrections Department who employs the Drug Court Officers and Coordinator. Participants may be required to pay a fee to the CSCD in the amount of not less than \$25.00 and not more than \$60.00 per month (Art. 42A.652 Code of Criminal Procedures Monthly Fee). In lieu of Probation Supervision Fees, the court may order participants to pay a program participation fee not to exceed \$1000.00 per participant. Eligibility and exclusion criteria for the Drug Court are predicated on empirical evidence indicating which types of offenders can be treated safely and effectively in Drug Courts. The criterion for program eligibility is listed in each policy manual. The Assistant District Attorney and Defense Attorney's assigned to the Drug Court teams have a thorough understanding of the eligibility requirements. Candidates are evaluated for admission to the Drug Court using evidence-based assessment tools and procedures. Potential Drug Court participants who have historically experienced sustained discrimination or reduced social opportunities because of their race, ethnicity, gender, sexual orientation, sexual identity, physical or mental disability, religion, or socioeconomic status receive the same opportunities as other citizens to participate and succeed in the Drug Court Programs. The Drug Court judge and Team Members stays abreast of current laws and research on best practices in Drug Courts by attending annual conferences associated with Specialty Courts. The Felony and Misdemeanor Drug Court Judges participates regularly in team meetings and Pre-Court Staffing. Both Judges interacts frequently and respectfully with participants, and gives due consideration to the input of other team members. Participants Judicial Interactions occurs a minimum of once every other week. The Judges takes into account recommendations by team members; however, he/she is the ultimate decision maker on the team. Treatment providers ensure participants receive substance abuse treatment based on a standardized assessment of their treatment needs. Substance abuse treatment is not provided to reward desired behaviors or punish infractions. Treatment is used as a therapeutic response. Treatment providers are trained (Licensed Chemical Dependency Counselors) to deliver a continuum of evidence-based interventions. In addition, upon entry into the program each participant is administered a Full Felony TRAS to assist in identifying and addressing other needs areas.

### **Capacity & Capabilities:**

Each program consists of a Judge, Coordinator, Prosecutor, Defense Attorney, Supervision Officer and Treatment Provider. Program capacity do not exceed 45 participants per Supervision Officer. Program Supervisor is

responsible for monitoring caseload census to ensure Supervision Officers have adequate time to evaluate participants' performance, share significant observations with team members and perform other required duties related to the supervision of program participants. Upon placement into the Drug Court Program, participants are placed on random drug testing. During the initial phase, the participants report a minimum of twice per week for testing in the Felony Drug Court. Misdemeanors participants reports a minimum of once per week. The frequency in which participants are tested adjusted as they advance through the program. The participants are subjected to hair follicle tests, urine tests, saliva tests, and ETG tests throughout the program. Judge: is the ultimate decision-making authority and motivator. The Judge is responsible for holding the clients accountable for their behavior through the imposition of court-ordered sanctions and incentives. The judge is also responsible for holding team members accountable for performing their respective roles in a timely, honorable, and integrated manner. Defense Attorney: primary role is to ensure that the rights of the program participants remain protected. Prosecutor: serves as the public representative of the community. The prosecutor protects the rights of any victims and the community at large by ensuring that the participants are held appropriately accountable for their behavior while in the program. The prosecutor's role is non-adversarial, supportive, and constructive. The prosecutor is the ultimate gatekeeper for potential participants. Supervision Officer/Coordinator: a certified community supervision and corrections officer who serves as the case manager and coordinator. The officer regularly meets with the program participants to monitor compliance with the program guidelines and objectives, coordinates team meetings and conducts ongoing assessments of program participants. The officer also brokers services to meet participants' needs, provide ongoing documentation for tracking and ensure timely reporting and accuracy of weekly drug-testing results. The coordinator oversees the daily operation of the program. The coordinator/officer is the primary link between the Judge and CSCD regarding participants' progress and/or problems. Treatment Provider: provides individual, group and family-base treatment services to program participants. The treatment provider's responsibilities include providing weekly progress reports and regularly communicate to team members' treatment progress of participants. The treatment provider is present at weekly staffing to address and interpret clinical issues and questions regarding treatment. Team Members attended the NADCP Annual Training Conference in May of 2018 and the Texas Association of Specialty Court Conference April 2019. The program team members will continue to attend ongoing training related to Specialty Courts to include the annual Texas Association of Specialty Courts Conference. The Specialty Court Programs have an established partnership with the local MHMRA, Sober Living Homes, Local Colleges, DARS, Fort County Behavioral Health and the Texas Work Source. The specialty Courts were established as follows: Felony Drug Court January 2002. Misdemeanor Drug Court March 2006.

### **Performance Management :**

The goal of each program is to reduce recidivism by providing an effective and accountable response from the criminal justice system that breaks the cycle of drug and alcohol addiction and criminality in the community. The programs are designed to promote a sober and healthy lifestyle through brokering community treatment services and promoting community safety. The programs are designed in a manner that the participants become vested in their recovery. The programs requires that the participants make positive changes in their lives and provides them the tools to maintain changes after completion of the program. The cost effective court programs have reduced recidivism and decreased criminogenic risk factors including substance abuse among Fort Bend County offenders. The programs also focus on other criminogenic factors that often lead to re-arrest of offenders. These criminogenic areas include education/employment, family problems, criminal attitudes, housing, and companions. The objective of each program is early identification of particular risk factors. Being successful in identifying the needs of each participant, a more effective treatment plan is developed; in turn, results in a higher success rate. Within the State of Texas, offenders sentenced to SAFPF during FY 15, the rearrests rate was 44%. For offenders sentenced to an Intermediate Sanctions Facility for FY 15, the rearrests rate was 57.2 %. The rearrests rate for offenders placed on felony Community Supervision for a drug related offenses was 39.3% for FY 15. The rearrests rate were based on a three year period. Currently the Fort Bend County Felony Drug Court Program has an 80% success rate based on a three-year rearrests rate. The low recidivism rate saves tax dollars by reducing re-arrests and freeing up jail beds. The average cost of an offender who completes the Felony Drug Court Program in twenty two months is \$4,500 per offender. By comparison, according to the Fort Bend County Jail, for FY 19, it cost \$87.07 per day to house an inmate in the County Jail. Since September 1, 2018, fifteen felony Drug Court participants have been released from custody to begin the program. These defendants would have otherwise remained in custody until disposition of their case. Since the inception, 75% of the participants that have entered into the Felony Drug Court Program have successfully completed the program. FY 2020, the Felony Drug Court had a 79% successful completion rate. The completion percentage and recidivism rate of these programs indicates that the programs are effective in reducing criminal activity related to substance abuse and is cost effective. The programs will continue to track success and recidivism rates to measure effectiveness. Program Staff will monitor participants served, to ensure that programs remain near or at capacity. FY 2020; one hundred and five clients were served in the Misdemeanor and Felony Drug Court programs. Depending on the current state of the COVID-19 pandemic, team members

will be provided the opportunity to attend the 2021 Specialty Court Conference in Galveston, Texas. After training sessions and conferences, each Specialty Court team will meet to discuss the Courts' effectiveness. The team will review the best practice standards and discuss how each Court is adhering to best practices standards. If deficient in a particular standard is identified, the Court Teams will work on implementing a plan to improve or rectify all deficiencies. The Drug Court Coordinator and Supervisor will monitor enrollment, group attendance, graduation rates, drug/alcohol testing results and recidivism's to ensure program benchmarks are being met.

### **Target Group :**

The target population of the Felony Drug Court Program (CARD) is on State Jail Felony and/or Third Degree non-violent felony offenders with the underlying issue being a substance abuse problem. Other felonies of other levels are considered on a case-by-case base. The Misdemeanor Drug Court targets individuals charged with a Misdemeanor Possession of Marijuana or a Misdemeanor Possession of a Controlled Substance. Other non-violent Misdemeanor charges are considered if the underlying circumstances of the offense involve substance abuse. To classify the risk level of participants the program utilizes the Texas Risk Assessment System (TRAS), which also assist in identifying both criminogenic need and barriers to programming. The programs will primarily target High, Moderate, and Low/Moderate Risk Levels. Potential participants who scores Low Risk on the TRAS Assessment however, have a validated substance abuse evaluation or an Addiction Severity Index, which support a need for substance abuse treatment, may be considered on a case-by-case bases. Potential Drug Court participants who have historically experienced sustained discrimination or reduced social opportunities because of their race, ethnicity, gender, sexual orientation, sexual identity, physical or mental disability, religion, or socioeconomic status receive the same opportunities as other citizens to participate and succeed in the Drug Court Programs. Efforts are made to have potential drug court participants screened and assessed within 48 hours of arrest or within 14 days after their first court setting.

### **Evidence-Based Practices:**

The programs are structured to ensure adherence with the Ten Key components of Drug Court. (NADCP.ORG) and Adult Drug Court Best Practice Standards. The Drug Court Programs include a multidisciplinary team approach, ongoing judicial contact, and random drug/alcohol testing, sanctions and incentives, and substance abuse treatment. (NADCP) The programs are designed and will continue to adhere to Adult Drug Court Best Practice standards set by NADCP. Integration of Services – The Felony Drug Court Team Members and Misdemeanor Drug Court Team meets weekly or bi-weekly. Court teams, which includes; the Judge, treatment providers, Drug Court Coordinator, Drug Court Probation Officers, Prosecutors and Defense Attorneys meet weekly/bi-weekly prior to court proceedings to staff each participant's case, determine current progress and future action. The treatment providers are an official member of the Drug Court Teams. The treatment providers provide weekly progress reports and participate in the weekly court staffing. Treatment options utilized by the Courts are intensive and supportive outpatient programs, individual counseling, recovery support meetings, psychological counseling, and residential drug treatment. Participants must complete Moral Reconation Therapy, which is a cognitive behavior program. Many receives educational and vocational assistance. Referrals are based on individual needs. The courts mission statement, eligibility requirements, program guidelines, general sanctions, incentives and reporting requirements are defined in the programs' policy manual. Non-Adversarial Approach – The Drug Courts Prosecutors and Defense Attorneys are active members of the Court teams. The Drug Courts Assistant District Attorney and Defense Attorney are notified of potential clients for the Drug Court programs. Once it is determined a individual is appropriate for the program placement, instructions are given to the participant to appear at the next court docket. Additionally, the Defense Attorney will file a motion to substitute, so that the Drug Court Defense Attorney may be appointed to the case. The Defense Attorney will examine the legal merits of the State's case. The Drug Court Defense Attorney represent and advise the potential candidate of their legal rights and possible defenses to the State's case. The candidate formally makes a commitment to the program by entering a plea of guilty to the pending charges. The Defense Attorney explains the plea agreement to the participant. The Defense Attorney and Prosecutor also actively participate in weekly team staffing's, business meetings and other Drug Court functions. Prompt Placement – Drug Court Officers screen potential candidates within 24-72 hours of arrest. Offenders are interviewed to determine eligibility. Potential candidates are screened by the Drug Court Coordinator or Probation Officer to determine if they meet eligibility criteria for the program. If the individual is approved and agrees to enter one of the programs, the participant is scheduled for an intake interview and are placed on the Court docket. If an individual agrees to enter one of programs, he/she are given Drug Court bond conditions and will begin the program immediately. Referrals are made through Prosecutors, Defense Attorneys and existing probation cases. Access – During the intake, the defendant's substance abuse, social, employment, medical, education, family and criminal history are reviewed. A TRAS Assessment is also completed at the time of intake. Referral to substance abuse treatment is made at that time of intake. At the defendant's first court date, the case is

staffed, and if necessary, the participant may be referred to other needed services. These services may include a mental health evaluation, anger management, the Work Source for job training and employment assistance, sober supportive housing, (DARS) the Texas Department of Assistive and Rehabilitative Services, and HIV and tobacco awareness class. The treatment provider's team staffs each defendant's case weekly. Treatment plans are modified as needed. Participants of the Misdemeanor and Felony Drug Court have the option to attend a seminar with the local Community College to discuss the education options. After completion of outpatient drug treatment, the participants are given the opportunity to attend a peer led aftercare groups. Abstinence Monitoring – Upon placement into the Drug Court Program, participants are placed on random drug testing. During the initial phase, the participants report a minimum of twice per week for testing in the Felony Drug Court. Misdemeanors participants reports a minimum of once per week. The frequency in which participants are tested adjusted as they advance through the program. The participants are subjected to hair follicle tests, urine tests, saliva tests, and ETG tests throughout the program. To address a positive drug test, the participant will receive a sanction and treatment services are adjusted. Program adjustments include transitioning back a phase, increased substance abuse groups, or residential treatment. Compliance Strategy – The courts, based on the actions of the participant during the week, apply incentives and sanctions. Each week, the appropriate court response is decided by the information provided during team staffing. Sanctions includes admonishments by the court, more restrictive conditions, program phase demotion, jail time, community service, writing assignments, and in extreme cases, program expulsion. Before expulsion is considered, the graduated sanctions process demands an established history of court directed consequences. Incentives include certificates of achievement, gifts and gift certificates, praise from the bench, court applause, less restrictive conditions within the program, promotion within program, and ultimate dismissal of the case. Participants of the Felony Drug Court and the Misdemeanor Drug Court are eligible for case expungement upon completion of aftercare. Judicial Interaction – The court judges are the ultimate decision-making authority for their team. The Judges of the Felony and Misdemeanor Drug Courts attends weekly/bi-weekly team staffing and listens to input on each client from team members. The Judges are responsible for holding the participants accountable for their behavior through the imposition of court-ordered sanctions and rewards. The Judges are also responsible for holding team members accountable for performing their respective roles in a timely, honorable, and integrated fashion. Initially, participants are required to report to court weekly or bi-weekly. Evaluation – Continuous quality improvement reviews are conducted in court team business meetings and as a matter of Fort Bend County's general operations. Court officers track program data, such as recidivism rate, retention rate, graduation rate, and the demographic information of the participants. In addition, the participant's officer enters all case information into the department's MIS system. The Fort Bend County Community Supervision and Corrections Department conducts internal audits to ensure compliance. Meetings provide common arenas to determine program operational successes, goal attainment, program problems, and potential solutions. Education – Team Members of the Misdemeanor and Felony Drug Courts attends the annual Texas Association of Specialty Court Conference. Each program will continue to attend available training to enhance court operations and remain current on research and best practice techniques. Partnerships – The Program's established relationship with the local Work Source Office which benefits participants through job search classes and vocational readiness development. The local community college, conducts classes for program participants in educational planning, degree options and financial aid. The Drug Courts has a special project fund generously funded by private donors to represent the community's support of the programs. Participants are also referred to the local mental health provider and the county's Recovery and Reintegration Program.

## Project Activities Information

### Introduction

This section contains questions about your project. It is very important for applicants to review their funding announcement for guidance on how to fill out this section. Unless otherwise specified, answers should be about the EXPECTED activities to occur during the project period.

### Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Specialty Court - Adult	100.00	Provide court supervised substance abuse treatment to adult offenders as an alternative to traditional criminal or civil sanctions. The programs are special "Problem-Solving" courts given the responsibility to handle cases involving drug-using offenders through intense supervision, random alcohol/drug testing, alcohol/drug treatment, sanctions and incentives and Judicial Intervention. Initially, Participants are under weekly contact from members of the Court Teams, which includes weekly/biweekly court appearances and office visits with Drug Court Officers. Participants are referred to drug/alcohol treatment within twenty-four hours of entering the program. Treatment options utilized by the Courts are intensive outpatient, supportive outpatient, individual counseling,

psychological counseling and residential alcohol/drug treatment. Participants must complete Moral Reconation Therapy, which is a cognitive behavior program. Participants may also be referred to educational and job training based on individual needs. Graduated sanctions, including jail time, are imposed for noncompliance. Sanctions include admonishments by the court, more restrictive conditions, curfew, and phase demotion within the program. Jail time, community service, and prison deterrent program, along with writing assignments are also utilized. Conversely, incentives are applied for continual compliance. Incentives include certificates of achievement, gifts and gift certificates, praise from the bench, court applause, less restrictive conditions within the program, promotion within program, and ultimate dismissal of the case if eligible. A Participant who has met his/her requirements for the week are rewarded and recognized by the Court as a Lifesaver/Smarter.

### CJD Purpose Areas

PERCENT DEDICATED	PURPOSE AREA	PURPOSE AREA DESCRIPTION
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### Measures Information

#### Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Number of carry-over individuals participating.	60
Number of individuals NEWLY participating.	65

#### Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL
Number of individuals who will successfully complete the program.	45

#### Custom Output Measures

CUSTOM OUTPUT MEASURE	TARGET LEVEL
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## Custom Outcome Measures

CUSTOM OUTCOME MEASURE	TARGET LEVEL
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**Resolution from Governing Body**

Applications from nonprofit corporations, local units of governments, and other political subdivisions must include a [resolution](#) that contains the following:

1. Authorization by your governing body for the submission of the application to the Public Safety Office (PSO) that clearly identifies the name of the project for which funding is requested;
2. A commitment to provide all applicable matching funds;
3. A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant (Note: If a name is provided, you must update the PSO should the official change during the grant period.); and
4. A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to PSO.

Upon approval from your agency's governing body, upload the [approved](#) resolution to eGrants by clicking on the **Upload Files** sub-tab located in the **Summary** tab.

**Contract Compliance**

Will PSO grant funds be used to support any contracts for professional services?

Select the appropriate response:

☒ Yes

☐ No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

All contract provisions related to case management and services will be monitored by conducting on-site visits at the contractor's office. Furthermore, clients' files (if applicable) will be reviewed for compliance with contract provisions. These on-site visits will be documented and conducted in accordance with the CSCD approved contract monitoring plan as required by TDCJ-CJAD.

**Lobbying**

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Select the appropriate response:

☐ Yes

☒ No

☐ N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the appropriate response:

☐ Yes  
☒ No  
☐ N/A

### Fiscal Year

Provide the begin and end date for the applicant agency's fiscal year (e.g., 09/01/20xx to 08/31/20xx).

Enter the Begin Date [mm/dd/yyyy]:

9/1/2021

Enter the End Date [mm/dd/yyyy]:

8/31/2022

### Sources of Financial Support

Each applicant must provide the amount of grant funds expended during the most recently completed fiscal year for the following sources:

Enter the amount (in Whole Dollars \$) of Federal Grant Funds expended:

54446435

Enter the amount (in Whole Dollars \$) of State Grant Funds expended:

6591299

### Single Audit

Applicants who expend less than \$750,000 in federal grant funding or less than \$750,000 in state grant funding are exempt from the Single Audit Act and cannot charge audit costs to a PSO grant. However, PSO may require a limited scope audit as defined in 2 CFR Part 200, Subpart F - Audit Requirements.

Has the applicant agency expended federal grant funding of \$750,000 or more, or state grant funding of \$750,000 or more during the most recently completed fiscal year?

Select the appropriate response:

☒ Yes  
☐ No

Applicant agencies that selected **Yes** above, provide the date of your organization's last annual single audit, performed by an independent auditor in accordance with the State of Texas Single Audit Circular; or CFR Part 200, Subpart F - Audit Requirements.

Enter the date of your last annual single audit:

4/3/2019

### Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

☒ I Certify  
☐ Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

## Fiscal Capability Information

### Section 1: Organizational Information

\*\*\* FOR PROFIT CORPORATIONS ONLY \*\*\*

Enter the following values in order to submit the application

Enter the Year in which the Corporation was Founded: 0

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status: 01/01/1900

Enter the Employer Identification Number Assigned by the IRS: 0

Enter the Charter Number assigned by the Texas Secretary of State: 0

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

### Section 2: Accounting System

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts)?

Select the appropriate response:

☐ Yes  
☐ No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:

☐ Yes  
☐ No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

☐ Yes  
☐ No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

### Section 3: Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

☐ Yes  
☐ No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

☐ Yes  
☐ No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

☐ Yes  
☐ No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

#### **Section 4: Budgetary Controls**

Grant agencies should establish a system to track expenditures against budget and / or funded amounts. Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

☐ Yes  
☐ No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

☐ Yes  
☐ No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

#### **Section 5: Internal Controls**

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

☐ Yes  
☐ No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

☐ Yes  
☐ No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

#### **Budget Details Information**

**Budget Information by Budget Line Item:**

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Contractual and Professional Services	Substance Abuse-Related Case Management, Counseling, Outpatient, and/or Treatment Services	Fort Bend County will contract with Fort Bend Regional Council to provide outpatient substance abuse counseling to include individual and group counseling and to be available to address and interpret clinical issues and questions that may arise. Fort Bend Regional Council is designated to serve approximately 50-60% of the Felony Drug Court Program participants and a portion of the Misdemeanor Drug Court Program Participants. The current contract rate for FBRC is \$45.00 per individual session and \$15.50 per hour for group session. The Felony Drug Court participants will average 18 individual sessions (\$45.00 per session) and	\$61,750.00	\$0.00	\$0.00	\$0.00	\$61,750.00	0

		88 group sessions (2.5 hour per session at the rate of \$15.50 per hour). The average outpatient treatment cost for a participant in the Felony Drug Court Program is approximately \$4470.00 The Misdemeanor Drug Court Client will average three individual sessions at 45.00 per session and 36 group sessions (2.5 hour per session at the rate of \$15.50 per hour) Average outpatient treatment cost for the participant in the Misdemeanor Drug Court is \$1500.00..						
Contractual and Professional Services	Substance Abuse-Related Case Management, Counseling, Outpatient, and/or Treatment Services	Fort Bend County will contract with The Turning Point to provide outpatient substance abuse counseling to include individual and group counseling and to be available to address and interpret clinical issues and questions that may arise. The Turning Point is designated to serve	\$61,750.00	\$0.00	\$0.00	\$0.00	\$61,750.00	0

	approximately 40-50% of the Felony Drug Court Program and a portion of the Misdemeanor Drug Court Program. The current contract rate for The Turning Point is \$42.00 per individual session and \$14.00 per hour for group session. The Misdemeanor Drug Court participant will average 6 individual sessions at a rate of \$42 per session and 24 group sessions (2.5 hours per session at the rate of \$14.00 per hour). Average outpatient treatment cost for a participant in the Misdemeanor Drug Court is \$ 1100.00. The Felony Drug Court participants average 24 individual sessions (\$42.00 per session) and 88 group sessions (2.5 hour per session at the rate of \$14.00 per hour). The average outpatient treatment cost for a participant in the Felony							
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		Drug Court Program is approximately \$4088.00						
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### Source of Match Information

#### Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
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#### Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

### Budget Summary Information

#### Budget Summary Information by Budget Category:

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Contractual and Professional Services	\$123,500.00	\$0.00	\$0.00	\$0.00	\$123,500.00

#### Budget Grand Total Information:

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$123,500.00	\$0.00	\$0.00	\$0.00	\$123,500.00

### Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
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You are logged in as **User Name:** Stanpolk

STATE OF TEXAS

County of Fort Bend

### **Fort Bend County Felony Drug Court (CARD) and Misdemeanor Drug Court Programs**

**WHEREAS**, Fort Bend County finds it in the best interest of the citizens of Fort Bend County, Texas that the **Felony Drug Court (CARD) and Misdemeanor Drug Court Programs** continue to be operated for the fiscal year 2022; and

**WHEREAS**, Fort Bend County agrees that in the event of loss or misuse of the Office of the Governor, Criminal Justice Division funds, Fort Bend County assures that the funds will be returned to the Office of the Governor in full, and,

**WHEREAS**, Fort Bend County designates the Honorable KP George, of the Fort Bend County Commissioner Court as the grantee's authorized official giving him the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

**NOW THEREFORE, BE IT RESOLVED** that Fort Bend County approves submission of the grant application for the **Felony Drug Court (CARD) and Misdemeanor Drug Court Programs** to the Office of the Governor Criminal Justice Division.

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Approved by the Commissioners Court of Fort Bend County on the \_\_\_\_\_ day of February, 2021, duly put and carried:

\_\_\_\_\_  
KP George, County Judge

ATTEST:

\_\_\_\_\_  
Laura Richard, County Clerk

Grant Number: 1919115