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**Agency Name:** Fort Bend County  
**Grant/App:** 3932405 **Start Date:** 9/1/2023 **End Date:** 8/31/2024

**Project Title:** Forensic Evidence Testing  
**Status:** Application Pending Submission

#### **Eligibility Information**

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

#### **Application Eligibility Certify:**

Created on:1/5/2023 12:48:54 PM By:Terri Stuart

#### **Profile Information**

**Applicant Agency Name:** Fort Bend County  
**Project Title:** Forensic Evidence Testing  
**Division or Unit to Administer the Project:** Fort Bend County DA's Office  
**Address Line 1:** 301 Jackson  
**Address Line 2:**  
**City/State/Zip:** Richmond Texas 77469-3108  
**Start Date:** 9/1/2023  
**End Date:** 8/31/2024

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

#### **Grant Officials:**

##### **Authorized Official**

**Name:** KP George  
**Email:** county.judge@fortbendcountytexas.gov  
**Address 1:** 301 Jackson Street  
**Address 1:** Office of the County Judge  
**City:** Richmond, Texas 77469  
**Phone:** 281-341-8608 Other Phone: 281-633-7769  
**Fax:** 832-471-1858  
**Title:** The Honorable  
**Salutation:** Judge  
**Position:** County Judge

##### **Financial Official**

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

##### **Project Director**

**Name:** Susan Bourgeois  
**Email:** susan.bourgeois@fortbendcountytexas.gov  
**Address 1:** 301 Jackson  
**Address 1:**  
**City:** Richmond, Texas 77469  
**Phone:** 832-471-4326 Other Phone:  
**Fax:**  
**Title:** Ms.  
**Salutation:** Ms.  
**Position:** Assistant District Attorney

##### **Grant Writer**

**Name:** Terri Stuart  
**Email:** terri.stuart2@fortbendcountytexas.gov  
**Address 1:** 1422 Eugene Heimann Circle  
**Address 1:**  
**City:** Richmond, Texas 77469

**Phone:** 281-341-4455 Other Phone: 832-243-2593

**Fax:**

**Title:** Ms.

**Salutation:** Ms.

**Position:** Grants Coordinator

### 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):** 17460019692080

**Unique Entity Identifier (UEI):** MJG8N8EPN2L3

### Narrative Information

#### Introduction

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

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](#).

#### Certifications

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

#### Constitutional Compliance

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

#### 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 Government](#). 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.

#### Entities That Collect Sexual Assault/Sex Offense Evidence or Investigate/Prosecute Sexual Assault or Other Sex Offenses

In accordance with Texas Government Code, Section 420.034, any facility or entity that collects evidence for sexual assault or other sex offenses or investigates or prosecutes a sexual assault or other sex offense for which evidence has been collected, must participate in the statewide electronic tracking system developed and implemented by the Texas Department of Public Safety. Visit [DPS's Sexual Assault Evidence Tracking Program website](#) for more information or to set up an account to begin participating.

### 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, 2024 or the end of the grant period, whichever is later.

#### Civil Rights Liaison

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

Enter the Name of the Civil Rights Liaison:

Kim Dzierzanowski, Human Resources Generalist

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

(281) 341-8616

Enter the Address for the Civil Rights Liaison:

Human Resources 301 Jackson St Richmond, TX 77469-3108 Kim.Dzierzanowski@fbctx.gov

#### 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 Fort Bend County District Attorney's Expedited Forensic Testing Project will reimburse expenses associated with expedited forensic testing for specialized cases including narcotics cases on the Expedited Narcotics Docket (END), substance abuse cases on the Drug Court (CARD), and systematic toxicology analysis (STA) in adult sexual assault cases where investigators suspect that a drug facilitated crime has taken place, and DNA testing for adult sexual assault cases. Drug Court (CARD): The Fort Bend County Drug Court is a collaborative effort of the bench, bar (prosecution and defense), probation department, treatment providers and law enforcement. This Court is designed for moderate to high risk offenders charged with a felony offense and the underlying circumstances of the offense involve substance abuse. Upon entering the program, these voluntary participants are screened by probation through lab testing then enter a three phase Drug Treatment program which gives addicts a chance to learn skills to control their illness and build a better life as a drug free individual. Once the defendant successfully completes the program, the State will dismiss their case. CARD's caseload from 10/1/2021 until 9/30/2022 was 83 clients. The current wait for DPS lab tests is 18 months. For cases on these dockets, we send seized contraband to NMS for expedited qualitative testing using gas chromatography. Each test costs \$213 per test. We anticipate 15 pieces of seized contraband will need qualitative testing. END Docket: The Fort Bend County Board of District Judges approved a direct file order that puts low-level narcotics cases (State Jail Felony, 3rd Degree) on a compressed timetable for disposition by utilizing a specialized docket to speed up dispositions of these cases to include a 90-120 day tailored treatment plan for defendants. The desired outcome is to move small drug cases (with defendants more amenable to treatment) to a quicker disposition to clear dockets to make room for higher-degree felony cases like sexual assault, robbery, or capital murder. If the defendant will not accept the treatment option, the judge will send the case and it's associated lab report back to the original district court for a traditional docket setting. The Systemic Toxicological Analysis Project will focus on adult sexual assault cases in the Special Crimes Division where either the victim demonstrates signs or behaviors that indicate a drug facilitated sexual assault took place or evidence gathered either at the scene and/or from the alleged perpetrator points to the possibility that a drug facilitated sexual assault actually took place. The Fort Bend District Attorney's Office utilizes the Texas Department of Public Safety (DPS) for toxicology testing. DPS's toxicology testing has limitations, not only in the time it takes for toxicology testing, but also in what substances they are able to test for. Two commonly used drugs in drug-facilitated sexual assaults are Gamma-hydroxybutyrate (GHB) and gamma-Butyrolactone (GBL). Both GHB and GBL are metabolized in the body as GHB. Texas DPS toxicology testing is not able to test for or detect the presence of GHB in blood or urine samples. However, NMS Laboratories has a specific toxicology test, a Drug Facilitated Crime Panel, which is able to test for and detect GHB in blood and urine samples. The cost of the NMS Drug Facilitated Crime Panel is \$505.00 per sample.

#### Problem Statement :

We cannot reasonably move these smaller drug possession cases to a disposition (either plea or trial) without a lab test. The Texas Department of Public Safety Crime Lab typically takes 12-18 months to return results. By the time we receive results from DPS, the window of opportunity has closed to get willing defendants to a quick disposition with tailored treatment options on the Expedited Narcotics Docket and the Drug Court (CARD). The backlog of small possession cases will continue to clog district court dockets and divert resources away from crime victims with cases that carry higher degree felony charges. The need for systematic toxicology analysis is critical in sexual assault cases where investigators suspect a drug facilitated crime has occurred. Current resources for this type of testing through Texas DPS are limited due to the 12-18 month backlog of cases. In addition, the DPS crime lab is unable to test blood or

urine for the presence of compounds typically used in drug facilitated sexual assaults such as GHB, Ketamine, and MDMA to name a few. Testing both blood and urine is essential to providing a more complete picture of the crime as urine testing will help identify the type and quantity of substances while blood testing will help identify the behavioral, cognitive, and physical capacities of the victim when the crime occurred. This data will assist investigators and prosecutors in establishing the victims capacity to consent which is crucial in achieving a successful outcome for those respective cases.

### **Supporting Data :**

The END Program currently has 83 active cases. Around 50 have already been closed by entering into a plea bargain or diversion program with customized treatment planning. Some cases, after evaluation by the probation department showing a deeper addiction, have been transferred to Fort Bend County's Drug Court (CARD) and can be ready for disposition (and treatment) sooner with the same expedited lab reports. CARD's caseload from 10/01/2021 until 9/30/2022 was 83 clients. However, the total number of participants fluctuates with 50-60 being optimal per our probation department. Presently, the use of toxicology testing for sexual assault victims is not common practice. However data from local law enforcement reveals a potential opportunity to improve the outcomes of these often complex cases. A 2022 study published in the Journal of Forensic Sciences which evaluated suspected drug-facilitated sexual assault cases in the city of Houston from 2014 to 2020 retroactively tested a total of 1240 samples (1230 cases) for a six-year period that consisted of blood, urine, or both specimens and found that 22% of samples tested positive for the presence of drugs including ethanol, THC, and several substances labeled as "Unknown". Unfortunately, almost 90% of cases where the presence of drugs was confirmed resulted in no charges being made due to lack of evidence. Dempsey SK, Rodgers CL, Stout P, Lee D. Evaluation of suspected drug-facilitated sexual assault cases in the city of Houston from 2014 to 2020. Journal of Forensic Sciences. 2022 Nov;67(6):2394-2400. DOI: 10.1111/1556-4029.15146. PMID: 36219514.

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

The goal of the program is to identify issues in each case that can be addressed with either substance abuse treatment or through other community services that can help prevent the individual from engaging in further criminal behavior. The END docket uses three screening tools for assessment which include the Substance Abuse Subtle Screening Inventory (SASSI), Texas Christian University Drug Screen 5, and the Texas Risk Assessment System (TRAS). Individuals are also screened for addition unmet needs and provided referrals for mental health services, educational and vocational services, and housing needs. The program will utilize the Texas Work Force Commission, the Literacy Council of Fort Bend, Texas State Technical College, Wharton County Junior College, and the Fort Bend County Behavioral Health Department. The program will use Fort Bend Regional Council, Turning Point and Bay Area Recovery for substance abuse treatment and Texana, the Local Mental Health Authority, for mental health treatment. The goal of the Systematic Toxicological Analysis Project is to decrease the rates of dismissal and increase the rates of convictions in cases where a drug facilitated sexual assault is suspected. The need for systematic toxicology analysis is critical in some sexual assault cases. In sexual assault cases where a victim reports the assault within 5 days, a forensic sexual assault exam can be completed. During forensic sexual assault exams, if the victim indicates that they either voluntarily, or believes they involuntarily consumed drugs or narcotics of any kind, then a sample of the victim's urine and/or blood is collected during the forensic exam. In these cases, the toxicology analysis of the victim's blood/urine can be important for different reasons: 1. It can verify the victim's account of what substances the victim consumed prior to the sexual assault or 2. It can provide evidence of a drug facilitated sexual assault and help the victim, investigators, and prosecutors understand whether and what substances a perpetrator administered to the victim. The program will utilize counseling services available through the Fort Bend County Women's Center, Family Houston, Catholic Charities of the Archdiocese Galveston-Houston, and HGI Counseling Center as well as civil legal assistance provided through Lone Star Legal Aid.

### **Capacity & Capabilities:**

The DA's Office represents the State of Texas in state criminal prosecutions for crimes that occur in Fort Bend County. We have 156 employees consisting of 78 attorneys, 21 investigators, and 58 support staff. Fort Bend County has a well developed criminal justice system that already includes specialty courts in addition to END and CARD. The Court will be staffed with deputy district clerks, court-appointed and retained counsel, staff from Fort Bend County Community Supervision and Corrections Department (CSCD), assistant district attorneys, Judge Chad Bridges of the 458th District Court, Judge Tameika Carter of the 400th District Court and all the other court staff necessary to run the docket. We are committed to eventually having recovery coaches and other community services available for those who wish to accept responsibility and begin a customized treatment program. The Adult Sex Crimes Unit is part of the Special Crimes Division of the Fort Bend County District Attorney's Office. The Adult Sex Crimes Unit, in addition to having its own specialized prosecutor supported by a grant through the Violence Against Women Act, leverages investigator capacities and other resources available through the Domestic Violence Unit within the Special Crimes Division.

### **Performance Management :**

The overall goals are to quickly evaluate and appropriately place drug offenders that are willing to accept responsibility in an individualized treatment program on an expedited basis. The END docket matches needs to resources for those who remain on the docket during supervision and appropriately place other offenders in Fort Bend County's Drug Court (CARD), Mental Health Court, Veteran's Court, inpatient treatment or whatever diagnostic testing the Fort Bend County CSCD indicates is appropriate. Those who are placed directly to CARD from a regular felony docket will also utilize grant funds for expedited qualitative testing. The goal of the Systematic Toxicological Analysis Project is to facilitate a faster timeline for testing in hopes of achieving a more successful outcome for cases involving drug facilitated sexual assaults. The time limitations of DPS's toxicology testing can negatively affect sexual assault investigations and prosecutions. Victims of sexual assault are less likely to be cooperative the longer an investigation or prosecution takes, especially when the cause of delay is something within the State's control, such as toxicology testing. Further, when sexual assault investigations are delayed because of toxicology testing, then perpetrators are not charged with a crime for a longer period of time, and they can possibly reoffend during the time it takes to complete an investigation that is waiting on toxicology results. This project will track the number and types of substances tested for, the results of those tests, average length of time to receive results, and the outcomes of cases where systemic toxicological analysis was used.

### **Target Group :**

The Expedited Narcotics Docket and CARD target defendants with low level felony narcotics cases for quick disposition with tailored treatment options. Appropriate cases on the END docket will be moved to specialized dockets (including CARD) to allow more resources

for District Court Judges to try other higher degree violent offenses. The program excludes delivery and manufacture cases. The target group for using systematic toxicology analysis are cases which are suspected either by law enforcement, investigators, or prosecutors as drug facilitated crimes. The target group for the Systematic Toxicological Analysis Project are victims of sexual assault who report memory loss or having "snapshots" or "cameo memories", confusion, impaired motor skills, reduced inhibition, dizziness, drowsiness, impaired judgment, or intoxication disproportionate to the amount of alcohol consumed. Victims who also describe scenarios commonly linked to drug facilitated sexual assaults will also be included for toxicology analysis. These include situations where the victim remembers taking a drink but cannot recall what happened for a period of time after consuming the beverage; the victim feels a lot more intoxicated than her/his usual response to the amount of alcohol consumed or feels intoxicated after drinking a non-alcoholic beverage; the victim woke up feeling "hung over" or "fuzzy," experiencing memory lapses and unable to account for a period of time; the victim feels as though someone had sex with her/him, but cannot recall any or all of the incident; the victim wakes up in a strange or different location without knowing how she/he got there; or the victim's clothes are absent, inside out, disheveled or not hers/his.

**Evidence-Based Practices:**

The process the Expedited Narcotics Docket mirrors the successful re-integration court model employed in Harris County. The use of customized treatment options applied after pre-disposition assessment led to lower recidivism for individuals with small drug offenses. As the END docket continues to operate, we are collecting information for evaluation and improvements. CARD is a standing Drug Court that has proven record of success. According to recent studies and case analysis, the use of Gamma-Hydroxybutyric acid (GHB) and its metabolic precursors, Gamma butyrolactone (GBL) and 1,4-butanediol (1,4-BD), may be among the most favored drugs used to commit drug-facilitated sexual assault (DFSA). Marinetti L, Montgomery MA. The Use of GHB to Facilitate Sexual Assault. Forensic Sci Rev. 2010 Jan;22(1):41-59. PMID: 26242455. The use of GHB in these types of cases creates a challenge for investigators and prosecutors due to the both the sedative and memory impairing effects of GHB combined with the lack of readily available testing options which screen for this often difficult to detect compound. Accredited private labs such as NMS provide expedited testing to screen blood and urine samples for the presence of GHB and other pharmaceutical substances in suspected cases drug facilitated sexual assaults. We believe the ability to leverage this resource can provide verification that a drug facilitated sexual assault took place and assist investigators and prosecutors with proving the victim was incapacitated at the time of the assault and lacked the capacity to give consent thus increasing the likelihood of convictions and decreasing the rates of dismissal in these cases.

**Project Activities Information**

**Introduction**

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

**Selected Project Activities:**

ACTIVITY	PERCENTAGE:	DESCRIPTION
Crime Lab/Forensics	100.00	Expedited qualitative testing for narcotics for cases in the END Docket in Fort Bend County's Drug Court (CARD) and adult sexual assault cases where a drug facilitated crime is suspected to have occurred.

**CJD Purpose Areas**

PERCENT DEDICATED	PURPOSE AREA	PURPOSE AREA DESCRIPTION
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**Measures Information**

Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Document Examination: Number of pieces of evidence processed.	0
Firarms/Toolmarks: Number of pieces of evidence processed.	0
Forensic Biology: Number of pieces of evidence processed.	10
Material (Trace): Number of pieces of evidence processed.	0
Other: Number of pieces of evidence processed.	0
Seized Drugs: Number of pieces of evidence processed.	15
Toxicology: Number of pieces of evidence processed.	20

## Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL
Number of exonerations where grant-funded evidence was tested.	0
Number of pieces of evidence used in trials conducted.	10
Number of plea bargains obtained where grant-funded evidence was tested.	15
Number of successful convictions where grant-funded evidence was tested.	5

## 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:

Invoicing, payments, and compliance issues will be handled by the Fort Bend County Auditor's Office. The grantee submits a purchase order to our purchasing department who is tasked with ensuring purchase orders follow county purchasing policies in addition to county and statutory guidelines, in cooperation with the Fort Bend County Attorney.

### Lobbying

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

Select the appropriate response:

- Yes  
 No  
 N/A

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

Select the appropriate response:

- Yes  
 No  
 N/A

### Fiscal Year

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

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

10/1/2023

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

9/30/2024

### 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:

176221704

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

7657625

### Single Audit

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

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

Select the appropriate response:

- Yes  
 No

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

Enter the date of your last annual single audit:

3/31/2022

### Debarment



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

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

Select the appropriate response:

- I Certify  
 Unable to Certify

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

### Fiscal Capability Information

#### Section 1: Organizational Information

\*\*\* 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/%
Contractual and Professional Services	DNA Testing	Reimbursement of expenses for expedited DNA testing for adult sexual assault cases. DNA Labs International capabilities include STR and Y-STR DNA analysis. The unit costs is \$250 for	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0

		expedited testng at DLI. Estimated 10 tests.							
Contractual and Professional Services	Non-DNA Forensic Testing	Reimbursement of expenses for expedited forensic testing of seized narcotics in cases assigned to the Fort Bend County Expedited Narcotics Docket and CARD Program (Drug Court). The unit costs is \$120 for expedited testng at NMS. Estimated 15 tests.	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00	0	
Contractual and Professional Services	Non-DNA Forensic Testing	Reimbursement of expenses for expedited toxicology testing for adult sexual assault cases where a drug facilitated sexual assault is suspected. ProofPOSITIVE® Drug/DRE Toxicology Panel, Blood (Forensic). The unit costs is \$410 for expedited testing at NMS. Estimated 20 tests.	\$8,200.00	\$0.00	\$0.00	\$0.00	\$8,200.00	0	
Contractual and Professional Services	Non-DNA Forensic Testing	Reimbursement of expenses associated with expert witness testimony through NMS labs. The unit cost is \$1,500 per day for approximately two days.	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0	

**Source of Match Information**

**Detail Source of Match/GPI:**

DESCRIPTION	MATCH TYPE	AMOUNT
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**Summary Source of Match/GPI:**

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

**Budget Summary Information**

**Budget Summary Information by Budget Category:**

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Contractual and Professional Services	\$18,000.00	\$0.00	\$0.00	\$0.00	\$18,000.00

**Budget Grand Total Information:**

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$18,000.00	\$0.00	\$0.00	\$0.00	\$18,000.00

**Condition Of Fundings Information**

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