

384th Adult Drug Court

Funding Request from DA 10% Funds- FY22

Object Description	TOTAL	Description		
SALARY-PT REGULAR	18,868.00	Personnel/Salary	Part-time position - 27 hours a week	Call and answer phone calls from clients (ex. MHMR appts, UA appts, etc.)
SOCIAL SECURITY	1,444.00	Personnel/Fringe	Set up new client profile in household and update clients profile in household weekly/daily	Daily emails to attorneys, probation officers, and clients. Answers emails from attorneys, probation officers and clients
RETIREMENT	3,394.00	Personnel/Fringe	Reports, Munis purchasing, updates household database	Assists clients with forklift certification information
INS-WORKERS COMP	90.00	Personnel/Fringe	Takes notes during weekly staff meetings, UAs and Bas at courthouse	Assists clients with letters (such as employment letters, achievement letters, etc)
INS-UNEMPLOYMENT	72.00	Personnel/Fringe	Checks Odyssey daily for client status - active warrants, placement new arrests, hearings	Coordinates with El Paso Sun Metro for assurance of bus passes handles account and billing with budget dept.
OPS EQUIPMENT	800.00	Operating Equipment		
OPS EXP-MISC	1,000.00	Office Supplies	Printers , laptops	
VEH OPS EXPENSE	1,700.00	Fuel	Auto used for home visits thru out County	
MAINT/REP-AUTO	3,000.00	Vehicle Maintenance/Repairs		
INS-LIABILITY VEH	847.00	Annual Vehicle Insurance	We maintain proper Maintenance, in order keep safe	
COMM-CELL	3,630.00	Cell Phone	calls to participants and team calls during home visits	
PROF SVC-MED JAIL	3,000.00	Drug Laboratory Testing Services	To insure accurate results and in order to help our low income clients	
Total	37,845.00			