



Leticia Vincaino

BUDGET AND FISCAL POLICY DEPARTMENT
GRANTS ADMINISTRATION DIVISION

FY25 GRANT APPLICATION SUBMISSION APPROVAL FORM

DEPARTMENT INFORMATION	
Date:	2/3/2025
Requesting Department/Division:	Protective Order Court
Department/Division Contact:	Deanna Macias
Anticipated Commissioners Court Meeting Grant Approval Date:	February 10, 2025
Who from your department/division will speak on the agenda item?	Judge Salas
Please list accompanying grant documents requiring the County Judge's signature.	Resolution
GRANT OPPORTUNITY INFORMATION	
Grant Opportunity Title (as provided by Grantor):	FY26 Violence Against Women Justice and Training Program
Grantor Agency:	Office of the Governor – Criminal Justice Division
Type of Grant (State, Federal, Private, Local, Other):	State
Is this a continuation or a new grant?	Continuation
Is this grant for a new program?	No
CobbleStone Number for Most Recent Grant Award:	2024-0813
Grant Due Date:	February 13, 2025
Grant Period: (start date to end date)	September 1, 2025 through August 31, 2026

Grant Proposal Summary (one paragraph or less):	The Protective Order Court provides domestic violence victims and law enforcement authorities with the legal forum necessary to present protective order applications within the fourteen (14) day period mandated by law.
GRANT FINANCES	
A. Grant Funding to be Requested:	\$104,765.40
B. Total Match Contribution (if applicable):	\$176,960.60 \$44,899.46 (30% match requirement) \$132,061.14 (additional match request)
I. Cash Match Amount and Description (i.e. County employee salaries, anticipated operating expenses, third-party monetary donations, etc.):	
a. Match Source Account(s) (if applicable):	If approved, \$176,960.60 will be budget in the following account: GF-PROTORDERCRT-XFER OUT-GRNT COGF-1000-0000000-433-20-20176-0001- MATCH-800102-
b. What fiscal year(s) will County match funding be needed? Please indicate the fiscal years and the match needed per fiscal year.	2026
II. In-kind Match Amount and Description (i.e. donated supplies/equipment, volunteer hours, donated professional services, etc.):	
C. Anticipated Program Income (if applicable):	
D. Total Project Amount (A + B + C):	281,726
FINANCIAL ASSESSMENT	
1) What are the staffing requirements or needs for this grant? Please include salary and benefit amounts and anticipated salary and benefit increases for multi-year grants. Have Job Descriptions and Impact forms been created for personnel?	

The FY26 Violence Against Women Justice and Training Program grant for the Protective Order Court is requesting funds for salaries and benefits for: a Court Reporter, Elizabeth Augustain, Salary: \$105,836 Benefits: \$49,444 and a Court Bailiff, Ruben Villa, Salary: \$81,973 Benefits: \$41,472 for a one year grant period.

- 2) Has this grant has been awarded in the past? If so, please provide the financial results of the most recently completed grant award cycle to include the award amount and the balance at the closing of the grant.

- 3) What is the sustainability plan for this grant and the services being provided if this funding is significantly reduced or is not awarded in future?

PROGRAMMATIC ASSESSMENT

- 1) How is this grant and its purpose(s) aligned with the County strategic plan?
2) How will this grant benefit your department/division and the El Paso County community?

- 3) Please explain the capacity of your department/division to administer this grant and complete all programmatic reporting requirements during the grant period.

- 4) Will this grant require the use of contractual services? *If so, please contact the Purchasing Department, upon award acceptance to ensure your department follows applicable procurement policies and procedures.*