

**Agency Name:** Grayson County  
**Grant/App:** 1344925 **Start Date:** 9/1/2022 **End Date:** 8/31/2023  
**Fund Source:** WF-Violence Against Women Formula Grants  
**Project Title:** Domestic Violence Investigator Program  
**Status:** Application - Grant Review **Fund Block:** 2022

### **Profile Information**

**Applicant Agency Name:** Grayson County  
**Project Title:** Domestic Violence Investigator Program  
**Division or Unit to Administer the Project:** Grayson County District Attorney's Office  
**Address Line 1:** 200 South Crockett, Suite 116A  
**Address Line 2:**  
**City/State/Zip:** Sherman Texas 75090-7167  
**Start Date:** 9/1/2022  
**End Date:** 8/31/2023

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

### **Grant Officials:**

#### **Authorized Official**

**Name:** Bill Magers  
**Email:** bmagers@co.grayson.tx.us  
**Address 1:** 100 W. Houston St. Ste 15  
**Address 1:**  
**City:** Sherman, Texas 75090  
**Phone:** 903-813-4228 Other Phone: 903-813-4229  
**Fax:** 903-892-4085  
**Title:** The Honorable  
**Salutation:** Judge  
**Position:** County Judge

#### **Financial Official**

**Name:** Suzette Smith  
**Email:** smiths@co.grayson.tx.us  
**Address 1:** 100 W. HOUSTON ST.  
**Address 1:** SUITE A-2-3  
**City:** SHERMAN, Texas 75090  
**Phone:** 903-813-4245 Other Phone:  
**Fax:** 903-893-2707  
**Title:** Ms.  
**Salutation:** Ms.  
**Position:** COUNTY AUDITOR

#### **Project Director**

**Name:** Kathy Scheibmeir  
**Email:** scheibmeirk@co.grayson.tx.us  
**Address 1:** 200 S. Crockett Suite 116 A  
**Address 1:**  
**City:** Sherman, Texas 75090  
**Phone:** 903-813-4363 Other Phone: 903-813-4361  
**Fax:** 903-892-9933  
**Title:** Ms.  
**Salutation:** Ms.  
**Position:** Victim Services Coordinator

## **Grant Writer**

**Name:** Kathy Scheibmeir

**Email:** scheibmeirk@co.grayson.tx.us

**Address 1:** 200 S. Crockett Suite 116 A

**Address 1:**

**City:** Sherman, Texas 75090

**Phone:** 903-813-4363 Other Phone: 903-813-4361

**Fax:** 903-892-9933

**Title:** Ms.

**Salutation:** Ms.

**Position:** Victim Services Coordinator

## **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.

The funding announcement, located on the [eGrants Calendar](#) page, describes the organization types, activities, and costs that are eligible under the announcement. The PSO's [eGrants User Guide to Creating an Application](#) guides applicants through the process of creating and submitting an application in eGrants. Information and guidance related to the management and use of grant funds can be found in the PSO's Guide to Grants, located on the [PSO Resource for Applicants and Grantees webpage](#).

### 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 Domestic Violence Investigator with the District Attorney's office maintains cultural sensitivity while working with all victims during the recovery process. Victim restoration begins with the first contact. The Domestic Violence Investigator has many hours of training in victim sensitivity issues including culture, race, religion, age, and gender issues among others. The Domestic violence Investigator recognizes that each victim is different with different needs, feelings, ideas and barriers, and the services provided must be relevant to the needs of the community. The investigator is a 10 year United States Army Veteran and has been involved with law enforcement since 1994 and is therefore knowledgeable of the cultural issues faced by the victims he serves.

#### **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'**.

Our program works to improve the criminal justice response to victims of violence against women by contacting the victim at the earliest possible point in the criminal justice process, attempting to keep the victim engaged in the process, and ensuring their safety. The follow-up provided by the Investigator ensures that the victim is informed of the rights afforded them by law and that the defendant will be held accountable for their actions. The Investigator is aware of the cultural issues that are or may be present in some cases and is ever mindful of working within the framework of those issues.

#### **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.

Our program works to improve the criminal justice response to victims of violence against women by contacting the victim at the earliest possible point in the criminal justice process, attempting to keep the victim engaged in the process, and ensuring their safety. The follow-up provided by the Investigator ensures that the victim is informed of the rights afforded them by law and that the defendant will be held accountable for their actions. The Investigator is aware of the cultural issues that are or may be present in some cases and is ever mindful of working within the framework of those issues.

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

The Domestic Violence Investigator provides courtroom accompaniment as necessary for victims of Domestic Violence, Sexual Assault, Dating Violence, and Stalking cases in both misdemeanor and felony courts, protective order cases and/or hearings that may take place during the pending case. The information gathered by the Investigator improves the quality of the case for prosecution.

Strengthen victim restoration.

Our program works with victims throughout the criminal justice process and in association with prosecutors and the victim services division to work towards victim restoration. The Investigator begins the process by making the initial contact so that prosecutors and victim services may make contact and maintain contact throughout the case and make appropriate referrals when necessary.

Increase collaboration and communications across all levels of government and among all victims services.

The Domestic Violence Investigator works with all 13 law enforcement agencies, local and area agencies that work with Domestic Violence, Sexual Assault, Dating Violence, and Stalking victims, and other agencies in the furtherance of assisting victims of Domestic Violence, Sexual Assault, Dating Violence, and Stalking. The Domestic Violence Investigator participates by being a part of the Domestic Violence High Risk Team for Grayson County as well as the Sexual Assault Response Team. This puts the Investigator in direct contact with the local Crisis Center as well as the team members from the law enforcement agencies.

#### **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 120 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. 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.

### **Cybersecurity Training Requirement**

Local units of governments must comply with the Cybersecurity Training requirements described in Section 772.012 and Section 2054.5191 of the Texas Government Code. Local governments determined to not be in compliance with the cybersecurity requirements required by Section 2054.5191 of the Texas Government Code are ineligible for OOG grant funds until the second anniversary of the date the local government is determined ineligible. Government entities must annually certify their compliance with the training requirements using the Cybersecurity Training Certification for State and Local Governments. A copy of the Training Certification must be uploaded to your eGrants application. For more information or to access available training programs, visit the Texas Department of Information Resources Statewide Cybersecurity Awareness Training page.

### **Criminal History Reporting**

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

*Chapter 66.* The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90% of convictions within five business days to the Criminal Justice Information System at the Department of Public Safety.

### **Uniform Crime Reporting (UCR)**

Eligible applicants operating a law enforcement agency must be current on reporting complete UCR data and the Texas specific reporting mandated by 411.042 TGC, to the Texas Department of Public Safety (DPS) for inclusion in the annual Crime in Texas (CIT) publication. 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 by the deadline(s) established by DPS. Due to the importance of timely reporting, applicants are required to submit complete and accurate UCR data, as well as the Texas-mandated reporting, on a no less than monthly basis and respond promptly to requests from DPS related to the data submitted.

### **Immigration Legal Services**

PSO prioritizes funding of projects that provide a full spectrum of counseling, crisis services, and other direct victim services. PSO 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 PSO and is active until August 31, 2023 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 PSO and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Kelly Beal

Enter the Address for the Civil Rights Liaison:

Grayson County Hum Resources Offices 100 W. Houston Sherman TX 75090

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

(903)813-5214

### **Overall Certification**

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

**I certify to all of the application content & requirements.**

### **Project Abstract :**

The Grayson County Domestic Violence Investigator will ensure that misdemeanor and felony cases of Domestic Violence, Sexual Assault, Dating Violence and Stalking are investigated and prepared with adequate information for prosecution, provide victims 13 years of age and over assistance in participation in the criminal justice system, and provide referral to the Victim Services Division for assistance with Crime Victims Compensation, Protective Orders or other victim related matters and/or referrals. According

to the Stats kept by the Grayson County District Attorney's Office , in 2020, there were 417 incidents of family violence filed by law enforcement within Grayson County's 135,314 population. The Domestic Violence Investigator investigated 417 cases of Family Violence provided to the District Attorney's office by the 13 law enforcement agencies in Grayson County from September 1, 2020 to August 31, 2021. 141 of those were felonies and 276 were misdemeanors. The goal of the Domestic Violence Investigator Program is to provide investigative services to all adult female victims of Domestic Violence, Sexual Assault, Dating Violence and Stalking to assist in the successful prosecution of offenders and to ensure adult female victims are afforded the rights granted by Article 56.02 of the Texas Code of Criminal Procedure. The Grayson County District Attorney's Office Domestic Violence Investigator program will provide investigative services to all female victims of Domestic Violence, Sexual Assault, Dating Violence and Stalking within the 135,314 population of Grayson County, ages 13 years and up. Functions of the position include: interview victim/witnesses, assist prosecutors with scheduling witnesses for trial, contacting witnesses and provide security for victims/witnesses during criminal proceedings, provide information to victims concerning crime victims compensation and protective orders, referring victims to the victim services coordinators and to other area agencies and services when appropriate.

### **Problem Statement :**

Criminal cases of Domestic Violence, Sexual Assault, Stalking, and Dating Violence are not adequately investigated and prepared for prosecution in Grayson County's 135,314 population. Female victims 13 years of age and over need assistance with information concerning participating in the criminal justice system, making good decisions regarding prosecution, as well as, information on Crime Victims Compensation, Protective Orders and other Victim related matters and/or area agencies or services. Domestic Violence, Sexual Assault, Dating Violence, and Stalking cases require information to be gathered at the beginning of the case for prosecutors to determine the cases place in the system, and someone to contact the victim to determine if that victim is willing to participate in the prosecution of the case.

### **Supporting Data :**

According to the 2020 Crimes in Texas report published by the Texas Department of Public Safety, law enforcement agencies in Grayson County reported 1,076 incidents of Domestic Violence or calls for service in the 2020 fiscal year for it's 136,212 population. This year there was no data on sexual assaults or stalking, however, sexual assaults as always are mixed with all sexual assaults including child cases. From September 1, 2020 to August 31, 2021 the Domestic Violence Investigator conducted investigations on 417 cases. 141 were felonies and 276 were misdemeanors. These cases include dating violence and stalking. There were 5 sexual assault case and two cases of stalking investigated during this time period.

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

The Grayson County District Attorney's Office participates in the Texoma Council of Governments regional community planning process in all focus areas and specifically in the area of victim services. The Domestic Violence Investigator Program project addresses the number one priority for prosecution projects by supporting and responding to violence against women. This project continues the development of a specialized Domestic Violence, Sexual Assault, Dating Violence and Stalking victim services division within the prosecutor's office. The Investigator in this program dedicates his time to locating and contacting victims of Domestic Violence, Sexual Assault, Dating Violence, and Stalking, gathering demographic as well as case specific information including determining if medical records need to be obtained from a medical center, if there has been past violence, if the victim and defendant are still together, what the relationship is, and if the victim wishes to pursue prosecution. This information is vital to prosecutors who file the cases. Every effort is made to contact a victim including the Investigator physically attempting to locate. The Investigator also serves subpoenas, marshals witnesses at criminal hearings, provides criminal history checks on defendants and witnesses, obtains any records necessary for the case and other duties that may be required for such cases or the program.

### **Capacity & Capabilities:**

he Domestic Violence Investigator program has maintained the same general structure during it's entire history - covering the same geographical area (Grayson County) and with the same hierarchy. The

Domestic Violence Investigator reports to the District Attorney and the First Assistant District Attorney. The Investigator is a United States Army Veteran and has 27 years law enforcement experience. The Investigator will remain up to date on all training hours necessary, especially in the areas of Domestic Violence, Sexual Assault, Dating Violence, and Stalking.

**Performance Management :**

The Domestic Violence Investigator program's goal is to ensure that all cases of Domestic Violence, Sexual Assault, Dating Violence, and Stalking cases filed in our office by the 13 law enforcement agencies that serve Grayson Counties 135,543 population are properly investigated and prosecuted, and that all victims of such crimes are given appropriate resources and the rights guaranteed by Chapter 56 of the Texas Code of Criminal Procedure. The Domestic Violence Investigator will dedicate his time to contacting female victims aged 13 and above, gathering demographic and permanent contact information to enhance the prosecution on approximately 425 total cases for the 2022 fiscal year on the cases provided by law enforcement by August 31, 2022. The Domestic Investigator will track the number of cases filed by law enforcement, the number of cases he investigates, the number referred for prosecution, and the number of cases prosecuted in both felony and misdemeanor courts.

**Target Group :**

The Domestic Violence Investigator Program provides investigative services on all cases of Domestic Violence, Sexual Assault, Dating Violence, and Stalking involving female victims age 13 years and over in Grayson County's 136,212 population. Cases are submitted from 13 law enforcement agencies, as well as the two college campuses and the Texas Rangers. In the 2020 fiscal year, the Domestic Violence Investigator provided services to 417 victims of Domestic Violence, Sexual Assault, Dating Violence, and Stalking cases. As of the date of this writing 252 cases have been investigated. Spanish speaking victims are assisted by personnel in our office or certified interpreters and other challenges are handled on a case by case basis to ensure all needs of victims are met. There is not a specific population of persons that are investigated by the investigator as the cases brought for investigation are provided by law enforcement. All races, religions, genders, and gender identities, ages above 13 years of age are served by our investigator. In the 2022 fiscal year the Domestic violence Investigator intends to provide services to 425 female victims of all races, religions, genders and gender identities, ages above 13 years of age in Grayson County.

**Evidence-Based Practices:**

The Grayson County District Attorney's Office designed the Domestic Violence Investigator Program out of a need to provide vital information to prosecutors in cases of Domestic Violence, Sexual Assault, Dating Violence, and Stalking cases. Initial contact with victims within a week of receiving the offense report, and maintaining the most current demographic and permanent contact information is paramount to successful prosecutions of these cases. We have found that if we can make contact with those victims at the earliest possible time after the offense, gather her information, defendant information, including criminal history and prior bad acts, the better chance of not only keeping that victim engaged but also assisting her in making a change in her life and a successful prosecution. Our current records show our investigator has investigated 294 cases from January 1, 2020 to August 31,2020 and from September 1, 2021 to December 31,2021 he has investigated 219 cases forwarding 247 of those cases to be prosecuted which includes cases from before the December 31,2021 date.

**Project Activities Information**

Introduction

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

**Selected Project Activities:**

ACTIVITY	PERCENTAGE:	DESCRIPTION
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Investigation	100.00	The Domestic Violence Investigator, Terry Syler provides investigative services in the Grayson County District Attorney's office including; interviewing victim/witnesses; criminal history checks; marshaling witnesses; victim contact; records retrieval; filing class C cases; and providing information and referral.
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### CJD Purpose Areas

PERCENT DEDICATED	PURPOSE AREA	PURPOSE AREA DESCRIPTION
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### Measures Information

#### Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Number of arrests made.	0
Number of cases filed.	0
Number of cases investigated.	424
Number of cases referred for prosecution.	424

#### Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL
Number of convictions.	0

#### Custom Output Measures

CUSTOM OUTPUT MEASURE	TARGET LEVEL
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#### Custom Outcome Measures

CUSTOM OUTCOME MEASURE	TARGET LEVEL
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#### Resolution from Governing Body

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

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

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

## Contract Compliance

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

Select the appropriate response:

Yes

No

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

Enter a description for monitoring contract compliance:

## Lobbying

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

Select the appropriate response:

Yes

No

N/A

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

Select the appropriate response:

Yes

No

N/A

## Fiscal Year

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

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

9/1/2022

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

8/31/2023

## Sources of Financial Support

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

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

4500000

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

6100000

## Single Audit

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

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

Select the appropriate response:

- Yes  
 No

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

Enter the date of your last annual single audit:

9/30/2020

Equal Employment Opportunity Plan

### **Compliance**

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

### **Type I Entity**

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

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

### Requirements

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

### **Type II Entity**

Defined as an applicant that meets the following criteria:

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

### Requirements

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

employment and in the delivery of services;

- the applicant must submit EEOP information to the Office for Civil Rights (OCR) to claim the exemption from submitting an EEOP to OCR; and
- the EEOP is required to be on file with the applicant agency.

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Kelly Beall Grayson County Human Resources Director 100 W. Houston Sherman TX 75090

**Type III Entity**

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

Requirements

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

**Certification**

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

- Type I Entity
- Type II Entity
- Type III Entity

**Debarment**

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

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

Select the appropriate response:

- I Certify
- Unable to Certify

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

**FFATA Certification**

**Certification of Recipient Highly Compensated Officers**

The Federal Funding Accountability and Transparency Act (FFATA) requires Prime Recipients (CJD) to

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

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

Yes  
 No

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

Yes  
 No

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

Position 1 - Name:

Position 1 - Total Compensation (\$):

0

Position 2 - Name:

Position 2 - Total Compensation (\$):

0

Position 3 - Name:

Position 3 - Total Compensation (\$):

0

Position 4 - Name:

Position 4 - Total Compensation (\$):

0

Position 5 - Name:

Position 5 - Total Compensation (\$):

0

## **Victim Services Information**

### **Agency Type**

Implementing Agency Type - Government

Which designation best describes your agency

- Prosecutor

**Purpose of Award**

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

**Type of Crime Funding Distribution**

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

Type of Crime	Percent of Funds Dedicated to Crime Enter whole percentages only	Funds Dedicated to Crime Current Award x Percent Entered
Child Physical Abuse	0	\$0.00
Child Sexual Abuse	0	\$0.00
Domestic and Family Violence	98	\$32,865.53
Child Sexual Assault	0	\$0.00
Adult Sexual Assault	2	\$670.73
DUI/DWI Crashes	0	\$0.00
DUI/DWI Crashes	0	\$0.00
Assault	0	\$0.00
Adults Molested As Children	0	\$0.00
Elder Abuse	0	\$0.00
Robbery	0	\$0.00
Survivors of Homicide	0	\$0.00
Adult Human Trafficking	0	\$0.00
Child Human Trafficking	0	\$0.00
Other Violent Crimes	0	\$0.00
Description:		
Other Non-Violent Crimes	0	\$0.00
Description:		
SUM of %'s Sum of % MUST = 100%	100	SUM of Funds Sum of Funds MUST = OOG Current Budget
		\$33,536.25

**Use of Funds**

Does this project provide DIRECT SERVICES to victims:

- Yes
- No

Information and Referral

Personal Advocacy/Accompaniment

Emotional Support or Safety Services

Shelter/Housing Services

Criminal/Civil Justice System Assistance

Assistance in Filing Compensation Claims

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

### **Types of Victimitizations**

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

Types of Victimitizations

- Adult sexual assault
- Stalking/harassment
- Teen dating victimization

### **Budget and Staffing**

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

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

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

OOG Current Budget:  
\$33,536.25

Other State Funds:  
\$0.00

Other Local Funds:  
\$0.00

Other Federal Funds:  
\$0.00

Other Non-Federal Funds:

\$0.00

Total Victimization Program Budget:  
\$33,536.25

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

Total number of staff:  
1

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

Total number of hours:  
40

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

Total number of volunteer staff:  
0

Number of volunteer hours supporting the work of this award (plus match) for grantee's victimization  
programs:  
Total COUNT of hours to work by all volunteers supporting the work of the award, including match

Total hours to work by all volunteers:  
0

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

### **Fiscal Capability Information**

#### Section 1: Organizational Information

\*\*\* FOR PROFIT CORPORATIONS ONLY \*\*\*

Enter the following values in order to submit the application

Enter the Year in which the Corporation was Founded: 0

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

Enter the Employer Identification Number Assigned by the IRS: 0

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

Enter the Year in which the Corporation was Founded:

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

Enter the Employer Identification Number Assigned by the IRS:

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

#### Section 2: Accounting System

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

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

Select the appropriate response:

- Yes
- No

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

Select the appropriate response:

- Yes
- No

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

Select the appropriate response:

- Yes
- No

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

Enter your explanation:

### Section 3: Financial Capability

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

Has the grant agency undergone an independent audit?

Select the appropriate response:

- Yes
- No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

- Yes
- No

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

Select the appropriate response:

- Yes
- No

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

Enter your explanation:

**Section 4: Budgetary Controls**

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

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

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

- Yes
- No

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

- Yes
- No

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

Enter your explanation:

**Section 5: Internal Controls**

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

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

Select the appropriate response:

- Yes
- No

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

Select the appropriate response:

- Yes
- No

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

Enter your explanation:

**Budget Details Information**

**Budget Information by Budget Line Item:**

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Personnel	Certified Peace Officer - Police Department	Domestic Violence Investigator Terry Syler provides investigative services in Grayson County District Attorney's Office including: interviewing victim/witnesses;	\$33,536.25	\$51,623.31	\$0.00	\$0.00	\$85,159.56	100

		victim contact; record retrieval filing class c cases; and providing information and referral. Terry Syler's current salary is \$58,684.50 and his benefits are \$25,815.06 (benefits include FICA, Health Insurance, Retirement, Unemployment, and Workers Compensation. (Also includes a 5% salary and benefit increase as required by our commissioners)						
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**Source of Match Information**

**Detail Source of Match/GPI:**

DESCRIPTION	MATCH TYPE	AMOUNT
Grayson County General Fund	Cash Match	\$51,623.31

**Summary Source of Match/GPI:**

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$51,623.31	\$51,623.31	\$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	\$33,536.25	\$51,623.31	\$0.00	\$0.00	\$85,159.56

**Budget Grand Total Information:**

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$33,536.25	\$51,623.31	\$0.00	\$0.00	\$85,159.56

**Condition Of Fundings Information**

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds