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Agency Name: Fort Bend County
Grant/App: 3024005 **Start Date:** 10/1/2021 **End Date:** 9/30/2022

Project Title: The IRIS Women's Program
Status: Pending Final Approval

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:
17460019692080

Application Eligibility Certify:

Created on: 1/20/2021 11:47:25 AM By: Anna Gonzales

Profile Information

Applicant Agency Name: Fort Bend County
Project Title: The IRIS Women's Program
Division or Unit to Administer the Project: Social Services
Address Line 1: 301 Jackson Street
Address Line 2:
City/State/Zip: Richmond Texas 77469-3108
Start Date: 10/1/2021
End Date: 9/30/2022

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: 281-633-7769
Fax: 832-471-1858
Title: The Honorable
Salutation: Judge
Position: County Judge

Financial Official

Name: Robert Sturdivant
Email: Yvonne.mager@fortbendcountytexas.gov
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Address 1:
City: Richmond, Texas 77469
Phone: 281-341-3769 Other Phone:
Fax:
Title: Mr.
Salutation: Constable
Position: County Auditor

Project Director

Name: Najat Elsayed
Email: FBSocialServicesGrants@fortbendcountytexas.gov
Address 1: 301 Jackson Street
Address 1:

City: Richmond, Texas 77469
Phone: 281-238-3506 Other Phone: 281-238-3526
Fax: 281-342-0557
Title: Ms.
Salutation: Ms.
Position: FBC Social Services Division Manager

Grant Writer

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Title: Ms.
Salutation: Ms.
Position: FBC Social Services Division Manager

Grant Vendor Information

Organization Type: County
Organization Option: applying to provide direct services to victims only
Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID): 17460019692080
Data Universal Numbering System (DUNS): 081497075

Narrative Information

Introduction

The purpose of this program is to provide services and assistance directly to victims of crime to speed their recovery and aid them through the criminal justice process. Services may include the following:

- responding to the emotional and physical needs of crime victims;
- assisting victims in stabilizing their lives after a victimization;
- assisting victims to understand and participate in the criminal justice system; and
- providing victims with safety and security.

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 on the [PSO Resource for Applicants and Grantees 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 PSO's Developing a Good Project Narrative [Guide](#).

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

Program-Specific Questions

Culturally Competent Victim Restoration

Victim service providers must have the ability to blend cultural knowledge and sensitivity with victim restoration skills for a more effective and culturally appropriate recovery process. Cultural competency occurs when: (1) cultural knowledge, awareness and sensitivity are integrated into action and policy; (2) the service is relevant to the needs of the community and provided by trained staff, board members, and management; and (3) an advocate or organization recognizes each client is different with different needs, feelings, ideas and barriers.

Provide information in this section regarding how your organization is culturally competent when providing services to victims.

Fort Bend County, contiguous to Harris County and located on the southwest side of Houston, has seen significant population and diversity growth. According to the Texas State Data Center, Fort Bend County is the fastest growing county in Greater Houston and could have 845,058 residents by 2020. A 2018 Rice University Kinder Institute for Urban Research study declared Fort Bend County the most diverse county in the nation with almost equal representation of the four major ethnic communities. According to the 2016 U.S. Census, the percentage breakdown is 20.4 percent Asian, 24.5 percent Hispanic or Latino, 21.1 percent African-American, 33.2 percent White and 0.8 percent Other. Increased growth and diversity spurs a dramatic increase in population-specific needs. Fort Bend County Social Services (FBCSS) has worked diligently to recruit and maintain a culturally diverse and competent workforce. Currently at Fort Bend County Social Services, 86% of staff members are of minority status. Of 21 staff members, 19 are female, and 62% are Hispanic and/or bilingual. Cultural and communication barriers can have a negative impact on victims reporting crimes and seeking assistance. Recognizing the importance for staff to have the ability to blend cultural knowledge with victim restoration skills, FBCSS regularly attends trainings focused on cultural competence and the needs of the community. Examples of these trainings include: "Recognizing Unconscious Bias" and "Salud Y Bienestar: Strengthening Professionals' Capacity in Serving Latinos" Conference by the Latino Social Workers of Greater Houston. In addition, FBCSS recognizes that in Texas, 46.8% of individuals aged 65+ are economically vulnerable. Training specific to the senior population is also regularly incorporated into staff education, policies and procedures. To provide comprehensive services for these population groups, concentrated effort is given to hiring case managers with similar cultural backgrounds and awareness of socioeconomic needs of the victims Fort Bend County.

Culturally Specific and Underserved Populations

Following are relevant definitions needed to answer this question.

- Underserved populations means populations who face barriers in accessing and using victim services, and includes populations underserved because of geographic location, religion, sexual orientation, gender identity, underserved racial and ethnic populations, populations underserved because of special needs (such as language barriers, disabilities, alienage status, or age), and any other population determined to be underserved by the Attorney General or by the Secretary of Health and Human Services, as appropriate.
- Culturally specific means the program is primarily directed toward racial and ethnic minority groups (as defined in section 1707(g) of the Public Health Service Act (42 U.S.C. 300u-6(g)).
- Racial and ethnic minority group means American Indians (including Alaska Natives, Eskimos, and Aleuts); Asian Americans; Native Hawaiians and other Pacific Islanders; Blacks; and Hispanics.
- Hispanic means individuals whose origin is Mexican, Puerto Rican, Cuban, Central or South American, or any other Spanish-speaking country.

Does your program have a primary focus on serving a culturally specific population? (The organization must do more than merely provide services to an underserved population or culturally specific group; rather, the organization's primary focus must be on providing culturally competent services designed to meet the specific needs of the target population in order to justify a YES response in the section below.)

Yes

No

If you answered '**YES**' above, you must explain in the box below how your organization's program is specifically designed to focus on and meet the needs of culturally specific populations. If this item does not apply enter '**N/A**'.

N/A

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:

Forensic Medical Examination Payments

Health care facilities shall conduct a forensic medical examination of a victim of an alleged sexual assault if the victim arrived at the facility within 96 hours after the assault occurred and the victim consents to the examination. The victim is not required to participate in the investigation or prosecution of an offense as a condition of receiving a forensic medical examination, nor pay for the forensic examination or the evidence collection kit. The evidence collection portion of the exam is to be paid by law enforcement per state law. Crime Victim Compensation funds may be used to pay for the medical portion of the exam unless the victim of sexual assault is required to seek reimbursement for the examination from their insurance carrier. If a health care facility does not provide diagnosis or treatment services for sexual assault victims, the facility is required to refer the victim to a facility that provides those services.

Confidentiality and Privacy

Applicant agrees to maintain the confidentiality of client-counselor information and research data, as required by state and federal law. Personally identifying information or individual information collected in connection with services requested, utilized, or denied may not be disclosed; or, reveal individual client information

without informed, written, reasonably time-limited consent of the person about whom information is sought. If release of information is compelled by statutory or court mandate, reasonable attempts to provide notice to victims affected by the disclosure of information will be made and steps necessary to protect the privacy and safety of the persons affected by the release of information will be taken.

Activities that Compromise Victim Safety and Recovery

Applicant agrees to not engage in activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions.

Polygraph Testing Prohibition

A peace officer or attorney representing the state may not require an adult or child victim of an alleged sex offense to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of such an offense. In addition, the refusal of a victim to submit to a polygraph or other truth telling examination will not prevent the investigation, charging, or prosecution of an alleged sex offense or on the basis of the results of a polygraph examination.

Protection Orders

Victims applying for a protective order or their attorney may not bear the costs associated with the filing of an order of protections.

Offender Firearm Prohibition

The applicant certifies that its judicial administrative policies and practices include notification to domestic violence offenders of the requirements delineated in section 18 USC § 992(g)(8) and (g)(9).

Criminal Charges

In connection with the prosecution of any misdemeanor or felony domestic violence offense, the victim may not bear the costs associated with the filing of criminal charges against a domestic violence offender, issuance or service of a warrant, or witness subpoena.

Criminal History Reporting

Entities receiving funds from PSO 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.

Beginning January 1, 2020, counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90 percent of convictions within seven business days to the Criminal Justice Information System at the Department of Public Safety. By January 1, 2021, such reporting must take place within five business days. Click [here](#) for additional information from DPS on this new reporting requirement.

Uniform Crime Reporting (UCR)

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). Additionally, the Federal Bureau of Investigations (FBI) will collect required crime statistics solely through the NIBRS starting January 1, 2021. Due to this federal deadline, 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 Public Safety Office.

Immigration Legal Services

CJD prioritizes funding of projects that provide a full spectrum of counseling, crisis services, and other direct victim services. CJD will not fund projects that focus primarily on immigration legal services and do not provide a significant level of other types of victim services.

Discrimination

Applicant agrees not to discriminate against victims because they disagree with the State's prosecution of the

Applicant agrees not to discriminate against victims because they disagree with the State's prosecution of the criminal case.

Records

Applicant agrees to maintain daily time and attendance records specifying the time devoted to allowable victim services.

Volunteers

If awarded VOCA funds, applicant agrees to use volunteers to support either the project or other agency-wide services/activities, unless CJD determines that a compelling reason exists to waive this requirement.

Crime Victims' Compensation

Applicant agrees to assist crime victims in applying for crime victims' compensation benefits.

Community Efforts

Applicant agrees to promote community efforts to aid crime victims. Applicants should promote, within the community, coordinated public and private efforts to aid crime victims. Coordination efforts qualify an organization to receive these funds, but are not activities that can be supported with these funds.

Civil Rights Information

Applicant agrees to maintain statutorily required civil rights statistics on victims served by race, national origin, sex, age, and disability of victims served, within the timeframe established by CJD. This requirement is waived when providing services, such as telephone counseling, where soliciting the information may be inappropriate or offensive to the crime victim.

Victims of Federal Crime

Applicant agrees to provide equal services to victims of federal crime. (Note: Victim of federal crime is a victim of an offense that violates a federal criminal statute or regulation; federal crimes also include crimes that occur in an area where the federal government has jurisdiction, such as Indian reservations, some national parks, some federal buildings, and military installations.)

No Charge

Applicant agrees to provide grant-funded services at no charge to victims of crime. Applicants are also prohibited from billing Crime Victims Compensation, private insurance, Medicaid, or Medicare for services provided using VOCA funds.

Effective Services

Applicants applying for funds to provide victim services must demonstrate a record of providing effective services to crime victims. (See "Eligible Organizations" in the Funding Announcement.)

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.

Legal Assistance for Victims (LAV) Certification

The applicant certifies that it meets the following federal statutory requirements in regards to the provision of legal advocacy:

- (1) Any person providing legal assistance through a program funded under this VAWA Program
 - (a) has demonstrated expertise in providing legal assistance to victims of domestic violence, dating violence, sexual assault or stalking in the targeted population; or
 - (b) is partnered with an entity or person that has demonstrated expertise described in subparagraph (A) and has completed or will complete training in connection with domestic violence, dating violence, sexual assault or stalking and related legal issues, including training on evidence-based risk factors for domestic and dating violence homicide.
- (2) Any training program conducted in satisfaction of the requirement of paragraph (1) has been or will be developed with input from and in collaboration with a state, local, territorial, or tribal domestic violence, dating violence, sexual assault, or stalking victim service provider or coalition, as well as appropriate tribal, State, territorial, and local law enforcement officials.
- (3) Any person or organization providing legal assistance through a program funded under this Program has informed and will continue to inform state, local, or tribal domestic violence, dating violence or sexual assault programs and coalitions, as well as appropriate State and local law enforcement officials of their work.
- (4) The grantee's organizational policies do not require mediation or counseling involving offenders and victims physically together, in cases where sexual assault, domestic violence, dating violence, or child sexual abuse is an issue.

Does the applicant meet the criteria outlined above?

Yes

No

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:

Randi Linter

Enter the Address for the Civil Rights Liaison:

Human Resources Director 301 Jackson St. Richmond, Texas 77469-3108

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

(281) 341-8631

Each applicant agency must certify to the specific requirements detailed above as well as to comply with all requirements within the PSO Funding Announcement, the *Guide to Grants*, the *Grantee Conditions and Responsibilities*, 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 :

Fort Bend County Social Services aims to assist the under served population of crime victims by implementing a Case Management Program that focuses on: 1) victims of domestic violence; and 2) senior victims of crime. The case managers for this program will provide in-depth assistance to victims by linking them to existing county resources, thus providing restoration in a more holistic manner. It is through existing services that the IRIS Women's Program proposes to comprehensively address the social and psychological needs of crime victims. The goals of the proposed program are: 1) to continue to create and provide a more integrated and comprehensive system of care to victims; and 2) to improve upon the current fragmented system of services where the victims of domestic violence and senior victims of crime are under served or overlooked.

Problem Statement :

When accessing The Crime Victims' Compensation (CVC) Funding Process, victims of crime are often forced to undergo an extended waiting period before they receive actual financial support. The IRIS Women's Program proposes to implement two (2) grant funded case managers that would link the target populations to existing Fort Bend County services and assistance during the waiting period prior to the CVC funding availability. Another factor, as reported by local shelters, is that the average income of victims is below \$10,000 per year. There is a critical need to provide support to victims who stay in abusive relationships who often do so because of lack of

income. (Source: Fort Bend County Community Plan 2019-2020) The underlying issue in the area is the dearth of wrap-around services to assist and guide the victim through the judicial and recovery process. Fort Bend County is one of the fastest growing counties in the nation, and the IRIS Women's Program will provide victims of crime with services and support to sustain a sense of safety and stability. As the designated point of contact, the assigned case manager will provide victims of crime with needs including: Emergency Shelter, Transitional Supportive Housing, Food Assistance, Medication Assistance, Emergency Unmet Needs, and other local resources and services.

Supporting Data :

In 2016, estimates for victims of family violence provided by the Fort Bend County District Attorney's Office indicate that the total number of female victims was 391, while male victims numbered 114. The report also estimated that the number of female victims who identified as White numbered 221; White male 67; African-American female 123; African-American male 33; Asian female 17; Asian male 4; "Other" female 2; and no race specified as 8. The total number of individuals who identified as White was 288; African-American 156; Asian 21; and Other 4. As for victims who reported their age, 18 were 0-17; 165 were 18-29; 155 were 30-39; 91 were 40-49; 66 were 50-64; and 10 cases involved a 65+ individual. Of all domestic/crime cases, 128 individuals were aged 65+ and the number of seniors involved specifically in non-domestic violence cases was 118. In Fort Bend County, there is limited access to emergency shelters and basic human needs, and a continuing need for support services for survivors of domestic violence and sexual assault. The Texas Department of Public Safety's Crime in Texas Report indicated that in 2018, 4,065 incidents of family violence and 260 sexual assault offenses were reported to law enforcement in Fort Bend County. From September 2018 to October 2019, the Fort Bend County District Attorney's Office - Family Violence Division received approximately 2,300 domestic violence related cases from law enforcement. The Fort Bend County District Attorney's Office Victim Witness Division provided services to 7,477 victims from September 2018 to September 2019. Fort Bend Women's Center (FBWC) shelter is the only provider of emergency shelter services for domestic violence and/or sexual abuse survivors in the county and serves women, men, and children. In 2020, FBWC's shelter served 411 (338 new) victims of family violence and sexual assault. That same year, FBWC referred 752 unique callers to other shelters due to lack of space at the shelter. The non-residential program served 1168 clients (632 new) victims of family violence and sexual assault consisting of women, children, and men. (Source: Fort Bend Women's Center) On the east side of the county in 2020, the Missouri City Police Department Victim Assistance Program aided 214 victims of crime with 104 of those cases reported as domestic/family abuse and 52 of those cases reported as physical assault. (Source: Missouri City Police Department Victim Assistance Program, 2020) Daya, Inc. provides culturally specific, non-residential services to South Asian and other similar immigrant groups who are survivors of domestic and sexual violence. In 2019, Daya served 409 domestic violence/sexual assault survivors from Fort Bend County and provided 1790 hours of counseling to victims of domestic violence. (Source: Daya SnapShot-2020)

Project Approach & Activities:

To ensure that victims of crime are connected with existing Fort Bend County services and assistance programs, Fort Bend County Social Services (FBCSS) collaborates with victim liaisons from county law enforcement agencies and the County District Attorney to enroll victims into the IRIS Women's Program. The IRIS Women's program connects the target populations with short-term assistance for emergency needs including utilities, food, medications, rental/mortgage assistance and shelter placement. The victims who seek assistance typically require immediate resources and incur immediate costs/expenses from the time they are victimized to when actual financial support is awarded by Crime Victim Compensation (CVC). The program's goal is to improve victims' social, financial, physical, and emotional well-being immediately after victimization while they wait for CVC funding. Based on previous FBCSS case management experience with domestic violence/crime victims, linking victims to services after their initial victimization often takes a minimum of three days processing and coordination time. Dedicated case managers allow for more individualized attention, thus providing more thorough and comprehensive support. Furthermore, the 2019-2020 Fort Bend County Community Plan indicates that a substantial portion of the county population who are victims of family violence are female, of Hispanic decent or identify as an ethnic minority. Language and cultural barriers can be significant obstacles when attempting to provide assistance to these victims. Case managers with a similar cultural background and awareness/empathy of socioeconomic needs of these target groups would ease the complications of these factors during the registration process and continued case management. As previously noted, 62% of our staff are Hispanic and/or bilingual.

Capacity & Capabilities:

The Director of FBCSS holds a master's degree in social work and has 30 years of micro/macro practice experience. This individual manages and oversees all department operational logistics, particularly pertaining to staff activities/responsibilities and their interaction with clients. The remaining staff members include: an assistant director who has a graduate degree in public health and extensive experience in program development

and grants management; three program coordinators who are responsible for planning, implementing and evaluating activities associated with collaborative partnerships within Fort Bend County; six eligibility workers who manage short term emergency assistance; five case managers who provide more extensive client support services; one receptionist, one part-time clerk that oversee client appointments and initial (phone/walk-in) registration; and one administrative assistant who manages department data. FBCSS has two open case managers positions for which they are currently recruiting.

Performance Management :

In this current year, FY 2021, the goal of the IRIS Women's Program is to provide intensive case management services to 450 victims of crime. In the first year of funding FBCSS provided 562 victims of crime with services. This surpassed the program's annual projected goal (150 clients) by more than 200%. In the upcoming FY 2022, we propose to provide intensive case management services to 450 victims of crime. Objective: In a 12-month period, 450 victims of crime, (with 50 being carried over-from the previous year) will receive 6-12 months of intensive case management services by September 30, 2022. (Measured: Count the number clients seen monthly through Caseworthy reporting.) Objective: 30% of the victims of crime will be assisted with emergency shelter within the first 24 to 48 hours they are referred to the Iris Women's Program. (Measured: Count the number clients receiving emergency shelter monthly through Caseworthy reporting.) Objective: 30% of the victims of crime will receive a food voucher within the first 24-48 hours they are referred to the Iris Women's Program. (Measured: Count the number clients receiving food vouchers monthly through Caseworthy reporting.) Objective: Two (2) Case Manager Specialists will provide 4,176 hours of case management services by September 30, 2022. (Measured: Count the number of hours of case management hours provided to the victims monthly through Caseworthy reporting.) Objective: Two (2) Case Manager Specialists will provide 450 individual victims of crime with case management services by September 30, 2022. (Measured: Count the number of victims of crime receiving case management services monthly through Caseworthy reporting.) Objective: Two Case Manager Specialists will provide 450 individual victims of crime with advocacy, accompaniment and assistance for criminal justice system interactions within a one year period. (Measured: Count the number of advocacy/accompaniment for criminal justice system interaction monthly through Caseworthy reporting.)

Target Group :

Fort Bend County Social Services has identified two target populations: 1) senior crime victims, aged 65 and over; and 2) domestic violence crime victims. The IRIS Women's Program aims to provide assistance to family violence crime victims as well as senior (aged 65+) crime victims. Data from 2018 Texas Department of Public Safety Family Violence Totals indicates that in Fort Bend County, there were 4,065 incidents of family violence. Family violence crime victims make up 23% of the crime victim population and are underserved in the crime victim's compensation benefits process. Victims of family violence who are eligible and approved for CVC funding often require immediate resources and incur immediate costs/expenses before they receive any financial assistance. Victims categorized as seniors (65+), one of the fastest growing and most vulnerable populations in society, would also be targeted by the IRIS Women's Program. Seniors often require more assistance, guidance, and case management during the waiting period between the time they are victimized to when actual financial support is awarded by CVC.

Evidence-Based Practices:

In consulting with victim liaisons from local law enforcement and Fort Bend County District Attorney's Office, it became apparent that immediate resources and assistance were needed for individuals who were seniors or those 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 them until their case is sent to prosecution. This time period often causes a huge financial and social hardship to the victims. Research presented by the National Institute of Justice (NIJ) indicates that tertiary intervention that focuses on the consequences of abuse, the focus of the IRIS Women's Program, can require as much as 12 months of advocacy by a case manager. Currently, Fort Bend County victim liaisons are overloaded with providing initial crime victims services, so providing extensive tertiary services over an extended period of time for each victim is not feasible. Research by NIJ also suggests that victims who receive advocacy after their victimization engage in a greater number of activities to address: educational needs, safety planning, legal issues, and material goods and services. This method of practice and commitment to a specific time period to assist victims of domestic abuse and crime seems to be more effective in increasing victims' access and utilization of community resources in a timely manner.

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.

Program Evaluation and Assessment Activity

Special Instructions for Projects Selecting the Program Evaluation and Assessment Activity

Programs selecting "Program Evaluation and Assessment" as a project activity must indicate within the Detailed Project Activity Section whether the proposed evaluation is a **Tier-One** or **Tier-Two** evaluation. For Tier-One evaluations, describe the best practice/model to be used in a fidelity and performance evaluation, the goal(s) of the evaluation, and why it is needed. For Tier-Two evaluations, describe why this new program model is needed and the goal(s) of the evaluation. See definitions below:

Tier-One Evaluations

Evaluations of programs that have been implemented and the evaluations will test the fidelity of the program based on proven models or best-practices. The evaluation will also review available program output and outcome information.

Tier-Two Evaluations

Evaluations directed at measuring the effectiveness of proposed new program models or significant changes in present program models. The goal of tier-two evaluations is both to measure the program's effectiveness and to produce data and evidence necessary for others to replicate the program model and to develop best practices that can be used in supporting similar efforts.

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Crisis Services	100.00	Emergency services provided to help victims during the crisis phase. Typical services include crisis counseling, phone and in-person information and/or referrals, accompaniment, advocacy for all necessary crisis procedures (medical, law enforcement, legal, shelter), transportation, emergency financial assistance, and crime victim compensation filing.

CJD Purpose Areas

PERCENT DEDICATED	PURPOSE AREA	PURPOSE AREA DESCRIPTION
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Measures Information

Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Number of survivors receiving crisis counseling.	450
Number of victims / survivors seeking services who were served.	450
Number of victims seeking services who were not served.	0

Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL
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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 the Public Safety Office (PSO) 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 the PSO 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 PSO.

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

Select the appropriate response:

Yes

No

For applicant agencies that selected **Yes** above, describe how you will monitor the activities of the sub-contractor(s) for compliance with the contract provisions (including equipment purchases), deliverables, and all applicable statutes, rules, regulations, and guidelines governing this project.

Enter a description for monitoring contract compliance:

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?

Select the appropriate response:

- 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?

Select the appropriate response:

- 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]:

10/1/2021

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

9/30/2022

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 (in Whole Dollars \$) of Federal Grant Funds expended:

21963627

Enter the amount (in Whole Dollars \$) of State Grant Funds expended:

7979424

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 PSO grant. However, PSO 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?

Select the appropriate response:

- 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:

3/24/2020

Equal Employment Opportunity Plan

Compliance - AMENDED

EEOP certification information must be submitted to the Office of Civil Rights, Office of Justice Programs through their on-line [EEOP Reporting Tool](#) within 120 days of the grant award date. For more information and guidance on how to complete and submit the federal EEOP certification information, please visit the US Department of Justice, Office of Justice Programs website at <https://ojp.gov/about/ocr/eeop.htm>.

Type I Entity

Defined as an applicant that meets one or more of the following criteria:

- has less than 50 employees;
- is a non-profit organization;
- is a medical institution;
- is an Indian tribe;
- is an educational institution, or
- is receiving a single award of less than \$25,000.

Requirements

- The applicant agency is exempt from the requirement to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42, subpart E;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the applicant must submit EEOP Certification information the Office for Civil Rights (OCR) to claim the exemption from developing an EEOP.

Type II Entity

Defined as an applicant that meets the following criteria:

- has 50 or more employees, and
- is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of OOG, OOG's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services;
- the applicant must submit EEOP information to the Office for Civil Rights (OCR) to claim the exemption from submitting an EEOP to OCR; and
- the EEOP is required to be on file with the applicant agency.

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:
 Kathy Novosad Human Resources 301 Jackson St., Richmond, Texas 77469-3108 Phone: (281) 341-8624
 Kathleen.novosad@fortbendcountytexas.gov

Type III Entity

Defined as an applicant that is NOT a Type I or Type II Entity.

Requirements

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the applicant must submit EEOP information to the Office for Civil Rights (OCR).

Certification

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

- Type I Entity
 Type II Entity
 Type III Entity

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.

FFATA Certification**Certification of Recipient Highly Compensated Officers**

The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (CJD) to report the names and total compensation of each of the five most highly compensated officers (a.k.a. positions) of each sub recipient organization for the most recently completed fiscal year preceding the year in which the grant is awarded if the subrecipient answers **YES** to the **FIRST** statement but **NO** to the **SECOND** statement listed below.

In the sub recipient's preceding completed fiscal year, did the sub recipient receive: (1) 80 percent or more of its annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements; AND (2) \$25,000,000 or more in annual gross revenue from Federal contracts (and subcontracts), loans, grants (and subgrants) and cooperative agreements?

- Yes
 No

Does the public have access to information about the compensation of the senior executives through periodic reports filed under Section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or Section 6104 of the Internal Revenue Code of 1986?

- Yes
 No

If you answered **YES** to the **FIRST** statement and **NO** to the **SECOND** statement, please provide the name and total compensation amount of each of the five most highly compensated officers (a.k.a. positions) within your agency for the current calendar year. If you answered NO to the first statement you are NOT required to provide the name and compensation amounts. NOTE: "Total compensation" means the complete pay package of each of the sub recipient's compensated officers, including all forms of money, benefits, services, and in-kind payments (see SEC Regulations: 17 CCR 229.402).

Position 1 - Name:

Position 1 - Total Compensation (\$):

0

Position 2 - Name:

Position 2 - Total Compensation (\$):

0

Position 3 - Name:

Position 3 - Total Compensation (\$):

0

Position 4 - Name:

Position 4 - Total Compensation (\$):

0

Position 5 - Name:

Position 5 - Total Compensation (\$):

0

Victim Services Information

Agency Type

Implementing Agency Type - Government

Which designation best describes your agency

- Other – Describe Below

If Other is selected describe below:

Social Services

Purpose of Award

- Continue an OOG-funded victim project funded in a previous year

Type of Crime Funding Distribution

Identify the percent of funding dedicated to each type of victimization. The percentages provided below should not include matching funds. Cumulative total for all types of victimization must equal 100%.

Type of Crime	Percent of Funds Dedicated to Crime Enter whole percentages only	Funds Dedicated to Crime Current Award x Percent Entered
Child Physical Abuse	0	\$0.00
Child Sexual Abuse	0	\$0.00
Domestic and Family Violence	80	\$104,670.73
Child Sexual Assault	0	\$0.00
Adult Sexual Assault	5	\$6,541.92
DUI/DWI Crashes	0	\$0.00
DUI/DWI Crashes	0	\$0.00
Assault	5	\$6,541.92
Adults Molested As Children	0	\$0.00
Elder Abuse	5	\$6,541.92
Robbery	5	\$6,541.92
Survivors of Homicide	0	\$0.00
Adult Human Trafficking	0	\$0.00
Child Human Trafficking	0	\$0.00
Other Violent Crimes	0	\$0.00
Description:		

Other Non-Violent Crimes	0	\$0.00
Description:		
SUM of %'s Sum of % MUST = 100%	100	SUM of Funds Sum of Funds MUST = OOG Current Budget
		\$130,838.41

Use of Funds

Does this project provide DIRECT SERVICES to victims:

- Yes
 No

Information and Referral

- Information about the criminal justice process
- Information about victim rights, how to obtain notifications, etc.
- Referral to other victim service programs
- Referral to other services, supports, and resources (includes legal, medical, faith-based organizations, address-confidentiality programs, etc.)

Personal Advocacy/Accompaniment

- Child and/or dependent care assistance (includes coordination of services)
- Transportation assistance (includes coordination of services)
- Victim advocacy/accompaniment to emergency medical care
- Law enforcement interview advocacy/accompaniment
- Individual advocacy (e.g., assistance in applying for public benefits, return of personal property or effects)

Emotional Support or Safety Services

- Crisis Intervention (in-person, includes safety planning, etc.)

- Emergency financial assistance (includes emergency loans and petty cash, payment for items such as food and/or clothing, changing windows and/or locks, taxis, prophylactic and nonprophylactic meds, durable medical equipment, etc.)

Shelter/Housing Services

- Transitional housing
- Relocation assistance (includes assistance with obtaining housing)

Criminal/Civil Justice System Assistance

- Notification of criminal justice events (case status, arrest, court proceedings, case disposition, release, etc.)
- Law enforcement interview advocacy/accompaniment
- Criminal advocacy/accompaniment

Assistance in Filing Compensation Claims

- Assists potential recipients in seeking crime victim compensation benefits

All VOCA-funded direct service projects MUST assist victims with seeking crime victim compensation benefits. Please explain why your agency is not assisting victims with crime victim compensation benefits:

Types of Victimitizations

Check the types of victimization that best describe the victims the grant-funded project will serve. "Other" refers to a type that Is Not associated with any of the types provided in the list. Check all that apply:

Types of Victimitizations

- Adult physical assault (includes aggravated and simple assault)
- Adult sexual assault
- Elder abuse or neglect
- Robbery

Budget and Staffing

Answer the questions below based on your current fiscal year. Report the total budget available to the victim services program by source of funding. Do not report the entire agency budget, unless the entire budget is devoted to victim services program.

Annual funding amounts allocated to all victimization programs and/or services for the current fiscal year:

Identify by source the amount of funds allocated to the victimization program/services budget for your agency. DO NOT COUNT FUNDS IN MORE THAN ONE CATEGORY. OTHER FEDERAL includes all federal funding except the award amount for this grant.

OOG Current Budget:
\$130,838.41

Other State Funds:
\$0.00

Other Local Funds:
\$20,167.68

Other Federal Funds:
\$5,000.00

Other Non-Federal Funds:
\$0.00

Total Victimization Program Budget:
\$151,006.09

Total number of paid staff for all grantee victimization program and/or services:
COUNT each staff member once. Both full and part time staff should be counted as one staff member. DO NOT prorate based on FTE.

Total number of staff:
2

Number of staff hours funded through THIS grant award (plus match) for grantee's victimization programs and/or services:
Total COUNT of hours to work by all staff supporting the work of this award, including match.

Total number of hours:
4176

Number of volunteer staff supporting the work of this award (plus match) for grantee's victimization programs and/or services:
COUNT each volunteer staff once. DO NOT prorate based on FTE.

Total number of volunteer staff:
0

Number of volunteer hours supporting the work of this award (plus match) for grantee's victimization programs:

Total COUNT of hours to work by all volunteers supporting the work of the award, including match

Total hours to work by all volunteers:

0

Explain how your organization uses volunteers to support its victimization programs or if your organization does not use volunteers explain any circumstances that prohibit the use of volunteers.

Fort Bend Social Services typically utilized graduate level social work students as volunteer interns. However, with the pandemic and "Stay Home" order, it has been difficult to secure and place student interns and/or volunteers in the FBCSS offices.

Fiscal Capability Information

Section 1: Organizational Information

*** FOR PROFIT CORPORATIONS ONLY ***

Enter the following values in order to submit the application

Enter the Year in which the Corporation was Founded: 0

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status: 01/01/1900

Enter the Employer Identification Number Assigned by the IRS: 0

Enter the Charter Number assigned by the Texas Secretary of State: 0

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

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

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

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

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/%
Personnel	Case Manager	Case Manager Gabriela Rosales will work with the proposed target audience - victims of crime. The Case Manager will be responsible for assisting clients to navigate community resources and to ensure clients receive basic needs including food, shelter, transportation and counseling. The Case manager will also ensure that clients are safe and prepared to face future challenges. Case management services will be provided for a minimum of six months. Total cost of this position for Fiscal Year 2022 including salary and fringe benefits is \$63,601.65	\$63,601.65	\$0.00	\$0.00	\$0.00	\$63,601.65	100
Personnel	Case Manager	Case Manager TBD will work with the	\$67,236.76	\$0.00	\$0.00	\$0.00	\$67,236.76	100

		<p>proposed target audience - victims of crime. The Case Manager will be responsible for assisting clients to navigate community resources and to ensure client receive basic needs including food, shelter, transportation and counseling. The Case Manager will also ensure clients are safe and prepared to face future challenges. Case management services will be provided for a minimum of six months. Total cost of this position for FY 2022 including salary and fringe benefits is \$67,236.76.</p>						
Personnel	Director	<p>Mary Mullin Jones, FBCSS Assistant Director will be responsible for general operation and management of the grant including finalizing VOCA required time/activity reports; completing the required programmatic/ financial reports; and analyzing data resulting from service delivery. For FY</p>	\$0.00	\$16,354.80	\$0.00	\$0.00	\$16,354.80	19

		2022, her annual salary including benefits is \$88,048.66. Ms. Mullin-Jones' allowable administrative time can be documented in detail via required time and activity reports.						
Personnel	Manager	Angela Price, Social Services Coordinator will be responsible for administrative tasks including directly supervising case manager specialists providing direct services and as needed, providing direct services to crime victims; Other duties: training of case manager specialists; completing VOCA required time and activity reports; maintaining crime victim records; completing peer reviews of case manager specialists for accuracy for services provided; identifying community resources and training opportunities for case manager specialists. Total cost for FY 2022	\$0.00	\$16,354.80	\$0.00	\$0.00	\$16,354.80	23

		for both her salary and fringe benefits is \$71,433.64. Ms. Price's allowable administrative time can be documented in detail via required time and activity reports.						
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Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
Cash match with funds from FBC Social Services budget.	Cash Match	\$32,709.60

Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$32,709.60	\$32,709.60	\$0.00	\$0.00	\$0.00

Budget Summary Information

Budget Summary Information by Budget Category:

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Personnel	\$130,838.41	\$32,709.60	\$0.00	\$0.00	\$163,548.01

Budget Grand Total Information:

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$130,838.41	\$32,709.60	\$0.00	\$0.00	\$163,548.01

Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
Other Condition of Funding. This project does not have any volunteer services associated with it. Per 28 CFR Part 94.113, the use of volunteers is a VOCA eligibility requirement. If the applicant agency will not be utilizing any volunteers for this project, it must request a waiver from the Criminal Justice Division in the form of written documentation (via the Upload.Files tab in eGrants) of its efforts to recruit and maintain volunteers, or otherwise demonstrate why circumstances prohibit the use of volunteers. Upon approval from CJD, the fund hold will be lifted.	3/12/2021 6:41:33 AM	3/23/2021	Yes	No
Matching Funds: If you are unable to meet your current matching funds requirement due to the COVID-19 pandemic, you may submit a budget adjustment request through eGrants to reduce or remove cash/in-kind match from your budget. Match reduction budget adjustment requests may be submitted any time prior to closing your grant. If you choose to leave match in your budget, you will still be required to report this match through a Financial Status Report (FSR) and maintain all supporting documentation to document this match. If you have any questions regarding this informational condition, please contact your PSO grant manager.	10/12/2021 12:50:00 PM		No	No

You are logged in as **User Name:** KPGeorge