

Fort Bend County



ID: R-2023-2018004610

VCSO: No

Veterans Mental Health Program
Clinical Counseling

Budgeted Amount: \$145,000.00

Grant Officer:

Start Date: 2024-07-01

End Date: 2025-06-30

Submission Deadline: 2023-12-04

TVC ID:

Award Type:

Request Status

Full Application

Review

Negotiation

Active

Closed

Status

Full Application

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Additional Organization Information

How many organizational employees working on the grant funded project are veterans?*

1

On average, how many veterans does the organization serve annually? *

220

On average, how many clients does the organization serve annually? *

2823

Percentage of clients served by the organization who are veterans:

8%

Principal Participants

Executive Director *

KP George

Chief Financial Officer *

Ed Sturdivant

Chief Operations Officer:

Ketan Inamdar

Project Manager / Coordinator *

Shannon Gore, MSW, MPH

Project Accountant *

Myoungchi Heasty, CPA

Media / Communications Coordinator *

Kaila Williams, MPH, CPH

PRR Reporter 1:

Laeticia Pena, BHS

PRR Reporter 2:

Returning Grant

Does your organization currently have an active FVA Grant? *

Yes

Active Grant ID:

G-2022-06959

Active Grant Amount:

\$135,000.00

Does your organization have a second active FVA grant? *

Yes

Second Active Grant ID:

G-2022-01529

Second Active Grant Amount:

\$300,000.00

▼ Full Application

▼ Summary of Services

Geographic Service Area(s)*

Fort Bend

What types of services does the organization currently provide to the community in the proposed service area?*

Transportation Assistance, Adjustment Disorders, Anxiety Disorders, BIP/DV/Anger Management Programs, Child/Adult Care, Employment Support, Family Support Services, Financial Assistance, Food Voucher, Fuel, Funeral Assistance, Home Weatherization, Licensed Mental Health providers, Life Skills, Marriage/Family/Relationship Concerns, Mortgage, Other Employment Related Services, Rent, Shelter Services, Substance Abuse Detection, Substance Use Disorders, Suicide Ideation and Behaviors, Transportation Rides, Trauma and Stress Related Disorders, Utilities

What types of services does the organization currently provide to veterans in the proposed geographic service area?*

Transportation Assistance, Adjustment Disorders, Anxiety Disorders, Child/Adult Care, Fuel, Funeral Assistance, Licensed Mental Health providers, Marriage/Family/Relationship Concerns, Mood Disorders, Mortgage, Rent, Transition Assistance, Utilities, BIP/DV/Anger Management programs, Family Support Services, Financial Assistance, Food Voucher, Home Weatherization, Life Skills, Shelter Services, Trauma and Stress Related Disorders

Who will the organization provide direct services to under the proposed project? Check boxes below.*

Veterans: Yes

Dependents: Yes

Surviving Spouses: Yes

Number of Veterans* 70

Number of Dependents* 10

Number of Surviving Spouses* 20

Total Number of Clients to be Served: 100

Will your organization ensure that the beneficiaries served, reported monthly to FVA are unduplicated? * Yes

Describe how your organization will ensure that beneficiaries reported to FVA are unduplicated. *

Social Services will utilize Caseworthy software to track clients, requests and services. The system allows the staff to ensure clients are unduplicated.

Will your organization collect and verify authorized beneficiary eligibility documents as prescribed by the RFA?* Yes

Describe how the eligibility verification documents are securely maintained (example: in locked filing cabinet or electronically on your organization's server).*

The software used by FBCSS is an electronic database that can only be accessed with a user ID and password, which are restricted to the individual, only the department is able to view the data.

How long does your agency retain grant documentation?*

They will be retained for 3 yrs after completion

Describe the services that your project will provide with this funding, and the specific veteran beneficiaries who will receive the services *

Financial assistance will be provided to veterans, surviving spouses and dependents through providing up to 98 clients with rental/mortgage assistance up to \$1,500 totaling \$147,000. Utility assistance for 41 clients up to \$600 totaling \$24,600, 9 clients to be assisted Childcare beneficiaries will receive up to \$1,000. Transportation assistance for 55 clients with gasoline with a full tank of gas; not to exceed \$100 for a total \$5,500, and 5 clients with funeral assistance for \$5,000 each.

What types of eligible beneficiaries from the United States military components will your organization serve with TVC grant funding? (select all that apply)*

Active Duty , National Guard, Reserves , Veteran

Choose the veteran discharge status(es) (Characterization of Service) that your organization will serve with TVC grant funding? (select all that apply)*

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

Describe any other restrictions on eligibility, if applicable (example: income level, VA disability rating, etc).

They must have income exhaustion with a verifiable crisis. Proof of FBC residence is required along with a standard application and supporting documents.

At what location(s) will beneficiary intake occur?* Organization Office, Beneficiary Home, Via Phone, Online Application , Other Location

At what location(s) will beneficiaries receive services?* Organization Office, Beneficiary Home, Other Location

Can beneficiaries request services over the phone?* Yes

If yes, provide phone number for beneficiaries' to contact for application and/or client intake?* 281-238-3502

Must be formatted as XXX-XXX-XXXX

Can beneficiaries request services or make an appointment online?* No

Can beneficiaries apply for services via walk-in? * Yes

Are services provided by appointment only?* Yes

How will beneficiaries be evaluated to determine priority of service?* Financial Hardship

Once eligibility is determined, how many days will it take for requested services to be provided?* 30

Will your organization be providing mental health services as a component of your grant project?* Yes

If Yes, select the conditions served : Mental Health Crisis, Trauma and Stress Related Disorders, Anxiety Disorders, Mood Disorders, Suicide Ideation and Behaviors, Substance Use Disorders, Concerns Related to Identity, Adjustment Disorders, Marriage/Family/Relationship Concerns , Other Mental Health Concerns Related to Veterans, Dependents, and Surviving Spouses

Which individual, manualized trauma-focused Evidence-Based Practices(EBP) modalities does your organization use to treat mental health conditions? *

Thanatologist, Cognitive Behavior Therapy, Dialectical Behavior Therapy, Acceptance Commitment Therapy, Internal Family Systems, Narrative Therapy and Solution Focused Therapy.

List all EBP certifications held by the organization staff that will be utilized for the scope of this grant. *

LPC-A
Thanatologist
Play Therapy

EBP CERTIFICATIONS - ACCOMPANYING DOCUMENTS

EBP Certification Document

Note : These EBP documents are required before grant services begin.

▼ Marketing and Outreach

Will your organization conduct outreach events/ interactions to promote grant-funded services? * Yes

Describe the organization's outreach plan.*

Staff will attend community events centered on awareness and education to expand the community's knowledge and awareness of the program. This will be in collaboration with HHS Comms department.

How many hours a week, on average, will you conduct outreach with grant funding?* 8

Will your organization conduct marketing to mass audiences promoting grant-funded services?* Yes

Describe the organization's marketing plan.*

Compose flyers, educational materials and social media campaigns; networking through community events, veterans groups/organizations and be present at FBC meetings to network and grow the program.

What marketing techniques will your organization be using to promote grant funded services ? Social Media , Flyers and Brochures, Other

Will beneficiary satisfaction of grant-funded services be measured? * Yes

Will this include a satisfaction survey after all services have been provided? * Yes

▼ Financial Information

Does your organization have a maximum allowable amount per client? * No

Does your organization have the ability to sustain this project without FVA funding? * No

Does your organization use software to record accounting transactions and manage financial book keeping? * Yes

What is the name, type, and version of the software? * Caseworthy, HMIS and Lawson

Note: The values entered for Total Assets, Total Liabilities, Net Assets should be based on the attached financial documents.

Total Assets* \$3,378,966,132.00

Total Liabilities* \$1,661,443,258.00

Net Assets at the end of the Year* \$1,795,877,849.00

Budget Tables

Salary & Fringe Group

Name	Job Title	Annual Salary	% Time to TVC Grant	Total Grant Funded Salary
Tracy Kinamore	Licensed Mental Health Therapis	\$75,920.00	100%	\$75,920.00
Total Fringe: \$35,839.64		Total Grant Funded Fringe: \$35,839.64		
Social Security: \$4,707.04 Medicare: \$1,100.84 FICA: \$5,807.88	Health: \$17,200.00 Dental: Vision:	Life: Disability: \$2,125.76 Worker's Comp: \$760.00	Unemployment: Retirement: \$9,946.00	Parking: Phone:
Total Salary + Fringe: \$111,759.64		Fringe % of Salary: 47.21%		
Total Salary				\$111,759.64

Travel Group

Category	Unit Cost	# Units	# Staff	Amount Requested
Local Mileage & Fees	\$0.58	6896	1	\$3,999.68
Conferences	\$2,275.00	1	1	\$2,275.00
Training	\$800.00	1	1	\$800.00
Total				\$7,074.68

Supplies Group

Category	Unit Cost	Quantity	Amount Requested
Office Supplies	\$10,000.00	1	\$10,000.00
Office Furniture	\$2,500.00	1	\$2,500.00
Total			\$12,500.00

Other Direct Cost Group

Category	Unit Cost	Quantity	Amount Requested
Phone Service	\$50.00	12	\$600.00
Marketing and Outreach	\$2,000.00	1	\$2,000.00

Training Materials	\$5,000.00	1	\$5,000.00
Professional Dues	\$160.00	1	\$160.00
Total			\$7,760.00

IDC Group

Category	Amount Requested
Administrative and Facilities Costs	\$5,905.68
Total	\$5,905.68

Total Budget: \$145,000.00

▼ Documents

Select the financial document that applies to your organization as per the RFA:

ORGANIZATIONAL DOCUMENTS	
 Liability Insurance Policy.pdf  Liability Insurance Added by Laeticia Pena, BHS at 3:30 PM on November 13, 2023	
 Governing Body Members 2023.pdf  Governing Body Members Added by Laeticia Pena, BHS at 3:30 PM on November 13, 2023	

POLICY/PROCEDURE DOCUMENTS	
 General Procedures - Grants.docx  Vendor Payments Added by Laeticia Pena, BHS at 3:34 PM on November 13, 2023	
 TRAVEL POLICY.pdf  Travel Added by Laeticia Pena, BHS at 3:34 PM on November 13, 2023	
 Purchasing Manual.pdf  Procurement Added by Laeticia Pena, BHS at 3:34 PM on November 13, 2023	
 404-Pay Procedures.pdf  Payroll Added by Laeticia Pena, BHS at 3:34 PM on November 13, 2023	
 Purchasing Manual.pdf  Cash Management Added by Laeticia Pena, BHS at 3:33 PM on November 13, 2023	
 General Procedures - Grants.docx  Cash Management Added by Laeticia Pena, BHS at 3:33 PM on November 13, 2023	
 Fixed Asset Policy effective 080116.pdf  Capitalization and Equipment Added by Laeticia Pena, BHS at 3:30 PM on November 13, 2023	

