

JUDGE SOLOMON CASSEB, JR., WEBB COUNTY YOUTH VILLAGE

111 Camino Nuevo Road Laredo, TX 78043 956/523-5601 361/586-5083 (fax)

Melissa L. Mojica Chief Probation Officer

		· · · · · · · · · · · · · · · · · · ·	:		:	:			
		Letter	of Inten	t to App	oly				
Date: February 5, 2018						1		1	
Honorable Tano Tijerina Webb County Judge Webb County Courthouse 1000 Houston Street (3 rd Flo Laredo, Texas 78040	or)								
Re: Letter of Intent to app	ply for " <u>Live</u> s	scan Touc	hprint Fin	gerprint C	ard Reade	<u>r</u> 39			
Dear Judge Tijerina:									
In accordance with the Webb accept this "Letter of Intent to	County Sing Apply" for §	gle Point o grant fund	f Contact s under th	(SPOC) P e Crimina	olicy and I I Justice D	Procedure ivision.	s – revisea	! 3/29/17,	pleas
The Judge Solomon Cassel \$17,927.00 from Justice Your favorable review of the and submit the grant proposal	Assistance Gr e following i	rants Prog nformation	ram for	the purch	ase of a To	oughnrint	Fingernrin	it Card Re	eader
General Information:									
A. Project Title:	General Cr	<u>iminal Ju</u>	stice Syst	em Suppo	<u>ort</u>				
B. Project Description:	Grant Fund	ls Purchas	se of a To	uchprint I	Fingerprin	t Card Re	ader		
C. Contact Person:	Melissa L.	Moiica					:		i

required to participate in the County Biometric Time Clock Plus system in order to ensure compliance with existing County pplicy. Please acknowledge compliance with the signature of the designated Contact Perso
Contact Person/Signature
F. For all grant-funded projects involving current county employees that propose grant funding for overtime will be required to use the County Biometric Time Clock Plus system and have GPS monitors in their vehicles, except for those involved in undercover work. Please acknowledge the intent to comply with the signature of the designated Contact Person:
Contact Person/Signature
G. All future grant-funded programs involving current County employees will include only Full Time Equivalency (ETE) percentages in a project's budget and will also apply to all future renewal projects; Pleas acknowledge this criteria with the signature of the designated Contact Person:
Contact Person/Signature
TA complete to the first of the second secon
I. A complete hard copy of the grant application is required to be submitted to the Economic Development
Department inclusive with the "Letter of Intent to Apply" at least two (2) weeks before the grant application
is presented to the County Commissioners Court requesting authorization to submit the grant application to
the State or Federal funding agency. The complete hard copy of the grant application shall include at a
minimum - Project Narratives, Performance Statement, Budget, Personnel Budget breakdown and Budget
Narratives. This policy will be effective February 27, 2017; If not provided at submission of the Letter of
Intent, then it must be submitted with ample time for review and approval by the Grant Application Review
Committee (GARC)? Extenuating circumstances for not adhering to this procedure must be provided in
writing for review and approval. Please acknowledge this requirement with the signature of the designated
Contact Person:
Contact Person/Signature
Any and all budget amendments, budget modifications and/or line item transfer requests that may arise from
grant-funded activity shall be submitted through the Economic Development Department - Single Point of
Contact (whether Competitive or Formula grants, County (Federal and State allocations) that use the Webb
County General Fund first then receives reimbursement at a later time). The budget request will be forwarded for review by the Great A. I.
for review by the Grant Application Review Committee (GARC) for possible placement on the Webb
County Commissioner's Court Agenda. Please acknowledge this requirement with the signature of the
designated Contact Person:
Contact Person/Signature
All departments that request a refunding or continuation grant application authorization from the County
Commissioner's Court are required to provide documentation from the Funding Agency

confirming/verifying previous or on-going grant compliance. The documentation shall be submitted to the Economic Development Department - Single Point of Contact at least two (2) weeks before the grant

E. All departments that request grant application authorization from the County Commissioner's Court are

D. Department/Office Telephone number: 956-523-5601

J.

application is presented	to the County	Commission	ers Court. Pl	ease acknow	ledge this re	equireme	nt with the
signature of the designa	ted Contact Pe	rson:		di di kacamatan Panganan			
Contact Person/Signature	?	 :				1	
K A representative from the				ing Kanalan			:
K. A representative from the Commissioner's Court r	ne Department	requesting a	uthorization (to apply for a	ı grant musi	be prese	ent at the
proposed grant applicati	on. Please ackı	nowledge thi	s requiremen	t with the sig	mer's Court mature of th	regardin ie design	ig the
Contact Person:			*	1		ie design	atou
Contact Person/Signature	<u> </u>	- : -: .	elli linn			ļi.	
Comact 1 Ersombignature			: 	:			
)			1			
						·	
					:		: : : : : : : : : : : : : : : : : : : :
K. Project Time Frames:	Start	Date:			09/01/20	18	
	· ·	ng Date :			08/30/20	 	
	Proje	ect Duration:			one (1) y	ear	
L. Project Area:	Judge Sole	oman Cassah	Tm. XX7-slata C	11 111111	T 7'11		
2. 110Joot 1110u.	Judge Solt	omon Cassec	, Jr., Webb (ounty Youth	1 Village		
Project Analysis:					· i		
 What County needs, ser These monies will be us covered by a maintenance 	ed to purchase	a fingerprin	card reader;	his project? our current	machine ca	n no long	ger be
What is the grant matching sources of funds.	ing amount of	local funds o	r in-kind that	will be prop	osed? Pleas	se identif	y specific
None					· · · · · · · · · · · · · · · · · · ·		
3) Will this proposed proje	ct add cost ser	vices or any	financial reco	nongihilita to	the Count		
after the project ends? P It is expected that the eq and expensed from the d	lease explain. uipment will n	eed to carry		10 miles	at the state of		
4\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \							
 Will this project add emp No 	ployees to the c	county payro	ll if and whe	n the grant is	terminated	? Please	explain.
Does this project propose	e anv monetars	/ orant-fiinde	d stinends in	ocentive nev	ciinn ^l om on	t nor on	omer 0.41
pay that exceeds County	General Fund	salary? Thes	e types of mo	netary com	ensation ar	e strictly	any omer
nrahihitad	in the second se						
prohibited.						· · · · ·	
No							

Modified on 01/08/2018

	None
7)	How many citizens will be served and in what way? Please explain. All offenders referred to the Youth Village will be fingerprinted and their offense registered in the DPS database.
8)	Please provide the name of the department representative responsible for providing the Economic Development staff with the copy of the submitted grant application.
:	Melissa L. Mojica
<u>Fin</u>	nancial Analysis
	Type of Request: Grant (X) Loan () Combination () Amount of Request: \$\frac{17,927.00}{\text{Match/In-Kind}}\$ Amount of Cash Match/In-Kind \$\frac{0}{\text{Total Project Costs:}}\$ Total Project Costs: \$\frac{17,927.00}{\text{New (X)}}\$ New (X) Continuation () Funding Agency: Criminal Justice Division
	Is there any assurance that the grant will be continued/refunded by the funding agency? Please explain. No
	C. What wording or commitments will be included in the grant application for 'continuity of activities', 'project sustainability plan' or 'funding of activities' after the grant has ended? Please explain in detail. None
	For Economic Development Department Office Use Only:
Ι V .	APPLICATION REVIEW COMMENTS

Date:_

Staff Signature: