

RESOLUTION NO. 2019-05



STATE OF TEXAS

§

IN THE COMMISSIONERS COURT

COUNTY OF COMAL

§

**A RESOLUTION BY THE COMMISSIONERS COURT OF COMAL COUNTY, TEXAS AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION UNDER THE CRIMINAL JUSTICE PROGRAM (CJP) THROUGH THE OFFICE OF THE GOVERNOR IN THE AMOUNT OF \$28,475 FOR THE PURCHASE OF SECURE RESCUE PHONE NEGOTIATION EQUIPMENT.**

**WHEREAS**, the Commissioners Court of Comal County finds it in the best interest of the citizen's of Comal County, Texas, that the Secure Recue Phone Project be operated for the 2020 Grant Year through the Office of the Sheriff; and

**WHEREAS**, the Commissioners Court of Comal County understands that if awarded, the project period of performance will be from October 1, 2019 to September 30, 2020; and

**WHEREAS**, the Commissioners Court of Comal County understands that of the total project cost of \$28,475, 100 percent will be reimbursed with no match requirement; and

**WHEREAS**, the Commissioners Court of Comal County agrees that in the event of loss or misuse of the Office of the Governor funds, the Commissioners Court of Comal County assures that the funds will be returned to the Office of the Governor in full; and

**WHEREAS**, the Commissioners Court of Comal County designates County Judge, Sherman Krause, as the grantee's authorized official. The authorized official is given the power to apply for, accept, reject, alter or terminate the grant on behalf of the applicant agency.

**NOW THEREFORE BE IT RESOLVED** that the Commissioners Court of Comal County approves submission of the grant application for the FY20 Criminal Justice Program to the Office of the Governor.

**ADOPTED BY THE UNANIMOUS VOTE OF THE COMAL COUNTY COMMISSIONERS COURT on this the 14<sup>th</sup> of February, 2019.**

\_\_\_\_\_  
SHERMAN KRAUSE, COUNTY JUDGE

\_\_\_\_\_  
DONNA ECCLESTON  
COUNTY COMMISSIONER, PCT. 1

\_\_\_\_\_  
SCOTT HAAG  
COUNTY COMMISSIONER, PCT. 2

\_\_\_\_\_  
KEVIN WEBB  
COUNTY COMMISSIONER, PCT. 3

\_\_\_\_\_  
JEN CROWNOVER  
COUNTY COMMISSIONER, PCT. 4

ATTEST: \_\_\_\_\_  
BOBBIE KOEPP, COUNTY CLERK

OOG Grant Number: 3774801

**Agency Name:** Comal County  
**Grant/App:** 3774801 **Start Date:** 10/1/2019 **End Date:** 9/30/2020

**Project Title:** Secure Rescue Phone Negotiation Equipment  
**Status:** Application Pending Submission

### **Eligibility Information**

**Your organization's Texas Payee/Taxpayer ID Number:**  
17460017753019

**Application Eligibility Certify:**  
Created on: 1/25/2019 8:20:41 AM By: Michele Valadez

### **Profile Information**

**Applicant Agency Name:** Comal County  
**Project Title:** Secure Rescue Phone Negotiation Equipment  
**Division or Unit to Administer the Project:** Office of the Sheriff  
**Address Line 1:** 150 N. Seguin Ave.  
**Address Line 2:** Suite 201  
**City/State/Zip:** New Braunfels Texas 78130-5122  
**Start Date:** 10/1/2019  
**End Date:** 9/30/2020

**Regional Council of Governments(COG) within the Project's Impact Area:** Alamo Area Council of Governments  
**Headquarter County:** Comal  
**Counties within Project's Impact Area:** Comal

#### **Grant Officials:**

##### **Authorized Official**

**Name:** Sherman Krause  
**Email:** krause@co.comal.tx.us  
**Address 1:** 150 N. Seguin  
**Address 1:**  
**City:** New Braunfels, Texas 78130  
**Phone:** 830-221-1100 Other Phone:  
**Fax:**  
**Title:** The Honorable  
**Salutation:** Judge  
**Position:** County Judge

##### **Project Director**

**Name:** Michael Smith  
**Email:** smithm@co.comal.tx.us  
**Address 1:** 3005 W. San Antonio Street  
**Address 1:**  
**City:** New Braunfels, Texas 78130  
**Phone:** 830-620-3400 Other Phone:  
**Fax:** 830-608-2082  
**Title:** Mr.  
**Salutation:** Lieutenant  
**Position:** Operations Lieutenant

##### **Financial Official**

**Name:** Michele Valadez  
**Email:** valadm@co.comal.tx.us

**Address 1:** 150 N. Seguin  
**Address 1:** Suite 201  
**City:** New Braunfels, Texas 78130  
**Phone:** 830-221-1212 Other Phone:  
**Fax:** 830-620-5592  
**Title:** Ms.  
**Salutation:** Ms.  
**Position:** Grants Administrator

#### **Grant Writer**

**Name:** Michele Valadez  
**Email:** valadm@co.comal.tx.us  
**Address 1:** 150 N. Seguin  
**Address 1:** Suite 201  
**City:** New Braunfels, Texas 78130  
**Phone:** 830-221-1212 Other Phone:  
**Fax:** 830-620-5592  
**Title:** Ms.  
**Salutation:** Ms.  
**Position:** Grants Administrator

### **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):** 17460017753019  
**Data Universal Numbering System (DUNS):** 098824758

### **Narrative Information**

#### **Introduction**

The purpose of this funding is to support projects that promote public safety, reduce crime, and improve the criminal justice system.

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.

##### **Information Systems**

Applicant assures that any new criminal justice information systems will comply with data sharing standards for the Global Justice XML Data Model and the National Information Exchange Model.

##### **Bulletproof Vests**

Applicant assures that if it plans to purchase body armor with grant funds, that it has adopted a mandatory wear policy and that all vests purchased have been tested and found to comply with the latest applicable National Institute of Justice (NIJ) ballistic or stab standards. Additionally, vests purchased must be American-made.

##### **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.

#### **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 60. 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.

#### **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.

#### **Interoperable Communications**

Funds to support emergency communications activities must ensure compliance with the FY 2018 SAFECOM Guidance on Emergency Communications Grants; adherence to the technical standards set forth in the FCC Waiver Order, or any succeeding FCC orders, rules, or regulations pertaining to broadband operations in the 700 MHz public safety band; and are fully coordinated with the full-time [Statewide Interoperability Coordinator \(SWIC\)](#) for Texas.

#### **Twelve-Step Programs**

Grant funds may not be used to support or directly fund programs such as the Twelve Step Program which courts have ruled are inherently religious. OOG grant funds cannot be used to support these programs, conduct meetings, or purchase related materials.

#### **Generated Program Income**

Unless specifically and explicitly authorized to do otherwise by OOG, at OOG's sole discretion, the applicant will report Generated Program Income (GPI), which includes any portion of fees collected from program participants and retained by the grantee. GPI will be applied to the grant through a grant adjustment. GPI must be used to offset project costs and must be expended prior to seeking payment from OOG.

#### **National Instant Background Check System (NICS)**

Entities receiving funds under this solicitation that are to generate or upgrade court dispositions or other records that are relevant to National Instant Background Check System (NICS) determinations must have a system in place to ensure that all such NICS-relevant dispositions or records that are generated or upgraded are made available in timely fashion to state repositories/databases that are accessed by NICS.

#### **Body-Worn Cameras (BWCs)**

Applicant assures that if it plans to purchase body-worn cameras with grant funds, that it has adopted adequate policies and procedures related to BWC equipment usage, data storage and access, privacy considerations and training. The certification form related to BWC policies and procedures can be found [here](#).

#### **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).

#### **Certification of Compliance with 8 U.S.C 1373 and 1644**

Applicant assures that it has uploaded the [Certification of Compliance with 8 U.S.C. § 1373 & 1644](#) signed by the Chief Legal Officer. Certification must be uploaded onto the Upload.Files Tab prior to the submission and certification of eGrants application.

#### **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.

### **Information regarding Communication with the Department of Homeland Security (DHS) and/or Immigration and Customs Enforcement (ICE)**

Please explain and describe any policies or practices your jurisdiction may have related to whether, when, or how employees may communicate with DHS or ICE. Include information on how each policy or practice complies with 8 U.S.C. 1373. Upload a copy of any written policies onto the Upload.Files Tab. Enter "N/A" below if your agency does NOT have any policies or practices regarding communication with DHS or ICE.

N/A

#### **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:

Jennifer Tharp

Enter the Address for the Civil Rights Liaison:

150 N. Seguin Ave., Ste. 307 New Braunfels, TX 78130

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

(830) 221-1300

#### **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*, 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 :**

Comal County is one of the fastest growing areas in Texas that encompasses both rural and suburban settings. The estimated population of the county is 134,788 which is a 24% increase since the 2010 census. In addition to population growth, high volumes of tourism take place each year from all over the United States and other areas to our county. The Comal County Sheriff's Office Crisis Negotiation Team is comprised of 12 team members, a Negotiator Commander and a Scene Commander in a critical incident. The team currently utilizes an ENT Call Box Negotiator console with a SWAT and command module for negotiator response to critical incidents. This system has been incorporated into the Comal County Sheriff's Office Mobile Command Vehicle (MCV). The system is antiquated

utilizing analog technology, and requires the mobilization of the MCV in order to deploy the system. At the current time, intelligence is relayed by using the team member's personal cellular phones via text message to pass this information along. This causes confusion and is not a reliable way to transfer this information. Our request is for the full replacement of our current system by funding the purchase of secure rescue phone negotiation equipment which is capable of deployment in a scaled response, and allows for use throughout Comal County. This project will bring negotiation equipment up to today's technology, allow for interaction with neighboring agencies around our county, and a scaled response to critical incidents. Furthermore during critical incidents intelligence gathering is of the utmost importance. Equally important is the transmission of that information to the negotiators who are embedded in the incident.

### **Problem Statement :**

The Mobile Command Vehicle (MCV) is a 2008 Farber custom motor coach often utilized by command in critical incidents, and is not capable of being deployed to all locations within Comal County due to the terrain and size of the MCV. In a large scale event the joint utilization of the MCV by command staff and negotiators, creates potential issues in the effectiveness of negotiations. The ENT Call Box requires a wired setup and must be deployed from the MCV to offer integration with the SWAT module. This limits the use of the system to areas within Comal County which the MCV can access. The ENT Call Box was acquired in 2008 and uses antiquated technology which limits the use of cell phone and other wireless technology. The throw phone contained in the ENT Call Box is unreliable, as it has not functioned on numerous occasions after being deployed. Although the phone has been repaired by ENT staff, the repeat issue of unreliability creates a huge concern given there are no reliable alternative forms of communication utilizing the system. This problem coupled with the lack of a way to share intelligence greatly hinders the team's ability to operate in a smooth manner. Our request is for the full replacement of our current system by funding the purchase of a Rescue Phone Quad Crisis Response Module, a Rescue Phone Video Command System, a Cellular Response Console, and EartecComstar XT-8, 8 person wireless headset system. This combination of equipment is capable of deployment in a scaled response, and allows for use throughout Comal County. This project will bring negotiation equipment up to today's technology, allow for interaction with neighboring agencies around our county, and a scaled response to critical incidents. Furthermore during critical incidents intelligence gathering is of the utmost importance. Equally important is the transmission of that information to the negotiators who are embedded in the incident.

### **Supporting Data :**

Comal County is one of the fastest growing areas in Texas that encompasses both rural and suburban settings. The estimated population of the county is 134,788 which is a 24% increase since the 2010 census. In addition to population growth, we have high volumes of tourism coming from all over the United States and other areas to our county. The Rescue Phone Quad Crisis Response Module and Cellular Response Console are compact, easy-to-use systems which allow for a measurable response to critical incidents. The implementation of these systems will ensure all areas of the county are accessible with necessary equipment. The Rescue Phone hostage negotiator telephones have been designed to handle four methods of communication: 1) using a traditional copper landline, 2) pairing with a cell phone, 3) target-location line capture, where the existing phone in the barricaded area is disconnected from the service provider and controlled directly by the console, and 4) as a hardwired throw phone. Since crisis situations are dynamic and never predictable, the console is designed to be prepared for anything that could happen, and provides multiple methods of communicating with a suspect. With the addition of the EartecComstarsystem team members are able to utilize the headsets in order to interview persons who have vital intelligence that could lend to the safe outcome of the incident. This allows real-time sharing of intelligence in an ever-evolving critical incident. The EartecComstar system allows the unrestricted mobility of intelligence gathering, collaboration between team members, and monitoring of the negotiation in real time. Additionally, this will free up space in the Mobile Command Vehicle, providing for less interference during a critical incident.

### **Project Approach & Activities:**

It is our intent to use this equipment for emergencies and training within our agency and surrounding agencies that have the same Quad Rescue Phone and the EartecComstar headsets. The Quad Rescue Phone will give the team the reliability of equipment that is vital during a critical incident. The EartecComstar headset will allow multiple team members to be up-to-date on intelligence that is being gathered; this will create a smooth flow of information to members and members of Command who have to make decisions that will affect the outcome of the critical incident. This also includes decisions being made by SWAT Command which, when coupled with a Crisis Negotiations Team, greatly increases the odds of a critical incident coming to an end safely. It is also our intent to use this equipment for response to crisis events, to include suicidal individuals, barricade/hostage taker situations, etc. The system will allow for communication with persons in crisis, the ability to gather real time intelligence as a situation develops, and integration with surrounding agencies who use the same equipment. With these gained

advantages in a crisis situation, Command Staff can better make appropriate decisions regarding ongoing negotiations, and tactical response measures.

### **Capacity & Capabilities:**

The addition of this equipment would allow for a faster response to the largely rural area of the Hill Country that lies within our jurisdiction. Comal County has a duty to be prepared with a CNT Unit that can safely, effectively and swiftly handle critical incidents involving citizens or visitors to the area. As an agency, we strive to consistently seek technological advances to provide the best service possible. The Comal County Sheriff's Office CNT Unit needs to be able to work seamlessly with the surrounding agencies during large-scale incidents. The addition of the Quad Crisis Response Module and the EartecComstar headsets would allow for seamless integration with other agencies such as the New Braunfels Police Department and the Guadalupe County Sheriff's Office who both currently utilize this equipment.

### **Performance Management :**

Goals of this project include having the use of reliable equipment, and the ability to scale a response to what is contingent on each critical incident. The measurement of success will be in the increased reach of the crisis response team to rural areas, and the efficiency of the team when utilized in critical incidents. The odds of a successful outcome in a critical incident can be predicted by the proper equipment and efficiency of a team. It is understood that success of a critical incident such as a barricaded person who wants to cause harm to himself or harm to others is greatly enhanced by the use of up to date, mobile and reliable equipment. While you cannot gauge solely the performance of equipment in a setting such as Crisis Negotiations it can be gauged by the ability to enhance the team's capabilities, swift deployment, ease of deployment, and ease of integration with other jurisdictions. Objectives of this project will be securing reliable equipment, the ability to scale an appropriate response to each critical incident, and increasing the effectiveness of the Crisis Negotiation and SWAT Teams. The measurement of success will be in the increased reach of the Crisis Negotiation and SWAT Teams to rural areas, and the efficiency of the team when utilized in critical incidents. The standard for effectiveness of a team can be measured by the odds of a successful outcome in a critical incident. The goal of a successful outcome can be predicted by reliable equipment, swift deployment, ease of deployment, and ease of integration with other jurisdictions. Accomplishing this goal increases the efficiency, effectiveness, and overall potential successful outcome in a critical incident.

### **Data Management:**

The Crisis Negotiation Team submits crisis response incidents to the Federal Bureau of Investigations HOBAS database. These submissions allow for the tracking of each crisis response incident, and maintains the data necessary for the tracking and maintaining of the projects success.

### **Target Group :**

The target group of this project covers all citizens and visitors of Comal County and the surrounding area. Comal County consists of both rural and urban areas, and is one of the fastest growing counties in the nation. The current estimated population of Comal County 141,009 and continues to grow rapidly. Comal County often times is called upon to provide specialized resources to the cities within the boundaries consisting of Garden Ridge, Bulverde, Spring Branch, Schertz, Selma and New Braunfels. Additionally many outside local and federal agencies have requested assistance from Comal County in response to High Risk, and specialized response situations.

### **Evidence-Based Practices:**

The standard practice of response to critical incidents requires the use of a SWAT and negotiation team. The teams work hand in hand in order to obtain a successful resolution in critical incidents. According to current HOBAS (Hostage Barricade Database System) statistics there has been a total of 7284 critical incidents reported to the repository throughout the United States. Specifically in Texas since the implementation of HOBAS in 1995 there have been 377 reported incidents. Of the 377 reported incidents, nearly 56% have been resolved through negotiations, and just over 14% involved tactical intervention. In the incidents where tactical intervention was necessary nearly 23% of the incidents involved the use of negotiators as a diversion, stall for time, or setup of the subject. With the implementation of this equipment, the capabilities of both SWAT and the negotiation team will be enhanced and ensure proper preparedness.

## Project Activities Information

### Reserved

This section left intentionally blank.

#### Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Law Enforcement	100.00	The project provides support for law enforcement officers involved in investigations of violent crimes and/or organized crime to ensure a thorough investigation is conducted with adequate evidence to prosecute cases. The Secure Rescue Phone negotiation equipment is capable of deployment in a scaled response, and allows for use throughout Comal County. The Rescue Phone system will allow for integration with other agencies in the area to ensure a proper response for critical incidents in and around Comal County.

#### CJD Purpose Areas

PERCENT DEDICATED	PURPOSE AREA	PURPOSE AREA DESCRIPTION
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## Measures Information

#### Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Equipment or technology: Individuals/ operators equipped	14
General Law Enforcement or Public Safety: Arrests resulting from grant.	0
Targeted Investigation: Criminal cases resulting in arrest.	0
Targeted Investigation: Grant-funded investigations carried out by the unit/division	0
Training or professional development: Individuals provided	0



Training or professional development: Individuals received	0
Training, professional development, or technical assistance: Hours provided	0
Training, professional development, or technical assistance: Hours received	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 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 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.

N/A

### 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]:

1/1/2019

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

12/31/2019

### 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:

190159

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

1349836

### 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:

### Equal Employment Opportunity Plan Compliance

Review the information below and complete either Section A, B, or C of the federal [EEO Certification Form](#). The completed form must be sent to the Office of Civil Rights, Office of Justice Programs email address at [EEOPForms@usdoj.gov](mailto:EEOPForms@usdoj.gov). *The document must have the following title: EEO Certification.* For more information and guidance on how to complete and submit the form, please see the instructions attached at the bottom of the EEO Certification Form.

#### Type I Entity

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

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

#### Requirements

- The applicant is exempt from the EEO requirements required to prepare an EEO 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 complete **Section A** of the EEO Certification Form and send it to the Office for Civil Rights (OCR) to claim the exemption from developing an EEO.

**Type II Entity**

Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant 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 complete **Section B** of the EEOP Certification Form and send it 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:

Jerri Hettinger, HR Director 297 Churchill Drive Suite 206 New Braunfels, TX 78130

**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 complete **Section C** of the EEOP Certification Form and send it 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.

N/A

### 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

## **Fiscal Capability Information**

### **Section 1: Organizational Information**

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
Supplies and Direct Operating Expenses	Cellular, Fax, Pager, and/or Office Telephone	Cellular response module – A cellular response module will allow for instant communication with persons in crisis via cell phone from anywhere a call is	\$1,495.00	\$0.00	\$0.00	\$0.00	\$1,495.00	



		<p>initiated, and at the same time allow for other team members to monitor the ongoing crisis event. The utilization of this stand alone system allows for rapid response to situations, and the ability to transfer to the crisis response system for a large scale event. This will effectively enable a scaled response to crisis events. - \$1,495.00</p>						
Equipment	Specialized Audio-Visual System and Accessories	<p>Wireless headset system- During crisis events, intelligence gathering and dissemination is critical to the effectiveness of resolving an event successfully. With the implementation of a wireless headset capable of monitoring the ongoing crisis event, and simultaneous side channel conversation without interference with the event is vital.</p>	\$5,490.00	\$0.00	\$0.00	\$0.00	\$5,490.00	

		The addition of these headsets will accomplish this task- \$5,490.00						
Equipment	Surveillance Equipment and Accessories	Crisis Response System – A crisis response system will allow for communication with individuals in crisis events, to include suicidal individuals, barricade/hostage taker situations, etc. The crisis response system will allow this communication from a remote location, therefore providing safety to law enforcement responders. The system sought will allow for multiple modes of communication to include cellular integration, the use of a throw phone, the capture of existing lines, and the use of traditional “landlines”. - \$6,495.00	\$6,495.00	\$0.00	\$0.00	\$0.00	\$6,495.00	
Equipment	Surveillance Equipment and	SWAT Video surveillance integration	\$14,995.00	\$0.00	\$0.00	\$0.00	\$14,995.00	

	Accessories	module- A video integration module will be incorporated into the throw phone system, allowing for real time surveillance of ongoing situations. The system will effectively provide eyes on the inside of any hostage/barricade incidents providing vital intelligence to SWAT operators, and command staff. - \$14,995.00						
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**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
Equipment	\$26,980.00	\$0.00	\$0.00	\$0.00	\$26,980.00
Supplies and Direct Operating Expenses	\$1,495.00	\$0.00	\$0.00	\$0.00	\$1,495.00

**Budget Grand Total Information:**

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$28,475.00	\$0.00	\$0.00	\$0.00	\$28,475.00

**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:** valadm