



BUDGET AND FISCAL POLICY DEPARTMENT
GRANTS ADMINISTRATION DIVISION

FY25 GRANT APPLICATION SUBMISSION APPROVAL FORM

DEPARTMENT INFORMATION	
Date:	1/31/2025
Requesting Department/Division:	Sheriff's Office
Department/Division Contact:	Deputy Sheriff Adriana Muñoz ad.munoz@epcounty.com (915) 856-4875
Anticipated Commissioners Court Meeting Grant Approval Date:	2//10/2025
Who from your department/division will speak on the agenda item?	Deputy Sheriff Adriana Muñoz ad.munoz@epcounty.com (915) 856-4875
Please list accompanying grant documents requiring the County Judge's signature.	Resolution
GRANT OPPORTUNITY INFORMATION	
Grant Opportunity Title (as provided by Grantor):	State Homeland Security Program – LETPA FY2025
Grantor Agency:	Office of the Governor, Public Safety Office – Homeland Security Grants 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:	2024-0868
Grant Due Date:	February 13, 2025
Grant Period: (start date to end date)	October 1, 2025 – September 30, 2026

Grant Proposal Summary (one paragraph or less):	The focus of this project is to address the sustainment of the capabilities of the El Paso County Sheriff's Office (EPCSO) special response teams by supplying proper equipment and technology to the Special Weapons and Tactics Team (SWAT), Crisis Negotiation Team (CNT), and Search and Rescue Team (SAR).
GRANT FINANCES	
A. Grant Funding to be Requested:	\$156,409.85
B. Total Match Contribution (if applicable):	\$0.00
I. Cash Match Amount and Description (i.e. County employee salaries, anticipated operating expenses, third-party monetary donations, etc.):	\$0.00
a. Match Source Account(s) (if applicable):	N/A
b. What fiscal year(s) will County match funding be needed? Please indicate the fiscal years and the match needed per fiscal year.	N/A
II. In-kind Match Amount and Description (i.e. donated supplies/equipment, volunteer hours, donated professional services, etc.):	N/A
C. Anticipated Program Income (if applicable):	N/A
D. Total Project Amount (A + B + C):	\$156,409.85
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?	
No staffing required for this project.	
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.	

For FY 2024 – 2025, the grant was awarded \$41,205.82, the grant is currently in good standing.

- 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?

In the event this grant is either reduced or not awarded in the future, the Sheriff's Office will continue to seek federal or/and state grant funding.

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?

Yes, public safety is aligned with the County's Strategic plan addressing the number one need in our County.

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

The Sheriff's Department has the capacity to administer this grant and with the assistance of the Grants Administration Department, will complete all reporting requirements as requested by the grantor agency.

- 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.*

The project will not require contractual services.