



Veterans Mental Health Program
Clinical Counseling

Unduplicated Beneficiary Target:

TVC ID:

Start Date: 09-01-2026
End Date: 08-31-2027

ID: R-2025-2018006872

VCISO: No

Award Type:
Grant Officer:

Request Status

Full Application

Review

Negotiation

Active

Closed

Status

Full Application

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Additional Organization Information

1. What is the organizations mission statement and when was it created or last revised?

Created in 2021, the mission of **Fort Bend County Health and Human Services** is to promote and protect the health and well-being of the residents of Fort Bend County through disease prevention and intervention, public health emergency preparedness and response, community engagement, and helping to assure the equitable provision of basic human needs.

The **Community Health and Wellness Division** promotes healthy living, prevents chronic diseases, and enhances mental health awareness and care access.

2. How did your organization determine the need that this grant proposal will address? What modalities did it use to gather the data and how did it assess the information to ensure the need is present?

In the 2024 Texas Veterans Commission Needs Assessment, Mental Health Counseling is identified as one of the top three needs of Veterans in the Gulf Coast Region. Similarly, mental health was recognized as one of the top five health priorities for Fort Bend County following the 2022 Community Health Assessment and Community Health Improvement Plan. This funding was further validated earlier this year through a sample survey pool for Fort Bend County disseminated by Rice University Kinder Institute and the University of Texas School of Public Health. In addition to the two previously mentioned surveys, focus groups were also completed as well as analysis of data from other sources like the Behavioral Risk Factor Surveillance System, County Rankings, CDC Places, Social Vulnerability Index (SVI) and Texas DSHS National Electronic Disease Surveillance System (NEDSS).

3. How many grants and total funding has the organization been awarded the current calendar year? :

Fort Bend County Health and Human Services has 13 grant contracts (Direct and Pass through TxDSHS) that were awarded or renewed during the current calendar year. This is in addition to the multi-year Public Health Infrastructure Grant, which was awarded in 2023. The top two funding organization are the Texas Department of State Health Services and the Texas Veterans Commission with a total funding of over \$2.2 million.

4. List the top two funding organizations/agencies, grant(s), award amount, brief discription of project.

Texas Department of State Health Services (DSHS) – Awarded (Direct and Pass through) multiple contracts totaling over \$2 million to support programs across Fort Bend County Health and Human Services' Administration, Clinical Health, Epidemiology, and Public Health Emergency Preparedness and Response divisions. These programs strengthen the County's capacity for disease prevention, outbreak response, and community health promotion.

Texas Veterans Commission (TVC) – Awarded \$200,000 in grants to the Community Health & Wellness and Social Services Divisions for the General Assistance (\$50,000) and Mental Health/Clinical Counseling (\$150,000) programs, providing essential support services to veterans, dependents, and surviving spouses.

5. Is the organization currently "doing business" with any individual(s) whom is a principal stakeholder or is related to a principal stakeholder of your organization:

N/A

6. Does your organization use contractors to perform duties or services for beneficiaries? If yes, how are contractors vetted to ensure their reliability and safety of the beneficiary:

At this time, we does not use any contractors to perform duties or services for beneficiaries.

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

The Mental Health Program is committed to advancing mental wellness through a proactive approach that emphasizes prevention, education, and early intervention. The program's goal is to reduce stigma and increase awareness by providing accessible mental health education, resources and support to individuals, families, and the community.

Through dynamic community outreach initiatives, training opportunities and strategic partnerships, the program promotes resilience, encourages help-seeking behaviors and fosters a culture of mental health awareness across Fort Bend County.

In addition to education and outreach, the program offers direct counseling services, mental health assessments and personalized support to connect individuals with appropriate treatment and community-based services, ensuring access to care.

How services are provided:

- Mental health education
- Outreach and engagement
- Referrals

What services are provided:

- Mental health assessments
- Linkage to care for patients without established providers
- Direct counseling

Target audience:

- Individuals experiencing mental health challenges
- Children, youth, and families
- Older adults and caregivers
- Veterans and military families
- Schools and educational institutions
- Community-based organizations and nonprofits
- Healthcare and social service professionals
- Underserved and high-risk populations
- General public, seeking mental health education and resources.

Where services provided:

- Services are provided at the Missouri City and Rosenberg Annex locations via referral from other HHS programs (i.e., Tuberculosis (TB), Human Immunodeficiency Virus (HIV) and Sexually Transmitted Infections (STI) Prevention programs as well as Chronic Disease and Social Services, etc.)
- Health and Wellness Fairs in the Fort Bend County community.
- Other Community Events, including but not limited to presentations at community-based organizations, faith-based organizations, schools—including preschool, elementary, middle, high school, and higher education—across all of Fort Bend County

8. On average, how many veterans does the organization serve annually? : 220

Principal Participants (For Moderator Only)

Phone numbers must be formatted as XXX-XXX-XXXX

Grant Program Primary Contact* Karri Halcomb

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PER Reporter 1: Barbara Edwards

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Phone: 832-490-6128

PER Reporter 2:

Email:

Phone:

▼ Full Application

▼ Summary of Services

1. Proposed Project Service Area(s)* Fort Bend

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

Veterans: Yes

Dependents: Yes

Surviving Spouses: Yes

Total Number of unduplicated clients to be served.* 86

3. Provide a summary of the service(s) your Organization proposes to provide to clients through this grant*

Grant funding will provide Evidenced-Based Practices to eligible Veterans, their Dependents, and Surviving Spouses by a Texas Licensed Mental Health Professional (LMHP). Services: Direct therapy services, education, and community outreach serving individuals of all ages, backgrounds, and service branches. Goals include reducing the mental health burden, enhancing access to resources, and fostering awareness of veterans' mental health needs, while addressing diverse mental health challenges through clinical therapy, education, and outreach initiatives.

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

Fort Bend County Community Health and Wellness Division/Mental Health Services Program will ensure that the beneficiaries served and reported monthly to FVA are unduplicated. Currently, we use Caseworthy and CureMD for data collection and service tracking. Both systems have built-in functionalities that allow tracking and identifying duplicate clients.

5. Describe how the eligibility verification documents are securely maintained :

All documents will be securely stored electronically in the database, which is protected by password and ID access. Access to these documents is restricted solely to authorized Fort Bend County agency personnel, ensuring confidentiality and security.

Referrals and assessments are tracked using an Excel spreadsheet in conjunction with Caseworthy (used by Social Services) and CureMD (the program's EMR). While the spreadsheet is used to manually calculate and retrieve requested data, all client records remain securely maintained and double-locked in compliance with HIPAA regulations.

6. 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

7. 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

8. Can beneficiaries request services over the phone?*

Yes

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

281-403-8066

Must be formatted as XXX-XXX-XXXX

9. Can beneficiaries request services or make an appointment online?*

No

10. Can beneficiaries apply for services via walk-in? *

Yes

11. Are services provided by appointment only?*

No

12. How will beneficiaries be evaluated to determine priority of service?*

Demonstrated Need

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

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14. Must beneficiaries have an appointment with an employee/case manager to request/apply for services?

No

15. If a beneficiary does not provide required documents or information at the first meeting when requesting services how many days will pass until the case manager contacts the beneficiary to follow-up?

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▼ Marketing and Outreach

1. Describe the organization's marketing and outreach plan. How will your organization conduct marketing to mass audiences promoting grant-funded services in the selected service area (County or Counties)? What marketing techniques will your organization be using to promote grant funded services?

A digitally enabled flyer will be created and revised as needed for distribution via Fort Bend County's social media platforms (Instagram, Facebook, LinkedIn and Nextdoor) and disseminated during community outreach events.

Fort Bend County Health and Human Services (FBCHHS) also participated in the check presentation media opportunity in our region which is being shared via our department's newsletter. We are also coordinating and have bidirectional referrals with veteran-serving organizations in and around Fort Bend County including but not limited to Combined Arms, Like Minded Warriors, Social Services and Veterans Services.

2. Statewide Service Area - Describe how Veterans across the state will be made aware of your services and how they can apply for services. Answer N/A if not statewide.

N/A - The service area is specific to Fort Bend County.

3. How many hours a week, on average, will you conduct in-person outreach within the service area with grant funding?

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▼ Financial Information

1. Does your organization have the ability to sustain this project without FVA funding?*

No

2. 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? Lawson v.10; Caseworthy; CureMD

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

4. How often are grant funded expenditures reconciled with the bank account statements, check register, and general ledger? Monthly

5. What controls are in place to ensure grant funded expenditures are recorded, claimed and reconciled?

Grant-funded expenditures are monitored through a coordinated system of checks and balances involving Fort Bend County Health and Human Services Administration (Deputy Director of Finance and Operations, Special Project Coordinators), the County Auditor's Office, and the County Purchasing Office/Agent. Additionally, all funds are assessed through the Fort Bend County Auditor's Office by an assigned accountant ensuring that grant funds are accurate, reconciled in adequate time and align between software systems.

6. Has the organization had a Single Audit conducted per 2 CFR 200.501, if yes what year and were there any material weakness or sufficient findings listed, please identify. :

Yes, the single audit was conducted for the year end September 30, 2024, and the audit report is dated March 20, 2025. Please see the link below for the report https://transparencydocs.fortbendcountytx.gov/Traditional_Finances/2025/FY2024_ACFR.pdf

7. Does your organization certify that there are no contingencies, outstanding liabilities or litigation that could affect your organization's financial position during the life cycle of the grant agreement? Yes

Budget Tables

Salary & Fringe Group

Name	Job Title	Annual Salary	% Time to TVC Grant	Total Grant Funded Salary
	Licensed Mental Health Therapist	\$82,732.80	100%	\$82,732.80
Total Fringe: \$36,283.08		Total Grant Funded Fringe: \$36,283.08		
Social Security:	Health: \$17,420.00	Life:	Unemployment:	Parking:
Medicare: \$6,329.06	Dental:	Disability:	\$1,489.19	Phone:
FICA: \$6,329.06	Vision:	Worker's Comp:	Retirement:	
		\$827.33	\$10,217.50	
Total Salary + Fringe: \$119,015.88		Fringe % of Salary: 43.86%		
Detail: The TVC Mental Health Therapist works with veteran clients, dependents, and surviving spouses to help them overcome and manage different mental and emotional challenges. The therapist will deliver evidence-based therapy tailored to the unique mental health needs of veterans, including trauma, PTSD, depression, anxiety, and substance use issues. This role offers an opportunity to make a meaningful impact on the lives of veterans, dependents, and surviving spouses helping them navigate the challenges associated with their service experience and supporting their journey to wellness and resilience. Requires a Master's in Psychology/Counseling and Texas Licensure.				
Total Salary				\$119,015.88

Travel Group

Category	Unit Cost	# Units	# Staff	Amount Requested
Mileage and Expenses	\$2,464.12	1	1	\$2,464.12
Detail: Travel in geographic service area by private-owned vehicle at GSA rate (\$0.70 per mile). Detailed travel log will be maintained.				
Total				\$2,464.12

Supplies Group

Category	Unit Cost	Quantity	Amount Requested
Office Supplies	\$2,000.00	1	\$2,000.00
Detail: General expendable office supplies; Ink & printer toner; Copy paper. Necessary for intake, case management, beneficiary file retention and other grant activities.			
Total			\$2,000.00









Other Direct Cost Group

Category	Unit Cost	Quantity	Amount Requested
Phone Service	\$840.00	1	\$840.00
Detail: Monthly cell phone service plan for grant-funded staff for 12 months. This service plan is essential for grant-funded staff to maintaining clear communication with staff, target population, facilitating crisis interventions, and coordinating care.			
Phone Service	\$1,680.00	1	\$1,680.00
Detail: Monthly tablet service plan for grant-funded activities for 12 months - includes hotspot (x2). Tablets will be used for intake, case management, and field activities (such as outreach, events, etc.).			
Marketing and Outreach (Media)	\$2,000.00	1	\$2,000.00
Detail: Marketing & Outreach (Advertising via Media): Grant project advertising: digital ads, flyers, and community event materials aimed at reaching veterans and their families, educating them on available resources, and encouraging engagement with support programs. All VMH grant funded project-related advertising will include TVC recognition.			
Printing (Materials)	\$2,000.00	1	\$2,000.00
Detail: Grant project materials: business cards, brochures, flyers, and form printing. All VMH grant funded project-related materials will include TVC recognition.			
Total			\$6,520.00

Total Budget: \$130,000.00

▼ Documents

APPLICATION PACKAGE DOCUMENTS

-  liabilityinsurance_Fort Bend County.pdf   
Liability Insurance
 Added by Karri Halcomb at 3:43 PM on October 28, 2025
-  Governing Body Members of Fort Bend County October 2024.pdf   
Governing Body Members
 Added by Karri Halcomb at 3:42 PM on October 28, 2025

Business Authorization Letter

Financial Statement

IRS Determination Letter

IRS-990 w/ Part X Balance Sheet