

STATE OF TEXAS §
 §
 COUNTY OF FORT BEND §

AGREEMENT FOR US DEPARTMENT OF JUSTICE OFFICE ON VIOLENCE AGAINST WOMEN
 2016 TRANSITIONAL HOUSING ASSISTANCE GRANT

This Agreement ("Agreement") is entered into by and between Fort Bend County, Texas, a body corporate and politic, acting herein by and through its Commissioners Court (hereinafter "County"), and The Fort Bend Women's Center Agency, a recognized 501(c)(3) organization registered in the State of Texas (hereinafter "Agency").

WITNESSETH

WHEREAS, the US Department of Justice Office on Violence Against Women provides grants to local agencies through the 2016 Transitional Housing Assistance Grant ("Grant"); and

WHEREAS County and Agency intend to apply for this Grant; and

WHEREAS County and Agency intend to use funds provided by the 2016 Transitional Housing Assistance Grant for services described in this Agreement; and

WHEREAS County and Agency have worked collaboratively together for the past five years to ensure victims of domestic violence have safe, secure and sanitary housing, whether the form of housing be temporary or permanent. This collaboration began as a result of providing emergency shelter to victims of domestic violence either because the Women's Center did not have the availability in the shelter immediately following victimization or the victim had completed the Women's Center program and was waiting for permanent housing. Likewise the County refers all victims of domestic violence clients to the Women's center and are placed when availability is available. If space is not available immediately upon request the Women's Center provides the date and time of available space; and

WHEREAS, each Commissioners Court may provide for the support of residents of their county who are unable to support themselves; and

WHEREAS, the Commissioners' Court of Fort Bend County finds that this Agreement furthers the County's interest in providing services to victims of domestic violence and their families residing within Fort Bend County and serves a public purpose; and

WHEREAS, County desires to improve coordination, efficiency and effectiveness of service delivery to victims of domestic violence and their families residing in Fort Bend County and reduce duplication of services; and

WHEREAS, Agency desires to assist in this goal and represents that it is qualified and desires to perform such services; and

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth below, the parties agree as follows:

SECTION 1
AGREEMENT, UNDERSTANDING AND RESPONSIBILITIES

- A. This Agreement shall set the respective roles and responsibilities of the County and Agency for the administration and coordination of services provided as a result of funding secured by the 2016 Transitional Housing Assistance Grant.
- B. Services described in this Agreement are contingent upon the receipt of funds awarded to the County by the US Department of Justice Office on Violence Against Women for the 2016 Transitional Housing Assistance Grant. Both County and Agency agree that County will have no obligation to perform services unless the County receives funds from this Grant and that County has the discretion to reduce the level of service required by this Agreement as necessary based on the actual amount of funding awarded to County under the Grant.
- C. Any funds received from Grant will not be utilized to pay for existing staff salaries of either party or existing case management services.

SECTION 2
COUNTY DUTIES AND RESPONSIBILITIES

County shall:

- A. Serve as lead agency between US Department of Justice Office on Violence Against Women for the administration of this program. County will also be responsible for all funds received that are specifically designated by US Department of Justice Office on Violence Against Women for County to provide services to victims of domestic violence living in Fort Bend County only.
- B. Retain the awarded funding for the purpose of providing initial victim relocation and victim transition into long-term supportive housing. Awarded funds will cover Medication Assistance vouchers, Food Assistance vouchers; Utility Assistance vouchers; Short-term housing for up to one (1) month; long-term supportive housing for up to six (6) months; Security and rental deposit assistance; Child care assistance for up to six (6) months; Costs related to unexpected unmet emergency needs. County shall also use awarded funding to address additional expenses needed to support administration of the program, as shown in County's submitted Budget Detail Worksheet.
- C. County will also provide Case Management Services for eligible victims of domestic violence residing in Fort Bend County and provide Benefit Banks Application Assistance as administered by the Texas Health and Human Services Commission.
- D. The County's Social Services Department shall be responsible for the daily operation of services provided to County's eligible victims of domestic violence.

SECTION 3
AGENCY DUTIES AND RESPONSIBILITIES

AGENCY shall:

- A. Provide outreach and education training to County's Social Services employees on topics designed to assist individuals experiencing domestic violence including but not limited to: Safety Planning, Victim Intervention Services, Lethality Assessment, Crime Victim compensation. Trainings shall be scheduled at time and locations mutually agreeable to the parties. County shall Agency a total not to exceed \$3,000.00 for all trainings provided, payable from Grant funds.
- B. Provide Emergency Shelter services for eligible victims of domestic violence who have been referred by County's Social Services program. Agency Services shall include accommodation in family rooms, hot meals, emergency clothing and basic medical care.
- C. Refer all prospective Agency clients to Fort Bend County Social Services for eligibility screening for County services.

SECTION 4
TERM

The term of this Agreement shall begin on October 1, 2016 and end no later than September 30, 2019.

SECTION 5
COMPENSATION AND PAYMENT

- A. The parties agree that County will have no obligation to perform Services unless County receives funds through this Grant.
- B. The parties agree that Agency will perform Services at no cost to County, except as detailed in in Section 3 A on training.
- C. The parties agree that County will perform Services at no cost to Agency.

SECTION 6
MODIFICATIONS AND WAIVERS

- A. The parties may not amend or waive this Agreement, except by a written agreement executed by both parties.
- B. No failure or delay in exercising any right or remedy or requiring the satisfaction of any condition under this Agreement, and no course of dealing between the parties, operates as a waiver or estoppel of any right, remedy, or condition.

- C. The rights and remedies of the parties set forth in this Agreement are not exclusive of, but are cumulative to, any rights or remedies now or subsequently existing at law, in equity, or by statute.

SECTION 7
TERMINATION

- A. Either party has the right to terminate this Agreement for any reason upon 30 days prior written notice to the other party.
- B. If either party believes the other to be in default of any one or more of the terms of this Agreement, that party will notify the other in writing of such default. The other party shall then have ten (10) days in which to cure such default. If such default is cured within such period, this Agreement will continue in effect. If such default is not cured within such period, the non-defaulting party shall have the right to declare the Agreement to be immediately terminated.

SECTION 8
PERSONNEL

- A. Both parties represents that it presently has, or is able to obtain, adequate qualified personnel in its employment for the timely performance of the terms and conditions described in this Agreement and that Agency shall furnish and maintain, at its own expense, adequate and sufficient personnel, in the opinion of the County, for the timely performance of the terms and conditions described in this Agreement when and as required and without delays.
- B. All employees of both parties shall have such knowledge and experience as will enable them to perform the duties assigned to them. Any employee of Agency who, in the opinion of the County, is incompetent or by conduct becomes detrimental to the project shall, upon request of County, immediately be removed from association with the project.

SECTION 9
INDEMNITY

AGENCY SHALL INDEMNIFY AND DEFEND COUNTY FROM AND AGAINST ALL LOSSES, LIABILITIES, CLAIMS, CAUSES OF ACTION, AND OTHER EXPENSES, INCLUDING REASONABLE ATTORNEYS FEES, ARISING FROM ACTIVITIES OF AGENCY, ITS AGENTS, SERVANTS OR EMPLOYEES, PERFORMED UNDER THIS AGREEMENT THAT RESULT FROM THE NEGLIGENT ACT, ERROR, OR OMISSION OF AGENCY OR ANY OF AGENCY' S AGENTS, SERVANTS OR EMPLOYEES INCLUDING INTENTIONAL TORT OR INTELLECTUAL PROPERTY INFRINGEMENT.

SECTION 10
CONFIDENTIAL AND PROPRIETARY INFORMATION

- A. Agency acknowledges that it and its employees or agents may, in the course of performing their responsibilities under this Agreement, be exposed to or acquire information that is confidential to County. Any and all information of any form obtained by Agency or its employees or agents

from County in the performance of this Agreement shall be deemed to be confidential information of County ("Confidential Information"). Any reports or other documents or items (including software) that result from the use of the Confidential Information by Agency shall be treated with respect to confidentiality in the same manner as the Confidential Information. Confidential Information shall be deemed not to include information that (a) is or becomes (other than by disclosure by Agency) publicly known or is contained in a publicly available document; (b) is rightfully in Agency's possession without the obligation of nondisclosure prior to the time of its disclosure under this Agreement; or (c) is independently developed by employees or agents of Agency who can be shown to have had no access to the Confidential Information.

- B. Agency agrees to hold Confidential Information in strict confidence, using at least the same degree of care that Agency uses in maintaining the confidentiality of its own confidential information, and not to copy, reproduce, sell, assign, license, market, transfer or otherwise dispose of, give, or disclose Confidential Information to third parties or use Confidential Information for any purposes whatsoever other than the provision of Services to County hereunder, and to advise each of its employees and agents of their obligations to keep Confidential Information confidential. Agency shall use its best efforts to assist County in identifying and preventing any unauthorized use or disclosure of any Confidential Information. Without limitation of the foregoing, Agency shall advise County immediately in the event Agency learns or has reason to believe that any person who has had access to Confidential Information has violated or intends to violate the terms of this Agreement and Agency will at its expense cooperate with County in seeking injunctive or other equitable relief in the name of County or Agency against any such person. Agency agrees that, except as directed by County, Agency will not at any time during or after the term of this Agreement disclose, directly or indirectly, any Confidential Information to any person, and that upon termination of this Agreement or at County's request, Agency will promptly turn over to County all documents, papers, and other matter in Agency possession which embody Confidential Information.
- C. Agency acknowledges that a breach of this Section, including disclosure of any Confidential Information, or disclosure of other information that, at law or in equity, ought to remain confidential, will give rise to irreparable injury to County that is inadequately compensable in damages. Accordingly, County may seek and obtain injunctive relief against the breach or threatened breach of the foregoing undertakings, in addition to any other legal remedies that may be available. Agency acknowledges and agrees that the covenants contained herein are necessary for the protection of the legitimate business interest of County and are reasonable in scope and content.
- D. Agency expressly acknowledges that County is subject to the Texas Public Information Act, TEX. GOV'T CODE ANN. §§ 552.001 et seq., as amended, and notwithstanding any provision in the Agreement to the contrary, County will make any information related to the Agreement, or otherwise, available to third parties in accordance with the Texas Public Information Act. Any proprietary or confidential information marked as such provided to County by Consultant shall not be disclosed to any third party, except as directed by the Texas Attorney General in response to a request for such under the Texas Public Information Act, which provides for notice to the owner of such marked information and the opportunity for the owner of such information to notify the Attorney General of the reasons why such information should not be

disclosed. The terms and conditions of the Agreement are not proprietary or confidential information.

SECTION 11
INDEPENDENT CONTRACTOR

- A. In the performance of work or services hereunder, Agency shall be deemed an independent contractor, and any of its agents, employees, officers, or volunteers performing work required hereunder shall be deemed solely as employees of Agency or, where permitted, of its subcontractors.
- B. Agency and its agents, employees, officers, or volunteers shall not, by performing work pursuant to this Agreement, be deemed to be employees, agents, or servants of County and shall not be entitled to any of the privileges or benefits of County employment.

SECTION 12
NOTICES

- A. Each party giving any notice or making any request, demand, or other communication (each, a "Notice") pursuant to this Agreement shall do so in writing and shall use one of the following methods of delivery, each of which, for purposes of this Agreement, is a writing: personal delivery, registered or certified mail (in each case, return receipt requested and postage prepaid), or nationally recognized overnight courier (with all fees prepaid).
- B. Each party giving a Notice shall address the Notice to the receiving party at the address listed below or to another address designated by a party in a Notice pursuant to this Section:

County: Anna Gonzales
Attn: Director of Social Services
301 Jackson Street
Richmond, Texas 77469

With a copy to: Fort Bend County
Attn: County Judge
401 Jackson Street
Richmond, Texas 77469

Agency: Fort Bend Women's Center
Attn: Director
P.O. Box 183
Richmond Texas 77406-0005

- C. A Notice is effective only if the party giving or making the Notice has complied with the above notice requirements and if the addressee has received the Notice.
- D. If the addressee rejects or otherwise refuses to accept the Notice, or if the Notice cannot be delivered because of a change in address for which no Notice was given, then upon the rejection, refusal, or inability to deliver.

SECTION 13
COMPLIANCE WITH LAWS

Agency shall comply with all federal, state, and local laws, statutes, ordinances, rules and regulations, and the orders and decrees of any courts or administrative bodies or tribunals in any matter affecting the performance of this Agreement, including, without limitation, Worker's Compensation laws, minimum and maximum salary and wage statutes and regulations, licensing laws and regulations. When required by County, Agency shall furnish County with certification of compliance with said laws, statutes, ordinances, rules, regulations, orders, and decrees above specified.

SECTION 14
ASSIGNMENT AND DELEGATION

- A. Neither party may assign any of its rights under this Agreement, except with the prior written consent of the other party. That party shall not unreasonably withhold its consent. All assignments of rights are prohibited under this subsection, whether they are voluntarily or involuntarily, by merger, consolidation, dissolution, operation of law, or any other manner.
- B. Neither party may delegate any performance under this Agreement
- C. Any purported assignment of rights or delegation of performance in violation of this Section is void.

SECTION 15
APPLICABLE LAW

The laws of the State of Texas govern all disputes arising out of or relating to this Agreement. The parties hereto acknowledge that venue is proper in Fort Bend County, Texas, for all legal actions or proceedings arising out of or relating to this Agreement and waive the right to sue or be sued elsewhere. Nothing in the Agreement shall be construed to waive the County's sovereign immunity.

SECTION 16
SUCCESSORS AND ASSIGNS

County and Agency bind themselves and their successors, executors, administrators and assigns to the other party of this Agreement and to the successors, executors, administrators and assigns of the other party, in respect to all covenants of this Agreement.

SECTION 17
SEVERABILITY

If any provision of this Agreement is determined to be invalid, illegal, or unenforceable, the remaining provisions remain in full force, if the essential terms and conditions of this Agreement for each party remain valid, binding, and enforceable.

SECTION 18
SURVIVAL

Vendor agrees that the terms of this Agreement shall survive the expiration, termination, or completion of Vendor's services and shall be fully enforceable by the County thereafter by way of injunction or action for damages, as appropriate.

SECTION 19
PUBLICITY

Contact with citizens of Fort Bend County, media outlets, or governmental agencies shall be the sole responsibility of County. Under no circumstances whatsoever, shall Agency release any material or information developed or received in the performance of the Services hereunder without the express written permission of County, except where required to do so by law.

SECTION 20
CAPTIONS

The section captions used in this Agreement are for convenience of reference only and do not affect the interpretation or construction of this Agreement.

Execution Page Follows

IN WITNESS WHEREOF, the parties hereto have signed or have caused their respective names to be signed to multiple counterparts to be effective on the 23 day of February, 2016.

FORT BEND COUNTY

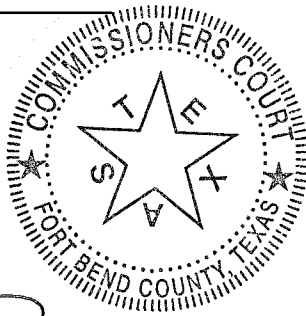
Fort Bend Women's Center


Robert E. Hebert, County Judge


Authorized Agent--Signature

2-23-2016
Date

Vita Goodell
Authorized Agent-Printed Name



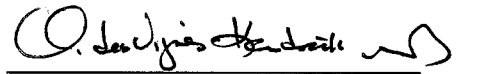
ATTEST:

CEO
Title

2/17/16
Date


Laura Richard, County Clerk

REVIEWED:


Dr. Mary des-Vignes Kendrick, M.D., M.P.H.
Director of Health Human Services

AUDITOR'S CERTIFICATE

I hereby certify that funds are available in the amount of \$ 0 to accomplish and pay the obligation of Fort Bend County Under this Contract.


Robert Edward Sturdivant, County Auditor

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
 Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

**OFFICE USE ONLY
 CERTIFICATION OF FILING**

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Fort Bend County Women's Center, Inc
 Richmond, TX United States

Certificate Number:
 2016-16978

Date Filed:
 02/23/2016

Date Acknowledged:

2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.

Fort Bend County, Texas

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the goods or services to be provided under the contract.

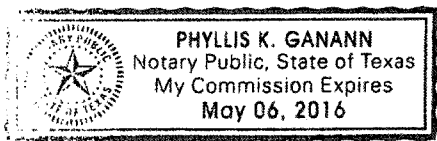
G645-16VIOLWMN - OVW FY 2016
 Transitional Housing Assistance Grant

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.

6 AFFIDAVIT

I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.



Vita Goodell
 Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said Vita Goodell, this the 23RD day of February, 2016, to certify which, witness my hand and seal of office.

Phyllis Ganann Phyllis Ganann _____
 Signature of officer administering oath Printed name of officer administering oath Title of officer administering oath

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

1 of 1

Complete Nos. 1 - 4 and 6 if there are interested parties.
 Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.

OFFICE USE ONLY CERTIFICATION OF FILING

1 Name of business entity filing form, and the city, state and country of the business entity's place of business.

Fort Bend County Women's Center, Inc
 Richmond, TX United States

Certificate Number:
 2016-16978

Date Filed:
 02/23/2016

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Fort Bend County, Texas

Date Acknowledged:
 02/23/2016

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the goods or services to be provided under the contract.

G645-16VIOLWMN - OVW FY 2016
 Transitional Housing Assistance Grant

4	Name of Interested Party	City, State, Country (place of business)	Nature of interest (check applicable)	
			Controlling	Intermediary

5 Check only if there is NO Interested Party.

6 AFFIDAVIT I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

 Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said _____, this the _____ day of _____, 20_____, to certify which, witness my hand and seal of office.

 Signature of officer administering oath Printed name of officer administering oath Title of officer administering oath

Proposal Abstract

With the IRIS Women's Program, Fort Bend County Social Services aims to provide a comprehensive and holistic approach to restoration for victims of domestic violence. The IRIS Women's Program proposes to implement a case management program that serves to assist domestic violence victims immediately after their victimization and connect them with services such as short-term assistance with shelter and emergency housing, access to transitional supportive housing, utility assistance, food and medication assistance, rental and mortgage assistance, and assistance obtaining benefits through CHIP, SNAP, and TANF. IRIS Women's Program case managers (funded through the Victims of Crime Act grant) will work closely with the Fort Bend County District Attorney's office, local law enforcement agency victim liaisons, Fort Bend Women's Center, and Katy Christian Ministries. These program partners will work closely to establish a victim referral process that immediately connects victims with IRIS Women's Program services following their victimization. Victims enrolled in the IRIS Women's Program will receive services that aid in establishing self-sufficiency, financial independence, and stability. Services provided will give victims an opportunity to thrive independently from their abusers. Services will be provided to victims of domestic violence in the Fort Bend County area. This collaborative effort will provide a resolution to the current victim restoration process that is fragmented, disintegrated, and almost non-existent.

FY 2016 OVW

Fort Bend County

Budget Narrative

Grants issued to the IRIS Women's Program from the Office on Violence Against Women (OVW) will be used to finance travel, supplies, and costs associated with services provided to victims enrolled into the program.

Travel expenses for Year 1 thru Year3 of the IRIS Women's Program will included the mandated OVW technical assistance and capacity building activities and will allow three people to travel and receive this training. Travel expenses also include inhouse training that will be provided to all Fort Bend Social Services employees by the Fort Bend County Women's Center. This training will focus on domestic violence victims and advocating for survivors and their needs. A one year cost in travel expenses total \$18,000.00 and a three year estimate totals \$54,000.00.

The majority of expenses for Year 1 thru Year3 in the IRIS Women's Program proposed budget requests will cover expenses directly associated with the providing assistance to 20 victims/survivors of domestic violence each year. The IRIS Women's Program will be able to offer short-term housing and emergency shelter for up to 1 month, long-term housing rental assistance for up to 6 months, and utility connection for up to 6 months. Costs will also provide assistance with childcare for up to 6 months. The IRIS Women's Program also accounts for up to \$375 worth of assistance per victim for those that demonstrate other emergency needs immediately arising from their domestic violence victimization. A one year cost for these expense area totals \$95,000.00 and a three year estimate totals \$285,000.00.

A three year estimate for the total costs of the IRIS Women's Program is \$339,000.00.

FY 2016 OVW

Fort Bend County

Budget Detail Worksheet

A. Travel.

Purpose of Travel	Location	Item	Computation	Cost
OVW-Mandated Technical assistance & capacity building activities	TBD	Airfare	--\$683 (avg. round trip) x3	\$8196
		Lodging	people x4 trips	\$4500
		Per diem	--\$125 (avg.) x3 people x3 nights x4 trips --\$48 (avg.) x4 days x3people x4trips	\$2304
In-house training provided by Women's Center	TBD	Training/registration fees	\$50 training for 20 employees x3 times per year	\$3000

Travel expenses include mandated allotment for technical assistance and training funds in accordance with program guidelines. Travel expenses also include inhouse training that will be provided to all Fort Bend Social Services employees by the Fort Bend County Women's Center. This training will focus on domestic violence victims, advocating for them and their needs.

TOTAL TRAVEL COST: \$18,000.00

B. Other Costs.

Item	Computation	Cost
Short-term housing/emergency shelter	\$400 (avg hotel stay for 1 month) x 20 people	\$8000.00
Long-term housing rental	\$400 (avg monthly rental cost) x 20 women x 6 months	\$48,000.00
Utility costs associated with relocation and long-term housing	\$100 (avg monthly utility cost) x 20 women x 6 months	\$12,000.00
Costs associated with child care needs for a family	\$200 x 6 months x 20 women	\$24,000.00
Costs to cover unexpected unmet emergency needs	\$150 x 20 women	\$3000.00

Other costs will be costs directly associated with initial victim relocation and victim transition into long-term supportive housing. Costs will cover associated items such as utilities, child care, and other unexpected unmet emergency needs victimized families often confront during the process of re-establishing independence from abusers.

TOTAL OTHER COST: \$95,000.00

BUDGET SUMMARY. The following is a summary of the budget expenditures expected for a 3-year of operation of the IRIS Women's Program.

Year 1 Cost for IRIS Women's Program		
Budget Category		Amount
A.	TRAVEL	\$ 18,000.00
B.	OTHER COSTS	\$ 95,000.00
	TOTAL DIRECT COSTS	\$113,000.00
C.	INDIRECT COSTS	\$0.00
	TOTAL PROJECT COSTS	\$113,000.00
	FEDERAL SHARE REQUESTED	\$ 113,000.00
	NON-FEDERAL (MATCH)AMOUNT	\$0.00
Year 2 Cost of IRIS Women's Program		
Budget Category		Amount
A.	TRAVEL	\$ 18,000.00
B.	OTHER COSTS	\$ 95,000.00
	TOTAL DIRECT COSTS	\$113,000.00
C.	INDIRECT COSTS	\$0.00
	TOTAL PROJECT COSTS	\$113,000.00
	FEDERAL SHARE REQUESTED	\$ 113,000.00
	NON-FEDERAL (MATCH)AMOUNT	\$0.00
Year 3 Cost of IRIS Women's Program		
Budget Category		Amount
A.	TRAVEL	\$ 18,000.00
B.	OTHER COSTS	\$ 95,000.00
	TOTAL DIRECT COSTS	\$113,000.00
C.	INDIRECT COSTS	\$0.00
	TOTAL PROJECT COSTS	\$113,000.00
	FEDERAL SHARE REQUESTED	\$ 113,000.00
	NON-FEDERAL (MATCH)AMOUNT	\$0.00
	Total Cost of Operations for 3-Year IRIS Women's Program	\$339,000.00

Project Narrative

Purpose of the Application

1. Describe the problem to be addressed.

Fort Bend County Social Services has created the IRIS Women's Program which is an internal component of the department. It is composed of 2 grant-funded case management specialists. Funding for those positions are being sought through a grant entitled "Victims of Crime Act Grant" (VOCA). Fort Bend County Social Services' purpose in creating the IRIS Women's Program is to address the difficulty and the length of time victims of crime must endure when requesting funds from the Crime Victims' Compensation (CVC) immediately following their victimization. Local law enforcement crime victim liaisons have indicated that as much as 2-3 months' time, if not longer, can pass before eligible crime victims receive funding to offset the costs related to their victimization. Interviews and past interactions with crime victims have proven that this group, more so than any other victim population, requires immediate resources and assistance to offset immediate costs and expenses to the victims following victimization. One of the most immediate and pressing needs that survivors of violence often confront is access to programs offering supportive assistance with long-term transitional housing options. The objective of the IRIS Women's Program is to provide solid support and assistance to address victims' immediate physiological and safety needs following their victimization in a manner in line with the theory of Maslow's Hierarchy of Needs. As the National Center for Victims of Crime advises (2015), primary injuries that many victims suffer following a crime can be grouped into three distinct categories: physical, financial and emotional. When victims do not receive the appropriate support and intervention in the aftermath of the crime, they

suffer "secondary" injuries which results in damage to the victim's self-worth and recovery process.

The IRIS Women's Program implemented (2) grant funded case managers that link the survivors of domestic related crime, immediately after their victimization, to existing Fort Bend County services and assistance to include the Transitional Supportive Housing Program. Services and assistance would be implemented during the "lag time" prior to the CVC funding availability in order to more quickly establish the victim's autonomy and self-sufficiency. The IRIS Women's Program will thoroughly and comprehensively restore the victim's basic physiological and safety needs as well as provide resources to victims that would allow them the ability to address their emotional needs. The IRIS Women's Program intends to address crime victim needs within the crucial 24-48 hour time frame following victimization. This approach would ensure that victims are given the best opportunity to achieve holistic restoration and also prevent re-victimization.

2. Describe the service area(s).

The IRIS Women's Program will service the Fort Bend County area.

3. Describe the service area demographics.

According to the 2010 US Census, the total population for Fort Bend County was 627,018 in 2012 and projected to reach 723,713 by 2017. The average household size is 3.10 with median household income reaching \$77,013.00. Nearly 25% of the total population of Fort Bend County identify as being of Hispanic origin. However, central Fort Bend County and the cities of Richmond and Rosenberg report that 60% of their populations are of Hispanic origins. US Census data (2010) also estimates that of the total Fort Bend County population, more than 57,568 people were living below poverty level.

4. Describe the current transitional housing and support services available to victims in the targets service area(s).

Currently, comprehensive transitional housing and support services are only offered by Fort Bend County Social Services. Local non-profit organizations such as Fort Bend Women's and Katy Christian Ministries do provide varied forms of supportive services such as housing and shelter, however, availability, limited housing and shelter locations, and limited funding prevent thorough and extended support for victims during the crucial initial stages of their victimization.

5. Describe the target population which should also identify the underserved population, if applicable, in the service area(s).

Fort Bend County Social Services has identified domestic violence related crime victims as being the target and underserved population. The IRIS Women's Program aims to provide assistance to the family violence crime victim population. Data from the Fort Bend County District Attorney's Office for 2015 indicates that family violence crime victims make up 23% of the crime victim population in the Fort Bend County area. The target population of family violence victims often requires immediate resources and assistance to offset immediate costs and expenses to the victims but are often incurred during the "lag time" from when the victim is victimized to when actual funding and financial support is awarded to the victim by CVC. Fort Bend Social Services estimates that it assisted as many as 47 victims of domestic violence related crime in 2015. The IRIS Women's Program proposes to increase service to domestic violence victims by implementing a case manager program to increase the capacity to provide assistance and outreach.

6. Clearly state why existing programs and services do not meet the current transitional housing need of victims.

In consulting with local law enforcement liaisons and Fort Bend County district attorney victim liaison personnel, it became apparent that immediate resources and assistance were needed for individuals who were victimized by family violence. While victims are routinely provided with opportunities to apply for CVC benefits, these funds were often not made available to victims until their case was sent to prosecution. Local liaisons also lacked the resources and authority to connect survivors and victims to resources such as long-term options for housing. This “lag time” and lack of housing and shelter resources available through the liaisons often posed a huge financial and social burden to the victim that could not be met due to the circumstances of their victimization. Data provided by Fort Bend County District Attorney’s office also indicates victims in domestic violence crimes are often re-victimized in the same manner. The implication can be made that if victims were provided with resources and services immediately following their initial victimization, further re-victimization may have been prevented. Fort Bend County Social Services is the only agency within the Fort Bend County area with the capacity to provide resources for victims of crime needing long-term housing options and post-crisis services. The process of victim restoration in Fort Bend County is fragmented, disintegrated and almost non-existent. The IRIS Women’s program intends to develop a collaborative effort between local non-profit agencies and local law enforcement victim liaisons to ensure victims of domestic violence are guided into a comprehensive victim-centered restorative process.

7. Describe the services available to identified underserved population, if applicable, (other than domestic violence and housing services).

Fort Bend County Social Services currently provides short-term assistance for emergency needs such as utilities, food, medications, and rental/mortgage assistance and shelter placement to the qualifying residents of Fort Bend County. The department also assists with pauper burials or cremation services for those families that do not have the financial means for the services. For individuals that require more extensive support during their restoration, case management is provided in order to more closely monitor progress and ensure client self-sufficiency. During case management, clients are contacted regularly to ensure their personal accountability in the process. Case managers serve as long-term liaisons to ensure the client benefits from available resources in the most efficient manner possible. Fort Bend Social Services specializes in identifying vulnerable populations such as the homeless, veterans, and the elderly and tackling their priority needs of poverty, hunger, housing, and healthcare. All of the aforementioned services are core services provided by Fort Bend Social Services to qualifying residents of Fort Bend County. Fort Bend County Social Services has developed the Fort Bend County Collaborative Information System (FBCCIS), an alliance of non-profit organizations, whose purpose is to offer effective human needs services with a broader impact in the four priority areas of Poverty, Hunger, Housing and Healthcare in Fort Bend County. The existing collaborative partners include: East Fort Bend Human Needs, Fort Bend Seniors Meals on Wheels, Second Mile Mission, Rosenberg/Richmond Helping Hands, Katy Christian Ministries, Fort Bend County Social Services and Fort Bend County Community

Paramedics. The IRIS Women's Program case managers will tap into these collaborative resources and provide them to qualifying victims in the target populations.

8. Discuss inadequate and/or gaps in current services.

The process of victim restoration in Fort Bend County is fragmented, disintegrated and nearly non-existent from a victim-centered perspective. As it currently stands, in order to obtain services necessary to overcome the repercussions of surviving domestic violence, victims must maneuver through a confusing, frustrating, and inefficient experience.

Surviving victims are forced to navigate several agencies and systems in the days immediately following their victimization and often without the availability of transportation, emotional support, or the experience to deal with the criminal justice/legal system.

9. Describe how funding would alleviate the problem.

Funding supporting the IRIS Women's Program would ensure that victims of domestic violence would receive services specific to their needs. Funding would ensure that the program provides these services on a year-round basis and is not dependent on fixed monetary amounts in annual budgetary requests.

What Will Be Done

1. Describe the project goals and objectives.

Fort Bend County Social Services aims to service the underserved population of domestic violence victims of Fort Bend County by implementing a case management program for the target population that provides more in-depth and thorough assistance after victimization by linking victims to existing County services that provide restoration in a more holistic manner. Through these existing available services, the IRIS Women's

Program proposes to more thoroughly address the crime victims' social and psychological needs. In doing so, the goal of the IRIS Women's Program is to create a more integrated and comprehensive system of care to victims and improve upon a current fragmented system of services where the target population is underserved and "fall through the cracks".

2. Provide a brief description of the scope of the project. Include the anticipated number of individuals to be served.

The IRIS Women's Program intends to recruit victims of domestic violence by collaborating with victim liaisons from local law enforcement agencies and with the Fort Bend County District Attorney's office. In 90% of the domestic violence related cases filed in Fort Bend County in 2015, first contact is made by victim liaisons or directly by the District Attorney's Office to assess whether services or assistance is needed. Liaisons, District Attorney employees, employees with the Fort Bend Women's Center, and local law enforcement agencies will be alerted and informed of the services available through the IRIS Women's Program. These partnering agencies will be able to refer victims that they come in contact with to the IRIS Women's Program where comprehensive and collaborative resources will be made available to victims. The IRIS Women's Program intends to offer a transitional supportive housing program, shelter assistance, safety planning, assistance with ancillary needs such as child care, employment services, utilities, and transportation, and other victim-centered support. The IRIS Women's Program aims to provide comprehensive aid in re-establishing the victim's autonomy in a more holistic manner.

The IRIS Women's Program intends to serve 60 victims of domestic violence during 2017. The IRIS Women's Program understands and expects that there could be more than 60 victims/survivors and is prepared to meet that demand with existing staff and services that are currently provided by Fort Bend County Social Services.

3. Describe in detail the specific tasks and activities necessary to accomplish each goal and objective.

In order to ensure that case managers implement the IRIS Women's Program objectives, Fort Bend Social Services employees and potential case managers in the program will be expected to complete regular training focused on the needs of victims of domestic violence.

Fort Bend Social Services will meet with all partnering agencies and law enforcement agencies in order to provide them with information regarding the purpose of the IRIS Woman's Program, its scope, and its capabilities. These agencies will understand their role in the referral process.

Fort Bend Social Services will provide case managers with specialized training in working with domestic violence victims. Enrollment into the case management program offered by the IRIS Women's Program will be voluntary on the part of the victim. Each victim will be evaluated to determine their specific needs following their victimization. Each survivor's social, financial, and psychological needs will be assessed in order to reach the goal of self-sufficiency and independence for the individual.

4. Include a detailed timeline that identifies when the tasks and activities will be accomplished. Identify how the activities will meet the needs of the identified underserved population(s), if applicable.

GOAL ONE: Plan and Coordinate with Local Area Partners					
Key Action Step(s)	Timeline	Expected Outcome(s)	Measurement(s)	Person/ Area Responsible(s)	Comment(s)
1. Initial meeting with local area partners such as District Attorney, FBC Women's Center, Katy Christian Ministries, local victim liaisons	Sept 2016	Discuss each agency's potential contributions, the referral process, and designated roles for the IRIS Women's Program	Agreement on each agency's contributions, the referral process, and designated roles for the IRIS Women's Program	1. FBCSS Director 2. District Attorney or designee 3. Director of FBC Women's Center 4. Director of Katy Christian Ministries 5. Local law enforcement victim liaisons.	
2. Notice of DOJ/OVW Funding	Oct. 2016				
3. Establish protocol, post award meeting	Oct. 2016	Discuss protocols for case management and referral process	Establish clear protocols for case management and referral process	1. FBCSS Director 2. District Attorney or designee 3. Director of FBC Women's Center 4. Director of Katy Christian Ministries 5. Local law enforcement victim liaisons.	

GOAL TWO: Equip and train two (2) case management specialists and FBCSS staff					
Key Action Step(s)	Timeline	Expected Outcome(s)	Measurement(s)	Person/ Area Responsible(s)	Comment(s)
1. Train staff and VOCA-funded case management specialists	Nov. 2016	FBC Women's Center will provide training on	Twenty (20) staff members will be educated in the proper handling of cases dealing	1. Director 2. 2 case management specialists assigned to	

		domestic violence and victim advocacy to twenty (20) staff members	with domestic violence; learn about survivor advocacy	the IRIS Women's Program 3. FBCSS Staff 4. FBC Women's Center to provide training	
2. Equip office space	Dec. 2017	Purchase and outfit office space for two (2) case management specialists designated to implement the IRIS Women's Program	Office space and equipment is purchased for two (2) case management specialists designated to implement the IRIS Women's Program	1. FBCSS Director and Staff	

GOAL THREE: Program Implementation and Outreach					
Key Action Step(s)	Timeline	Expected Outcome(s)	Measurement(s)	Person/ Area Responsible(s)	Comment(s)
1. Begin seeing first survivors/victims	Jan. 2017			1. IRIS Women's Program case management specialists 2. FBCSS Staff	
2. Ongoing program implementation	Jan-Sept. 2017	As many as 5 victims/survivors per month are provided with IRIS Women's	At least 60 victims per year will receive comprehensive assistance to include short-	1. IRIS Women's Program case management specialists	

		program services	term shelter, long-term housing, food, utility assistance etc	2. FBCSS Staff	
3. Meeting involving IRIS Women's Program key players	Quarterly	Discuss progress of program, evaluate & assess effectiveness,	Key players will assess progress of program and evaluate and adjust approach and activities as necessary.	1. FBCSS Director 2. District Attorney 3. Director of FBC Women's Center 4. Director of Katy Christian Ministries 5. Local law enforcement victim liaisons.	
4. Program Outreach	Semi-annually	Community will be educated on the IRIS Women's Program.	Community will be aware of services provided by IRIS Women's Program and the target population for those services.	1. IRIS Women's Program case management specialists 2. FBCSS Staff	

5. Identify the type of transitional housing model to be used (see Appendix F). If not using an OWV housing model, please provide a clear description of the model used.

The IRIS Women's program intends to utilize the "Scattered Site" transitional housing model. The program intends to provide emergency and short-term housing/shelter to survivors in the form of local motels, hotels, and extended-stay hotels throughout Fort Bend County as well as refer victims to the Fort Bend Women's Center. Emergency and short-term housing/shelter will be provided for victims/survivors for up to thirty (30)

days. All survivors and victims that are given emergency and short-term housing/shelter will be assisted with transitioning into long-term housing from those emergency and short-term housing/shelter sites. Victims will be assisted with locating rental housing that meets each of their individual family and financial needs. The IRIS Women’s Program proposes to provide financial support to establish the survivors’ housing situation and provide financial support for up to six (6) months. The ‘Scattered Site’ model allows victims the ability to establish their independence in their own living situation while being able to geographically establish distance from abusers.

6. Describe the transitional housing that will be provided, including the estimated number of units, they type of housing, etc...

The IRIS Women’s Program proposes to utilize various Fort Bend County area motels and hotels as pre-authorized vendors for shelter sites. Immediately following victimization and upon program enrollment, these vendors will serve as initial shelter and relocation options for victims of domestic violence. Upon stabilization of the victims’ immediate safety, social, psychological concerns, victims will be offered the option of receiving assistance through the Transitional Supportive Housing program and transitioning from short-term shelter options to long-term housing. Victims will be assisted in locating long-term rental housing options throughout Fort Bend County and provided with financial support for that housing for up to six (6) months.

7. Identify the support services to be offered. In doing so, the applicant must state how these services will meet the need of the identified underserved population(s).

Immediately following victimization	
Shelter/Immediate relocation	The IRIS Women’s Program proposes to provide short term shelter and relocation options following victimization to address immediate housing needs and

	safety concerns.
Food, clothing, transportation, safety planning (during shelter/initial relocation)	The IRIS Women's Program will provide immediate basic needs such as food and clothing. Provide assistance with SNAP, TANF, CHIP enrollment Transportation options will be made available to accommodate victim's needs.
During transition into long-term supportive housing	
Transitional Supportive Housing	The IRIS Women's Program will provide assistance in locating and establishing long-term rental housing options for the victim.
Transitional Food, Clothing, Utilities, child care (for duration of TSH program)	Assistance with purchasing food. Financial assistance for child care for up to 6 months. Financial assistance for utility needs.
Transportation	Long-term transportation options will be provided to victims to maintain independence.
Referrals, employment services	Survivors will be connected with local non-profit partners that will aid in addressing survivors' social and psychological needs: counseling, long-term safety planning, referral to Texas Workforce Solutions, long-term employment, referral to financial counseling through United Way Thrive Program

8. Describe the method for determining victim eligibility (e.g. screening tools).

Qualifying victims will be referred from victim liaison coordinators from Rosenberg Police Department, Fort Bend County Sheriff's Office, Missouri City Police Department, the Fort Bend County District Attorney's office, the Fort Bend County Women's Center, and Katy Christian Ministries. Data from the 2015 CY suggests that as many as 90% of potential victim participants will originate from crime victim liaison referrals and 10% of potential victim participants will originate from district attorney referrals and the Fort Bend County Women's Center.

9. Describe the facility rules and regulations, facility safety measures, and fee schedule (if applicable).

Not applicable.

10. Discuss how your organization will address victim safety and autonomy in the project.

Throughout contact with survivors, focus will remain on victim-centered recovery and re-establishment of self-sufficiency. Initial mandated training provided to FBCSS employees will address the specific safety needs and concerns often confronted when working with survivors of domestic violence. Personal and family safety will be stressed throughout the case management process in the manner that the survivor is most comfortable with. From the onset of survivor case management, the goal and importance of establishing self-sufficiency and independence will be articulated to survivors. The goal of IRIS Women's Program is to provide support and guidance to survivors in a manner that prioritizes safety while allowing survivors to establish autonomy efficiently.

11. Include a statement of expected outcomes of the project.

The IRIS Women's Program intends to establish itself as the first comprehensive victim-centered support program for victims of domestic violence in Fort Bend County. In doing so, the IRIS Women's Program expects to assist twenty (20) victims and survivors of domestic violence in 2017 in establishing permanent housing while maintaining self-sufficiency and personal independence from abusers.

Who Will Implement the Project

- 1. Identify each organization involved in the project. The organizations involved must reflect a direct relationship to the purpose of the application, including any identified underserved populations that will be served, and demonstrate that the partnership requirements have been met.**

Local law enforcement victim liaisons	Often make the first contact with victims following their victimization.
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	Referral point.
District Attorney's Office	Often make the first contact with victims following their victimization. Referral point.
Fort Bend Women's Center	Often are resource victims/survivors seek out first following victimization. Referral point.
Katy Christian Ministries	Often are resource victims/survivors seek out first following victimization. Referral point.
Fort Bend County Social Services	Often receive "walk-in" victims/survivors that have not sought resources elsewhere first.

2. Identify all individuals (organization and position) involved with the project.

Individual	Position, Organization
Anna Gonzales	Director, Fort Bend Social Services
John Healy Amanda Bolin Terri Leach	Fort Bend County District Attorney
Vita Goodell	Director, Fort Bend Women's Center
Deysi Crespo	Director, Katy Christian Ministries
Denise Gruwell	Victim Liaison, Fort Bend County Sheriff
Irene Rios	Victim Liaison, Rosenberg Police Dept.
Dua Quraishi	Victim Liaison, Missouri City Police Dept.
Fort Bend Social Services Case Managers	IRIS Women's Program Case Manager

3. Identify the roles and responsibilities of each individual. The application must detail the capacity of each individual to achieve their assigned responsibility and the overall project goals.

Individual	Role/Capacity
Anna Gonzales	Director, Oversight of IRIS Women's Program
John Healy Amanda Bolin Terri Leach	District attorneys, support through criminal case management, Referral point into IRIS Women's Program
Vita Goodell	Referral point
Deysi Crespo	Referral point
Denise Gruwell	Victim liaison during criminal case management, assists victims in applying for

	Crime Victims Compensation benefit program Referral point into IRIS Women's Program
Irene Rios	Victim liaison during criminal case management, assists victims in applying for Crime Victims Compensation benefit program Referral point into IRIS Women's Program
Dua Quraishi	Victim liaison during criminal case management, assists victims in applying for Crime Victims Compensation benefit program Referral point into IRIS Women's Program
Fort Bend Social Services Case Managers	IRIS Women's Program Case Manager

4. Describe the resources and skills each organization involved in the project will bring to the table.

Fort Bend County Social Services currently provides short-term assistance for emergency needs such as utilities, food, medications, and rental/mortgage assistance and shelter placement to the qualifying residents of Fort Bend County. The department also assists with pauper burials or cremation services for those families that do not have the financial means for the services. Fort Bend County Social Services has also established its Transitional Supportive Housing (TSH) program for homeless individuals and families. The TSH program provides support and assistance to Fort Bend County homeless for up to four (4) months with the goal of re-establishing long-term housing and self-sufficiency. For individuals that require more extensive support during their restoration, case management is provided in order to more closely monitor progress and ensure client self-sufficiency. During case management, clients are contacted regularly to ensure their personal accountability in the process, resources such as transportation and computer technology are made available to the clients, and case managers serve as long-term

liaisons that ensure the client benefits from available resources in the most efficient manner possible.

Fort Bend Social Services specializes in identifying vulnerable populations such as the homeless, veterans, and the elderly and tackling their priority needs of poverty, hunger, housing, and healthcare.

Staffing currently consists of one department director to manage staff activities and responsibilities. Staffing also consists of 5 eligibility workers that manage short-term emergency assistance and 3 case managers that provide more extensive case management. Two receptionists and administrative assistants provide support assistance and data management to the department. A program coordinator is responsible for planning, implementing and evaluating activities associated with Fort Bend County Collaborative Information System (FBCCIS). Staffing also consists of 1 coordinator that provides support to case managers and serves as quality control for active cases.

The Fort Bend County Women's Center empowers survivors of domestic or sexual violence and their children to achieve safety, healing, and to begin a new independent and self-sufficient life, while also striving to prevent violence against women.

As the primary advocate for survivors of domestic violence and sexual assault in the Fort Bend region, Fort Bend County Women's Center services include a 24 hour crisis hotline, emergency shelter, counseling, legal and medical support. They also offer community education and outreach designed to reduce domestic violence and sexual assault.

Financial Accounting Practices

Each applicant must prepare a response to the following questions. OVW will review the applicant's responses to assist in evaluating the adequacy of the organization's financial management system and to identify areas of need for training and technical assistance. This section of your application should be no more than two pages and should be a separate attachment to the online application in Grants.gov.

1. Will all funds awarded under this program be maintained in a manner that they will be accounted for separately and distinctly from other sources of revenue/funding? Please provide a brief description of the organization's policies and procedures that ensure funds will be tracked appropriately.

Yes, upon acceptance of the award by the Commissioners Court, the grant is assigned to an Accountant by the Accounting Supervisor. The Accountant sets up a unique activity in the financial software to which all revenues and expenditures are posted. An activity budget is then set up in accordance with the recommendations outlined by the County Department and the Granting Agency. All revenues and expenditures are tracked within the activity. Funds deposited are restricted for the exclusive use of the grant projects. The Accountant prepares and files financial reports per granting agency requirements

2. Does the applicant have written accounting policies and procedures? How often are these policies and procedures updated? Please provide a brief list of the topics covered in the organization's policies and procedures. OVW may request a copy for review during the application/award process or as part of the grant monitoring process.

Yes, the department maintains an electronic file of General Operating Procedures, as well as specific procedures that apply to grant, project, and bond activities. These are updated on an ongoing basis as necessary to comply with local, state or federal guidelines, as well as changes in financial policy.

3. Is the applicant's financial management system able to track actual expenditures and outlays with budgeted amounts for each grant or sub-grant? Please provide a brief summary of the organization's process for tracking expenditures.

Yes. The Accountant sets up a unique activity in the financial software to which all revenues and expenditures are posted. An activity budget is then set up in accordance with the recommendations outlined by the County Department and the Granting Agency. All revenues and expenditures are tracked within the activity. Purchase orders are set up for all external purchases which create encumbrances within the activity until actual funds are remitted to third parties (contractors, suppliers, employees, etc.). This allows for the operating department to remain within the budget guidelines set forth upon origination of the grant project. Funds deposited are restricted for the exclusive use of the grant projects. Budget change orders are required to amend the budget should it be required after the initial set up.

4. Does the applicant have procedures in place for minimizing the time between transfer of funds from the United States Treasury and disbursement for project activities? Please provide a short summary of the organization's policy for requesting payments for grant awards.

The majority of our grant projects are managed on a reimbursement basis. This results in Fort Bend County incurring the expenditure and then filing the appropriate financial documentation to request reimbursement. This essentially creates a negative turnaround time between the transfer of funds from the granting agency and disbursement for project activities, as the county is temporarily funding the project until the reimbursement funds are received and applied. Projects that are managed on an advanced funding basis have their funds deposited to the specific accounting fund that was established upon acceptance and reserved for only those expenditures allowed within the program. The time frame to spend is established by the grant guidelines.

5. Does the applicant have effective internal controls in place to adequately safeguard grant assets and to ensure that they are used solely for authorized purposes? Please provide a brief description.

Yes, an activity budget is set up in accordance with the recommendations outlined by the County Department and the Granting Agency. Budgets controls are set up within each unique accounting activity to ensure that all expenditures are within the budget guidelines. The managing department is tasked with requisitioning or incurring expenditures that meet the grant guidelines. These purchases and subsequent disbursements are overseen by a combination of the County Purchasing Agent, the Payroll Department and the County Auditor's Office.

6. Does the applicant have a documented records retention policy? If so, briefly describe the policy.

We adhere to the Texas State Library and Archives Commission retention schedule.

7. Is the individual primarily responsible for fiscal and administrative oversight of grant awards familiar with the applicable grants management rules, principles, and regulations including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, (2 CFR Part 200)? Please provide a short list of the individual's qualifications/experience. If the individual is not familiar with the applicable rules and regulations, the applicant must contact OVW's Grants Financial Management Division at OVW.GFMD@usdoj.gov or 1-888-514-8556 immediately after the organization is notified of its award to coordinate training.

Robert Ed Sturdivant, CPA – County Auditor

Angelo State University – BBA in Accounting May 1989

Certified Public Account – July 1997

Tom Green County Auditor – April 1998 to August 2000

Fort Bend County Auditor – August 2000 to Present

Joyce Wendel, CPA – Fort Bend County Auditor's Office - Accounting Manager

Shelley Mays – Accountant – Fort Bend County Auditor's Office

Over 25 years combined experience with the applicable grants management rules, principles, and regulations including the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for State & Federal Awards.