

Improvement Grant Training

FY 2025 Application Cycle February 23, 2024

Please stand by, the presentation will begin shortly.



Our Mission:

Protecting the right to counsel, improving public defense

Oversight > Plans > Expenditure Reports > Policy Monitoring > Fiscal Monitoring

Funding

- Formula Grants
- Improvement Grants
 - Innocence Projects

Improvement

- ➤ Training
- Publications
- Presentations
- Technical Assistance

Who we are

TIDC Grants Team



Edwin Colfax Director of Grant Funding <u>ecolfax@tidc.texas.gov</u> 512-463-2508

Doriana Torres Grants Coordinator <u>dtorres@tidc.texas.gov</u> 512-463-8015





Eric Schneider Grants Coordinator <u>eschneider@tidc.texas.gov</u> 737-279-9324

How we can help

TIDC Grants Team

• Determining whether an idea is eligible

• Advice and support with the application process and budget development

• Review and feedback on draft applications

• Award logistics, reporting, & modifications

Who we are

How we can help

<u>TIDC Improvement Team</u>



William R. "Bill" Cox Director of Public Defense Improvement wcox@tidc.texas.gov 512-936-6994



Kristin Meeks Policy Analyst <u>kmeeks@tidc.texas.gov</u> 512-936-6994

TIDC's Improvement Team can help with:

- Planning Studies for PDs and MACs
- Implementation Assistance
- Education and Training
- Mentoring Program
- Publications

Overview

> TIDC Grant Types

Examples of Eligible Improvement Programs

> How to Apply

≻ Q&A

Grant Types

Formula Grants

- Based on combination of population and indigent defense spending
- Almost all counties receive them
- Reimburse a small fraction of indigent defense costs

Improvement Grants

- Program-Specific Funding
- Transforms the system to improve indigent defense

FY2025 Improvement Grant Application Now Open FY2025 Improvement Grant Request for Applications

TIDC's annual funding opportunity

•New programs that improve criminal and/or juvenile defense representation

- Programs beginning October 2024
- Requires county matching funds

FY 2025 Improvement Grant Request for Applications (RFA)

Available on TIDC Website:

https://www.tidc.texas.gov/media /ddfhm4ho/fy2025-improvementgrant-rfa.pdf





FY2025 Indigent Defense Improvement Grant Request for Applications (RFA)

Section I: Overview

The Texas Indigent Defense Commission (TIDC) provides financial and technical support to counties to develop and sustain quality, cost-effective indigent defense systems. TIDC's Improvement Grant Program provides program-specific funding awarded on a competitive basis. The Commission may provide Improvement Grants for any program that improves indigent defense services in criminal and juvenile delinquercy cases.

Period for Funding and Program Operation: October 1, 2024, to September 30, 2025.

Application Due Date for Priority Consideration: May 10, 2024.

Applications must be submitted online through TIDC's <u>Grant and Plan Management Website</u> (<u>http://tidc.tamu.edu</u>). Applications submitted after the due date may be considered if funds remain available after award decisions on applications meeting the priority deadline.

Optional Intent to Submit Application (ISA)

Applicants that have not been actively working with TIDC on their grant application are strongly encouraged to submit a brief Intent to Submit Application (ISA) online form prior to developing a new grant application. The ISA provides an opportunity for TIDC to provide initial feedback on whether the proposed program is within the scope of the grant program. Although ISAs are optional, counties should submit them by April 1, 2024, to provide sufficient opportunity to incorporate TIDC feedback if developing a full application. Contact the TIDC Grant Team at Grants@tidc.texas.gov to initiate an ISA.

Improvement Grant Categories:

Multi-Year Improvement Grants

- Funding for programs providing indigent defense representation, including public defender offices, managed assigned counsel programs, and indigent defense coordinator programs.
- Provides funding over four years.
- Typically reimburses up to 80% of total approved project costs for the first year; 60% for the second year; 40% for the third year; and 20% for the fourth year.
- Awards for multi-year grants are made each fiscal year, with funding of eligible expenses provided on a reimbursement basis. Grantees will be required to submit a brief continuing grant application form for continued funding each grant year.
- Minimum of \$50,000 per application.
- Require a cash match as described above.

Improvement Grant Program



Competitive application process



Grant payments made on a reimbursement basis



Normally require county matching funds



Develop <u>new</u> programs or processes to improve indigent defense services

FY2025 Improvement Grant Timeline



Multi-Year Grant Program



Direct Client Services (public defenders and MACs) and Indigent Defense Coordinators



County match requirement



4-Years of Funding Step-down Reimbursement 80% - 60% - 40% - 20%



Grantees committed to continue program after grant period

Rural Regional Public Defender Sustainability Grants



Regional public defender programs covering 3+ counties



Counties with populations under 100k



Reimburses 80% in first year, then 2/3

Single Year Grant Program



New indigent defense process improvements that may include technology.



Minimum request \$5,000.

(Routine tech upgrades or replacements not eligible)



Requires county matching funds. See RFA for details.

Technical Support Grants



Special projects: research, program assessments, or pilots



Build the indigent defense knowledge base, test processes that can be applied widely



Must produce project paper with results, lessons learned

Other Grants



Extraordinary disbursement grants help with unusual spikes in costs causing a hardship



Compliance Assistance Grants are initiated by TIDC to address monitoring findings



These follow separate application processes. Contact TIDC to initiate an application.

Examples of Eligible Improvement Programs

<u>Multi-Year</u> Improvement Grant Program Examples

Public Defender Programs (local and regional)

Managed Assigned Counsel Programs

Programs for Defendants with Mental Illness

Indigent Defense Coordinators

Criminal/Immigration Consulting Attorneys ("Padilla attorneys" focused on immigrationrelated collateral consequences)

Managed Defender Offices



<u>Public Defender</u>: Full-time employees (attorneys and support staff) provide representation.



<u>Managed Assigned Counsel</u>: Private attorneys are appointed, supported, and paid by a defense management organization.

Benefits of Public Defenders

Staff attorneys provide defense representation as a cohesive department

Provide greater transparency, oversight, accountability and quality control

Regularly staff court dockets and reduce delays due to attorney schedule conflicts

Provide support services such as staff investigators, caseworkers, administrative support, training

Supervision and professional development

Can be a county department (like prosecutor) or contract with a non-profit organization (such as Texas Rio Grande Legal Aid)

Can be regional program serving multiple counties

Public Defender Offices



Explore Texas public defender offices and build your own.



Benefits of Managed Defender Offices

- Independence
- Oversight
- Efficiency
- Reliability
- Compliance
- Training
- In short:
 - Better management
 - Better representation
 - Better outcomes



Primer on Managed Assigned Counsel Programs



September 2017



Mental Health Defender Program Grants Specialized representation for defendants with mental illness

New or expanded programs

Mental Health Defender Programs

Public Defender or MAC, single county or regional.

Specialized lawyers coordinate with social workers to represent defendants with mental illness.

Programs help stabilize defendants, link with treatment & resources

Cost savings through jail diversion, reduced recidivism



Specialized Mental Health Defender Programs

Texas Mental Health Defender Programs



October 2018

Regional Programs

Smaller counties may not have enough cases to justify a dedicated program on their own.

Counties can collaborate on regional programs.

A "lead" county applies for a grant on behalf of group.

Structured through inter-local agreements.

Participating counties pay the lead county for their share of program cost.

Rural Regional Public Defender Programs



Counties under 100k may be eligible for 2/3 sustainability funding.



Three or more counties.



Contact TIDC to explore regional options.

Indigent Defense Coordinators



Improve appointment process and compliance with the Fair Defense Act



Dedicated individual appoints based on the wheel (delegated authority)



Review vouchers for consistency with fee schedule



Track attorney/client contact



Tracks attorney CLE



Tracks and reports on complaints

Appointment of Counsel Timelines & Challenges



<u>Single-Year</u> Improvement Grant Program Examples

Technology programs for indigent defense process management

Other one-time indigent defense improvement projects Conference of Urban Counties

> Indigent Defense Management Software
> Cloud-Based

Streamlines appointment & payment

TechShare Program

>Tracks compliance with Fair Defense Act

>Enhances transparency

processes

///TechShare

TechShare Indigent Defense Program

Conference of Urban Counties



Eligibility Screening – Financial info analyzed & recommendation issued on eligibility



Automates appointment of the next qualified attorney based on charged offense.



Electronic fee vouchers routed to judges for review and approval, sent electronically to auditor for payment

Streamlines preparation the Indigent Defense Expenditure Report (IDER)

Ideas for Exploring New Grant Projects

Getting Started

Dialogue with Stakeholders

District and County Court Judges	Constitutional County Court Judges and Commissioners
JPs and Magistrate Judges	Sheriffs
Auditors	Defense Bar
Local Mental Health Authority	Community Leaders/Advocates

Getting Started

Exploring Improvement Opportunities Is the quality of representation monitored? Is there oversight and accountability?

Is data used to evaluate our system and compliance with the Fair Defense Act?

Are jail costs too high because of indigent defense-related delays and unnecessary incarceration?
Getting Started

Exploring Improvement Opportunities Are mentally ill defendants repeatedly cycling through the system?

Are defendants getting prompt access to counsel?

Are there delays moving the docket related to defense counsel availability?

How to Apply

TIDC Online



TIDC funds, oversees, and improves public defense throughout the State of Texas. Here, you can research funding opportunities, explore data, report data, request a public defender planning study, and much more.



Welcome to the Texas Indigent Defense Commission Grant and Plan Management Website

Public Information

To visit the Texas Indigent Defense Commission informational website , click here (http://www.tidc.texas.gov/).

To visit the public site, which offers read-only access to most documents including indigent defense plans and grant information and reports and does not require a login, click here (http://tldc.tamu.edu/Public.Net).

To visit the public site for the innocence project, click here

Attorney Reporting

For appointed attorneys reporting their percent of practice time devoted to indigent defense cases, visit <u>https://tidc.tamu.edu/AttorneyReporting</u> and use your Bar Card Number. You will not need a username and password to report.



Forgot Password? If you have your User ID, but forgot your password, click here to reset your password and to have the new password emailed to the email address that you have on record.

> Forgot User ID? If you have forgotten your User ID, click here to have your User ID emailed to you.

If you do not have a username and password and need to submit documents or report on-line, please contact

http://tidc.texas.gov

http://tidc.tamu.edu

Online Grant Applications <u>http://tidc.tamu.edu</u>

Contact Judith Beverly for password/log-in assistance:

<u>indigentdefense@ppri.tamu.edu</u> Phone: 979-845-6754



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Attorney Reporting

For appointed attorneys reporting their percent of practice time devoted to indigent defense cases, visit https://idc.tamu.edu/AttorneyReporting and use your Bar Card Number. You will not need a username and password to report.



Forgot Password?

If you have your User ID, but forgot your password, click here to reset your password and to have the new password emailed to the email address that you have on record.

Forgot User ID?

If you have forgotten your User ID, click here to have your User ID emailed to you.

If you do not have a username and password and need to submit documents or report on-line, please contact

<u>Optional</u> Intent to Submit Application

For counties not actively working with TIDC Problem statement (Why is program needed?)

Objectives (What are the goals?)

Activities (What will you do to accomplish these goals?)

Evaluation (How will you measure success?)

General cost estimate

Deadline April 1, 2024

Full Grant Application



Work with TIDC

Solicit review and input from stakeholders

Î

Secure written support from courts, commissioners, or other involved parties



Upload Commissioners Court resolution and supporting documents to application

Problem Statement Use data to support

If county does not collect data, explain how the grant will help provide data

What drew attention to this issue?

Why does this matter?

Objectives

Develop SMART Goals
Specific
Measurable
Attainable
Realistic
Time-based

Activities

Two Parts

- Implementation Steps to start program
- Operation- Core activities of the program

Provide details to help reviewers understand how activities meet objectives

Be clear for outsiders – no jargon or undefined acronyms

Evaluation



Think Ahead



What data will demonstrate that your activities achieved the program objectives?



How will that data be collected?



Tie back directly to "SMART" objectives



Qualitative and quantitative elements

Budget

Budget narrative should provide detail and explanation for all proposed costs.

Show the math" – Provide attachment with detailed basis of cost. Tips





CHANGE COUNTY/GRANTEE: Anderson County SELECT YEAR: 2025 ~ Formula Grant Improvement Grant START NEW 2025 IG APPLICATION 2025 INTENT TO SUBMIT APP STATUS REPORT ISA STATUS REPORT^M REPORTING STATUS REVIEW REPORT PROGRESS REPORT DOCUMENTS GRANT PAYMENTS PROG. RPT. ANNUAL SUMMARY^M ISA Dump^M PROG RPT Q & R^M PROG. RPT. Q & R DUMP^A PROGRESS REPORT ITEMS (NEW)^A Assign Prog Rpt Questions^A DISPLAY QUESTIONS FOR GROUP^A MANAGE GRANT M Advance IG Application^A APPLICATION REVIEW APPLICATION REVIEW SUMMARY ID Plan **E** CPS Attorney Reporting Regional Participation Direct Client Services Programs Administrative E Login Log Contact Database Training Site Visits and Monitoring Archives My Profile Contact Us Innocence Project^A

Welcome Doriana Torres. Your last login was at 2/21/2024 10:15:05 AM

The email address that we have on file for you is "DTorres@tidc.texas.gov". If this is incorrect, please update it in your profile. This is important in case you forget your password or if we need to contact you.

We have implemented a new menu system. To reduce the length of the menu, the sub items are hidden until the + by the category is clicked.

This website is an online system for collecting and viewing Indigent Defense Plans for all Texas counties and for administrative functions related to the application for, review of, and reporting on Indigent Defense Grants.

Update My Contact Information - Use this link to update your address, email, or phone numbers whenever there are changes.

Contact Information for Anderson County

Constitutional County Judge

Carey G. McKinney 500 N.Church Street Palestine, TX 75801

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phone: 903-723-7406 fax: 903-723-7494 email: cgmckinney@co.anderson.tx.us



Local Administrative District Judge

Charles M Davis 500 N. CHURCH STREET, ROOM 30 PALESTINE, TX 75801

phone: 903-723-7414 fax: email: MDAVIS@CO.ANDERSON.TX.US

Change

Other Counties: Leon (LADJ)

Local Administrative Statutory County Court Judge

(or County Judge if there is no statutory court within the county)

Jeff Doran 500 N. Church St. Palestine, TX 75801 phone: 903-723-7469 fax: 903-723-7803 email: jdoran@co.anderson.tx.us

Change



Chairman of the Juvenile Board

Jeff Doran 500 N. Church St. Palestine, TX 75801 phone: 903-723-7469 fax: 903-723-7803 email: jdoran@co.anderson.tx.us



County Administrative Contact(s)

No County Administrative Contact on Record

County Administrative Contacts are editable only by administrative users Add

Auditor

Megan Lambright 703 N. Mallard Street, Suite 110 Palestine, TX 75801

phone: 903723-7427 fax: email: mlambright@co.anderson.tx.us





Grant Officials

The Program Director must be an officer or employee responsible for the program operation or monitoring and who will serve as the point-of-contact regarding the program's day-to-day operations. The Authorized Official must be authorized to apply for, accept, decline, modify, or cancel the grant for the applicant county. A county judge or a designee authorized by the governing body in its resolution may serve as the authorized official. The program director and the authorized official may be the same person. The financial officer may not serve as the program director or the authorized official. *Texas Government Code* §173.301(a)

	Program Director	
Rob Kelly	phone: 830-792-2211	
700 Main Street	Fax: 830-792-2218	Change
Kerrville, TX 78028	email: cojudge@co.kerr.tx.us	63 - 5A
	Authorized Official	
Rob Kelly	phone: 830-792-2211	
700 Main Street	Fax: 830-792-2218	Change
Kerrville, TX 78028	email: cojudge@co.kerr.tx.us	
Resolution / Internet Submission	on Form: Click on link to open new window with Sam	ple resolution. This may be printed
or copied (Ctrl+A, Ctrl+C) and	pasted (Ctrl+V) into Word Processing software for ed	diting. Word Version
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Printable Indigent Defense Imp	provement Grant Program Cooperation Agreement	>
Application Narrative		
Application Narrative		
View Instructions	any)	
View Instructions Introduction (Executive Summa	<u>ary)</u>	
View Instructions Introduction (Executive Summa Problem Statement	<u>ary)</u>	
View Instructions Introduction (Executive Summa Problem Statement Objectives	<u>ary)</u>	
View Instructions	ary)	
View Instructions Introduction (Executive Summa Problem Statement Objectives	<u>ary)</u>	
<u>View Instructions</u> <u>Introduction (Executive Summa Problem Statement</u> <u>Objectives</u> <u>Activities</u>	ary.)	
View Instructions Introduction (Executive Summa Problem Statement Objectives Activities Evaluation		

Commisioners Court Resolution

<u>Sample</u> Resolution/Internet Submission Form Indigent Defense Discretionary Grant Program

MUST BE PRINTED FROM ONLINE SYSTEM

WHEREAS, under the provisions of the Texas Government Code § 79.037 and Title 1 of the 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, the commissioners court authorizes this grant program and application to assist the county in the implementation and the improvement of the indigent criminal defense services in this county; and

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

NOW THEREFORE, BE IT RESOLVED and ordered that the <u>OFFICIAL DESIGNATED BY THE</u> <u>COMMISSIONERS' COURT</u> of this county is designated as the Authorized Official to apply for, accept, decline, modify, or cancel the grant application for the Indigent Defense Discretionary Grant Program and all other necessary documents to accept said grant; and

BE IT FURTHER RESOLVED that the <u>OFFICIAL DESIGNATED BY THE COMMISSIONERS'</u> <u>COURT</u> is designated as the Program Director for this grant and the <u>County Auditor or County Treasurer</u> <u>if the county does not have an auditor (per TAC § 173.301(a)</u> is designated as the Financial Officer for this grant.

Adopted this _____day of _____, 20___.

This is a Sample. Submitted resolution submitted MUST BE PRINTED FROM ONLINE SYSTEM County Judge

Attest:

County Clerk

INTERNET SUBMISSION FORM

After submitting the discretionary application online, the following Internet submission confirmation number was received #______. This grant application submission was in accordance with the Commissioners' Court Resolution above.

Documentation of Judicial Support

Attachment B

HARRIS COUNTY INDIGENT DEFENSE MULTI-YEAR DISCRETIONARY GRANT PROGRAM COOPERATION AGREEMENT

Harris County has applied for a discretionary grant from the Task Force on Indigent Defense (Task Force) to assist in funding **Harris County Public Defender Office**. Implementation of this program will affect the courts below. The undersigned judges agree to support and/or participate with the program pursuant to the county's discretionary grant application to the Task Force and any special conditions of the grant award to the county. This commitment includes participating in the data collection efforts required in the program, as well as utilization of the services to be provided by the program.

To be considered for funding this program cooperation agreement must be signed by the judges of all of the statutory county / district courts hearing criminal matters punishable by incarceration or juvenile matters in the county.

Acknowledged and Approved by all statutory county / district courts hearing criminal matters punishable by incarceration or juvenile matters in the county:

Signature of Judge	Date	Printed Name and Title
Signature of Judge	Date	Printed Name and Title
Signature of Judge	Date	Printed Name and Title
Signature of Judge	Date	Printed Name and Title
Signature of Judge	Date	Printed Name and Title
Signature of Judge	Date	Printed Name and Title
Signature of Judge	Date	Printed Name and Title

Pitfalls to Avoid

(What NOT to Do)

Not building broad support with other stakeholders

Including non-indigent defense specific costs

Vague descriptions of how activities will improve indigent defense

Lack of plan for documenting impact of program

Contact TIDC for help!

The TIDC Grants Team can:

- Help you explore ideas
- Put you in touch with counties that have implemented successful programs
- Meet with you and your stakeholders to build consensus on a project plan
- Provide feedback on application drafts



Thank you!

TIDC Improvement Team



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