

Mr. Edwin Colfax  
Grants Administrator  
Texas Indigent Defense Commission  
209 W. 14th Street, Room 202 (Price Daniel Sr. Building) Austin, Texas 78701  
Sent via Email to: EColfax@TIDC.Texas.gov

July 26, 2021

RE: Request For 48 Hour Bond Hearing Project (Bond48)  
Grant Amendment Creating Part Time Legal Secretary Intermediate Position

Dear Mr. Colfax:

Thank you again for your continued support of El Paso County's Indigent Defense Program, and approving FY 22 funding for our 48 Hour Bail Review Hearing (B48)) and the creation of the Padilla Immigration Counseling and Advice Program (PICA).

We have continued to review and assess B48, and how we can best maximize our resources while providing excellent representation to the clients we serve. Our weekday program's consistent, effective operation, has highlighted the need to reduce the use of rotating staff members on holidays and weekends, by having a part-time Legal Secretary Intermediate to handle weekend shifts and as many holidays as possible. At the same time, we will still need to have some funding for overtime to properly compensate our legal support staff members who cover holiday shifts, or for sick/vacation leave that arises on the weekend.

We are requesting a modification to add one half time Legal Secretary Intermediate to the FY 21 and FY 22 grant program. The modification will add .5 full time equivalents to the authorized staffing for FY 21 and FY 22 and revise the grant program's FY 22 Personnel - Salaries line item from \$ \$323,688.00, to \$302,447.98 a reduction of \$21,240.02, and adjust the Fringe Benefits budget from \$103,586.00, to \$98,321.41, a reduction of \$5,264.59. The other line items will not be impacted. We are also not

requesting an amendment to the FY 21 budget as there will be very little impact for the remainder of this fiscal year.

The following table outlines the requested budgetary changes:

	<b><u>FY 2022 Budget Revision</u></b>	<b><u>FY 2022 Requested Budget Revision</u></b>
<b>Personnel - Salaries (Total Number of FTEs: 3 revised to 3.5 FTEs)</b>	\$ 323,688.00	\$ 302,447.98
<b>Fringe Benefits</b>	\$ 103,586.00	\$ 98,321.41
<b>Travel and Training</b>	\$ 5,080.00	\$ 5,080.00
<b>Equipment</b>	\$ -	\$ -
<b>Supplies</b>	\$ 2,200.00	\$ 2,200.00
<b>Contract Services</b>	\$ -	\$ -
<b>Indirect Costs</b>		
<b>Total Costs</b>	\$ 434,554.00	\$ 408,049.39
<b>Less County Match</b>	\$ 217,277.00	\$ 204,024.70
<b>Total Amount Funded by Commission</b>	\$ 217,277.00	\$ 204,024.70

We request your favorable consideration and look forwarding to continuing our partnership with the Commission in the future.

Sincerely,

Ricardo Samaniego  
El Paso County Judge