

RESOLUTION

WHEREAS, The **FORT BEND COUNTY COMMISSIONER'S COURT** finds it in the best interest of the citizens of FORT BEND COUNTY that the **VICTIM WITNESS STAFF EXPANSION** be operated for the **2014-2015** year; and


WHEREAS, The **FORT BEND COUNTY COMMISSIONER'S COURT** agrees to provide matching funds for the said project in the amount of \$55,537 or an amount equal to or exceeding 20% of the total project cost, as required by the grant application; and

WHEREAS, the **FORT BEND COUNTY COMMISSIONER'S COURT** agrees that in the event of loss or misuse of the Criminal Justice Division funds, the **FORT BEND COUNTY COMMISSIONER'S COURT** assures that the funds will be returned to the Criminal Justice Division in full.

WHEREAS, the **FORT BEND COUNTY COMMISSIONER'S COURT** designates **COUNTY JUDGE, ROBERT E. HEBERT** as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

NOW THEREFORE, BE IT RESOLVED that the **FORT BEND COUNTY COMMISSIONER'S COURT** approves submission of the grant application for the **VICTIM WITNESS STAFF EXPANSION** to the Office of the Governor, Criminal Justice Division, in the amount of \$73,198 for a project total of \$128,735.

PASSED, APPROVED AND RESOLVED ON THE 25 DAY OF February, 2014.


Robert Hebert, County Judge

ATTEST

Dianne Wilson, County Clerk



Budget Details Information**Budget Information by Budget Line Item:**

CATEGORY	SUB CATEGORY	DESCRIPTION	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Personnel	Court Advocate	Assistant Victim Assistance Coordinator - a full time position that provides information, assistance, and support to directly serve victims of crime. Duties include: court accompaniment; victim and witness coordination during trial; answering victims' questions regarding court settings, court procedure, and case information; providing victims with information about Crime Victims Compensation, VINE, and other resources; providing victims with referrals for counseling, shelter, and other resources; scheduling and attending meetings between prosecutors and victims to discuss their case; acting as liaison between victims and prosecutors.	\$37,384.00	\$34,049.00	\$0.00	\$0.00	\$71,433.00	100
Personnel	Data Entry Operator	Administrative Secretary - full time position that will assist the Victim Assistance Coordinators and handle documentation and clerical needs. Duties include: mailing and processing Victim Impact Statements; mailing court setting notification letters and disposition letters; answering phone calls and assisting victims with court setting information and general questions; maintaining court setting calendar for victims that want to be notified; creating and maintaining victim files.	\$32,614.00	\$20,613.00	\$0.00	\$0.00	\$53,227.00	100
Travel and Training	In-State Registration Fees, Training, and/or Travel	In-State Travel - Funds to be expended to send staff to training conferences within the state of Texas that will enhance skills related to the delivery of crime victim services. Usually attend the Texas Victim Services Association (TVSA) Conference, and/or the Attorney General's Victim Services Conference, and/or the Conference on Crimes Against Women. Also attend smaller local conferences/workshops in Houston and surrounding areas. Conference registration fees usually range between \$200-\$400 per conference. Our county has a set per diem rate of \$36 per day for meals. Hotel rates depend on the location of the conference and conference discounts. Airfare depends on the flights available. Current mileage rate is \$.56 per mile.	\$3,200.00	\$875.00	\$0.00	\$0.00	\$4,075.00	0

Source of Match Information**Detail Source of Match/GPI:**

DESCRIPTION	MATCH TYPE	AMOUNT
Certified budget funds allocated to the District Attorney's Office - County General Fund	Cash Match	\$55,537.00

Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$55,537.00	\$55,537.00	\$0.00	\$0.00	\$0.00

Budget Summary Information**Budget Summary Information by Budget Category:**

CATEGORY	CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Personnel	\$69,998.00	\$54,662.00	\$0.00	\$0.00	\$124,660.00
Travel and Training	\$3,200.00	\$875.00	\$0.00	\$0.00	\$4,075.00

Budget Grand Total Information:

CJD	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$73,198.00	\$55,537.00	\$0.00	\$0.00	\$128,735.00

Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
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