REVISED Statement of Grant Award
FY2013 Technical Support Grant

Grant Number: 212-TS-220
Grantee Name: Tarrant County
Program Title: Assessment of Technology Process Management Proposals
Grant Period: 06/18/2013-8/31/2013
Grant Award Amount: $150,000

The Texas Indigent Defense Commission (herein, the Commission) has awarded the above-referenced grant to Tarrant County (herein, the County) for indigent defense services. The authorized official named on the grant application must sign this Statement of Grant Award and return it to the Commission by July 19, 2013. The grantee will not receive any grant funds until this notice is executed and returned to the Commission. Funding is provided as listed in the categories in the table below:

<table>
<thead>
<tr>
<th>Direct Costs:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Personnel (Total Number of FTEs: _)</td>
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<tr>
<td>2) Fringe Benefits</td>
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<tr>
<td>3) Travel and Training</td>
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<td>4) Equipment</td>
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<td>5) Supplies</td>
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<tr>
<td>6) Contract Services</td>
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<tr>
<td>7) Indirect Costs</td>
</tr>
<tr>
<td>Total Proposed Costs</td>
</tr>
<tr>
<td>Less Cash from Other Sources</td>
</tr>
<tr>
<td>Total Amount Funded by Commission</td>
</tr>
</tbody>
</table>

Standard Grant Conditions:
- The authorized official for the grantee accepts the grant award.
- The authorized official, financial officer, and program director, referred to below as grant officials, must comply with the terms of the grant as written in the Request for Applications issued on December 7, 2011, including the rules and documents adopted by reference in the Commission’s Grant Rules in Title 1, Part 8, Chapter 173, Texas Administrative Code.
- The grant officials understand that a violation of any term of the grant may result in the Commission placing a temporary hold on grant funds, permanently de-obligating all or part of the grant funds, requiring reimbursement for funds already spent, or barring the organization from receiving future grants.
- Disbursement of funds is always subject to the availability of funds.
- The grant officials agree to follow the grant terms contained in the “Required Conditions and Report” contained in Attachment A.
- Any indigent defense plan documents submitted to the Commission must continue to meet all grant eligibility requirements.

The authorized official for this grant program has read the preceding and indicates agreement by signing the Statement of Grant Award included below.

Signature of Authorized Official

P. Glen Whitney, Judge
Name & Title (must print or type)

Date
4/25/13
Attachment A

Required Conditions and Report

These specific program requirements apply to this funded program:

— The County will submit reports to obtain reimbursement of expended funds based on actual expenditures.

— This grant requires quarterly progress reports to provide information on the effectiveness of the program. The Commission grants administrator will construct an on-line progress report that best reflects the actual work performed in this program and is consistent with the FY2013 application submitted by the county and the programs funded by the Commission. The County will be able to request modifications to the on-line report when the performance measures are determined to not accurately reflect the work performed.

— Grantees that use grant funds to contract for services must develop and include in the contract provisions to monitor each contract that is for more than $10,000 per year. These provisions must include specific actions to be taken if the grantee discovers that the contractor’s performance does not meet the operational or performance terms of the contract. These provisions must include a review of utilization and activity, as well as reporting of financial data to evaluate the contractor’s performance within the budget required by statute for such programs.

— The estimated project cost to perform the work described in the application is $134,000. An additional not to exceed amount of $16,000 was added for reimbursement to participating county officials or employees working on the project to participate in the work listed in the activities section. Conference of Urban Counties (CUC) TechShare will reimburse only actual travel cost allowed and based on CUC’s Travel Policy.

— The budget is based on the cost of five counties participating in this assessment and review. Per the CUC TechShare Addendum, unspent project grant funds will be returned to Tarrant County, which shall return such funds to the Commission. If one or more of the counties choose not to participate in the assessment there may be savings as a result (such as avoided travel expenses, avoided assessment time related to that county, etc.) that will inure to the benefit of the Commission. County will apprise the Commission if Brown, Collin, Uvalde, or Victoria counties opt to not participate in the project.
Technical Support Application Form

County Requesting Support: Tarrant County

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<td>Fort Worth, TX 76196</td>
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<tr>
<td>Grants Coordinator</td>
<td><a href="mailto:djfillmore@tarrantcounty.com">djfillmore@tarrantcounty.com</a></td>
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<td>817/884-1736</td>
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Project Name: Assessment of Technology Process Management Proposals

Time Period: June 18, 2013-August 10, 2013

Brief Description:
The assessment will allow defined counties and the Texas Indigent Defense Commission to determine whether a shared solution for Technology Process Management Proposals is a viable option for supporting indigent defense in Texas. The assessment will also answer the following: The level of management control needed to ensure successful implementation of a shared solution; A strategy to ensure that the investment TIDC has made into these technologies remains useful moving forward; realistic cost projections for implementation, ongoing maintenance, support & operational costs. Cost projections should include supporting detail to demonstrate method of calculation.

Issues to Be Addressed:
Define support requirements and responsibilities
Management of core code and development activities
Better Define Cost Considerations
- Ongoing Maintenance, Support & Operational Costs
- Implementation Costs
  - Assessment of Fit/Gap to County Plan and Processes
  - Setup/configuration/calibration of System
  - Integration to County specific items
  - Implementation and process/organizational change activities
Coordinate requested changes and the multi-tenant solution.
Address options for onsite or remote hosting of the system.
Ultimately, the proposed project will provide a comprehensive cost benefit analysis of developing and deploying a shared indigent defense process management solution based on Bell County’s existing system and provided through TechShare.

Proposed Project to Address Problem:
Collaboration with Brown, Collin, Tarrant, Uvalde and Victoria Counties
- Demonstrate and discuss the Bell County System
- Discuss the underlying, embedded organizational processes of the FDA that
are supported by the software
Onsite visits to look closely at local systems to
- Understand processes
- Assess Fit
- Identify implementation items
- Identify integration items
- Gather configuration items
Perform Technical review
- Review Architecture
- Assess integration message standardization
Provide Itemized Cost Estimate for the Following:
- Technical revamp of current Bell County product to make consistent with TechShare Standards
- Estimate effort to bring into NIEM integration points
- Hosting estimates
- Implementation for each county
- Management of core code and development activities
- Ongoing maintenance, support & operation
Prepare a report documenting the results of the project outlined above for TIDC consideration at its August meeting.

Specific Assistance Needed from the Task Force:
An award not to exceed $150,000.00 to Tarrant County to engage with TechShare to conduct the proposed project outlined above.

Summary Report
Activities related to this award and a final report shall be completed or before August 10, 2013 to be presented to the Texas Indigent Defense Commission.

In addition to addressing the items outlined above, the final report will identify the counties willing to participate in a shared solution and will include a development and implementation plan.

Additional Documentation if Applicable
All travel shall be accordance with the county’s approved travel policy.

Tarrant County requests the above Technical Support from the Texas Indigent Defense Commission (Commission). We understand that:

1. The above requested technical support is subject to approval by the Commission.

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

3. Commission 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 Commission.
4. The county may not obligate Commission funds or staff without a specific written agreement.

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

Signature

June 18, 2013
Date

B. Glen Whitley
Printed Name

Tarrant County Judge
Title
SUBJECT: APPROVAL OF REQUEST FOR TECHNICAL SUPPORT FROM THE TEXAS INDIGENT DEFENSE COMMISSION FOR TECHNOLOGY ASSESSMENT

COMMISSIONERS COURT ACTION REQUESTED:

It is requested that the Commissioners Court approve the submission of a technical support request to the Texas Indigent Defense Commission (TIDC) and sign a Resolution for the purpose of assessing a shared solution for technology process management related to attorney appointment issues involved in indigent defense.

BACKGROUND:

The Texas Fair Defense Act requires that counties provide attorneys to indigent defendants. The Texas Indigent Defense Commission has funded numerous discretionary grant programs across the state to assist counties with the implementation of technological processes in order to meet the requirements of the Fair Defense Act. In order to assess the efficiency of these technologies, the TIDC would like to review the processes through a collaborative effort with the Conference of Urban Counties - TechShare Project and Tarrant County.

Tarrant County is seeking a technical support grant in order to contract with the Conference of Urban Counties - TechShare Project for an assessment of the technological management processes necessary and currently existing for a viable indigent defense management information system.

The District Attorney’s Office has reviewed the application as to form. The Auditor’s Office, Budget Office and Grants Coordinator have approved the application.

FISCAL IMPACT:

The contract shall not exceed $150,000.00.
RESOLUTION
2013 Indigent Defense Technical Support Grant Program

WHEREAS, under the provisions of the Texas Government Code Section 71.062 and Texas Administrative Code Chapter 173, counties are eligible to receive grants from the Texas Indigent Defense Commission to provide improvements in indigent defense services in the county; and

WHEREAS, this grant program will assist the county in the implementation and the improvement of the indigent criminal defense services in this county; and

WHEREAS, Tarrant County Commissioners Court has agreed that in the event of loss or misuse of the funds, Tarrant County Commissioners Court assures that the funds will be returned in full to the Texas Indigent Defense Commission.

NOW THEREFORE, BE IT RESOLVED and ordered that the County Judge of this county is designated as the Authorized Official to apply for, accept decline, modify, or cancel the grant application for the Indigent Defense Technical Support Grant Program and all other necessary documents to accept said grant; and

BE IT FURTHER RESOLVED that the Grants Coordinator is designated as the Program Director and contact person for this grant and the County Auditor is designated as the Financial Officer for this grant.

Adopted this 18th day of June, 2013.

[Signature]
B. Glen Whitley
County Judge
The proposed project will provide a comprehensive cost benefit analysis of developing and deploying a shared indigent defense process management solution based on Bell County’s existing system and provided through CUC/TechShare.

Tarrant County will use its existing relationship with CUC/TechShare and its authority under the Texas Government Code Chapter 791. (Interlocal Cooperation Contracts) to work with the other counties willing to participate. Tech Share has provide the following general plan and cost estimates to obtain the goals and objectives indicated in the Tarrant County FY2013 Technical Support Application.

**Activities**

- **Week 1**
  - Group sessions to overview Bell County System and the model in place
  - Discuss and contrast county processes at a high level
- **Week 2-4**
  - Review organization, policy, process and system in each County
  - Gather gaps
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- **Week 5**
  - Follow up of items
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In addition to addressing the items outlined above, the final report will identify the counties willing to participate in a shared solution and will include a development and implementation plan.

Collaboration with Brown, Collin, Tarrant, Uvalde and Victoria Counties
  – Demonstrate and discuss the Bell County System
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<tr>
<td>June 2013 to September 2013</td>
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[Signature]

June 18, 2013

Date

B. Glen Whitley
Printed Name

Tarrant County Judge
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2013 Indigent Defense Technical Support Grant Program

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NOW THEREFORE, BE IT RESOLVED and ordered that the County Judge of this county is designated as the Authorized Official to apply for, accept decline, modify, or cancel the grant application for the Indigent Defense Technical Support Grant Program and all other necessary documents to accept said grant; and

BE IT FURTHER RESOLVED that the Grants Coordinator is designated as the Program Director and contact person for this grant and the County Auditor is designated as the Financial Officer for this grant.

Adopted this 18th day of June, 2013.

[Signature]
B. Glen Whitley
County Judge
FY2014 Tarrant County Technical Support Scope of Work and Deliverables for the “Assessment of Technology Process Management Proposals” Project

The proposed project will provide a comprehensive cost benefit analysis of developing and deploying a shared indigent defense process management solution based on Bell County’s existing system and provided through CUC/TechShare.

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Tarrant County - FY13 Revised Technical Support Award
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