

RESOLUTION NO. 2019-03



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 VIOLENCE AGAINST WOMEN JUSTICE & TRAINING PROGRAM THROUGH THE OFFICE OF THE GOVERNOR IN THE AMOUNT OF \$82,343.51, TO SUPPORT THE SALARY OF A SADV DETECTIVE.

WHEREAS, the Commissioners Court of Comal County finds it in the best interest of the citizen's of Comal County, Texas, that the SADV Detective 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 September 1, 2019 to August 31, 2020; and

WHEREAS, the Commissioners Court of Comal County understands that of the total project cost of \$82,343.51, only 71 percent, \$58,463.89, will be reimbursed; and

WHEREAS, the Commissioners Court of Comal County agrees to provide a 29 percent match in the amount of \$23,879.62, for the said project as required by the Violence Against Women Justice & Training Program grant application; 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 Violence Against Women Justice & Training Program to the Office of the Governor.

ADOPTED BY THE UNANIMOUS VOTE OF THE COMAL COUNTY COMMISSIONERS COURT on this the 14th 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

Agency Name: Comal County

Grant/App: 3560002 **Start Date:** 9/1/2019 **End Date:** 3/31/2020

Project Title: Sexual Assault and Domestic Violence (SADV) Detective

Status: Application Pending Submission

Eligibility Information

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

Application Eligibility Certify:

Created on: 1/9/2019 9:54:22 AM By: Michele Valadez

Profile Information

Applicant Agency Name: Comal County

Project Title: Sexual Assault and Domestic Violence (SADV) Detective

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 78130-5161

Start Date: 9/1/2019

End Date: 3/31/2020

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
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Address 1: Suite 201
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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 solicit applications for projects that promote a coordinated, multi-disciplinary approach to improve the justice system's response to violent crimes against women, including domestic violence, sexual assault, dating violence, and stalking.

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.

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.

The Comal County Sheriff's Office treats all racial, ethnic, and cultural groups equally and provides everyone the same quality of service. Our office has access to deputies and civilian personnel capable of communicating in several languages. Should we encounter a language barrier that one of our personnel cannot communicate through we have access to services such as Language Line. We also have deputies and civilians who are themselves of various cultural and ethnic backgrounds who are able to advise our staff on expectations or concerns of victims of

varied ethnic and cultural backgrounds. Our deputies are mandated to attend Cultural Diversity training in order to receive their intermediate license. Our deputies are also mandated to attend Human Trafficking training.

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

Victim Referral Process

Describe how victims are referred to your agency. For local units of government, please also explain your protocols for victim intake and referral.

Most victims are self-reporting using our office's 911 emergency system or non-emergency phone lines. Victims are also referred to our agency by third-party friends and family members, witnesses to the offense, local hospitals, the Crime Stoppers program, the Texas Department of Family and Child Services, and the Crisis Center of Comal County.

State Priorities

Provide a brief explanation regarding the proposed project's relevance to any or all of the following state priorities. If none of these items apply enter 'N/A'

Improving the criminal justice system response.

The Comal County Sheriff's Office has detailed policies and procedures in place for handling domestic violence and sexual assault calls. Since we have been funded for the 2018 program year (09.01.2018 – 08.31.2019), the Sexual Assault/Domestic Violence (SADV) Detective has attended the latest training pertaining to domestic violence and sexual assault investigations. The Sheriff's Office is partnered with our local social service agencies such as the Crisis Center of Comal County and the Children's Advocacy Center of Comal County for referrals. The funded SADV Detective will continue to follow up on and investigate cases generated through patrol deputies, respond to crime scenes, and make reports from victims who come in to our office to report domestic violence or sexual assaults. The detective has been and will continue to complete thorough and detailed investigations, file for warrants based on probable cause, and continue to provide victims with an up-to-date status of their cases. The detective will also continue to provide immediate crisis intervention throughout the criminal justice process and make referrals for counseling, legal aid, shelter, and other similar services. The detective will also bring together victims with our agency Crime Victim Liaison who in turn will provide more direct services, such as, connecting victims with the DPS Crime Victims Compensation representative.

Improve court services regarding domestic violence, sexual assault, dating violence, and stalking.

With the addition of Sexual Assault/Domestic Violence (SADV) Detective position that spends 100% of their time towards sexual assault and domestic violence victims, we will continue to improve our communication and case coordination with prosecutors on these types of cases. The funded detective works together as a unified team with our Crime Victim Liaison and Criminal Investigations Division Detectives, Protective Order Prosecutor, and Protective Order Victims Assistance Coordinator through our Criminal District Attorney, addressing each case and

the issues unique to violent crimes. The detective can continue to improve court services regarding domestic violence and sexual assault by uniting law enforcement, court services, and local service providers. The detective has developed and will maintain a good working relationship with court services regarding sexual assault, and domestic violence. The grant funded position has begun to serve as a gateway between law enforcement and crime victims while providing immediate crisis intervention for victims of violent crime.
Strengthen victim restoration.

The Comal County Sheriff's Office continues to believe that the restoration of the victim begins at the point the victim first decides to get help through law enforcement intervention. The initial decisions made by the victim is one of the most critical steps in the domestic violence continuum. Several factors may be involved in the decision made by the victim. We feel one such factor is the victim's perception about how law enforcement will respond and support them through the entire legal process. The newly established SADV Detective, with the assistance of the Crime Victim Liaison, has begun to help shift this public perception by assisting the victims through the legal process and helping to coordinate emotional treatment through social services and crime victim advocates.
Increase collaboration and communications across all levels of government and among all victims services.

Ideally our comprehensive effort would include organizations with expertise in reaching targeted populations in culturally sensitive and linguistically correct ways, as well as those with expertise in law enforcement, the legal system, trauma, emotional bonding, climate of fear, and other circumstances. The SADV Detective position works closely with other local law enforcement agencies, our District Attorney's Office, and our local victim's services to enhance the communication and collaboration provided to victims of domestic violence and sexual assault. By working as a unified team, together we will be able to share all of our successes and failures to coordinate solutions to ensure the best service is provided.

Sustainment

How many additional years, beyond this request, do you plan to request continuation funding?

1

1) If you entered three (3) years or fewer, provide a brief explanation of your sustainment plan (if you entered more than three years or the project will not be sustained, enter 'N/A'):

Beyond this request, we anticipate one additional year of continued funding (3 years total). We have already begun our strategic budgeting plan to request for Commissioners Court to integrate this position into our departmental budget as a full time position. However, at this time, we do not have the resources to support the position.

2) If you entered more than three (3) years, explain the longer term sustainment plan or why other resources cannot be used to continue this project and why a sustainment strategy is not possible (if you entered three years or fewer or the project will not be sustained, enter 'N/A'):

N/A

Applicants Performing Sexual Assault Forensic Exams

If an applicant is currently performing sexual assault forensic exams as any part of their current operations, provide the following information regarding the 12 months prior to submitting the application (enter "0" for all fields if the applicant does not currently perform sexual assault forensic exams).

Number of victims referred for an exam that did not complete one:

0

Number of report exams performed:

0

Number of non-report exams performed:

0

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.

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.

National Incident-Based Reporting System

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

Criminal History Reporting

Entities receiving funds from CJD must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the Texas Code of Criminal Procedure, Chapter 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.

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.

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.

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 VAWA funds.

Discrimination

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

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:

Jennifer Tharp

Enter the Address for the Civil Rights Liaison:

150 N. Seguin Road, Suite 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 :

As in many areas within Texas, Comal County has become one of the fastest growing counties in the nation, and with this growth has seen a drastic increase in cases related to domestic violence, sexual assault, stalking and dating violence. It is important that Comal County address domestic violence head on. One of the first steps is getting the victims of family violence, sexual assault, stalking and dating violence, the protection they need through dedicated investigation of cases and follow-through with protective orders, which then allows the arrest of violating offenders. This project will continue to provide a dedicated detective to investigate violent crimes against domestic and sexual assault victims and to ensure that a complete and thorough investigation is conducted to gather adequate evidence to prosecute cases. The Sexual Assault/ Domestic Violence (SADV) Detective assists the victims from the first interaction. The detective will conduct interviews with enhanced sensitivity, take statements, and assist with crime scene photos and evidence collection /processing. In addition, the SADV Detective will continue to have a close working relationship with the victims, social service organizations, crime advocates, the District Attorney, and our agency crime analyst and Crime Victim Liaison. This unified team promotes a victim centered approach and can ensure a higher level of communication between all victim services, which in-turn allows the detective to assist the victim in obtaining the services he or she requires for restoration.

Problem Statement :

Throughout the State of Texas, family violence takes a toll on individuals, families, communities, and public institutions, such as law enforcement, courts, hospitals, and schools. Texas has been a leader in the movement to keep families safe, but family violence continues to endanger Texas women, children, and families. Law enforcement agencies recognize the nexus between domestic violence and other violent crimes. A recent example of this has hit close to home when a gunman in the recent church shooting in Sutherland Springs, Texas, had a documented history of domestic violence. Investigators found that the gunman had been given a bad conduct discharge from the Air Force after pleading guilty to assaulting his first wife and stepson. This is a real-life example of how domestic violence often spill out into public spaces. Victims of family violence in Texas rely on one of the nation's largest networks of victim services to meet a myriad of both urgent and long-term needs. Making a network of this scope and reach truly effective for victims of family violence requires significant effort to establish

and reinforce connections across complex systems. As in many areas, Comal County has become one of the fastest growing counties in the nation, and with this growth has seen a drastic increase in cases related to domestic violence, sexual assault, stalking and dating violence. It is important that Comal County address domestic violence head on. One of the first steps is getting the victims of family violence, sexual assault, stalking and dating violence, the protection they need through dedicated investigation of cases and follow-through with protective orders, which then allows the arrest of violating offenders. Prior to implementing this project, the Comal County Sheriff's Office had 11 full time detectives handling on average 2,500 criminal cases of all offense types reported a year and did not promote a victim-centered approach, but instead due to constraints, emphasized quickly closing cases. Also, victims may have experienced repeated contacts with different detectives which causes a problem that forces the victim to recount their story a number of times, which may be traumatizing. The victim should not have to deal with more than one detective, and efforts should be made to ensure the victim does not have to answer the same questions repeatedly. In 2017, the Comal County Sheriff's Office shifted to the methodology of assigning a specialized detective to focus solely in the area of domestic violence, of which, the position became inundated with an ever-increasing encumbrance of domestic violence cases. This focus quickly revealed that a single detective specializing in the area of domestic violence is not sufficient and lacks a concentration in sexual assault. In 2018, our office had a total of 1,728 cases actively assigned to detectives with the remainder being patrol cleared cases. Unfortunately, the prioritization of cases and investigations were directly related to the seriousness of the case. By the end of 2018, we made the shift to promote a victim-centered approach and began implementing the grant project to hire a second detective. The Sexual Assault/Domestic Violence (SADV) Detective has been dedicated to domestic violence and sexual assault cases. At this same time, the Sheriff's Office also began implementing a second grant project to hire a Crime Victim Liaison. Together the three positions have a close working relationship with the victims, social service organizations, crime advocates, the District Attorney, and our agency crime analyst. While this method is still new (11.2018 – current), we believe that this unified team promotes a victim centered approach and can ensure a higher level of communication between all victim services, which in-turn allows the detective to assist the victim in obtaining the services he or she requires for restoration.

Supporting Data :

As in many areas within Texas, Comal County has become one of the fastest growing counties in the nation, and with this growth has seen a drastic increase in cases related to domestic violence, sexual assault, stalking and dating violence. It is important that Comal County address domestic violence head on. One of the first steps is getting the victims of family violence, sexual assault, stalking and dating violence, the protection they need through dedicated investigation of cases and follow-through with protective orders, which then allows the arrest of violating offenders. In the first 45 days of this grant, our Sexual Assault/Domestic Violence (SADV) Detective has been assigned 15 cases (4 sexual assault/11 domestic violence) to investigate. Of these, six arrests were made and two cases received forensic medical exams (rape kits) and restraining orders with one case being referred to prosecution. We understand that data collected from law enforcement entities such as the Sheriff's Office and that of victim service organizations regarding crimes such as domestic violence, sexual assault, stalking and dating violence, as well as potential victims, often look very different from one another. Our data may not reflect the full scope of the epidemic because many types of violent crimes occur under conditions that go unnoticed and are significantly underreported to law enforcement. Therefore, the Comal County Sheriff's Office shifted to a victim-centered approach to better assist the cases that are reported. According to the Office for Victims of Crime, a victim-centered approach is defined as the systematic focus on the needs and concerns of a victim to ensure the compassionate and sensitive delivery of services in a nonjudgmental manner. A victim-centered approach seeks to minimize re-traumatization associated with the criminal justice process by providing the support of victim advocates and service providers, empowering survivors as engaged participants in the process, and providing survivors an opportunity to play a role in seeing their perpetrator brought to justice. The Office for Victims of Crime also states, service provider and law enforcement partnerships are crucial to the provision of a comprehensive and victim-centered response. In addition to a victim-centered approach and sensitivity during interviews, the improved response to sexual assault cases by police are linked to increased transparency, meaningful accountability for investigations, leadership, training, and public outreach to encourage reporting. Ideally our comprehensive effort would include organizations with expertise in reaching targeted populations in culturally sensitive and linguistically correct ways, as well as those with expertise in law enforcement, the legal system, trauma, emotional bonding, climate of fear, and other circumstances.

Project Approach & Activities:

Our project approach of avoiding victim re-traumatization, increasing the safety of all, and increasing the effectiveness and efficiency of interactions with victims is currently and continually being developed. Successful prosecution and a shift to promote a victim-centered approach will result in a stronger deterrent to the offender as well as to the public because it demonstrates to the community our commitment to end domestic violence and sexual assault crimes. Since initial funding for the 2018 program year, the Sexual Assault/Domestic Violence (SADV) Detective has attended training pertaining to domestic violence and sexual assault investigations. In the

first 45 days of this grant, our SADV Detective has been assigned 15 cases (4 sexual assault/11 domestic violence) to investigate and of these, six arrests were made and two cases received forensic medical exams (rape kits) and restraining orders with one case being referred to prosecution. The SADV Detective has also partnered with our local social service agencies such as the Crisis Center of Comal County and the Children's Advocacy Center of Comal County for referrals. The funded SADV Detective will continue to follow up on and investigate cases generated through patrol deputies, respond to crime scenes, and make reports from victims who come in to our office to report domestic violence or sexual assaults. The detective has been and will continue to complete thorough and detailed investigations by empowering victims to tell their stories in a meaningful way and encourage them to serve as witnesses in a criminal investigation and subsequent prosecution. The detective will also continue to provide immediate crisis intervention throughout the criminal justice process and make referrals for counseling, legal aid, shelter, and other similar services. The detective will bring together victims with our agency Crime Victim Liaison who in turn will provide more direct services, such as, connecting victims with the DPS Crime Victims Compensation representative.

Capacity & Capabilities:

Comal County Sheriff's Office is a full-service law enforcement agency consisting of 145 sworn law enforcement personnel and 130 civilian personnel. A total of 12 full time detectives handle on average 2,500 criminal cases of all offense types reported a year. Our office serves approximately 575 square miles. As an agency, we strive to implement current technological and investigative practices for the successful prosecution of the cases we receive. This project is another example of ways that we are willing to improve our investigative thoroughness in regards to domestic violence and sexual assaults within Comal County. In addition to a victim-centered approach and sensitivity during interviews, the improved response to sexual assault cases by police can be linked to increased transparency, meaningful accountability for investigations, leadership, training, and public outreach to encourage reporting. Our comprehensive effort will include organizations with expertise in reaching targeted populations in culturally sensitive and linguistically correct ways, as well as those with expertise in trauma, emotional bonding, climate of fear, and other circumstances. We will work in conjunction with the Crisis Center of Comal County, the Children's Advocacy Center of Comal County, the newly formed SARRT Team of Comal County, the Texas Department of Family and Protective Services, the Texas Crime Victims Compensation Coordinator, and the Comal County Multi- Disciplinary Team. Our methodologies, approaches, and activities will help improve the relationship with law enforcement and the victims in all phases of the domestic violence and sexual assault cases from date of incident to date of the final disposition of the case.

Performance Management :

The Comal County Sheriff's Office will measure the success of this project through accurate report logging and data management. The SADV Detective has been paired with our current family violence detective and the agency crime analyst who will assist the detective in compiling and creating quarterly reports detailing the number and occurrences of domestic violence and sexual assault offenses being reported to the Comal County Sheriff's Office. The goals and objectives of the project are to establish a more accurate documentation and reporting system specifically designed for domestic violence and sexual assaults and to be able to investigate and forward cases to the District Attorney's Office in a more timely and efficient manner due to the additional detective investigating these specific types of offenses. The project objective is to further assist victims of domestic violence and sexual assault in getting the resources, support, and closure they desperately need. The Comal County Sheriff's Office has already taken the specific approach of assigning a detective to handle only domestic violence cases. This approach has established better reporting, increased arrests, increased prosecution rates, and a supportive relationship between the detective and the victim. The two specific measures that will most accurately depict the success of the program are the arrest and prosecution data as we observe an increase in both by having an additional detective to investigate sexual assault and domestic violence cases. An increase in the number of reports and cases received may also be a successful indicator as it could be indicative of a perception shift within our community indicating a higher confidence level and less fear of reporting by our unknown victims.

Data Management:

The Comal County Sheriff's Office will establish a direct relationship between the SADV detectives, the agency crime analyst, and the District Attorney's office. Together with our agency administration, the unified team will establish a more accurate data management and statistical reporting system. In this process, the team will provide suggestions to our agency administration on how to improve the reporting process at the patrol level. The new data set will be compared to the previous 5 year average on all domestic violence related crimes to determine the success of the program and identify any disparities. Starting in 2017, we designed and implemented a Microsoft access database to track all cases being assigned to the criminal investigations section. We have added specific fields and searches that allow us to adequately and reliably keep track of our cases. We have been able to adjust the database to account for data we previously were unable to track. This process of data collection has become

our go to method for understanding and quantifying our work product and workload. We have found the data is more reliable than that of our traditional report management software. We will utilize this database to create specific fields, and track the caseload and work productivity of this new position.

Target Group :

This project is targeting victims of domestic violence, stalking, sexual assault and dating violence. For 2018, the Sheriff’s Office had 169 domestic violence cases, 66 sexual assault cases, and 4 stalking cases. Most victims are self-reporting using our office’s 911 emergency system or non-emergency phone lines. Victims are also referred to our agency by third-party friends and family members, witnesses to the offense, local hospitals, the Crime Stoppers program, the Texas Department of Family and Child Services, and the Crisis Center of Comal County. Based on Comal County’s projected demographic make-up, it is estimated that applicants would be 67.7% white, non-Hispanic; 27.5% Hispanic or Latino; and 2.4% black.

Evidence-Based Practices:

The Comal County Sheriff’s Office and District Attorney have researched the topic of domestic violence and sexual assaults extensively in an effort to improve our overall practices. In researching this topic we found the overwhelming majority of programs that list successful prosecution of offenders as the ultimate goal. We agree with this philosophy as successful prosecution results in a stronger specific deterrent to the offender and stronger general deterrent to the general public because it demonstrates to the community our commitment to end family violence. The following is one such source: Andrew R. Kline. “Practical Implications of Current Domestic Violence Research: For Law Enforcement, Prosecutors and Judges.” Final report for National Institute of Justice, contract number 2007M-07032. Washington, DC: U.S. Department of Justice, Office of Justice Programs, National Institute of Justice, June 2009. <http://www.ncjrs.gov/pdffiles1/nij/225722.pdf>

Project Activities Information

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Investigation	100.00	Provide support for officers involved in the investigation of violent crimes against victims of domestic violence, stalking, sexual assault and dating violence and ensure complete and thorough investigation is conducted to gather adequate evidence to prosecute cases. Activities include, but are not limited to, conducting interviews, taking statements, assisting with crime scene photos, evidence collection/processing and other covert/overt operations.

CJD Purpose Areas

PERCENT DEDICATED	PURPOSE AREA	PURPOSE AREA DESCRIPTION
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Measures Information

Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
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Number of arrests made.	35
Number of cases filed.	50
Number of cases investigated.	100
Number of cases referred for prosecution.	85

Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL
Number of convictions.	64

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. *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, 1297 Church Hill 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
Personnel	Certified Peace Officer - Sheriff's Office	SADV Detective (#3600 - E. Guerretaz) - Personnel Budget Detail • \$58,871.88 Base Salary, In addition to the base salary: •\$72 Longevity; • \$4,503.70 FICA; • \$9,295.50 HOSPITALIZATION;	\$58,463.89	\$21,979.62	\$0.00	\$0.00	\$80,443.51

		<ul style="list-style-type: none"> • \$6,558.33 RETIREMENT; • \$1,024.37 WORKERS' COMP • \$117.74 UNEMPLOYMENT <p>Grand total- \$80,443.52. General Responsibilities: The position will provide support for the investigation of violent crimes against domestic violence victims to ensure a complete and thorough investigation is conducted to gather adequate evidence to prosecute cases. Activities include, but are not limited to, conducting interviews, taking statements, assisting with crime scene photos, evidence collection/processing and other functions to stop the cycle of violence and help the victims of domestic violence find closure.</p>						
Travel and Training	In-State Registration Fees, Training, and/or Travel	Crimes Against Women Conference (Dallas, TX) (April 2020) \$350 for registration/ \$300 Hotel / \$300 Travel (Per Diem). Travel Total: \$950	\$0.00	\$950.00	\$0.00	\$0.00	\$950.00	
Travel and Training	In-State Registration Fees, Training, and/or Travel	Crimes Against Children Conference (Dallas, TX) (August 2020) \$350 for registration/ \$300	\$0.00	\$950.00	\$0.00	\$0.00	\$950.00	

		Hotel / \$300 Travel (Per Diem). Travel Total: \$950					
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Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
Cash Match from Sheriff's Office Budget - General Fund	Cash Match	\$23,879.62

Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$23,879.62	\$23,879.62	\$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	\$58,463.89	\$21,979.62	\$0.00	\$0.00	\$80,443.51
Travel and Training	\$0.00	\$1,900.00	\$0.00	\$0.00	\$1,900.00

Budget Grand Total Information:

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$58,463.89	\$23,879.62	\$0.00	\$0.00	\$82,343.51

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

DRAFT