

Agency Name: El Paso County

Grant/App: 3927405 **Start Date:** 10/1/2025 **End Date:** 9/30/2026

Project Title: El Paso Coordinated Response -- Victim Assistance Coordinators

Status: Application Pending Submission

Eligibility Information

Your organization's Texas Payee/Taxpayer ID Number:

17460007622006

Application Eligibility Certify:

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Profile Information

Applicant Agency Name: El Paso County

Project Title: El Paso Coordinated Response -- Victim Assistance Coordinators

Division or Unit to Administer the Project: District Attorney's Office

Address Line 1: 500 E. San Antonio

Address Line 2: Suite 201

City/State/Zip: El Paso Texas 79901-2420

Start Date: 10/1/2025

End Date: 9/30/2026

Regional Council of Governments(COG) within the Project's Impact Area: Rio Grande Council of Governments

Headquarter County: El Paso

Counties within Project's Impact Area: El Paso

Grant Officials:

Authorized Official

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Title: The Honorable

Salutation: Judge

Position: County Judge

Financial Official

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Position: County Auditor

Project Director

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Title: Ms.

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Position: Special Projects Administrator

Grant Writer

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Title: --- Select One ---
Salutation: Ms.
Position: Accounting Specialist, Intermediate

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):
17460007622006
Unique Entity Identifier (UEI): GJJHZSZVQWR6

Narrative Information

Introduction

The purpose of this program is to provide services and assistance directly to victims of crime to speed their recovery and aid them through the criminal justice process. Services may include the following:

- responding to the emotional and physical needs of crime victims;
- assisting victims in stabilizing their lives after a victimization;
- assisting victims to understand and participate in the criminal justice system; and
- providing victims with safety and security.

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 34th Judicial District Attorney, Victim Assistance Program has a strong history of cultural awareness, sensitivity and geographically diverse population, and understands the specific and unique cultural background of El Paso, Texas. It is a border sister city to Ciudad Juarez Mexico and neighbors to Las Cruces, New Mexico. El Paso and Ciudad Juarez, known as sister cities, continue to be a single entity as they have a close relationship with each other because of their family ties with one another. El Paso has an estimated population of 974,000 individuals in 2022. Ciudad Juarez is the largest city in the State of Chihuahua with an estimated population of 1.5 million individuals according to the world population. Despite the drug violence in Ciudad Juarez, thousands of people continue to go back and forth across the border every day. Both cities share the same history, food, music, culture and language. Ft. Bliss is also located in El Paso, Texas. Ft. Bliss is a US military base and is home to the 1st Brigade First Armored Division. Ft. Bliss trains thousands of diverse US soldiers. Ft. Bliss is home to 90,000 active duty military personnel, family members of active duty and retired personnel, civilians and reservists. The soldiers and their families reside at Ft. Bliss and in El Paso for extended periods of time. El Paso is also a neighboring city to Las Cruces, New Mexico. The 2020 US census reported Las Cruces as having a population of 114,139, of which many commute daily to El Paso for employment, visiting family, medical, and/or leisure. The El Paso is uniquely positioned between the State of New Mexico and the Republic of Mexico, making El Paso extremely culturally diverse. The Victim Assistance Program understands the dynamics of the city. It understands the culture, language, social and economic differences of particular people such as the growing and migration population of Ciudad Juarez and other countries that escape the violence in their country and the growth in population from soldiers and their families stationed permanently at Ft. Bliss. The victim advocates are part of this community and are mindful of the need to respond appropriately to the region's growing and diverse population. The 34th Judicial District Attorney's Office has demonstrated a long-term commitment to providing support and information to crime victims in a culturally competent and accessible manner. This competence is reflected in our attitudes, our agency structure, the professional services we provide, as we understand the importance of connecting with the community that it serves and making sure victims feel safe and supported when accessing services. The Victim Assistance Program assists victims of all crimes and takes the time to explain the criminal justice system and the court process and helps them participate in the process. The victim advocates are bilingual in English and Spanish. They are trained and skilled in providing welcoming, culturally inclusive, physically accessible services to a sizeable victim population who oftentimes has language and educational barriers and who find themselves isolated due to emotional, social, economic and geographic factors. Familiarity with a victim's perspective and culture is vital to deliver the services that correspond most appropriately with their needs as culture impacts every aspect of how a person views their world and their circumstances. It also determines how victims relate to others and how they perceive themselves. The District Attorney's Office has an organization-wide commitment to victims and is reflected in the offices' environment, staff, brochures, website, program and prosecutions. All materials are printed in English and Spanish notifying victims that services are provided equally without discriminating based on a person's race, color, religion, sex, nationality, age, disability, ancestry and/or marital status.

Culturally Specific and Underserved Populations

Following are relevant definitions needed to answer this question.

- Underserved populations means populations who face barriers in accessing and using victim services, and includes populations underserved because of geographic location, religion, sexual orientation, gender identity, underserved racial and ethnic populations, populations underserved because of special needs (such as language barriers, disabilities, alienage status, or age), and any other population determined to be underserved by the Attorney General or by the Secretary of Health and Human Services, as appropriate.
- Culturally specific means the program is primarily directed toward racial and ethnic minority groups (as defined in section 1707(g) of the Public Health Service Act (42 U.S.C. 300u-6(g))).
- Racial and ethnic minority group means American Indians (including Alaska Natives, Eskimos, and Aleuts); Asian Americans; Native Hawaiians and other Pacific Islanders; Blacks; and Hispanics.
- Hispanic means individuals whose origin is Mexican, Puerto Rican, Cuban, Central or South American, or any other Spanish-speaking country.

Does your program have a primary focus on serving a culturally specific population? (The organization must do more than merely provide services to an underserved population or culturally specific group; rather, the organization's primary focus must be on providing culturally competent services designed to meet the specific needs of the target population in order to justify a YES response in the section below.)

☐ Yes

☒ No

If you answered '**YES**' above, you must explain in the box below how your organization's program is specifically designed to focus on and meet the needs of culturally specific populations. If this item does not apply enter '**N/A**'.

N/A

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.

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 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

deadline(s) established by PSO. 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. Additionally, per Section 420.042 "A law enforcement agency that receives evidence of a sexual assault or other sex offense...shall submit that evidence to a public accredited crime laboratory for analysis no later than the 30th day after the date on which that evidence was received." A law enforcement agency in possession of a significant number of Sexual Assault Evidence Kits (SAEK) where the 30-day window has passed may be considered noncompliant.

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.

Legal Representation in Divorce and Custody Cases

PSO limits eligibility for legal representation in divorce and custody cases to circumstances where the survivor has been directly victimized by intimate partner violence (IPV) within the last six (6) months. This may include physical violence, sexual violence, stalking, and psychological aggression (including coercive tactics) by a current or former intimate partner against the survivor or survivor's kin sharing the residence. Additionally, legal services in divorce and custody cases funded under this award are limited to emergency order assistance, safety planning, client representation in divorce or guardianship proceedings, and other family law matters directly resulting from the victimization. Through acceptance of this award, grantee agrees that reimbursement for divorce and custody-related legal services will be limited to circumstances listed above.

Discrimination

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

Records

Applicant agrees to maintain daily time and attendance records specifying the time devoted to allowable victim services.

Volunteers

If awarded VOCA funds, applicant agrees to use volunteers to support either the project or other agency-wide services/activities, unless PSO determines that a compelling reason exists to waive this requirement.

Crime Victims' Compensation

Applicant agrees to assist crime victims in applying for crime victims' compensation benefits.

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.

Civil Rights Information

Applicant agrees to maintain statutorily required civil rights statistics on victims served by race, national origin, sex, age, and disability of victims served, within the timeframe established by PSO. This requirement is waived when providing services, such as telephone counseling, where soliciting the information may be inappropriate or offensive to the crime victim.

Victims of Federal Crime

Applicant agrees to provide equal services to victims of federal crime. (Note: Victim of federal crime is a victim of an offense that violates a federal criminal statute or regulation; federal crimes also include crimes that occur in an area where the federal government has jurisdiction, such as Indian reservations, some national parks, some federal buildings, and military installations.)

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 VOCA funds.

Effective Services

Applicants applying for funds to provide victim services must demonstrate a record of providing effective services to crime victims. (See "Eligible Organizations" in the Funding Announcement.)

College Campus Confidential Direct Services Providers

All personnel compensated through OOG or match funds are Confidential Direct Service Providers that maintain victim's confidentiality for all case information (written or oral) and share information only at the victim's request and with the victim's informed consent, except when release of information is required by law. Confidential Direct Service Providers compensated with grant funds shall not be required to disclose client or case information to any entity, including a campus Title IX officer or coordinator, except when release of information is required by law. A victim may not be coerced or required to file a report or disclose information regarding their victimization with any entity as a condition of receiving services from a Confidential Direct Service Provider.

Failure to comply with this certification may result in PSO, at its sole discretion, withholding reimbursement on personnel line items contained in the program budget until satisfactory evidence of compliance is provided.

Compliance with State and Federal Laws, Programs and Procedures

Local Units of Government: 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, 2026 or the end of the grant period, whichever is later.

Non-profit Organizations: Each non-profit 501(c)(3) organization must certify that it does not have, and will continue not to have any policy, procedure, or agreement (written or unwritten) that in any way encourages, induces, entices, or aids any violations of immigration laws. Additionally, the organization certifies that it does not have in effect, purport to have in effect, and is not subject to or bound by any rule, policy, or practice (written or unwritten) that would: (1) encourage the concealment, harboring, or shielding from detection of fugitives from justice or aliens who illegally came to, entered, or remained 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, the organization certifies that it will not adopt, enforce, or endorse a policy which prohibits or materially limits the enforcement of immigration laws, and will not, as demonstrated by pattern or practice, prohibit or materially limit the enforcement of immigration laws.

Each non-profit organization must download, complete and then upload into eGrants the [CEO/NGO Certifications and Assurances Form](#) certifying compliance with federal and state immigration enforcement requirements.

Equal Employment Opportunity Plan (EEO Plan)

If awarded, applicant agrees to comply with the Equal Employment Opportunity Program (EEOP) requirements per 28 C.F.R. § 42 Subpart E. Agencies may use the EEO Utilization Report Builder to assist with preparing Verification Forms and, if required, Utilization Reports.

Employment of Advocates for Sexual Assault

Will this project use grant funds to support the employment of Advocates for Sexual Assault as defined by Chapter 420, section 420.051 of the Texas Government Code?

☐ Yes

☒ No

If yes, have those advocates completed a sexual assault training program certified by the Attorney General?

☐ Yes

☐ No

☒ N/A

Civil Rights Liaison

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

Enter the Name of the Civil Rights Liaison:

Sam Trujillo

Enter the Address for the Civil Rights Liaison:

500 E. Overland El Paso Texas 79901

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

915-546-2218

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 Victim Assistance Program is designed to meet the needs of crime victims specific to the August 3rd mass shooting at the Cielo Vista Wal-Mart in the 34th Judicial District by providing compassionate and comprehensive prosecutor based services. The goals are to reduce trauma caused by victimization through the utilization of community resources and, to facilitate awareness of the Criminal Justice process while fostering respect and understanding for victims of crime. The 34th Judicial District Attorney's Office is required by law to provide services to victims of crime in all criminal matters within its jurisdiction. Article 56.04 of the Texas Code of Criminal Procedure requires for the district attorney to designate a victim assistance coordinator for the region who ensures that a victim, a guardian of a victim, or close

relative of a deceased victim is afforded their rights provided under Texas law. The victim assistance coordinator is mandated to work closely with law enforcement agencies, prosecuting attorneys, the Board of Pardons and Paroles, and the judiciary in carrying out their duty.

Problem Statement :

The District Attorney's Office is committed to helping the victims directly impacted by the August 3rd mass shooting at the Wal-Mart at Cielo Vista. El Paso is the largest metropolitan area on the U.S./Mexican border and is located at the western tip of Texas, where New Mexico and Cd. Juarez, Chihuahua meet. El Paso County provides a culturally diverse population. The number one priority is ensuring the safety of crime victims, which translates to a safe community. Income levels of the region are low and present challenges for victims that may require assistance with transportation and information about services available through governmental and other help organizations. It is our mission to see that every victim of crime has an advocate to guide them through the judicial process.

Supporting Data :

The 34th Judicial District Attorney's Office provides services to victims of all crimes in El Paso, Hudspeth and Culberson Counties, to include the military base, Ft. Bliss. El Paso is the largest metropolitan area on the U.S./Mexican border and is located at the western tip of Texas, where New Mexico and Cd. Juarez, Chihuahua meet. El Paso County provides a culturally diverse population. The number one priority and on-going problem is ensuring the safety of crime victims, which translates to a safe community. The growing population that is due to the over-flow from Ciudad Juarez and our growing military base brings an increase in criminal cases filed in the 34th Judicial District Attorney's Office. Income levels of the region are low and present challenges for victims that may require assistance with transportation and information about services available through governmental and other help organizations. It is our mission to see that every victim of crime has an advocate to guide them through the judicial process. In addition, we continuously work to provide awareness and education to the community about crimes, specifically domestic violence, which is still perceived as a private matter between two people. However, domestic violence is a crime that affects families and our community and many cases go unreported due to lack of knowledge of crime victims' rights. The District Attorney's Office is committed to helping victims who have decided to come forward to hold the offender accountable.

Project Approach & Activities:

The District Attorney's Victim Assistance Program provides direct services that respond to each of the local priority areas. Specifically, the agency is mandated to provide information, advocacy, and assistance to promote and safeguard victims' rights in the criminal justice system. This includes advocating for the victim in the court system by keeping an open line of communication with prosecutors. Local priorities continue to focus on responding to the emotional and physical needs of crime victims in the region. Priority is also placed on advocacy and restoration efforts to improve the physical, mental, and emotional health of crime victims, especially in cases of domestic violence. Fifteen advocates, bilingual in English and Spanish, are trained and skilled in reducing the trauma of victimization by helping victims navigate the criminal justice process. The victim advocates also accompany victims to arraignments, court hearings, and trials proceedings that may extend up to one week. The Program provides crisis intervention services to all victims to include victims of murder, intoxication manslaughter, domestic violence, and sexual assault. Advocates explain the victims' rights, the criminal justice process, court procedures and decorum, and provide and explain the Victim Impact Statement, VIS. The District Attorney's office is the only agency mandated to provide the Victim Impact Statement VIS. The Victim Impact Statement is a description of the harm and suffering that a crime has caused the victim. In order to improve the response from the victim so that their voice can be heard in the judicial process, the District Attorney's Office modified the VIS. It was improved and designed to make it friendlier and easier to read and the color of the paper was changed from white to a lilac color so that it could stand out and serve as a reminder the victims to return the VIS. A returned pre-paid envelope is included in the envelope to help the crime victim with the cost of returning the statement. At the end of the case, the original VIS will be sent to the Community Supervision Department if the offender was placed on probation or if the offender is sentenced to prison, the statement will sent to the Institutional Division of the Texas Department of Criminal Justice System to be part of the offenders file. At the end of the sentencing, the victim will be afforded the right to tell the offender how they feel as a result of the crime. We have found this assists victims of crime with closure and restoration. This will be the only time the victim will be able to address the offender in a court of law.

Capacity & Capabilities:

The 34th Judicial District Attorney's Office Victim Assistance Program has been in existence for over 22 years. As the city population grows so has the District Attorney's Office and the Victim Assistance Program. Structural adjustments have been built and extended at the District Attorney's Office inside the courthouse to accommodate the growing needs of the department. The Victim Assistance Program is comprised of 16 trained, bilingual advocates, Assistant Director and a Director. The office space has been built to house all the advocates and the Assistant Director in one area. Conference rooms are available to conduct pre-trials with victims, and a waiting room equipped with a television and sofas is also available to victims waiting to testify. The office is equipped with the computers, laptops, scanners, and printers, fax machines, copiers, and software to accommodate each advocate's needs to be able to perform the job duties. After security clearance, the advocates have been given access to Odyssey (El Paso County's Justice System database), Secure Portal, (in house electronic felony files). ILeads Police Reports, (El Paso Police Department Reporting System) Space has also been created to house the investigator. The trained investigator is also equipped with modern technology and has full access to Odyssey, Portal, ILead, and other software to ensure job performance. Home visits will not be conducted without the security of the investigator.

Performance Management :

The purpose of the Victim Assistance Program is to provide crime victims directly impacted by the August 3rd mass shooting at Wal-Mart with compassionate, culturally competent support while advocating on their behalf to promote justice and healing in an accessible manner. The Victim Assistance Program works hard to reduce the trauma caused by victimization by helping victims navigate the criminal justice system while addressing pertinent emotional and physical needs to aid them in the recovery process. The objective of the program is the safety of the community and to provide services to victims of all crimes that come through the District Attorney's Office. Every victim copes with a life changing situation differently. We achieve our goals by being adequately staffed and by having an efficient procedure in place to give victims of crime information and allow the victim advocate to give a victim their full attention when needed. The advocate serves as the liaison between the prosecutor and the victims, specifically those who do not speak English. They attend pre-trials with the prosecutors, and will help the victim navigate through the court hearings, pleas, and trial proceedings to provide encouragement and support through this difficult journey. The consistent process of having a victim advocate assigned to a specific court allows for the victim

advocate to 1) develop a relationship with a victim where the victim can feel comfortable to ask questions and speak with them and 2) facilitates the process of navigating through the judicial system for the victim. We make every effort to improve in providing prompt, relevant and comprehensive assistance to victims of crime by contacting the victim and to offer services according to their needs. All contacts made to all crime victims whether in person, by phone, email or mail, are entered daily in the Odyssey system and/or the in-house databases. The District Attorney has equipped the Program with additional technology, office equipment, and personnel to achieve its goals. Each victim advocate has a laptop that is used during pre-trials for note-taking so that the information disseminated to the victim at a later time is accurate. To better assist with our goal of reaching out to victims in a timely manner and providing a cost savings the District Attorney's Office participates in the Statewide Automated Victim Notification System (SAVNS). SAVNS provides El Paso crime victims with 24-hour automated information about court hearings and notification of offender release. This system is paid for entirely by the Attorney General's Office and has been a huge help with providing information to victims of crime during non-business hours. This also opens the line of communication between the victim and the advocate. A Victim Impact Statement (VIS), is a pastel pink in color and mailed to the victim in English and Spanish. To facilitate the return, a pre-paid returned envelope is included. Although the change in paper color for the VIS' sent has made a significant difference in the received amount, the average total of VIS sent per year is 10,000. The average amount of VIS received per year is only 550. Our goal is to increase the number of VIS received from 5.7% to at least 7% of received for the following 2 years. However, we will continue to consistently make contact with these victims of crime so that they are aware that their involvement can make a difference in the outcome of a case.

Target Group :

The target group is specific to the victims that were directly impacted by the mass shooting at a Cielo Vista Wal-Mart on August 3, 2019.

Evidence-Based Practices:

N/A

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
Legal Advocacy	100.00	The program carries out the statutory mandate to inform victims of their rights in the criminal justice system, and the Victim Impact Statement. No other agency is mandated to provide this information. The program provides services to all crime victims by responding to their emotional and physical needs. The trained, bilingual advocates provide and explain information about resources available to help victims with their pain and loss. Taking into consideration the victims’ cultural background, and needs, advocates are well poised to assess the immediate needs of crime victims and make referrals to shelters, protective orders, counseling, group supports and other agencies. It also provides and explains the victim’s rights, the criminal justice system, the vine link, the court process, and notify victims of future court proceedings. Advocates coordinate with case managers at the AG’s Office to process and file the Crime Victims’ Compensation Applications. Advocates accompany victims to court proceedings, translate, coordinate case meetings between prosecutors, and assist the victims in providing the financial impact documentation to the prosecutors. The criminal justice process is intimidated, for this reason, advocates and prosecutors provide victims with a visit to the courtroom so they know what to expect during the trial proceeding. A waiting area has been designated to victims in a secure location within the office. A phone line for victims attended by an advocate has been assigned during normal business hours. Any possible accommodation will be afforded to the victim, and will provide a safe and secure environment while navigating through the court proceedings.

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 survivors assisted through the legal process.	100
Number of times survivors are accompanied to court.	15
Number of victims / survivors seeking services who were served.	100

Number of victims seeking services who were not served.	0
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Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL
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Custom Output Measures

CUSTOM OUTPUT MEASURE	TARGET LEVEL
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Custom Outcome Measures

CUSTOM OUTCOME MEASURE	TARGET LEVEL
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Resolution from Governing Body

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

1. Authorization by your governing body for the submission of the application to 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]:

9/1/2024

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

8/31/2025

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:

44622835

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

10168498

Single Audit

Applicants who expend less than \$1,000,000 in federal grant funding or less than \$1,000,000 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 \$1,000,000 or more, or state grant funding of \$1,000,000 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:

9/16/2024

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	0	\$0.00

Child Sexual Assault	0	\$0.00	
Adult Sexual Assault	0	\$0.00	
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	100	\$123,391.50	
Description:	Mass shooting on August 3, 2019 at the El Paso Cielo Vista Walmart		
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	\$123,391.50

Use of Funds

Does this project provide DIRECT SERVICES to victims:

☒ Yes
☐ No

Information and Referral

- Information about the criminal justice process
- Information about victim rights, how to obtain notifications, etc.
- Referral to other victim service programs
- Referral to other services, supports, and resources (includes legal, medical, faith-based organizations, address-confidentiality programs, etc.

Personal Advocacy/Accompaniment

- Law enforcement interview advocacy/accompaniment
- Individual advocacy (e.g., assistance in applying for public benefits, return of personal property or effects)

Emotional Support or Safety Services

Shelter/Housing Services

Criminal/Civil Justice System Assistance

Assistance in Filing Compensation Claims

- Assists potential recipients in seeking crime victim compensation benefits

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

- Mass violence (domestic/international)

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:
\$123,391.50

Other State Funds:
\$0.00

Other Local Funds:
\$41,130.50

Other Federal Funds:
\$0.00

Other Non-Federal Funds:
\$0.00

Total Victimitization Program Budget:
\$164,522.00

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:
2

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:
4160

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.

Because of the sensitivity of the material and ongoing prosecution of the Walmart mass shooting, the DA's office will not have interns/volunteers for this grant.

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	Court Advocate	Court Advocate 1 (D. DOMINGUEZ) - Will provide services, information, referrals, crisis intervention, court advocacy, court accompaniment, court legal advocacy, and inform crime victims of their rights to all crime victims to respond to their emotional and physical needs- specifically, victims from the August 3rd Walmart tragedy. The Court Advocate will provide information and will explain the criminal justice system and the court process. The Court advocate provides crime victims with the Victim Impact Statement form. The Court advocate will participate	\$61,695.75	\$20,565.25	\$0.00	\$0.00	\$82,261.00	100

		<p>in pre-trial hearing with the crime victim and the prosecutor. Court Advocate will answer phones calls from the victim services direct line and accept and assist visitors to our office. Court Advocate assists in visiting crime victims at their home and provides transportation to local shelters when needed; refers crime victims to local and state agencies and non-governmental organizations and will participate in presentations and local community efforts to identify and aid crime victims when needed. The Court Advocate will provide information on shelters, safety plans, protective orders, and may accompany victims to protective order hearings when needed. Will Assist with the completion and process of the Texas Crime Victims Compensation Program and will provide follow ups. Annual Salary = 54,115.00 Annual Benefits = \$28,146.00 Total Salary & Benefits = 82,261.00 OOG Portion = \$61695.75 cash match = \$20565.25</p>						
Personnel	Court Advocate	<p>Court Advocate 2 (M. GAYTAN) - Will provide services, information, referrals, crisis intervention, court advocacy, court accompaniment, court legal advocacy, and inform crime victims of their rights to all crime victims to respond to their emotional and physical needs- specifically, victims from the August 3rd Walmart tragedy. The Court Advocate will provide information and will explain the criminal justice system and the court process. The Court advocate provides crime victims with the Victim Impact Statement form. The Court advocate will participate in pre-trial hearing with the crime victim and the prosecutor. Court Advocate will answer phones calls from the victim services direct line and accept and assist visitors to our office. Court Advocate assists in visiting crime victims at their home and provides transportation to local shelters when needed; refers crime victims to local and state agencies and non-governmental organizations and will participate in presentations and local community efforts to identify and aid crime victims when needed. The Court Advocate will provide information on shelters, safety plans, protective orders, and may accompany victims to protective order hearings when needed. Will Assist with the completion and process of the Texas Crime Victims Compensation Program and will provide follow ups. The Court Advocate will also provide translation when needed. The Court Advocate may also provide training to volunteers and interns when needed. Annual Salary=\$54,115.0 Annual Benefits = \$28,146.00 Total Salary & Benefits = \$82,261.00 OOG Portion = \$61,695.75 Cash Match = \$20,565.25</p>	\$61,695.75	\$20,565.25	\$0.00	\$0.00	\$82,261.00	100

Source of Match Information

Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
General Funds	Cash Match	\$41,130.50

Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$41,130.50	\$41,130.50	\$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	\$123,391.50	\$41,130.50	\$0.00	\$0.00	\$164,522.00

Budget Grand Total Information:

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$123,391.50	\$41,130.50	\$0.00	\$0.00	\$164,522.00

Condition Of Fundings Information

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