



BUDGET AND FISCAL POLICY DEPARTMENT
GRANTS ADMINISTRATION DIVISION

FY23 GRANT APPLICATION SUBMISSION APPROVAL FORM

DEPARTMENT INFORMATION	
Date:	12/12/2023
Requesting Department/Division:	Domestic Relations Office
Department/Division Contact:	Brian Stanley
Anticipated Commissioners Court Meeting Grant Approval Date:	01/08/2024
Who from your department/division will speak on the agenda item?	Brian Stanley
Please list accompanying grant documents requiring the Authorized Official's signature.	<p>Certification Regarding Lobbying Disclosure of Lobbying Activities</p> <p>Email Submission: Application Exhibits Forms</p>
GRANT OPPORTUNITY INFORMATION	
Grant Opportunity Title (as provided by Grantor):	Access and Visitation
Grantor Agency:	Office of the Attorney General
Type of Grant (State, Federal, Private, Local, Other):	State
Is this a continuation grant for an existing program?	No
CobbleStone Number for Most Recent Grant Award:	
Grant Due Date:	01/16/2024
Grant Period:	06/01/2024 to 05/31/2025
Grant Proposal Summary (one paragraph or less):	The El Paso County Domestic Relations Office (EPCDRO) will provide IV-D participants with court education an overview of possession orders, cooperative parenting classes, access facilitation, mediated access to include referral for monitored exchanges and supervised visitation, referrals for family counseling, drug treatment/ counseling, drug testing, anger management, domestic violence counseling, battered intervention counseling, parenting classes, and related legal services to explain, mediate and enforce and monitor access and possession

	orders issued by the IV-D courts. All services are free under the project and provided in both English and Spanish.
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GRANT FINANCES	
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A. Grant Funding to be Requested:	\$ 63,407.70
B. Total Match Contribution (if applicable):	\$ 7,045.33
I. Cash Match Amount and Description (i.e. County employee salaries, anticipated operating expenses, third-party monetary donations, etc.):	\$ 7,045.33 Fringe Benefits
a. Match Source Account(s) (if applicable):	GF-ACCESS-XFER OUT-GRANT MATCH COGF-1000-0000000-433-10-11130-0230- MATCH-800102-
b. What fiscal year(s) will County match funding be needed? Please indicate the fiscal years and the match needed per fiscal year.	FY24 \$ 2,348.44 FY25 \$ 4,696.89
II. In-kind Match Amount and Description (i.e. donated supplies/equipment, volunteer hours, donated professional services, etc.):	N/A
C. Anticipated Program Income (if applicable):	N/A
D. Total Project Amount (A + B + C):	\$ 70,453.03

FINANCIAL ASSESSMENT	
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1) What are the staffing requirements or needs for this grant? Please include salary and benefit amounts and anticipated salary and benefit increases for multi-year grants.	
<p>\$ 65,403.03 for salaries and benefits to cover a percentage of time for staff working the grant that include: Social Workers, Attorneys, and a Social Service Assistance.</p>	
2) Has this grant has been awarded in the past? If so, please provide the financial results of the most recently completed grant award cycle to include the award amount and the balance at the closing of the grant.	

FY21-22 Awarded \$59,730.30 for Access and Visitation Grant

3) What is the sustainability plan for this grant and the services being provided if this funding is significantly reduced or is not awarded in future?

If we were not able to obtain the grant, The DRO would need to review our fee structure to start charging fees for services currently covered by the grant.

PROGRAMMATIC ASSESSMENT

1) Is this grant and its purpose(s) aligned with the County strategic plan? How will this grant benefit your department/division and the El Paso County community?

The grant aligns with Goal 1 Lead Justice Reform

2) Please explain the capacity of your department/division to administer this grant and complete all programmatic reporting requirements during the grant period.

The administrative aspects of the grant are within the Domestic Relations Office's expertise.

3) Will this grant require the use of contractual services? *If so, please contact the Purchasing Department, upon award acceptance to ensure your department follows applicable procurement policies and procedures.*

DRO will work with the Purchasing Department to ensure all applicable procurement policies and procedures are followed.