



Laura Carpio

BUDGET AND FISCAL POLICY DEPARTMENT
GRANTS ADMINISTRATION DIVISION

FY25 GRANT APPLICATION SUBMISSION APPROVAL FORM

DEPARTMENT INFORMATION	
Date:	1-22-2025
Requesting Department/Division:	DA- Domestic Violence Unit
Department/Division Contact:	Stephanie Valle
Anticipated Commissioners Court Meeting Grant Approval Date:	February 10, 2025
Who from your department/division will speak on the agenda item?	Stephanie Valle
Please list accompanying grant documents requiring the County Judge's signature.	Resolution
GRANT OPPORTUNITY INFORMATION	
Grant Opportunity Title (as provided by Grantor):	FY26 State Crisis Intervention Grant 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:	2024-1048
Grant Due Date:	February 13, 2025
Grant Period:	October 1, 2025 – September 31, 2026

<p>Grant Proposal Summary (one paragraph or less):</p>	<p>Solutions to solve this social problem must use a community approach, one aspect of which is the prosecution of defendants by highly specialized professionals. The main purpose for the grant funded attorneys for the Domestic Violence Unit (DV Unit) of the District Attorney's Office are two-fold, to move domestic/intimate partner violence crimes more swiftly and efficiently through the criminal justice system; and second, to hold domestic/intimate partner violence offenders accountable for their criminal acts of violence.</p>
<p align="center">GRANT FINANCES</p>	
<p>A. Grant Funding to be Requested:</p>	<p>486596.00</p>
<p>B. Total Match Contribution (if applicable):</p>	<p>NONE</p>
<p>I. Cash Match Amount and Description (i.e. County employee salaries, anticipated operating expenses, third-party monetary donations, etc.):</p>	<p>Zero cash match is required</p>
<p>a. Match Source Account(s) (if applicable):</p>	
<p>b. What fiscal year(s) will County match funding be needed? Please indicate the fiscal years and the match needed per fiscal year.</p>	<p>FY26</p>
<p>II. In-kind Match Amount and Description (i.e. donated supplies/equipment, volunteer hours, donated professional services, etc.):</p>	<p>N/A</p>
<p>C. Anticipated Program Income (if applicable):</p>	<p>0.0</p>
<p>D. Total Project Amount (A + B + C):</p>	<p>486,596.00</p>
<p align="center">FINANCIAL ASSESSMENT</p>	
<p>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?</p>	

Court Advocate Sr. = Annual Salary = 62,776.00 Annual Benefits = \$30,502.00 Total Salary & Benefits = \$93,278.00
 Court Advocate = Annual Salary = 50,281.0 Annual Benefits = 27,102.00 Total Salary & Benefits = 77,384.0
 Trial Team Chief = Annual Salary = 151,666.0 Annual Benefits = 54,702.00 Total Salary & Benefits = 206,369.00
 Investigator = Annual Salary = 75,577.00 Annual Benefits= 33,988 Total Salary & Benefits = 109,565.00

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.

Yes.

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?

The grant is on a sustainability plan.

PROGRAMMATIC ASSESSMENT

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

Yes.

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

The District Attorney's Office employees 14 victim advocates that provide as many services as possible to the victims daily. The DV Unit Trial Team Chief will assist the Grant Analyst with tracking & record statistics to measure the success of services provided to victims and/or to improve with additional services accordingly. The Grant Analyst will perform all grant duties 100% of the time to include write/maintain applications and submit quarterly reports, and this is in addition to the County's support of an entire team of Grant Analysts that are ready to assist with any grant issue at any time. Of the approximate 196 DA's staff, 78 attorneys and 22 investigators come into initial contact with the victims, paving the way for a successful prosecution of cases, but providing the victims a semblance of security and safety first.

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

No.