Technical Support Application Form

County Requesting Support: Dickens County
Date of Request: 6/24/2010

Address: P.O. Box 179
Dickens, TX 79229

Contact Information
Name: The Honorable Lesa Arnold
Title: Dickens County Judge
E-mail: dcjudge@caprock-spur.com
Phone: 806-623-5532
Fax: 806-623-5319

Project Name: Assistance with implementation of Caprock Regional PDO
Time Period: July 1, 2010 through September 30, 2010

Brief Description:
The Task Force on Indigent Defense has awarded Dickens County a Fiscal Year 2011 Discretionary Grant to establish a regional public defender program. Dickens County currently operates with a pro-tem prosecutor and does not have a county attorney. In order to execute the initial phases of the public defender program, Dickens will require legal services, not to exceed $5,000.00.

Issue to Be Addressed:
Without a full-time County Attorney at the county’s service, Dickens County must obtain private legal services in order to develop an interlocal agreement, develop and publish a solicitation, and enter into a contractual relationship with a non-profit corporation or governmental entity, which are all necessary for the implementation of a regional public defender office serving multiple counties.

Proposed Project to Address Problem:
Dickens County will need to retain private legal counsel to provide assistance in implementing the public defender. Task Force staff will provide examples and documents created under PD offices that it has already funded to Dickens County to use as templates. Specifically, Dickens County’s legal counsel would assist with the following:

1) Develop an interlocal agreement to establish the relationship between counties that participate in the Caprock Regional Public Defender Office.

2) Develop and publish a solicitation in accordance with TX CCP26.044 to create a public defender office.

3) Create a contract and enter into a contractual relationship with a non-profit corporation or governmental entity to operate a public defender office.

These are appropriate expenses under the grant, but the period does not begin until October 1, 2010. For the sake of the program, it would be wise for Dickens County to complete this implementation phase as soon as possible.

Specific Assistance Needed from the Task Force:
An Amount Not to Exceed $5,000.

Once authorized, Dickens County will hire private legal counsel to provide assistance in
implementing the Caprock Regional Public Defender Office. It is estimated that the items listed in “Proposed Project” section of this applications can be accomplished without exceeding $5,000.00 in legal expenses.

Summary Report
Along with providing to the Task Force finalized versions of the interlocal agreement, the solicitation, and the contract to operate the public defender office (which TFID may use as templates for regional programs that receive funding in the future), Dickens County will provide a brief summary report that identifies their legal counsel, outlines the services rendered, and concludes with any additional notes that may be helpful to other counties in establishing a public defender office.

Dickens County requests the above Technical Support from the Task Force on Indigent Defense. We understand that:

1. The above requested technical support is subject to approval by the Task Force on Indigent Defense.

2. This application does not constitute an agreement until approved and accepted by all parties.

3. Task Force reimbursement will only be made for expenses incurred during the period indicated in this request but in no case may it be for expenses prior to the beginning of this agreement or after the end date agreed in writing with the Task Force.

4. The county may not obligate Task Force funds or staff without a specific written agreement.

5. Disbursement of funds is always subject to the availability of funds.

Signature

Date

Printed Name

Title
July 15, 2010

Authorization Form for Technical Support

Upon consideration of the application titled Assistance with Implementation of Caprock RegionalPDO submitted on 6/24/2010 by the Dickens County Judge, the director of the Task Force on Indigent Defense has determined the following:

XX The application is APPROVED for payment in the amount of up to $5,000
Reimbursement of actual costs is authorized for the following reason(s) (check all the following that apply)

☑ Sufficient funds are available
☐ Documentation supports the overall mission of the Task Force
☐ Funds can be issued in this fiscal year

The application is DENIED.
The reimbursement is denied for the following reason(s)

________________________________________________________________________
________________________________________________________________________
________________________________________________________________________
________________________________________________________________________

The Chief Financial Officer of OCA is directed to disburse up to $5,000 based on actual invoices or proof of payment approved by the Task Force Staff to Dickens County. The County’s Comptroller Payee Number is 17560009247.

Jim Bethke, Director Task Force on Indigent Defense

Date

If over $5,000, the Task Force on Indigent Defense approved this project on the _______ day of ______________, 200__.