

ISIDRO R. ALANIZ
DISTRICT ATTORNEY
49TH JUDICIAL DISTRICT

COUNTIES OF

WEBB



ZAPATA

Letter of Intent to Apply
REVISED 01/08/2018

Date: July 31, 2021

Honorable Tano Tijerina
Webb County Judge
Webb County Courthouse
1000 Houston Street (3rd Floor)
Laredo, Texas 78040

Re: Letter of Intent to apply for “ County Essential Services Grant FY2022”

Dear Judge Tijerina:

In accordance with the Webb County Single Point of Contact (SPOC) Policy and Procedures – *revised 3/29/17*, please accept this “*Letter of Intent to Apply*” for grant funds under the Texas General Appropriations Act, Article I, Trusteed Programs within the Office of the Governor, Strategy B.1.2. The District Attorney’s Office requests authorization to apply for a grant of \$500,000 from the Office of the Governor, Public Safety Office for a 2022 County Essential Services Grant Program. Your favorable review of the following information required under the SPOC policy and authorization to develop and submit the grant proposal shall be appreciated.

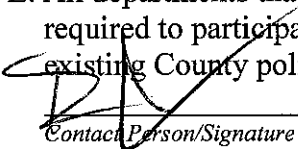
General Information:

A. Project Title: COUNTY ESSENTIAL SERVICES GRANT PROGRAM FY2022

Project Description: The purpose of this project is to cover extraordinary costs incurred for the investigation or prosecution of a capital murder or crimes committed because of bias or prejudice as defined in Article 104.004 of the Code of Criminal Procedure.

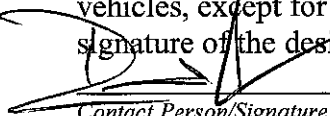
C. Contact Person: David Sanchez Jr
D. Department/Office Telephone number: District Attorney’s Office – 523-4487

E. All departments that request grant application authorization from the County Commissioner's Court are required to participate in the County Biometric Time Clock Plus system in order to ensure compliance with existing County policy. Please acknowledge compliance with the signature of the designated Contact Person:



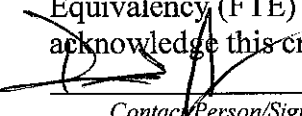
Contact Person/Signature

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:



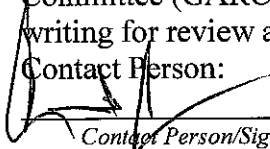
Contact Person/Signature

G. All future grant-funded programs involving current County employees will include only Full Time Equivalency (FTE) percentages in a project's budget and will also apply to all future renewal projects; Please acknowledge this criteria with the signature of the designated Contact Person:



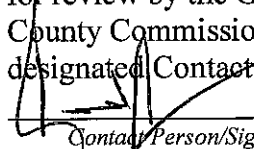
Contact Person/Signature

H. 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:



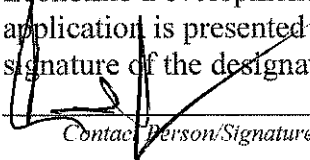
Contact Person/Signature

I. 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 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:



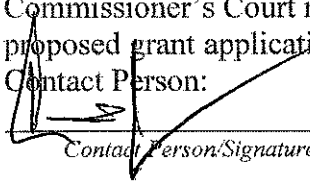
Contact Person/Signature

J. 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 application is presented to the County Commissioners Court. Please acknowledge this requirement with the signature of the designated Contact Person:



Contact Person/Signature

K. A representative from the Department requesting authorization to apply for a grant must be present at the Commissioner's Court meeting to respond to any questions from Commissioner's Court regarding the proposed grant application. Please acknowledge this requirement with the signature of the designated Contact Person:



Contact Person/Signature

K. Project Time Frames:	Start Date:	9-1-2021
	Ending Date :	8-31-2022
	Project Duration:	12 Months

L. Project Area: Law Enforcement

Project Analysis:

- 1) What County needs, services or problems will be addressed by this project? This grant will help to defray extraordinary costs associated with investigations / or prosecution of capital murder or crimes committed because of bias or prejudice as define in Article 104.004 of the Texas Code of Criminal Procedure.
- 2) What is the grant matching amount of local funds or in-kind that will be proposed? Please identify specific sources of funds. There is no cash match requirement;
- 3) Will this proposed project add cost, services or any financial responsibility to the County's General Fund after the project ends? There is no financial responsibility after the project ends.
- 4) Will this project add employees to the county payroll if and when the grant is terminated? No.
- 5) Does this project propose any monetary grant-funded stipends, incentive pay, supplement pay or any other pay that exceeds County General Fund salary? These types of monetary compensation are strictly prohibited. No.
- 6) What are the operating and maintenance costs of the grant funded project activities that will be funded by the county? There is no additional operating or maintenance costs associated with this grant.

- 7) How many citizens will be served and in what way? The grant will service the citizens of Webb County and its surrounding areas.
- 8) Please provide the name of the department representative responsible for providing the Economic Development staff with the copy of the submitted grant application. David Sanchez Jr.

Financial Analysis

A. Type of Request: Grant (X) Loan () Combination ()
 Amount of Request: \$500,000
 Amount of Cash Match/In-Kind \$-0-
 Total Project Costs: \$500,000
 New (X) Continuation ()
 Funding Agency: Office of the Governor, Public Safety Officegy

B. Is there any assurance that the grant will be continued/refunded by the funding agency? 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. There is no commitment to continue the project once the grant terminates.

For Economic Development Department Office Use Only:

IV. APPLICATION REVIEW COMMENTS

A. STAFF COMMENTS :

Staff Signature: _____

Date: _____