

[Print This Page](#)**Agency Name:** Galveston County**Grant/App:** 2550013 **Start Date:** 10/1/2026 **End Date:** 9/30/2027**Project Title:** Victims Assistance Coordinator and Outreach Project**Status:** Application Pending Submission**Eligibility Information****Your organization's Texas Payee/Taxpayer ID Number:**

17460009081010

**Application Eligibility Certify:**

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**Profile Information****Applicant Agency Name:** Galveston County**Project Title:** Victims Assistance Coordinator and Outreach Project**Division or Unit to Administer the Project:** Galveston County**Address Line 1:** 722 Moody**Address Line 2:** 2nd Floor**City/State/Zip:** Galveston Texas 77550-2317**Start Date:** 10/1/2026**End Date:** 9/30/2027**Regional Council of Governments(COG) within the Project's Impact Area:** Houston-Galveston Area Council**Headquarter County:** Galveston**Counties within Project's Impact Area:** Galveston**Grant Officials:****Authorized Official****Name:** Mark Henry**Email:** mark.henry@co.galveston.tx.us**Address 1:** 722 Moody**Address 1:****City:** Galveston, Texas 77550**Phone:** 409-766-2244 Other Phone: 409-765-2639**Fax:** 409-766-4582**Title:** The Honorable**Salutation:** Judge**Position:** County Judge**Financial Official****Name:** Sergio Cruz**Email:** sergio.cruz@galvestoncountytexas.gov**Address 1:** 722 Moody Avenue**Address 1:** 4th Floor**City:** Galveston, Texas 77550**Phone:** 409-770-5398 Other Phone:**Fax:****Title:** Mr.**Salutation:** Mr.**Position:** County Auditor**Project Director****Name:** Ambar Marenco-Lazzaro**Email:** ambar.lazzaro@galvestoncountytexas.gov**Address 1:** 600 59th Street**Address 1:** Ste. 1001

**City:** Galveston , Texas 77551

**Phone:** 409-770-5124 Other Phone:

**Fax:**

**Title:** Ms.

**Salutation:** Ms.

**Position:** Chief Victim's Assistance Coordinator

### **Grant Writer**

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**Title:** Mr.

**Salutation:** Mr.

**Position:** Grant Coordinator I

### **Grant Vendor Information**

**Organization Type:** County

**Organization Option:** applying to provide direct services to victims only

**Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID):** 17460009081010

**Unique Entity Identifier (UEI):** DRP9KU1PVJN4

### **Narrative Information**

#### **Introduction**

The purpose of this program is to provide services and assistance directly to victims of crime to speed their recovery and aid them through the criminal justice process. Services may include the following:

- responding to the emotional and physical needs of crime victims;
- assisting victims in stabilizing their lives after a victimization;
- assisting victims to understand and participate in the criminal justice system; and
- providing victims with safety and security.

#### **Culturally Specific and Underserved Populations**

Does your program have a primary focus on serving a culturally specific population? (The organization must do more than merely provide services to an underserved population as defined by 34 USC § 12291 (a)(46) or culturally specific group; rather, the organization's primary focus must be on providing culturally competent services as defined by 34 USC § 12291(a)(9) designed to meet the specific needs of the target population in order to justify a YES response in the section below.)

☐ Yes

☒ No

#### **Certifications**

In addition to the requirements found in existing statute, regulation, and the funding announcement, this program requires applicant organizations to certify compliance with the following:

**Resolution from Governing Body**

Applications from nonprofit corporations, local units of governments, and other political subdivisions must submit a fully executed resolution with the application to be considered eligible for funding. The resolution must contain the following elements (see [Sample Resolution](#)):

- Authorization by your governing body for the submission of the application to the Public Safety Office (PSO) that clearly identifies the name of the project for which funding is requested;
- A commitment to provide all applicable matching funds;
- A designation of the name and/or title of an authorized official who is given the authority to apply for, accept, reject, alter, or terminate a grant;
- A designation of the name and/or title of a financial officer who is given the authority to submit financial and/or performance reports or alter a grant; and
- A written assurance that, in the event of loss or misuse of grant funds, the governing body will return all funds to PSO.

**Constitutional Compliance**

Applicant assures that it will not engage in any activity that violates Constitutional law including profiling based upon race.

**Forensic Medical Examination Payments**

Health care facilities shall conduct a forensic medical examination of a victim of an alleged sexual assault if the victim arrived at the facility within 120 hours after the assault occurred and the victim consents to the examination. The victim is not required to participate in the investigation or prosecution of an offense as a condition of receiving a forensic medical examination, nor pay for the forensic examination or the evidence collection kit. Crime Victim Compensation funds may be used to pay for the medical portion of the exam unless the victim of sexual assault is required to seek reimbursement for the examination from their insurance carrier. If a health care facility does not provide diagnosis or treatment services for sexual assault victims, the facility is required to refer the victim to a facility that provides those services.

**Confidentiality and Privacy**

Applicant agrees to maintain the confidentiality of client-counselor information and research data, as required by state and federal law. Personally identifying information or individual information collected in connection with services requested, utilized, or denied may not be disclosed; or, reveal individual client information without informed, written, reasonably time-limited consent of the person about whom information is sought. If release of information is compelled by statutory or court mandate, reasonable attempts to provide notice to victims affected by the disclosure of information will be made and steps necessary to protect the privacy and safety of the persons affected by the release of information will be taken.

**Activities that Compromise Victim Safety and Recovery**

Applicant agrees to not engage in activities that jeopardize victim safety, deter or prevent physical or emotional healing for victims, or allow offenders to escape responsibility for their actions.

**Polygraph Testing Prohibition**

A peace officer or attorney representing the state may not require an adult or child victim of an alleged sex offense to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of such an offense. In addition, the refusal of a victim to submit to a polygraph or other truth telling examination will not prevent the investigation, charging, or prosecution of an alleged sex offense or on the basis of the results of a polygraph examination.

**Protection Orders**

Victims applying for a protective order or their attorney may not bear the costs associated with the filing of an order of protections.

**Offender Firearm Prohibition**

The applicant certifies that its judicial administrative policies and practices include notification to domestic violence offenders of the requirements delineated in section 18 USC § 992(g)(8) and (g)(9).

**Criminal Charges**

In connection with the prosecution of any misdemeanor or felony domestic violence offense, the victim may not bear the costs associated with the filing of criminal charges against a domestic violence offender, issuance

or service of a warrant, or witness subpoena.

### **Cybersecurity Training Requirement**

Local units of governments must comply with the Cybersecurity Training requirements described in Section 772.012 and Section 2054.5191 of the Texas Government Code. Local governments determined to not be in compliance with the cybersecurity requirements required by Section 2054.5191 of the Texas Government Code are ineligible for OOG grant funds until the second anniversary of the date the local government is determined ineligible. Government entities must annually certify their compliance with the training requirements using the [Cybersecurity Training Certification for State and Local Government](#). A copy of the Training Certification must be uploaded to your eGrants application. For more information or to access available training programs, visit the Texas Department of Information Resources [Statewide Cybersecurity Awareness Training](#) page.

### **Criminal History Reporting**

Entities receiving funds from PSO must be located in a county that has an average of 90% or above on both adult and juvenile dispositions entered into the computerized criminal history database maintained by the Texas Department of Public Safety (DPS) as directed in the *Texas Code of Criminal Procedure, Chapter 66*. The disposition completeness percentage is defined as the percentage of arrest charges a county reports to DPS for which a disposition has been subsequently reported and entered into the computerized criminal history system.

Counties applying for grant awards from the Office of the Governor must commit that the county will report at least 90% of convictions within five business days to the Criminal Justice Information System at the Department of Public Safety.

### **Uniform Crime Reporting (UCR)**

Eligible applicants operating a law enforcement agency must be current on reporting complete UCR data and the Texas specific reporting mandated by 411.042 TGC, to the Texas Department of Public Safety (DPS) for inclusion in the annual Crime in Texas (CIT) publication. To be considered eligible for funding, applicants must have submitted a full twelve months of accurate data to DPS for the most recent calendar year by the deadline(s) established by DPS. Due to the importance of timely reporting, applicants are required to submit complete and accurate UCR data, as well as the Texas-mandated reporting, on a no less than monthly basis and respond promptly to requests from DPS related to the data submitted.

### **Entities That Collect Sexual Assault/Sex Offense Evidence or Investigate/Prosecute Sexual Assault or Other Sex Offenses**

In accordance with Texas Government Code, Section 420.034, any facility or entity that collects evidence for sexual assault or other sex offenses or investigates or prosecutes a sexual assault or other sex offense for which evidence has been collected, must participate in the statewide electronic tracking system developed and implemented by the Texas Department of Public Safety. Visit DPS's [Sexual Assault Evidence Tracking Program](#) website for more information or to set up an account to begin participating. Additionally, per Section 420.042 "A law enforcement agency that receives evidence of a sexual assault or other sex offense...shall submit that evidence to a public accredited crime laboratory for analysis no later than the 30th day after the date on which that evidence was received." A law enforcement agency in possession of a significant number of Sexual Assault Evidence Kits (SAEK) where the 30-day window has passed may be considered noncompliant.

### **Immigration Legal Services**

PSO prioritizes funding of projects that provide a full spectrum of counseling, crisis services, and other direct victim services. PSO will not fund projects that focus primarily on immigration legal services and do not provide a significant level of other types of victim services.

### **Legal Representation in Divorce and Custody Cases**

PSO limits eligibility for legal representation in divorce and custody cases to circumstances where the survivor has been directly victimized by intimate partner violence (IPV) within the last six (6) months. This may include physical violence, sexual violence, stalking, and psychological aggression (including coercive tactics) by a current or former intimate partner against the survivor or survivor's kin sharing the residence. Additionally, legal services in divorce and custody cases funded under this award are limited to emergency order assistance, safety planning, client representation in divorce or guardianship proceedings, and other family law matters directly resulting from the victimization. Through acceptance of this award, grantee agrees that reimbursement for divorce and custody-related legal services will be limited to circumstances listed above.

### **Discrimination**

Applicant agrees not to discriminate against victims because they disagree with the State's prosecution of the criminal case.

**Records**

Applicant agrees to maintain daily time and attendance records specifying the time devoted to allowable victim services.

**Volunteers**

If awarded VOCA funds, applicant agrees to use volunteers to support either the project or other agency-wide services/activities, unless PSO determines that a compelling reason exists to waive this requirement.

**Crime Victims' Compensation**

Applicant agrees to assist crime victims in applying for crime victims' compensation benefits.

**Community Efforts**

Applicant agrees to promote community efforts to aid crime victims. Applicants should promote, within the community, coordinated public and private efforts to aid crime victims. Coordination efforts qualify an organization to receive these funds, but are not activities that can be supported with these funds.

**Civil Rights Information**

Applicant agrees to maintain statutorily required civil rights statistics on victims served by race, national origin, sex, age, and disability of victims served, within the timeframe established by PSO. This requirement is waived when providing services, such as telephone counseling, where soliciting the information may be inappropriate or offensive to the crime victim.

**Victims of Federal Crime**

Applicant agrees to provide equal services to victims of federal crime. (Note: Victim of federal crime is a victim of an offense that violates a federal criminal statute or regulation; federal crimes also include crimes that occur in an area where the federal government has jurisdiction, such as Indian reservations, some national parks, some federal buildings, and military installations.)

**No Charge**

Applicant agrees to provide grant-funded services at no charge to victims of crime. Applicants are also prohibited from billing Crime Victims Compensation, private insurance, Medicaid, or Medicare for services provided using VOCA funds.

**Effective Services**

Applicants applying for funds to provide victim services must demonstrate a record of providing effective services to crime victims. (See "Eligible Organizations" in the Funding Announcement.)

**College Campus Confidential Direct Services Providers**

All personnel compensated through OOG or match funds are Confidential Direct Service Providers that maintain victim's confidentiality for all case information (written or oral) and share information only at the victim's request and with the victim's informed consent, except when release of information is required by law. Confidential Direct Service Providers compensated with grant funds shall not be required to disclose client or case information to any entity, including a campus Title IX officer or coordinator, except when release of information is required by law. A victim may not be coerced or required to file a report or disclose information regarding their victimization with any entity as a condition of receiving services from a Confidential Direct Service Provider.

Failure to comply with this certification may result in PSO, at its sole discretion, withholding reimbursement on personnel line items contained in the program budget until satisfactory evidence of compliance is provided.

### **Compliance with State and Federal Laws, Programs and Procedures**

**Local Units of Government:** Local units of government, including cities, counties and other general purpose political subdivisions, as appropriate, and institutions of higher education that operate a law enforcement agency, must comply with all aspects of the programs and procedures utilized by the U.S. Department of Homeland Security ("DHS") to: (1) notify DHS of all information requested by DHS related to illegal aliens in Agency's custody; and (2) detain such illegal aliens in accordance with requests by DHS. Additionally, counties and municipalities may NOT have in effect, purport to have in effect, or make themselves subject to or bound by, any law, rule, policy, or practice (written or unwritten) that would: (1) require or authorize the public disclosure of federal law enforcement information in order to conceal, harbor, or shield from detection fugitives from justice or aliens illegally in the United States, 8 U.S.C. § 1324(a)(1)(A)(iii); (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3); (3) encourage or induce an alien to come to, enter, or reside in the United States in violation of law, 8 U.S.C. § 1324(a)(1)(A)(iv); (4) result in the illegal transport or movement of aliens within the United States, 8 U.S.C. § 1324(a)(1)(A)(ii). Lastly, eligible applicants must comply with all provisions, policies, and penalties found in Chapter 752, Subchapter C of the Texas Government Code.

Each local unit of government, and institution of higher education that operates a law enforcement agency, must download, complete and then upload into eGrants the [CEO/Law Enforcement Certifications and Assurances Form](#) certifying compliance with federal and state immigration enforcement requirements. This Form is required for each application submitted to PSO and is active until August 31, 2027 or the end of the grant period, whichever is later.

**Non-profit Organizations:** Each non-profit 501(c)(3) organization must certify that it does not have, and will continue not to have any policy, procedure, or agreement (written or unwritten) that in any way encourages, induces, entices, or aids any violations of immigration laws. Additionally, the organization certifies that it does not have in effect, purport to have in effect, and is not subject to or bound by any rule, policy, or practice (written or unwritten) that would: (1) encourage the concealment, harboring, or shielding from detection of fugitives from justice or aliens who illegally came to, entered, or remained in the United States, 8 U.S.C. § 1324(a)(1)(A)(iii); (2) impede federal officers from exercising authority under 8 U.S.C. § 1226(a), § 1226(c), § 1231(a), § 1357(a), § 1366(1), or § 1366(3); (3) encourage or induce an alien to come to, enter, or reside in the United States in violation of law, 8 U.S.C. § 1324(a)(1)(A)(iv); (4) result in the illegal transport or movement of aliens within the United States, 8 U.S.C. § 1324(a)(1)(A)(ii). Lastly, the organization certifies that it will not adopt, enforce, or endorse a policy which prohibits or materially limits the enforcement of immigration laws, and will not, as demonstrated by pattern or practice, prohibit or materially limit the enforcement of immigration laws.

Each non-profit organization must download, complete and then upload into eGrants the [CEO/NGO Certifications and Assurances Form](#) certifying compliance with federal and state immigration enforcement requirements.

### **Employment of Advocates for Sexual Assault**

Will this project use grant funds to support the employment of Advocates for Survivors of Sexual Assault as defined by Chapter 420, section 420.051 of the Texas Government Code?

☐ Yes

☒ No

If yes, will those advocates provide in-room hospital accompaniment during sexual assault forensic exams as defined by Texas Code of Criminal Procedure Article 56A.351?

☐ Yes

☐ No

☒ N/A



If yes, have those advocates completed a sexual assault training program certified by the Attorney General as defined by Texas Government Code 420.011?

☐ Yes  
☒ No  
☐ N/A

### Civil Rights Liaison

A civil rights liaison who will serve as the grantee's civil rights point of contact and who will be responsible for ensuring that the grantee meets all applicable civil rights requirements must be designated. The designee will act as the grantee's liaison in civil rights matters with PSO and with the federal Office of Justice Programs.

Enter the Name of the Civil Rights Liaison:

Rebecca Gilliam

Enter the Address for the Civil Rights Liaison:

722 Moody Avenue, 3rd Floor, Human Resources, Galveston, Texas 77550

Enter the Phone Number for the Civil Rights Liaison [(999) 999-9999 x9999]:

409-770-5346

### Overall Certification

Each applicant agency must certify to the specific requirements detailed above as well as to comply with all requirements within the PSO Funding Announcement, the *Guide to Grants*, the *Grantee Conditions and Responsibilities*, any authorizing or applicable state and federal statutes and regulations to be eligible for this program.

☒ I certify to all of the application content & requirements.

### Project Abstract :

The Galveston County District Attorney's Office is requesting continued VOCA funding to sustain the Victim Assistance Coordinator and Outreach Coordinator positions, which are essential to delivering comprehensive, victim centered services to individuals impacted by crime. Through this project, victims receive emotional support, crisis intervention, safety planning, and assistance navigating the criminal justice process. Coordinators provide direct support by assisting with applications for Crime Victims Compensation, preparation of Victim Impact Statements, protective order screenings, and accompaniment and support during court proceedings. In addition to direct services, the project emphasizes outreach and community engagement to increase awareness of available victim services, particularly among underserved and marginalized populations. by strengthening partnerships with local service providers and community organizations, the program improves access to timely, coordinated support. These efforts are designed to address victims' immediate safety and emotional needs while promoting long term recovery through trauma informed, culturally responsive, and inclusive services.

### Problem Statement :

Crime victims in Galveston County face significant emotional, safety, and practical challenges in the aftermath of victimization. Many experience trauma-related symptoms, fear of further harm, and financial strain, all while being expected to navigate a complex and often overwhelming criminal justice system. Without timely and consistent support, these barriers can prevent victims from accessing services, participating meaningfully in the justice process, and beginning their recovery. These challenges are especially pronounced for underserved and vulnerable populations, including non-English speakers, individuals from minority communities, and those living in rural or low-income areas. Victims in these groups may face language barriers, limited transportation, lack of awareness of available services, or cultural mistrust of systems, resulting in unmet needs and delayed assistance. When services are not accessible, trauma-informed, and culturally responsive, victims are more likely to disengage and remain at risk. The Victim Assistance Coordinator and Outreach Coordinator project addresses these gaps by providing direct, victim-centered services and proactive community outreach. Through emotional support, safety planning, assistance with legal processes, and coordinated referrals, the project reduces barriers to access and ensures victims receive timely, supportive, and equitable services that promote safety, stability, and healing.

### Supporting Data :

According to the Texas Department of Public Safety (DPS), Galveston County had an estimated population of 381,986 in 2024, with approximately 53,237 residents living in the City of Galveston. Although the city serves as the county's central hub and houses all County and District Courts, it represents only 14 percent of the county's

population. As a result, many residents living in rural or outlying areas face barriers to accessing victim services that are primarily centralized within the city. In 2024, Galveston County reported 6,726 criminal offenses, including 17 homicides, 271 rapes, 122 robberies, 587 aggravated assaults, and 3,837 incidents of family violence. The county also documented 581 confirmed cases of child abuse, and 737 confirmed cases of elder abuse, demonstrating the broad and ongoing need for victims services across age groups and crime types. During this period, the Galveston County District Attorney's Office received approximately 360 protective order requests, issued 583 emergency protective orders, and facilitated 858 no-contact bond conditions, reflecting a substantial demand for victim advocacy and protective interventions. In FY 2025, the Victim Assistance Coordinator and Outreach Coordinator project served 1,826 victims, assisted 1,779 individuals with navigating the criminal justice system, provided crisis counseling to 877 victims, and accompanied an estimated 402 victims and family members of victims to court. Despite these efforts, significant gaps in access to legal assistance, safety planning, and counseling services remain, particularly for victims of family violence, child and elder abuse, sexual assault, homicide, and human trafficking in rural and underserved areas. Continued funding is essential to ensure equitable access to trauma informed, victim centered services for all victims, regardless of location or background.

### **Project Approach & Activities:**

The Victim Assistance Coordinator and Outreach Coordinator projects employs a comprehensive, victim centered approach to address the challenges faced by crime victims in Galveston County. The project is designed to provide accessible, trauma-informed, and culturally responsive services to victims throughout the county, with particular emphasis on individuals living in rural or underserved areas where access to resources is limited. The Victim Assistance Coordinator and Outreach Coordinator provide direct assistance to victims by helping them navigate the criminal justice system. Services include assistance with Crime Victims' Compensation applications, preparation of victim impact statements, screening for protective orders, and accompaniment to court proceedings. Coordinators also provide crisis intervention, safety planning, and ongoing emotional support, while connecting victims to community-based resources that promote safety, stability, and recovery. The coordinators work collaboratively with prosecutors, law enforcement agencies, and service providers to ensure victims are informed of their rights and receive coordinated, timely support. In Addition to direct services, the project prioritizes outreach and education to increase awareness and accessibility of victim services across Galveston County. Activities include conducting community presentations, developing and distributing informal materials, and strengthening partnerships with law enforcement agencies, community organizations and service providers. Outreach efforts focus on reducing cultural, linguistic, and systemic barriers that may prevent victims from seeking assistance and are designed to extend services to rural and outlying areas. Together, these strategies reduce barriers to services, provide individualized victim support, and strengthen community awareness, ensuring that victims across Galveston County have equitable access to services that support healing and recovery following a crime.

### **Capacity & Capabilities:**

The Galveston County District Attorney's Office has a long-standing history of providing victim-centered services and is well positioned to successfully implement the proposed project. As the primary prosecutorial agency for Galveston County, the office works closely with law enforcement, courts, and community partners to ensure coordinated responses to crime and meaningful support for victims throughout the criminal justice process. The Victim Assistance Coordinator and Outreach Coordinator bring the training, experience, and qualifications necessary to deliver trauma-informed, culturally responsive services to a diverse victim population. Coordinators are experienced in crisis intervention, safety planning, victim advocacy, and legal system navigation, including assistance with Crime Victims' Compensation applications, protective orders, and victim impact statements. Staff receive ongoing training related to victim rights, trauma-informed care, confidentiality, cultural competency, and VOCA requirements, ensuring services are delivered in accordance with best practices and grant guidelines. The District Attorney's Office maintains established collaborative partnerships with local law enforcement agencies, family violence shelters, sexual assault service providers, child advocacy centers, elder abuse resources, and other community-based organizations. These partnerships support effective referrals, coordinated service delivery, and timely access to specialized resources for victims with complex needs. The Outreach Coordinator further strengthens these collaborations by maintaining regular communication, participating in multidisciplinary meetings, and engaging in community education efforts throughout the county. Administrative oversight and fiscal management of the project are provided by the District Attorney's Office, which has demonstrated capacity to manage grant-funded programs in compliance with VOCA and state requirements. Collectively, the agency's experience, trained staff, and strong community partnerships ensure the project is implemented effectively and that victims receive consistent, high-quality support.

### **Performance Management :**



The Galveston County District Attorney's Office will measure the success of the Victim Assistance Coordinator and Outreach Coordinator project through clearly defined goals, objectives, and data-driven performance monitoring. The primary goal of the project is to increase access to trauma-informed, victim-centered services while reducing barriers to support for crime victims throughout Galveston County. Project objectives include providing timely crisis intervention, safety planning, legal system navigation, and referrals to community resources for eligible victims; increasing victim participation and engagement in the criminal justice process; and expanding outreach to underserved and rural populations to improve awareness and accessibility of services. Progress toward these objectives will be measured through quantitative and qualitative indicators, including the number of victims served, types of services provided, referrals made, protective order assistance, court accompaniment, and outreach activities conducted. Data will be collected and maintained using secure case management and tracking systems such as Odyssey Case Management system utilized by the District Attorney's Office. Victim service data will be entered consistently by staff and reviewed regularly to ensure accuracy and completeness. The project will track service delivery throughout the grant period to monitor trends, identify gaps, and adjust strategies as needed to improve outcomes. Program performance will be reviewed on an ongoing basis by supervisory staff to ensure compliance with VOCA requirements and alignment with project goals. Internal reviews and required grant reports will be used to assess progress, document outcomes, and support continuous improvement. This structured approach to performance management ensures accountability, data integrity, and effective delivery of victim services throughout the grant period.

### **Target Group :**

The target population for this project includes individuals of all ages who are victims of violent and personal crimes occurring within Galveston County. Primary service recipients include victims of family violence, sexual assault, child abuse, elder abuse, homicide, human trafficking, stalking, and related offenses. The project serves victims regardless of gender, race, ethnicity, immigration status, disability, sexual orientation, or socioeconomic background. Special emphasis is placed on reaching underserved and vulnerable populations who face barriers to accessing services, including individuals living in rural or outlying areas of the county, non-English speakers, low-income residents, older adults, and victims with limited transportation or limited familiarity with the criminal justice system. These populations are at increased risk of unmet needs due to geographic distance from centralized services, language and cultural barriers, and limited access to supportive resources. Victims served through this project are typically involved in criminal cases prosecuted by the Galveston County District Attorney's Office and are referred through law enforcement agencies, prosecutors, courts, and community partners. In FY 2025, the Victim Assistance Coordinator and Outreach Coordinator project provided services to 1,826 victims, including crisis intervention, safety planning, legal system navigation, and court accompaniment, demonstrating both the scope of the target population and the ongoing demand for services. In addition to direct victim services, the project indirectly benefits family members of victims and the broader community by promoting victim safety, improving access to justice, and increasing awareness of available resources. By targeting a diverse and countywide population, the project ensures equitable access to trauma-informed, victim-centered services throughout Galveston County.

### **Evidence-Based Practices:**

The Victim Assistance Coordinator and Outreach Coordinator project is informed by established evidence-based and promising practices recognized at the federal level for effective victim service delivery. The project's trauma-informed, victim-centered approach is grounded in guidance from the Substance Abuse and Mental Health Services Administration (SAMHSA), which identifies trauma-informed care as a best practice for working with individuals who have experienced violence and victimization. SAMHSA's framework emphasizes safety, trustworthiness, choice, collaboration, and empowerment principles that guide all direct services provided through this project. The project design also aligns with best practices promoted by the U.S. Department of Justice, Office for Victims of Crime (OVC), which supports advocacy-based interventions, system navigation, and coordinated service delivery as effective strategies for improving victim safety, engagement, and access to services. OVC research and training resources highlight the importance of court accompaniment, victim advocacy, and assistance with Crime Victims' Compensation as key components of comprehensive victim assistance programs. Additionally, multidisciplinary and collaborative service models endorsed by OVC and the National Center for Victims of Crime inform the project's emphasis on partnerships with law enforcement, prosecutors, and community-based organizations. These models have been shown to reduce barriers, improve referrals, and enhance outcomes for victims, particularly those from underserved populations. Outreach and community education efforts are considered promising practices for increasing service accessibility, especially in rural and marginalized communities. While outreach strategies are adapted to local needs, they are informed by national best practices and ongoing evaluation of service data and community feedback, supporting their continued effectiveness. SAMHSA (2012). Trauma-Informed case as Best Practice for victims. OVC. (2020). Crime Victim's Rights Best Practices. NRC. (2021). The National Research Council's Recommendations. CDC.

(2020). Community Outreach Strategies. NCV. MDR and collaborative service model.

**Project Activities Information****Selected Project Activities:**

ACTIVITY	PERCENTAGE:	DESCRIPTION
Crisis Services	50.00	The Victim Assistance Coordinator and Outreach Coordinator will provide, trauma-informed crisis services to victims of crime throughout Galveston County. Crisis services are designed to address victims' urgent emotional, safety, and practical needs following victimization or during critical stages of the criminal justice process. Services include crisis intervention, emotional support, and stabilization for victims experiencing acute distress related to family violence, sexual assault, child abuse, elder abuse, homicide, and other violent crimes. Coordinators will conduct safety planning, assess immediate risks, and assist victims in identifying protective options, including emergency protective orders and no-contact bond conditions when appropriate. Victims will receive clear information about their rights, available resources, and next steps in the legal process to reduce confusion and fear. Crisis services may be provided in person, by phone, or through other appropriate means to ensure timely access, including for victims in rural or underserved areas. Coordinators will also provide court accompaniment and support during hearings or proceedings that may be emotionally triggering for victims. When additional services are needed, staff will make timely referrals to community partners such as shelters, counseling providers, and advocacy organizations. All crisis services are delivered using a trauma-informed, victim-centered approach that prioritizes safety, confidentiality, choice, and cultural responsiveness. These services help victims stabilize, increase safety, and begin the recovery process while remaining engaged with the criminal justice system.
Legal Advocacy	50.00	The Victim Assistance Coordinator and Outreach Coordinator will provide legal advocacy services to support crime victims as they navigate the criminal justice system. Legal advocacy activities are designed to ensure victims understand their rights, are informed of case developments, and are supported throughout all stages of the legal process. Coordinators will assist victims with understanding court procedures, screening for protective orders, preparing victim impact statements, and navigating bond conditions, including no contact orders. Staff will help victims communicate with prosecutors and law enforcement, accompany victims to court proceedings, and provide support during hearings, trials, and other critical court events. Legal advocacy also includes assisting victims with applications for Crime Victims' Compensation, explaining eligibility requirements, gathering documentation, and coordinating with the Texas Crime Victims' Compensation program to help alleviate financial burdens related to crime related expenses. Coordinators will ensure victims receive timely information about their rights under the Texas Crime Victims' Rights statute and are connected to additional legal and community resources as needed. All legal advocacy services are delivered using a trauma-informed victim-centered approach that prioritizes victim safety, confidentiality, choice, and cultural responsiveness. These services help reduce barriers to participation in the justice process, promote informed decision making, and empower victims to engage more confidently and safely in legal proceedings.

**CJD Purpose Areas**

PERCENT DEDICATED	PURPOSE AREA	PURPOSE AREA DESCRIPTION
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**Measures Information**

## Objective Output Measures

OUTPUT MEASURE	TARGET LEVEL
Number of survivors assisted through the legal process.	1300
Number of survivors receiving crisis counseling.	1200
Number of times survivors are accompanied to court.	160
Number of victims / survivors seeking services who were served.	1500
Number of victims seeking services who were not served.	0

## Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL
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## Custom Output Measures

CUSTOM OUTPUT MEASURE	TARGET LEVEL
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## Custom Outcome Measures

CUSTOM OUTCOME MEASURE	TARGET LEVEL
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## Lobbying

For applicant agencies requesting grant funds in excess of \$100,000, have any federally appropriated funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement?

Select the appropriate response:

- ☐ Yes  
☒ No  
☐ N/A

For applicant agencies that selected either **No** or **N/A** above, have any non-federal funds been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress in connection with this federal contract, loan, or cooperative agreement?

Select the appropriate response:

- ☐ Yes  
☒ No  
☐ N/A

### Debarment

Each applicant agency will certify that it and its principals (as defined in 2 CFR Part 180.995):

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal Court, or voluntarily excluded from participation in this transaction by any federal department or agency;
- Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; or
- Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in the above bullet; and have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default.

Select the appropriate response:

- ☒ I Certify  
☐ Unable to Certify

If you selected **Unable to Certify** above, please provide an explanation as to why the applicant agency cannot certify the statements.

### Victim Services Information

#### Agency Type

Implementing Agency Type - Government

Which designation best describes your agency

- Prosecutor

#### Purpose of Award

- Continue an OOG-funded victim project funded in a previous year

## Type of Crime Funding Distribution

Identify the percent of funding dedicated to each type of victimization. The percentages provided below should not include matching funds. Cumulative total for all types of victimization must equal 100%.

Type of Crime	Percent of Funds Dedicated to Crime Enter whole percentages only	Funds Dedicated to Crime Current Award x Percent Entered
Child Physical Abuse	2	\$2,749.37
Child Sexual Abuse	15	\$20,620.26
Domestic and Family Violence	33	\$45,364.58
Child Sexual Assault	0	\$0.00
Adult Sexual Assault	1	\$1,374.68
DUI/DWI Crashes	1	\$1,374.68
DUI/DWI Crashes	1	\$1,374.68
Assault	28	\$38,491.16
Adults Molested As Children	0	\$0.00
Elder Abuse	1	\$1,374.68
Robbery	1	\$1,374.68
Survivors of Homicide	10	\$13,746.84
Adult Human Trafficking	1	\$1,374.68
Child Human Trafficking	1	\$1,374.68
Other Violent Crimes	3	\$4,124.05
Description:	Arson, burglary, kidnapping, mass violence, stalking, unlawful restraint, deadly conduct	
Other Non-Violent Crimes	3	\$4,124.05
Description:	Child pornography, Criminal Trespassing, Criminal Mischief, Violation of Court Order, identity theft, fraud, harassment, terrorist threat, publish/intent to publish intimate material,	
SUM of %'s Sum of % MUST = 100%	100	SUM of Funds Sum of Funds MUST = OOG Current Budget
		\$137,468.43

## Use of Funds

Does this project provide DIRECT SERVICES to victims:

☒ Yes  
☐ No



## Information and Referral

- Information about the criminal justice process
- Information about victim rights, how to obtain notifications, etc.
- Referral to other victim service programs
- Referral to other services, supports, and resources (includes legal, medical, faith-based organizations, address-confidentiality programs, etc.)

## Personal Advocacy/Accompaniment

- Intervention with employer, creditor, landlord, or academic institution
- Law enforcement interview advocacy/accompaniment
- Individual advocacy (e.g., assistance in applying for public benefits, return of personal property or effects)

## Emotional Support or Safety Services

- Crisis Intervention (in-person, includes safety planning, etc.)
- Hotline/crisis line counseling
- Individual counseling

## Shelter/Housing Services

## Criminal/Civil Justice System Assistance

- Notification of criminal justice events (case status, arrest, court proceedings, case disposition, release, etc.)
- Victim impact statement assistance
- Civil legal assistance in obtaining protection or restraining order

- Prosecution interview advocacy/accompaniment (includes accompaniment with prosecuting attorney and victim/witness)
- Law enforcement interview advocacy/accompaniment
- Criminal advocacy/accompaniment

#### Assistance in Filing Compensation Claims

- Assists potential recipients in seeking crime victim compensation benefits

All VOCA-funded direct service projects MUST assist victims with seeking crime victim compensation benefits. Please explain why your agency is not assisting victims with crime victim compensation benefits:

#### Types of Victimitizations

Check the types of victimization that best describe the victims the grant-funded project will serve. "Other" refers to a type that Is Not associated with any of the types provided in the list. Check all that apply:

##### Types of Victimitizations

- Adult physical assault (includes aggravated and simple assault)
- Adult sexual assault
- Adults sexually abused/assaulted as children
- Arson
- Bullying (verbal, cyber, or physical)
- Burglary
- Child physical abuse or neglect
- Child pornography

- Child physical abuse or neglect
- Domestic and/or family violence
- DUI/DWI incidents
- Elder abuse or neglect
- Hate crime: racial/religious/gender/sexual orientation/other

If Hate Crime is TRUE provide explanation:

The program would assist victims of any and all types of hate crimes as they arise

- Human trafficking: labor
- Human trafficking: sex
- Identity theft/fraud/financial crime
- Kidnapping (noncustodial)
- Kidnapping (custodial)
- Mass violence (domestic/international)
- Other vehicular victimization (e.g., hit and run)
- Robbery
- Stalking/harassment
- Survivors of homicide victims
- Teen dating victimization

- Terrorism (domestic/international)
- Other

If Other is TRUE provide explanation:

Criminal Trespassing, Criminal Mischief, Violation of Court Order, identity theft, fraud, harassment, terrorist threat, publish/intent to publish intimate material,

### **Budget and Staffing**

Answer the questions below based on your current fiscal year. Report the total budget available to the victim services program by source of funding. Do not report the entire agency budget, unless the entire budget is devoted to victim services program.

Annual funding amounts allocated to all victimization programs and/or services for the current fiscal year:

Identify by source the amount of funds allocated to the victimization program/services budget for your agency. DO NOT COUNT FUNDS IN MORE THAN ONE CATEGORY. OTHER FEDERAL includes all federal funding except the award amount for this grant.

OOG Current Budget:

\$137,468.43

Other State Funds:

\$0.00

Other Local Funds:

\$0.00

Other Federal Funds:

\$0.00

Other Non-Federal Funds:

\$0.00

Total Victimization Program Budget:

\$137,468.43

Total number of paid staff for all grantee victimization program and/or services:

COUNT each staff member once. Both full and part time staff should be counted as one staff member. DO NOT prorate based on FTE.

Total number of staff:

2

Number of staff hours funded through THIS grant award (plus match) for grantee's victimization programs and/or services:

Total COUNT of hours to work by all staff supporting the work of this award, including match.

Total number of hours:

4160

Number of volunteer staff supporting the work of this award (plus match) for grantee's victimization programs and/or services:

COUNT each volunteer staff once. DO NOT prorate based on FTE.

Total number of volunteer staff:

24

Number of volunteer hours supporting the work of this award (plus match) for grantee's victimization programs:

Total COUNT of hours to work by all volunteers supporting the work of the award, including match

Total hours to work by all volunteers:

55

Explain how your organization uses volunteers to support its victimization programs or if your organization does not use volunteers explain any circumstances that prohibit the use of volunteers.

Volunteers are essential in supporting events hosted for our victims at the Galveston County District Attorney's Office. Volunteers assist by contacting victims after a crime and providing vital resources and support. Additionally, they accompany victims to court and sit in meetings with prosecutors and victims, offering comfort and assistance. Volunteers also assist with essential office duties.

## **Fiscal Capability Information**

### **Section 1: Organizational Information**

\*\*\* FOR PROFIT CORPORATIONS ONLY \*\*\*

Enter the following values in order to submit the application

Enter the Year in which the Corporation was Founded: 0

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status: 01/01/1900

Enter the Employer Identification Number Assigned by the IRS: 0

Enter the Charter Number assigned by the Texas Secretary of State: 0

Enter the Year in which the Corporation was Founded:

Enter the Date that the IRS Letter Granted 501(c)(3) Tax Exemption Status:

Enter the Employer Identification Number Assigned by the IRS:

Enter the Charter Number assigned by the Texas Secretary of State:

### **Section 2: Accounting System**

The grantee organization must incorporate an accounting system that will track direct and indirect costs for the organization (general ledger) as well as direct and indirect costs by project (project ledger). The grantee must establish a time and effort system to track personnel costs by project. This should be reported on an hourly basis, or in increments of an hour.

Is there a list of your organization's accounts identified by a specific number (i.e., a general ledger of accounts)?

Select the appropriate response:

☐ Yes

☐ No

Does the accounting system include a project ledger to record expenditures for each Program by required budget cost categories?

Select the appropriate response:



- ☐ Yes  
☐ No

Is there a timekeeping system that allows for grant personnel to identify activity and requires signatures by the employee and his or her supervisor?

Select the appropriate response:

- ☐ Yes  
☐ No

If you answered 'No' to any question above in the Accounting System section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

### Section 3: Financial Capability

Grant agencies should prepare annual financial statements. At a minimum, current internal balance sheet and income statements are required. A balance sheet is a statement of financial position for a grant agency disclosing assets, liabilities, and retained earnings at a given point in time. An income statement is a summary of revenue and expenses for a grant agency during a fiscal year.

Has the grant agency undergone an independent audit?

Select the appropriate response:

- ☐ Yes  
☐ No

Does the organization prepare financial statements at least annually?

Select the appropriate response:

- ☐ Yes  
☐ No

According to the organization's most recent Audit or Balance Sheet, are the current total assets greater than the liabilities?

Select the appropriate response:

- ☐ Yes  
☐ No

If you selected 'No' to any question above under the Financial Capability section, in the space provided below explain what action will be taken to ensure accountability.

Enter your explanation:

### Section 4: Budgetary Controls

Grant agencies should establish a system to track expenditures against budget and / or funded amounts. Are there budgetary controls in effect (e.g., comparison of budget with actual expenditures on a monthly basis) to include drawing down grant funds in excess of:

a) Total funds authorized on the Statement of Grant Award?

- ☐ Yes  
☐ No

b) Total funds available for any budget category as stipulated on the Statement of Grant Award?

- ☐ Yes  
☐ No

If you selected 'No' to any question above under the Budgetary Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

### Section 5: Internal Controls

Grant agencies must safeguard cash receipts, disbursements, and ensure a segregation of duties exist. For example, one person should not have authorization to sign checks and make deposits.

Are accounting entries supported by appropriate documentation (e.g., purchase orders, vouchers, receipts, invoices)?

Select the appropriate response:

☐ Yes

☐ No

Is there separation of responsibility in the receipt, payment, and recording of costs?

Select the appropriate response:

☐ Yes

☐ No

If you selected 'No' to any question above under the Internal Controls section, in the space provided below please explain what action will be taken to ensure accountability.

Enter your explanation:

### Budget Details Information

#### Budget Information by Budget Line Item:

CATEGORY	SUB CATEGORY	DESCRIPTION	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL	UNIT/%
Personnel	Case Worker	Outreach Victims Assistance Coordinator will serve as a liaison between victims, prosecutors and justice personnel. This position will continue to be present on a daily basis at police departments to provide direct victim services (face-to-face or telephone crisis intervention), justice and personal advocacy, court accompaniment, assist victims in securing safety with protective orders, crime victim compensation, victim impact	\$61,950.79	\$15,487.69	\$0.00	\$0.00	\$77,438.48	100

		statements, information and referrals to community resources and follow-up case management. This position's primary focus will be to target populations residing in the rural and remote areas of the County and enhance effort to reach out to more sex trafficking victims. The salary for this position is estimated at \$54,457.13 plus \$22,981.35 in fringe benefits for a total of \$77,438.48 for the FY2027 one-year CJD contract period. This position is currently held by Ashley Justice.						
Personnel	Case Manager	Senior Victim Assistance Coordinator will serve as a liaison between victims, prosecutors and justice personnel. This position will provide direct victim services (face-to-face and/or telephone crisis intervention), justice and personal advocacy, court accompaniment, assisting victims in securing	\$60,844.99	\$15,211.24	\$0.00	\$0.00	\$76,056.23	100

		safety and protective orders, information and referrals to community resources and follow-up case management. The salary for this position is projected at \$53,317.95 plus \$22,738.28 in fringe benefits for a total of \$76,056.23 for the FY2027 CJD contract period. This position is currently held by Tobi Williams.						
Contractual and Professional Services	Interpreter-Related Services	Interpreter services for victims of crime that are served by the Victims Services Unit from initial contact through the court process. Contracted services @ \$81.25/hour x an estimated 67 hours/year = \$5,443.75.	\$4,355.00	\$1,088.75	\$0.00	\$0.00	\$5,443.75	0
Travel and Training	In-State Registration Fees, Training, and/or Travel	Annual Conference on Crimes Against Women. Dates/Location: TBD - May 2026 in Dallas, Texas. Two grant-funded staff members (Ashley Justice and Tobi Williams) will attend this conference. A total of \$4,082 will be used for	\$3,265.60	\$816.40	\$0.00	\$0.00	\$4,082.00	0

		<p>this conference. Cost relates to \$1,360 Hotel (2 attendees x \$170 per night for 4 nights); \$1,350 Registration (2 attendees x \$675 registration fee); \$560 Per Diem (2 attendees x \$60 GSA per diem first and last day of travel for Dallas, Texas x 2 days @ \$240) + (2 attendees x \$80 GSA per diem for Dallas, Texas x 2 days @ \$320); \$812 Mileage (2 attendees x \$406).</p>						
Travel and Training	In-State Registration Fees, Training, and/or Travel	<p>Annual Conference on Crimes Against Children. Dates/Location: TBD - August 2026 in Dallas, Texas. One grant-funded staff member, Ashley Justice, will attend this conference. A total of \$2,591 will be used for this conference. Cost relates to \$850 Hotel (1 attendee x \$170 per night for 5 nights); \$895 Registration (1 attendees x \$895 registration fee); \$440 Per Diem (1 attendee x \$60 GSA per diem first and last day of travel for Dallas, Texas x 2</p>	\$1,943.25	\$647.75	\$0.00	\$0.00	\$2,591.00	0



		days) + (1 attendee x \$80 GSA per diem for Dallas, Texas x 4 days); \$406 Mileage (1 attendees x \$406).						
Travel and Training	In-State Incidentals and/or Mileage	Travel within Galveston County - grant-funded staff will travel to meet with victims regarding advocacy program details. Utilizing Google Maps, mileage has been calculated from the primary office site (The DA's Office) to various outreach locations around the county, estimating 4,800 miles/year. A total of \$3,360 will be used for this travel need. Cost relates to \$3,360 Mileage (\$0.70 x 4,800 miles).	\$2,520.00	\$840.00	\$0.00	\$0.00	\$3,360.00	0
Supplies and Direct Operating Expenses	Cellular, Fax, Pager, and/or Office Telephone	Cell phone service for the two (2) grant-funded positions. The duties of the grant-funded staff require cell phone service to carry out grant-funded duties that include travel and respective use of a cell phone to ensure their safety and to communicate effectively with the VOCA Case	\$1,483.20	\$370.80	\$0.00	\$0.00	\$1,854.00	0

		Manager in the office in Galveston. To further justify the need for cell phone service is the determination that utilizing personal cell phones to contact clients is unsafe. This budget line will pay for the monthly service fees only. The actual cell phone was given to the County by the service provider and will remain the property of the County. Monthly Service fee is \$77.25 x 12 months x 2 positions = \$1854.						
Supplies and Direct Operating Expenses	Photographic Equipment and Accessories (\$5,000 or less per unit)	Laser Printer Toner Cartridges for two (2) Laser Printers in the Victim Services Unit to print color photos of photographic evidence in victim service cases. Estimated use of 12 during a year @ \$86/each = \$1032. (6 black and 6 color).	\$825.60	\$206.40	\$0.00	\$0.00	\$1,032.00	0
Supplies and Direct Operating Expenses	Printer, Fax, Scanner and/or Camera (\$5,000 or less per unit)	Fax machine needed for crime victims' compensation; current fax machine only sends a certain amount of paper; must send offense reports	\$280.00	\$87.50	\$0.00	\$0.00	\$367.50	0

		for crime victims' compensation through the Attorney General's Office; these are very long and with the current fax machine we are unable to send full reports. \$350.						
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### Source of Match Information

#### Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT
Galveston County General Fund - Cash Match	Cash Match	\$34,756.53

#### Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$34,756.53	\$34,756.53	\$0.00	\$0.00	\$0.00

### Budget Summary Information

#### Budget Summary Information by Budget Category:

CATEGORY	OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
Contractual and Professional Services	\$4,355.00	\$1,088.75	\$0.00	\$0.00	\$5,443.75
Personnel	\$122,795.78	\$30,698.93	\$0.00	\$0.00	\$153,494.71
Supplies and Direct Operating Expenses	\$2,588.80	\$664.70	\$0.00	\$0.00	\$3,253.50
Travel and Training	\$7,728.85	\$2,304.15	\$0.00	\$0.00	\$10,033.00

#### Budget Grand Total Information:

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
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eGrants - Project Summary (MAKE SURE YOU CLOSE THIS PAGE !!!)

\$137,468.43	\$34,756.53	\$0.00	\$0.00	\$172,224.96
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Condition Of Fundings Information

Condition of Funding / Project Requirement	Date Created	Date Met	Hold Funds	Hold Line Item Funds
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