

STATE OF TEXAS

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COUNTY OF FORT BEND

RESOLUTION IN SUPPORT OF FORENSIC TESTING REIMBURSEMENT
GRANT APPLICATION #3932401

WHEREAS, Fort Bend County desires to provide assistance to the Expedited Narcotics Docket for Fort Bend County; and

WHEREAS the County wishes to continue to support accurate and timely forensic testing of seized controlled substances; and

WHEREAS, the County finds it in the best interest of the citizens of the Fort Bend County area, that the Expedited Narcotics Docket Drug Testing Reimbursement Program be operated for the 2019-2020 fiscal year; and

WHEREAS, Fort Bend County agrees to provide all applicable support for the grant application submitted to the Office of the Governor, Criminal Justice Division on November 26, 2019, and attached as Exhibit A; and

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

WHEREAS, Fort Bend County designates the Honorable Judge KP George, County Judge of the Fort Bend County Commissioners Court, as the County's authorized official giving him the power to electronically apply for, accept, reject, alter or terminate the grant on behalf of the County;

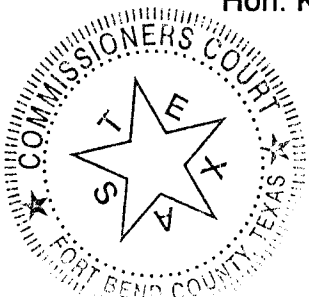
NOW THEREFORE, BE IT RESOLVED that Fort Bend County approves submission of the grant application for the Expedited Narcotics Drug Testing Reimbursement Program to the Office of the Governor, Criminal Justice Division for an amount not to exceed \$30,000 with no local match.

Approved by the Commissioners Court of Fort Bend County on the 26th day of November 2019, duly put and carried;

Attest:


Laura Richard, County Clerk


Hon. KP George, County Judge



[Print This Page](#)

Agency Name: Fort Bend County
Grant/App: 3932401 **Start Date:** 10/1/2019 **End Date:** 8/31/2020

Project Title: Expedited Narcotics Docket drug testing reimbursement program
Status: Application Pending Submission

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
019692080

Application Eligibility Certify:

Created on:10/22/2019 8:22:22 AM By:Chad Bridges

Profile Information

Applicant Agency Name: Fort Bend County
Project Title: Expedited Narcotics Docket drug testing reimbursement program
Division or Unit to Administer the Project: Fort Bend County DA's Office
Address Line 1: 301 Jackson
Address Line 2:
City/State/Zip: Richmond Texas 77469-3106
Start Date: 10/1/2019
End Date: 8/31/2020

Regional Council of Governments(COG) within the Project's Impact Area: Houston-Galveston Area Council
Headquarter County: Fort Bend
Counties within Project's Impact Area: Fort Bend

Grant Officials:**Authorized Official**

Name: KP George
Email: county.judge@fortbendcountytexas.gov
Address 1: 301 Jackson Street
Address 1: Office of the County Judge
City: Richmond, Texas 77469
Phone: 281-341-8608 Other Phone: 281-341-8634
Fax: 281-341-8609
Title: The Honorable
Salutation: Judge
Position: County Judge

Financial Official

Name: Robert Sturdivant
Email: Accounting@fortbendcountytexas.gov
Address 1: 309 S. 4th Street, Suite 533
Address 1:
City: Richmond, Texas 77469
Phone: 281-341-3760 Other Phone: 281-341-3769
Fax: 281-341-3774
Title: Mr.
Salutation: Mr.
Position: County Auditor

Project Director

Name: Mark Hanna
Email: mark.hanna@fortbendcountytexas.gov
Address 1: 301 Jackson Street
Address 1: Suite 101
City: Richmond, Texas 77469

Phone: 281-238-4460 Other Phone:

Fax:

Title: Mr.

Salutation: Deputy Chief

Position: Deputy Chief - Felony Divison, Fort Bend County DA

Grant Writer

Name: Chad Bridges

Email: Chad.Bridges@fortbendcountytexas.gov

Address 1: 301 Jackson

Address 1:

City: Richmond, Texas 77469

Phone: 281-341-3353 Other Phone: 832-867-0471

Fax: 281-238-3340

Title: Mr.

Salutation: Mr.

Position: Assistant District Attorney

Grant Vendor Information

Organization Type: County

Organization Option: applying to provide services to all others

Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID): 019692080

Data Universal Numbering System (DUNS): 081497075

Narrative Information

Introduction

The District Attorney Testing of Forensic Evidence Grant Program provides reimbursement to district attorney offices for costs associated with forensic analysis of physical evidence.

Please read the funding announcement for program rules and application guides, available on the [eGrants Calendar](#) page. Additionally, you should review the *Guide to Grants* available at [CJD's resources webpage](#) for information and guidance related to the management and use of grant funds.

Use the space provided below to describe your project. For help with your narrative, see CJD's Developing a Good Project Narrative [Guide](#).

Note: Do not upload attachments with further information unless specifically instructed to do so.

Certifications

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

Constitutional Compliance

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

Texas Forensic Science Commission Accreditation

Applicant assures that it will only utilize accredited laboratories that comply with state regulations and rules for accreditation, including forensic analyst licensing for mandatory disciplines, promulgated by the Texas Forensic Science Commission in the *Texas Administrative Code, Title 37, Part 15, Chapter 651* promulgated by the Texas Department of Public Safety in the *Texas Administrative Code, Title 37, Part 1, Chapter 28, Subchapter I*.

DNA Testing of Evidentiary Materials

When funds are used for DNA testing of evidentiary materials, any resulting eligible DNA profiles must be uploaded to the Combined DNA Index System (CODIS) by a government DNA lab with access to CODIS.

Uniform Crime Reports

Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety (DPS) for inclusion in the annual Uniform Crime Report (UCR). To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year.

Conversion to National Incident-Based Reporting System (NIBRS)

The Texas Department of Public Safety (DPS) has established a goal set by the Texas Legislature for all local law enforcement agencies to implement and report crime statistics data by using the requirements of the National Incident-Based Reporting System (NIBRS) no later than September 1, 2019. Additionally, the Federal Bureau of Investigations (FBI) will collect required crime statistics solely through the NIBRS starting January 1, 2021. Due to these upcoming state and federal deadlines, grantees are advised that eligibility for future grant funding may be tied to compliance with NIBRS. Financial grant assistance for transitioning to NIBRS may be available for your jurisdiction from the Criminal Justice Division (CJD).

Criminal History Reporting

Entities receiving funds from CJD must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the Texas Code of Criminal Procedure, Chapter 66. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Compliance with State and Federal Laws, Programs and Procedures

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

Each local unit of government, and institution of higher education that operates a law enforcement agency, must download, complete and then upload into eGrants the [CEO/Law Enforcement Certifications and Assurances Form](#) certifying compliance with federal and state immigration enforcement requirements. This Form is required for each application submitted to OOG and is active until August 31, 2021 or the end of the grant period, whichever is later.

Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with CJD and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Frances Desmond

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:
281.341.7769

Enter the Address for the Civil Rights Liaison:
301 Jackson Richmond, Texas

Overall Certification

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

I certify to all of the application content & requirements.

Project Abstract :

This project is called the Expedited Narcotics Docket. This application seeks reimbursement of expedited narcotics testing for smaller felony drug possession offenses on the Fort Bend County Expedited Narcotics Docket. These offenses specifically exclude delivery offenses, and the Fort Bend County Board of District Judges has approved a direct file order (unofficial copy of the meeting minutes uploaded) that will put low-level narcotics cases on a compressed timetable for disposition. The goal of this project is to use a specialized docket with a visiting judge to speed up dispositions of these cases. The goal is a disposition in 90-120 days with a tailored treatment plan. If the defendant will not accept the treatment option, the judge will send the case and its associated lab report back to the original district court for an immediate trial setting. The desired outcome is to move small drug cases to disposition with quicker, more customized treatment options, while clearing dockets (particularly trial dockets) for the Fort Bend County District Courts to try higher-degree felony jury trials like sexual assaults, burglary of habitations, and robberies. We also believe that those charged with low-level drug possession will be more likely to take responsibility and accept treatment options when those options are offered closer to the time of arrest, rather than 18 months or longer later. We intend to send cases from this docket to the Houston Forensic Science Center for expedited testing. A copy of their fee schedule has been uploaded. The cost is \$300 per test. Based on the volume of state jail felony and third degree narcotics cases received in the last year and since the start of this year, we anticipate anywhere from 600-1000 cases will qualify annually.

Problem Statement :

We cannot move these cases to a disposition (either plea or trial) without a lab test. DPS typically takes six to nine months to return results. By the time we receive the lab report back from DPS, the window of opportunity has closed to get willing defendants for disposition with tailored treatment options on the Expedited Narcotics Docket. The backlog of small possession cases will continue to clog district court dockets and divert resources away from crimes with victims.

Supporting Data :

For twelve month period during 2018-2019 there were over 1,000 state jail felony and third degree felony cases pending with the Fort Bend County District Attorney's Office. A print out of that report has been uploaded.

Project Approach & Activities:

The goal of the program is to identify issues in each case that can be addressed with either substance abuse treatment or through other community services that can help prevent the individual from engaging in criminal behavior. The screening tools this docket will use include The Substance Abuse Subtle Screening Inventory (SASSI), Texas Christian University Drug Screen 5 and the Texas Risk Assessment System (TRAS). We will also screen individuals to determine the need for mental health services, educational and vocational services, and housing needs. The program will utilize the Texas Work Force Commission, the Literacy Council of Fort Bend, Texas State Technical College, Wharton County Junior College, and the Fort Bend County Behavioral Health Department. The program will use Fort Bend Regional Council, Turning Point and Bay Area Recovery for substance abuse treatment and Texana, the Local Mental Health Authority, for mental health treatment.

Capacity & Capabilities:

Fort Bend County has a well developed criminal justice system that already includes specialty courts and specialized dockets. The Court will be staffed with deputy district clerks, assistant public defenders, staff from Fort Bend County Community Supervision and Corrections Department (CSCD), assistant district attorneys, a

visiting judge from the 11th Administrative Judicial Region (Judge Susan Brown), and all the other court staff necessary to run the docket. The specialized docket will be handled in the jail courtroom at the Fort Bend County Sheriff's Office. We are committed to having recovery coaches and other community services available for those who wish to accept responsibility and begin a treatment program.

Performance Management :

The overall goals are to quickly evaluate and appropriately place low-level drug offenders that are willing to accept responsibility in an individualized treatment program on an expedited basis. The docket will match needs to resources for those who remain on the docket during supervision and appropriately place other offenders in drug court, mental health court, veteran's court, inpatient treatment or whatever diagnostic testing the Fort Bend County CSCD indicates is appropriate.

Target Group :

The Expedited Narcotics Docket targets defendants with low level felony narcotics cases for quick disposition with tailored treatment options. These cases will be moved to a specialized docket to allow more resources for District Court Judges to try other higher degree violent offenses.

Evidence-Based Practices:

The process the Expedited Narcotics Docket uses mirrors the successful re-integration court model employed in Harris County. The use of customized treatment options applied after pre-disposition assessment led to lower recidivism for individuals with small drug offenses. The information supplied by Dr. Teresa May, the Director of Harris County CSCD, documents the process proven results. Dr. May's report has been uploaded.

Project Activities Information

Introduction

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

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Crime Lab/Forensics	100.00	Reimbursement for forensic testing of felony narcotics cases assigned to the Expedited Narcotics Docket.

CJD Purpose Areas

PERCENT DEDICATED	PURPOSE AREA	PURPOSE AREA DESCRIPTION
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Measures Information

Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Document Examination: Number of pieces of evidence processed.	0
Firarms/Toolmarks: Number of pieces of evidence processed.	0
Forensic Biology: Number of pieces of evidence processed.	0

Material (Trace): Number of pieces of evidence processed.	0
Other: Number of pieces of evidence processed.	0
Seized Drugs: Number of pieces of evidence processed.	600
Toxicology: Number of pieces of evidence processed.	0

Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL
Number of exonerations where grant-funded evidence was tested.	0
Number of pieces of evidence used in trials conducted.	0
Number of plea bargains obtained where grant-funded evidence was tested.	250
Number of successful convictions where grant-funded evidence was tested.	0

Custom Output Measures

CUSTOM OUTPUT MEASURE	TARGET LEVEL
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Custom Outcome Measures

CUSTOM OUTCOME MEASURE	TARGET LEVEL
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Resolution from Governing Body

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

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

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

Contract Compliance

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

- Yes
 No

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

Note: Pursuant to Texas Government Code §556.005, a political subdivision or private entity that receives state funds may not use the funds to pay a person required to register as a lobbyist or for lobbying expenses. A political subdivision or private entity that violates this provision is not eligible to receive additional state funds.

Lobbying

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

- Yes
 No
 N/A

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

- Yes
 No
 N/A

Fiscal Year

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

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

10/1/2019

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

9/30/2019

Sources of Financial Support

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

Enter the amount (\$) of Federal Grant Funds:

2143341

Enter the amount (\$) of State Grant Funds:

8086205

Single Audit

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

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

 Yes No

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

Enter the date of your last annual single audit [mm/dd/yyyy]:

9/30/2018

Debarment

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

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

Select the appropriate response:

 I Certify Unable to Certify

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

Fiscal Capability Information**Section 1: Organizational Information**

THIS SECTION APPLIES TO NONPROFIT CORPORATIONS ONLY

Enter the Year in which the Corporation was Founded:

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

Enter the Employer Identification Number Assigned by the IRS:

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

Section 2: Accounting System

THIS SECTION APPLIES TO NONPROFIT CORPORATIONS ONLY

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

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

Select the appropriate response:

- Yes
 No

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

Select the appropriate response:

- Yes
 No

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

Select the appropriate response:

- Yes
 No

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

Enter your explanation:

Section 3: Financial Capability

THIS SECTION APPLIES TO NONPROFIT CORPORATIONS ONLY

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

Has the grant agency undergone an independent audit?

Select the appropriate response:

- Yes
 No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

- Yes
 No

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

Select the appropriate response:

- Yes
 No

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

Enter your explanation:

Section 4: Budgetary Controls

THIS SECTION APPLIES TO NONPROFIT CORPORATIONS ONLY

Grant agencies should establish a system to track expenditures against budget and / or funded amounts.

Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

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

- Yes
 No

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

- Yes
 No

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

Enter your explanation:

Section 5: Internal Controls

THIS SECTION APPLIES TO NONPROFIT CORPORATIONS ONLY

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

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

Select the appropriate response:

- Yes
- No

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

Select the appropriate response:

- Yes
- No

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

Enter your explanation:

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Contractual and Professional Services	Non-DNA Forensic Testing	Reimbursement for expedited forensic testing of seized narcotics in cases assigned to the Fort bend county Expedited Narcotics Docket	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0

Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
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Summary Source of Match/GPI:

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

Budget Summary Information

Budget Summary Information by Budget Category:

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Contractual and Professional Services	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00

Budget Grand Total Information:

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00

Condition Of Fundings Information

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