



KILLEEN POLICE DEPARTMENT

3304 Community Boulevard
Killeen, Texas 76542



Office of the Governor
PO Box 12428
Austin Texas 78711

RE: Certification of participation in US Department of Homeland Security programs

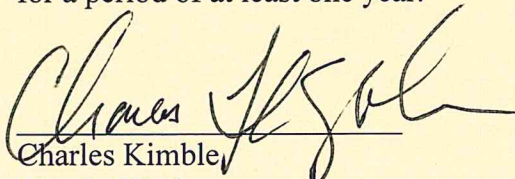
I am the head of an agency or department ("department") that detains individuals after arrest for a criminal violation and I certify that my department participates fully, and will continue for a period no less than two years from the date of this letter to participate fully in all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security (DHS) to:

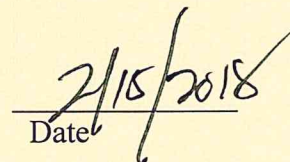
- (1) notify DHS of all information requested by DHS related to illegal aliens in the custody of the Grantee; and
- 2) detain such aliens in accordance with requests by DHS.

I certify that my department does not have, and will continue not to have for a period no less than two years from the date of this letter, any policy, procedure, or agreement (written or unwritten) that in any way limits or impedes Grantee's receipt of or DHS's issuance of detainer requests. I further certify that my department does not have, and will continue not to have for a period no less than two years from the date of this letter, any policy, procedure, or agreement (written or unwritten) that in any way limits or restricts the Grantee's full participation in all aspects of the programs and procedures utilized by DHS to:

- (1) notify DHS of all information requested by DHS related to illegal aliens in the custody of the Grantee; and
- (2) detain such aliens in accordance with requests by DHS.

I acknowledge that failure to comply with this certification may result in OOG, in its sole discretion, terminating this grant and any other grant made by the OOG to the Grantee's county or municipality. I acknowledge that the Grantee will be required to return all funds received by OOG for any grant terminated under this certification. Additionally, I acknowledge that it will remain ineligible for future OOG funding until it can provide satisfactory evidence that the jurisdiction has been in compliance with this requirement for a period of at least one year.


Charles Kimble
Chief of Police


Date

[Print This Page](#)

Agency Name: Killeen, City of
Grant/App: 3597601 **Start Date:** 10/1/2018 **End Date:** 9/30/2019

Project Title: Crisis Assistance Program
Status: Pending OOG Review

Profile Information

Applicant Agency Name: Killeen, City of
Project Title: Crisis Assistance Program
Division or Unit to Administer the Project: Killeen Police Department-Victim Services Unit
Address Line 1: 101 N College
Address Line 2: PO Box 1329
City/State/Zip: Killeen Texas 76541-5298
Start Date: 10/1/2018
End Date: 9/30/2019

Regional Council of Governments(COG) within the Project's Impact Area: Central Texas Council of Governments
Headquarter County: Bell
Counties within Project's Impact Area: Bell

Grant Officials:

Authorized Official

User Name: Ron Olson
Email: rolson@killeentexas.gov
Address 1: 101 N. College Street
Address 1:
City: Killeen, Texas 76541
Phone: 254-501-7700 Other Phone:
Fax: 254-634-2484
Title: Mr.
Salutation: Mr.
Position: City Manager

Project Director

User Name: Lisa Hatfield
Email: lhatfield@killeentexas.gov
Address 1: 3304 Community Blvd
Address 1:
City: Killeen, Texas 76542
Phone: 254-501-7698 Other Phone: 254-768-1276
Fax: 254-501-8832
Title: Ms.
Salutation: Ms.
Position: Crime Victim Liaison

Financial Official

User Name: Kitty Guerrero
Email: cvenzlauskas-guerrero@killeentexas.gov
Address 1: 3304 Community Blvd
Address 1:
City: Killeen, Texas 76542
Phone: 254-501-8952 Other Phone:
Fax: 254-200-7978
Title: Ms.
Salutation: Ms.
Position: Killeen Police Dept Finance Manager

Grant Writer

User Name: Karen Evans
Email: kevans@killeentexas.gov
Address 1: PO Box 1329

Address 1:
City: Killeen, Texas 76540
Phone: 254-501-7740 Other Phone:
Fax:
Title: Ms.
Salutation: Ms.
Position: Controller

You are logged in as **User Name:** KPDCVL505

[Print This Page](#)**Agency Name:** Killeen, City of**Grant/App:** 3597601 **Start Date:** 10/1/2018 **End Date:** 9/30/2019**Project Title:** Crisis Assistance Program**Status:** Pending OOG Review

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 CJD 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 CJD 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 CJD.

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 CJD grant funds be used to support any contracts for professional services?

☒ 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.

Activities and services provided to victims by professional therapists will be monitored through an established vendor list; confidential victim/client list; documentation of counseling sessions provided to victim/client maintained by project manager in database; and receipt records of invoices and payments to service provider. Providers of service will be required to sign a contract with the City of Killeen which will outline the services provided; the individuals to which the services are provided; the duration or number of sessions; the payment amount for said services; the required current credentials of the provider of service, and insurance requirements. Contract monitoring and compliance: a policy is currently being drafted to address this.

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?

☐ 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?

☐ 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]:

10/1/2017

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

9/30/2017

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 (\$) of Federal Grant Funds:

8420120

Enter the amount (\$) of State Grant Funds:

4964133

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 CJD grant. However, CJD 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?

☒ 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:

3/28/2017

Equal Employment Opportunity Plan

Type I Entity

Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity

- The applicant is exempt from the EEOP requirements required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302;
- the applicant must complete Section A of the [Certification Form](#) and send it to the Office for Civil Rights (OCR) to claim the exemption from developing an EEOP; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity

Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity

- Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Eva Bark, Human Resources Director 101 N. College Killeen, TX 76543

Type III Entity

Defined as an applicant that is NOT a Type I or Type II Entity.

Requirements for a Type III Entity

- Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

- ☐ Type I Entity
- ☒ Type II Entity
- ☐ Type III Entity

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

You are logged in as **User Name:** KPDCVL505

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Agency Name: Killeen, City of

Grant/App: 3597601 **Start Date:** 10/1/2018 **End Date:** 9/30/2019

Project Title: Crisis Assistance Program

Status: Pending OOG Review

Narrative Information

Introduction

This application is for grants under programs funded under the Victims of Crime Act.

Please read the [funding announcement](#) for program rules and application guidelines and review the *Guide to Grants, Grantee Conditions and Responsibilities* and *Standard Certifications and Requirements* - all available at [CJD's resources webpage](#) - for standard rules and conditions the applicant agrees to when certifying an application.

How to Apply for a CJD Grant contains special instructions for this application, and *Developing a Good Project Narrative* is essential reading for drafting effective responses to the nine boxes below in the "Project Narrative" section. Both are also available at [CJD's resources webpage](#), and applicants wishing to receive a grant should review them closely. Applicants that fail to adequately respond to the prompts will NOT be selected by CJD for funding.

Applications for local or regional projects under this announcement will first be reviewed and ranked by the relevant regional Council of Governments' (COG) Criminal Justice Advisory Committee, and some COGs have additional, mandatory application procedures. Applicants should contact their COG's criminal justice planner early as possible for instructions. The local criminal justice planners are also the first, best contact for questions regarding the application or program, and [their contact information can be found here](#).

Unless otherwise specifically instructed, DO NOT UPLOAD ATTACHMENTS with further information. Use the space provided here to address any aspects of the project you consider relevant.

Program-Specific Questions

A. Culturally Competent Victim Restoration

Guidance

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 City of Killeen has an extremely culturally diverse demographic population. This is due to the City's proximate location to Ft. Hood and the varied cultures and ethnicities associated with the military. Crime victims in the City of Killeen are not limited to one culture or ethnicity, nor is there one specific group that is targeted more frequently. Therefore, crime victim services must be prepared to apply services to as many different cultures as possible. To adequately and fairly serve the variety of cultures, staff and volunteers from different ethnic and cultural backgrounds will be sought. All staff and volunteers will be required to successfully complete a training program in cultural diversity that is designed to educate and train them in appropriate crisis assistance for victims and families of different ethnic and cultural backgrounds.

B. Culturally Specific and Underserved Populations

Guidance

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

C. Victim Referral Process

Describe how victims are referred to your agency.

There are multiple methods of victim referrals to the Victim Services Unit, including requests for immediate response to victims at crime scenes, officer referrals, self-referrals, victim response to notification letters, and referrals by various social service agencies and other local law enforcement agencies. Self-referrals occur via telephone, e-mail, instant messaging, and unscheduled in-person contact by victims at the police department. Information regarding available services is posted on the Killeen Police Department Facebook page and the Killeen PD website.

D. Relevance to Priorities

Provide a brief explanation regarding the proposed project's relevance to any or all of the following priorities. If none of these items apply enter 'N/A'

Improving the criminal justice system response.

This project would enhance the opportunities available to victims by providing immediate access to resources to these individuals to include crisis intervention, counseling, and immediate connection to resources.

Improve court services regarding domestic violence, sexual assault, dating violence, and stalking.

N/A

Strengthen victim restoration.

The primary purpose of this program is to focus on the needs of the victims of crime and assist them with the healing and recovery process.

Increase collaboration and communications across all levels of government and among all victims services.

N/A

E. Sustainment

How many additional years, beyond this request, do you plan to request continuation funding?

5

1) If you entered three (3) years or fewer, provide a brief explanation of your sustainment plan (if you entered more than three years or the project will not be sustained, enter 'N/A'):

N/A

2) If you entered more than three (3) years, explain the longer term sustainment plan or why other resources cannot be used to continue this project and why a sustainment strategy is not possible (if you entered three years or fewer or the project will not be sustained, enter 'N/A'):

The City's current financial situation impedes us from implementing a sustainment plan at this time and it is our intention apply for this funding as long as we are eligible to receive funding.

F. Rural Victim Services

Does your project serve victims in rural areas or rural counties, as defined by the Texas Health and Safety Code*?

* Texas Health and Safety Code and Title 25, Health Services Section of the Texas Administrative Code, define "rural area" as (1) a county with a population of 50,000 or less; or (2) a relatively large, isolated, and sparsely populated area in a county with a population of more than 50,000.

☐ Yes

☒ No

If you answered 'YES' above, list the counties or areas of service below and their populations to demonstrate how the definition of "rural area" is met. If you answered 'NO' above, enter 'N/A'.

N/A

G. Vehicle Purchases

VOCA applicants seeking grant funds for the purchase of a vehicle must describe below:

- 1) What are the current program transportation needs that will be addressed with vehicle purchases under this project;
- 2) What evidence exists to support the need for transportation funding that is specific to the program site;
- 3) What current transportation services exist at each specific program site and how will these current services be enhanced;
- 4) What transportation services will be provided; and
- 5) How the grantee will ensure the safe transportation of victims/survivors to and from the program site.

If this application does not seek funds for the purchase of a vehicle, enter 'N/A'.

N/A

H. Applicants Performing Sexual Assault Forensic Exams

If an applicant is currently performing sexual assault forensic exams as any part of their current operations, provide the following information regarding the 12 months prior to submitting the application (enter "0" for all fields if the applicant does not currently perform sexual assault forensic exams).

Number of victims referred for an exam that did not complete one:

0

Number of report exams performed:

0

Number of non-report exams performed:

0

I. Evaluation Projects

This section regards any evaluation budget line item and/or selection of "Program Evaluation" as a project activity.

Tier-One Evaluations

Evaluations of programs that have been implemented and the evaluations will test the fidelity of the program based on proven models or best-practices. The evaluation also will review available program output and outcome information.

Does this application include a tier-one evaluation?

☐ Yes

☒ No

If you answered '**YES**' above, describe below the best practices/model to be used in a fidelity and performance evaluation, the goal(s) of the evaluation, and why it is needed. If you answered '**No**' above, enter '**N/A**'.

N/A

Tier-Two Evaluations

Evaluations directed at measuring the effectiveness of proposed new program models or significant changes in present program models. The goal of tier-two evaluations is both to measure the program's effectiveness and to produce data and evidence necessary for others to replicate the program models and to develop best practices that CJD can use in supporting similar efforts.

Does this application include a tier-two evaluation?

☐ Yes

☒ No

If you answered '**YES**' above, describe below why this new program model is needed and the goal(s) of the evaluation. If you answered '**No**' above, enter '**N/A**'.

N/A

☒ If you answered **NO** to both questions above, check this box.

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:

A. 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 96 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. The evidence collection portion of the exam is to be paid by law enforcement per state law. 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.

B. 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.

C. 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:

Jerris Penrod Mapes

Enter the Address for the Civil Rights Liaison:

Killeen Police Department 3304 Community Blvd Killeen Texas 76542

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

254-501-8811

D. 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.

E. Legal Assistance for Victims (LAV) Certification

The applicant certifies that it meets the following federal statutory requirements in regards to the provision of legal advocacy:

(1) Any person providing legal assistance through a program funded under this VAWA Program

(a) has demonstrated expertise in providing legal assistance to victims of domestic violence, dating violence, sexual assault or stalking in the targeted population; or

(b) is partnered with an entity or person that has demonstrated expertise described in subparagraph (A) and has completed or will complete training in connection with domestic violence, dating violence, sexual assault or stalking and related legal issues, including training on evidence-based risk factors for domestic and dating violence homicide.

(2) Any training program conducted in satisfaction of the requirement of paragraph (1) has been or will be developed with input from and in collaboration with a state, local, territorial, or tribal domestic violence, dating violence, sexual assault, or stalking victim service provider or coalition, as well as appropriate tribal, State, territorial, and local law enforcement officials.

(3) Any person or organization providing legal assistance through a program funded under this Program has informed and will continue to inform state, local, or tribal domestic violence, dating violence or sexual assault programs and coalitions, as well as appropriate State and local law enforcement officials of their work.

(4) The grantee's organizational policies do not require mediation or counseling involving offenders and victims physically together, in cases where sexual assault, domestic violence, dating violence, or child sexual abuse is an issue.

Does the applicant meet the criteria outlined above?

☐ Yes

☒ No

F. 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.

G. 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.

H. Offender Firearm Prohibition

Per 18 USC § 992(g), offenders convicted of a felony or misdemeanor level crime of domestic violence and anyone subject to a domestic violence protective order is prohibited from possessing a firearm.

I. 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.

J. Uniform Crime Reports

Eligible applicants operating a law enforcement agency must be current on reporting Part I violent crime data to the Texas Department of Public Safety for inclusion in the annual Uniform Crime Report (UCR) and must have been current for the previous year.

K. Criminal History Reporting

The county (or counties) in which the applicant is located must have a 90% average on both adult and juvenile criminal history dispositions reported to the Texas Department of Public Safety for calendar years 2011 through 2015.

L. Immigration and Customs Enforcement Requests

The full text of this certification can be found [here](#). To be in compliance with this requirement, any county or municipal government that includes a department that detains individuals after arrest for a criminal violation must provide a letter signed by the head of each such department certifying to the requirements. This letter may be used for any application submitted to OOG for a period of up to two years from the date it is signed. If that period expires during the project period of any grant, the grantee must submit an updated letter for each such grant to remain in compliance with this requirement.

All applicants must select one of the following options:

☐ Applicant is not a county or municipal government

☒ Applicant is a county or municipal government and does not include any department that detains individuals after arrest for a criminal violation at any time

☐ Applicant is a county or municipal government that includes department(s) that detain individuals after arrest for a criminal violation. Letters certifying compliance and signed by the heads of all such departments have been uploaded to this application.

☐ Applicant is a county or municipal government that includes department(s) that detain individuals after arrest for a criminal violation. The Authorized Official has read the certification found on the aforementioned CJD website. Further, the Authorized Official will not be submitting signed letters certifying compliance from the heads of all such departments and understands that failure to comply with this certification may result in OOG, at its sole discretion, rejecting this application and any other application from the relevant county or municipal government.

M. Immigration Legal Services

CJD prioritizes funding of projects that provide a full spectrum of counseling, crisis services, and other direct victim services. CJD will not fund projects that focus primarily on immigration legal services and do not provide a significant level of other types of victim services.

N. Services to Victims of Crime

Applicant agrees to provide services to victims of crime which include: responding to the emotional and physical needs of crime victims; assisting victims in stabilizing their lives after victimization; assisting victims to understand and participate in the criminal justice system; and providing victims with safety and security. If the application is for a project that serves victims of sexual assault, applicant agrees to provide services to victims of sexual assault which includes providing core services, direct intervention, and related assistance to victims of sexual assault in order to assist with their recovery from the physical and psychological trauma of rape and sexual assault.

O. Volunteers

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

P. Crime Victims' Compensation

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

Q. 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.

R. Records

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

S. 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 CJD. This requirement is waived when providing services, such as telephone counseling, where soliciting the information may be inappropriate or offensive to the crime victim.

T. 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.)

U. 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.

V. Discrimination

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

W. Effective Services

Applicants applying for funds to provide victim services must demonstrate a record of providing effective services to crime victims. If the applicant cannot yet demonstrate a record of providing effective services, the applicant must demonstrate that at least 25 percent of its financial support comes from non-federal sources. (See "Capacity & Capabilities" instructions in the Funding Announcement.)

Overall Certification

Each applicant agency must certify to the specific requirements detailed above as well as to comply with all requirements within the CJD 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.

X I certify to all of the application content & requirements.

Project Abstract :

The Crisis Assistance Program will promote the rights of victims of crime by providing victims with immediate access to services, to include on-scene crisis intervention; counseling and connection to appropriate resources within the community. This project will also promote the continuing education and training of paid and volunteer staff with regard to the most current victim services available in the State of Texas.

Problem Statement :

Due to the high volume of violent incidents within the City of Killeen, Texas there is a tremendous need for victim-related services that address the unique needs of each individual case, specifically immediate access to counseling and crisis intervention. All victims of violent crime are eligible to apply for financial assistance through the Crime Victim Compensation program through the Office of the Attorney General, however, not all victims are eligible to receive benefits and the length of time required to complete the application process, eligibility review, and determination of appropriate benefits may hinder victims ability to immediately access crisis services and counseling.

An additional need to be addressed within the program is the limited financial resources available in order for paid staff and volunteers within the victim services unit to obtain training that would ensure their knowledge and application of the most current practices and policies regarding victim services. Funding from this grant would allow these issues to be addressed.

Supporting Data :

In 2017, Killeen Police officers generated approximately 15,813 offense reports. More than 3800 reports detailed criminal offenses involving acts of violence that required further investigation, arrest, and/or the application of victim services. More specifically, citizens of Killeen reported 1,589 felony offenses involving violence and 2,237 misdemeanor offenses involving violence. This includes 2 capital murders, 16 murders, 230 sexually based offenses, 819 aggravated assaults, and 1,866 offenses involving family violence. An average of 10 incidents of violence were reported each day in Killeen in 2017. This number does not include general calls for service involving violence that did not result in a criminal offense report.

Project Approach & Activities:

This project will be administered by the Crime Victim Liaison, volunteer staff, and participating counseling professionals, with supervision by administrative and command staff of the Killeen Police Department and the City of Killeen. The activities will include recruitment and training of volunteers; the immediate or near-immediate response of victim services staff to victims of violent crime; the application of victim services, including immediate crisis intervention; and the coordination of immediate access to counseling services. Access to immediate counseling services would involve activities that are not included in the existing program and notification of the availability of counseling will be provided to victims at the time of initial contact with program staff. The model from which this program was adapted is from the Temple Police Department's Crisis Assistance Program.

Capacity & Capabilities:

At this time, the Killeen Police Department employs one employee, the crime victim liaison, with regard to the application of victim services. The current crime victim liaison has more than 23 years of experience in applying victim services in a prosecutorial setting as well as applying victim services in a law enforcement setting. The educational background of the crime victim liaison is in criminal justice. There are no other paid staff within the City of Killeen Police Department or the City of Killeen that is tasked with this duty. This project will enable the Crisis Assistance Program to have greater capacity and capability of acknowledging any victim of crime that resides in Killeen and it will allow victims that were once excluded from receiving certain services to access those services with little to no waiting period and very few restrictions. The program will involve recruiting local counseling professionals, including, but not limited to licensed professional counselors, licensed medical social workers, psychiatrists, psychologists, and trauma counselors, to provide crisis counseling/therapeutic sessions to victims of crime in a timely manner with no cost to the victim. The training and continuing education that the crisis assistance program staff will receive as a result of this funding will ensure that victims are provided with the most current and efficient services in a timely manner.

Performance Management :

The objective of the program is to achieve quantified outcomes of connecting at least 20 victims of extreme trauma or crime with immediate access to counseling within 72 hours of the initial trauma, or notification of the initial trauma; and to allow those victims to continue with uninterrupted services until such time that a secondary program is approved to provide financial support. Another objective is to make initial contact with at least 300 victims of crime within 10 days of the date of crime in an effort to provide those victims with information regarding their rights, the investigative process, notification of crime victim compensation and assistance with submitting applications for crime victim compensation.

Data Management:

The crime victim liaison will continue to collect data in compliance with the grant reporting requirements, including the number of individuals served, the demographics of those individuals served, and the types of services provided through this program. The project manager will use existing software/program in order to record this data and no software will be purchased due to incompatibility with existing data-based programs already in place. A survey will be drafted and distributed to victims that participate in the program. The survey will address the victims' review of the program, including their needs, efficiency, and application of this program by the staff of the Crisis Assistance Program.

Target Group :

The group of individuals that will benefit from this program are victims of violent crime and their family members. This will include residents of the City of Killeen as well as any individuals that reside outside of Killeen, but were victimized within the city limits of Killeen. Specifically, the majority of the population that this program will target, according to past statistics, will be females between the ages of 25-50, and their children, who have been victims of family violence and who do not have immediate access to counseling due to lack of financial means.

Evidence-Based Practices:

The project will include acknowledgement and possible adoption of any evidence-based practices that are active in law enforcement agencies of the same size with similar population, as well as other agencies and non-profit organizations that provide similar services to victims of crime. At this time, there are no evidence-based practices from which this program has been created. The project manager has consulted with several area law enforcement agencies, to include Temple Police Department and Waco Police Department with regard to similar programs.

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Agency Name: Killeen, City of
Grant/App: 3597601 **Start Date:** 10/1/2018 **End Date:** 9/30/2019

Project Title: Crisis Assistance Program
Status: Pending OOG Review

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.

For the activities under the "OOG-Defined Project Activity Area" section near the end of this page, see *CJD Grant Activities and Measures* for definitions and related measures, available at [CJD's resources page](#).

Estimated Individuals Participating/Served/Trained

This question is for the majority of CJD grants that serve or train individuals, or has individuals participating in a program. This question does not apply to projects that ONLY purchase equipment, etc., that will be used generally (such as purchasing a colposcope, vehicle, or communications system), or target the general public (a public awareness campaign, etc.). Please estimate the following for the project period, or if this does not apply to your project, enter "0" in each box.

Number of individuals NEWLY participating/ trained/ being served:

300

Number of carry-over individuals participating/ training/ being served in the program at the beginning of the project period:

100

Number of individuals who will receive the full course of services/ successfully complete the program or training:

20

Choose one:

☐ My program does not have individuals served or participating

☒ My program's typical designed (ideal) length is best measured in HOURS of services delivered/ participation/ training for each individual

☐ My program's typical designed (ideal) length is best measured in DAYS of services delivered/ participation/ training for each individual

Enter the number of hours or days (depending on selection above) of the typical designed (ideal) length of the program for each individual. Enter "0" if you indicated that your program does have individuals participating, served, or trained:

10

Special Project Types and Information

Select all special project types that apply to your project.

Task forces: Project will support the operations and coordination activities of a task force.

☐ Yes

☒ No

If you answered 'YES' above, enter the name of the task force. If you selected **No**, enter **N/A**.

N/A

If you answered 'YES' above, enter the agencies or organizations that participate in the above-named task force. If you selected **No**, enter **N/A**.

N/A

Gang activity: Project involves a focus specifically on gang activity.

☐ Yes

☒ No

Transnational and organized crime: Project involves a focus specifically on transnational and organized crime.

☐ Yes

☒ No

Border activities: Project involves a focus specifically related to the Texas-Mexico border.

☐ Yes

☒ No

Human trafficking (select all that apply):

- ☐ Project focuses on human trafficking
- ☐ Project specifically focuses on trafficking of minors
- ☐ Project specifically focuses on trafficking of adults
- ☐ Project specifically focuses on sex trafficking
- ☐ Project specifically focuses on labor trafficking
- ☒ Project does not have any particular focus on human trafficking

Campus-Based Projects

This project is based on – or serves – one or more specific educational campuses (K-12 or higher education).

How many TOTAL students at ALL campuses will be served by the project? (enter "0" if this project is not based on – or serves – specific educational campuses):
0

List each educational campus that will be served by this project. Enter 'N/A' if this project is not based on – or serves – specific educational campuses.
N/A

Crime or Victim Type

Select the type(s) of crime or crime victim this project targets and provide the percentage of time dedicated to each. Applicants with projects that target multiple-offense offenders or multiple-victimization victims should assign percentages that best describe the activity. Percentages may not exceed 100%.

- Sexual assault (%):
10
- Domestic abuse (%):
30
- Child abuse (%):
10
- DUI / DWI (crashes for victim services) (%):
0
- Survivors of homicide (%):
10
- Assault (%):
10
- Adults molested as children (%):
0
- Elder abuse (%):
0
- Robbery (%):
10
- Stalking (%):
0
- Dating/acquaintance violence (%):
10
- Human trafficking (%):
0
- Child sex trafficking (%):
0
- All Other Crimes / No Specific Crimes or Victims Targeted (%):
10

Child Sex Trafficking

This section is only for projects serving victims of child sex trafficking. All others should enter "0" when asked to provide a number.

CJD acknowledges that grantees serving child sex trafficking victims may initially enroll, serve, or assess individuals who are eventually determined to be ineligible for services due to their age. For planning purposes, project the total number of victims expected to be served/enrolled that will be:

- Under the age of 18:
1
- Ages 18 – 22:
1
- Over the age of 22:
1

As a component of your organization's victim services, do you offer direct medical care to victims?
☐ Yes
☒ No

Of the number of victims expected to be served/enrolled (see under Section 1 above), how many victims are projected to be served for:
Under 6 months:
0

6-12 months:

0

Over 12 months:

0

Estimate figures related to screenings and assessments:

Number of screenings for child sex trafficking victim status performed:

0

Number of individuals screened for child sex trafficking victim status:

0

Number of individuals screened with the result of "reason to believe" or "suspicions not confirmed":

0

Number of individuals assessed for victim-related needs:

0

Multi-disciplinary teams.

Number of expected regular team meetings:

0

Number of estimated emergency team meetings:

0

Wrap-around services:

Number of hours of wrap-around services provided to victims during regular business hours:

0

Number of hours of wrap-around services provided to victims outside of regular business hours:

0

Respite:

Number of nights of respite provided to foster children:

0

Number of respite episodes facilitated for foster families:

0

Selected Project Activities:

ACTIVITY	PERCENTAGE:	DESCRIPTION
Casework, Non-Licensed Counseling, Individual Advocacy, or Other Support	45.00	Providing crisis intervention, on scene, in office, and other neutral locations, to include emotional support, assistance with questions and concerns regarding law enforcement investigation status and procedures; coordination and transportation to safe shelter; assistance with crime victim compensation information and application assistance; continued assistance with submitting supporting documents and obtaining claim status; investigative, medical, and court accompaniment; intervention with employer/landlord; referrals to area resources.
Counseling, Therapy, or Other Care Performed by a Licensed Professional	20.00	Counseling services, traditional and non-traditional, with participating vendors to include, but not limited to licensed professional counselors; licensed clinical social workers; psychiatrists, psychologists; licensed marriage and family therapists. These services are to be provided to victims and their families at no cost to the victim.
Program Evaluation and Assessment	10.00	Distributing and processing surveys to victims receiving applicable services
Training, Professional Development, or Technical Assistance Provided	15.00	Developing and providing training to potential volunteers and continued training for existing volunteers
Training, Professional Development, or Technical Assistance Received	10.00	Training for paid staff-crime victim liaison.

CJD Purpose Areas

PERCENT DEDICATED	PURPOSE AREA	PURPOSE AREA DESCRIPTION
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[Print This Page](#)**Agency Name:** Killeen, City of**Grant/App:** 3597601 **Start Date:** 10/1/2018 **End Date:** 9/30/2019**Project Title:** Crisis Assistance Program**Status:** Pending OOG Review**Measures Information**

Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
*REQUIRED TOTAL: Casework, non-licensed counseling, individual advocacy, or other support: Hours delivered by EMPLOYEES	200
*REQUIRED TOTAL: Casework, non-licensed counseling, individual advocacy, or other support: Hours delivered BY VOLUNTEERS	200
*REQUIRED TOTAL: Casework, non-licensed counseling, individual advocacy, or other support: Individuals receiving	300
*REQUIRED TOTAL: Counseling, therapy, or other care performed by a licensed professional: Hours delivered	162
*REQUIRED TOTAL: Counseling, therapy, or other care performed by a licensed professional: Individuals receiving	20
*REQUIRED TOTAL: Program evaluation and assessment: Programs assessed	1
*REQUIRED TOTAL: Training, professional development, or technical assistance: Hours provided	40
*REQUIRED TOTAL: Training, professional development, or technical assistance: hours received	40
Advocacy/ accompaniment / assistance for criminal justice system interactions: Victim individuals receiving	10
Advocacy/ accompaniment for medical care: Individuals receiving	10
Case management or advocacy (general): Individuals receiving	300
Casework/ support/ care: Individuals assessed or screened for needs	300
Licensed counseling/therapy: Individuals assessed or screened for needs	20
Licensed trauma-informed therapy: individuals receiving	20

Licensed treatment for mental health disorders: Individuals receiving	0
Mentoring (general): Individuals receiving	0
Multi-disciplinary care teams: Individuals receiving care	0
Peer support (general): Individuals receiving	0
Referrals to other agencies: Individuals referred	300
Sexual assault exams performed by a certified Sexual Assault Nurse Examiner (SANE): Individuals receiving	0
Sexual assault exams performed by someone other than a certified Sexual Assault Nurse Examiner (SANE): Individuals receiving	0
Sexual Assault Response Teams (SART) (MUST include a law enforcement representative, medical professional, and community-based advocate): Individuals receiving COORDINATED CARE	0
Technical assistance: Hours provided	0
Technical assistance: Hours received	0
Technical assistance: Organizations provided	0
Training or professional development: Hours provided	40
Training or professional development: Hours received	40
Training or professional development: Individuals provided	6
Training or professional development: Individuals received	2
Victim-offender meetings: Victims participating	0
Victims assisted with developing safety plans (non-residential)	25

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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Agency Name: Killeen, City of

Grant/App: 3597601 **Start Date:** 10/1/2018 **End Date:** 9/30/2019

Project Title: Crisis Assistance Program

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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 CJD 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 CJD 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 CJD.

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 CJD grant funds be used to support any contracts for professional services?

☒ 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.

Activities and services provided to victims by professional therapists will be monitored through an established vendor list; confidential victim/client list; documentation of counseling sessions provided to victim/client maintained by project manager in database; and receipt records of invoices and payments to service provider. Providers of service will be required to sign a contract with the **City** of Killeen which will outline the services provided; the individuals to which the services are provided; the duration or number of sessions; the payment amount for said services; the required current credentials of the provider of service, and insurance requirements. Contract monitoring and compliance: a policy is currently being drafted to address this.

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?

☐ 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?

☐ 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]:

10/1/2017

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

9/30/2017

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 (\$) of Federal Grant Funds:

8420120

Enter the amount (\$) of State Grant Funds:

4964133

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 CJD grant. However, CJD 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?

☒ 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:

3/28/2017

Equal Employment Opportunity Plan

Type I Entity

Defined as an applicant that meets one or more of the following criteria:

- the applicant has less than 50 employees;
- the applicant is a non-profit organization;
- the applicant is a medical institution;
- the applicant is an Indian tribe;
- the applicant is an educational institution, or
- the applicant is receiving a single award of less than \$25,000.

Requirements for a Type I Entity

- The applicant is exempt from the EEOP requirements required to prepare an EEOP because it is a Type I Entity as defined above, pursuant to 28 CFR 42.302;
- the applicant must complete Section A of the [Certification Form](#) and send it to the Office for Civil Rights (OCR) to claim the exemption from developing an EEOP; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Type II Entity

Defined as an applicant that meets the following criteria:

- the applicant has 50 or more employees, and
- the applicant is receiving a single award of \$25,000 or more, but less than \$500,000.

Requirements for a Type II Entity

- Federal law requires a Type II Entity to formulate an EEOP and keep it on file.

- The applicant agency is required to formulate an EEOP in accordance with 28 CFR 42.301, et seq., subpart E;
- the EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP is available for review by the public and employees or for review or audit by officials of CJD, CJD's designee, or the Office of Civil Rights, Office of Justice Programs, U.S. Department of Justice, as required by relevant laws and regulations;
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services; and
- the EEOP is required to be on file in the office of (enter the name and address where the EEOP is filed below):

Enter the name of the person responsible for the EEOP and the address of the office where the EEOP is filed:

Eva Bark, Human Resources Director 101 N. College Killeen, TX 76543

Type III Entity

Defined as an applicant that is NOT a Type I or Type II Entity.

Requirements for a Type III Entity

- Federal law requires a Type III Entity to formulate an EEOP and submit it for approval to the Office for Civil Rights, Office of Justice Programs, U.S. Department of Justice.

- The EEOP is required to be formulated and signed into effect within the past two years by the proper authority;
- the EEOP has been submitted to the Office of Civil Rights (OCR), Office of Justice Programs, U.S. Department of Justice and has been approved by the OCR, or it will be submitted to the OCR for approval upon award of the grant, as required by relevant laws and regulations; and
- the applicant will comply with applicable federal civil rights laws that prohibit discrimination in employment and in the delivery of services.

Based on the definitions and requirements above, the applicant agency certifies to the following entity type:

- ☐ Type I Entity
☒ Type II Entity
☐ Type III Entity

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

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Agency Name: Killeen, City of

Grant/App: 3597601 **Start Date:** 10/1/2018 **End Date:** 9/30/2019

Project Title: Crisis Assistance Program

Status: Pending OOG Review

Budget Details Information

Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Travel and Training	In-State Registration Fees, Training, and/or Travel	Every Victim, Every Time Conference, Bryan, TX, April: last year's expenses \$275.49 hotel, \$99 per Diem (x2), \$50 registration (x2)	\$528.82	\$0.00	\$0.00	\$0.00	\$528.82	0
Travel and Training	In-State Registration Fees, Training, and/or Travel	Annual Crimes Against Women Conference, Dallas, TX March/April: last year's cost \$477.18 for hotel, \$144 for per Diem, \$350 registration	\$971.18	\$0.00	\$0.00	\$0.00	\$971.18	0
Personnel	Intern, Mentor, Service Provider, Student Worker, and/or Support Staff	Volunteer services: direct victim services to include: providing crisis support, court or medical accompaniment, assistance with completion of crime victims compensation application, connection to local resources;	\$0.00	\$0.00	\$3,750.00	\$0.00	\$3,750.00	1

		indirect duties to include: answering phones, prepare mailings, filing, typing, other clerical duties. Volunteer time of 192.31 hours @ equivalent of Victim Liaison salary of 19.50 per hr						
Contractual and Professional Services	Non-Substance Abuse-Related Case Management, Forensic Interviews, Counseling, Outpatient, and/or Treatment Services	Professional counseling provided to primary victims, secondary victims and immediate family members billed at \$80.00 per session. Potential providers of service include, but are not limited to Stephanie LaLouette; Ellis Counseling Group; Equus Librium; Bri David; LaDonna Harris; Counseling Solutions, Shakina Marion. All are professional counselors. The ideal vendor list would include as many counselors that are willing to commit to the program, allowing for a greater opportunity of	\$13,000.00	\$0.00	\$0.00	\$0.00	\$13,000.00	0

		services to be provided.						
Supplies and Direct Operating Expenses	Office Supplies (e.g., paper, postage, calculator)	Paper, pens, folders, postage, business cards and brochures, staples, adhesive tape, printer ink cartridges, pencils, notebooks, binders, highlighters, correction tape, labels, binder clips, markers, scissors, sheet protectors, stapler, paper clips, envelopes, legal pads, staple remover, dividers, organizer, desk pad, business card holder, tape, letter opener, desk tray	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0

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