

Galveston County



Veteran Treatment Court Program

TVC ID:

Unduplicated Beneficiary Target:

Start Date: 09-01-2026
End Date: 08-31-2027

ID: R-2025-2018007224
Award Type:
Grant Officer:

Request Status

Full Application

Review

Negotiation

Active

Closed

Status

Full Application

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Additional Organization Information

1. What is the organizations mission statement and when was it created or last revised?

The mission of the Galveston County Veterans Treatment Court is to assist Veterans and their families to become integral and productive members of the community through a collaborative effort, and to honor them and restore their dignity for their selfless service to our country; we shall leave no veteran behind.

The Galveston County VTC was created in 2012.

2. How did your organization determine the need that this grant proposal will address? What modalities did it use to gather the data and how did it assess the information to ensure the need is present?

The Galveston County Veterans Treatment Court (VTC) identified the need for this grant proposal through a combination of community-based indicators, justice system trends, and participant-specific data. Over the last several years, the Court observed a consistent increase in justice-involved veterans presenting with untreated or undertreated mental health conditions, substance use disorders, service-related trauma, housing instability, and financial hardship. These challenges directly impact veterans' ability to comply with probation conditions, maintain employment, access treatment, and successfully reintegrate into the community.

Additionally, collaboration with probation officers, treatment providers, the District Attorney's Office, defense attorneys, and veteran-serving agencies revealed that many veterans lack access to timely behavioral health care, transportation to treatment, and basic assistance resources. These system-level gaps reinforced that targeted support through the VTC is essential to reduce recidivism, promote treatment engagement, and stabilize veterans and their families.

To verify and quantify the need, the Galveston County VTC used multiple data-gathering modalities, including:

1. Analysis of VTC participant demographics, compliance rates, relapse patterns, and risk/needs assessments.
2. Review of year-over-year caseload volume, including increases in referrals from probation and district courts.
3. Tracking the proportion of participants with diagnosed or suspected PTSD, TBI, SUD, depression, anxiety, and chronic medical conditions.
4. Collaboration with the Galveston County Adult Probation Department to assess the number of veterans on supervision and the prevalence of treatment-related violations.
5. Consultation with jail staff to evaluate the number of incarcerated veterans and the frequency of mental health or substance-related incidents.

6. Meetings and structured discussions with local VA providers (Michael E. DeBakey VAMC), community mental health centers, substance-use treatment providers, and veteran-service nonprofits.
7. Input from the Veterans Justice Outreach (VJO) Specialist regarding gaps in services and barriers veterans face when navigating the VA system.
8. Feedback from County Commissioners Court and justice partners regarding community-level needs.
9. Intake assessments and participant surveys related to mental health needs, employment barriers, transportation challenges, and housing stability.
10. Exit interviews identifying what supports were most effective and where service gaps persist.
11. Review of state and federal data (TVC annual reports, VA National Center for PTSD, Texas Judicial Council Problem-Solving Court reports).
12. Examination of regional veteran population statistics and unmet behavioral health needs in Southeast Texas.

The VTC used a structured process to assess and verify that the identified needs were both valid and ongoing:

Information from criminal justice sources, treatment providers, internal program metrics, and veteran surveys was cross-compared to confirm consistent patterns. The Court evaluated available county and VA resources against what VTC participants require to succeed. This comparison highlighted specific gaps—including transportation assistance, access to timely counseling, sober housing options, and emergency financial assistance. Past grant outcomes were analyzed to determine which services most directly improved participant stability, compliance, and completion rates. Continued or worsening needs indicated areas requiring sustained funding. Multidisciplinary team meetings (including Judge, Coordinator, Probation, VJO, treatment providers, and mentors) were used to validate findings and prioritize needs based on real-time case observations.

3. How many grants and total funding has the organization been awarded the current calendar year? :

We currently have one grant that was awarded at \$135,000.

4. List the top two funding organizations/agencies, grant(s), award amount, brief discription of project.

Our top two current funding sources include the U.S. Department of the Treasury through the American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds, which support local government recovery efforts by funding eligible public health, economic recovery, infrastructure, and capital improvement projects that address pandemic-related impacts. We also receive funding through the Texas General Land Office's Coastal Erosion Planning and Response Act (CEPRA) program, which provides resources for coastal erosion response, shoreline stabilization, and habitat protection projects to strengthen and enhance coastal resilience.

5. Is the organization currently "doing business" with any individual(s) whom is a principal stakeholder or is related to a principal stakeholder of your organization:

No

6. Does your organization use contractors to perform duties or services for beneficiaries? If yes, how are contractors vetted to ensure their reliability and safety of the beneficiary:

Yes. The Purchasing Agent supervises the procurement of products and services necessary to support Galveston County and other governmental entities. Most purchases are initiated by a request from an end user department. The County has term contracts for goods and services which are utilized on a regular basis. These contracts result from competitive bids and requests for proposals (RFPs) and generally are one year in length with one (1) or more renewal options.

After bids are read and tabulated, they are analyzed to determine the lowest responsive and responsible bid that meets specifications. The County Purchasing Agent will make the determination of the apparent lowest responsive and responsible bidder. Bids deemed responsive and responsible are then reviewed by the using department and placed on the Galveston County Commissioners' Court for award.

To be responsive, a bidder must complete all applicable portions of the Bid as instructed, including any requested supporting documentation, and must meet specifications. The vendor must have the capability in all respects to perform fully the contract requirements. In addition, all goods or services must meet the minimum acceptance quality level as stated in the specifications. Failure to meet the specifications may result in disqualification of the bid.

After the review of the bids, proposals, and qualifications, the using department will submit a recommendation for award to the County Purchasing Agent for presentation to the Galveston County Commissioners Court, as appropriate. Upon approval of the contract by Commissioners Court, the County Purchasing Agent will notify the successful bidder via issuance of a Notice of Award letter followed by a purchase order. The department for which the service and/or material is provided will then administer the performance of the contract to its completion.

7. What types of services does the organization currently provide to the community in the proposed service area?

Grant funding will provide services to eligible justice-involved Veterans to support rehabilitation to best prepare them for reintegration with their communities while participating in the VTC program. Services: Substance Abuse Detection, Substance Abuse Treatment, Mortgage, Rent, Utilities, Transportation - Rides and Transportation - Vehicles.

8. On average, how many veterans does the organization serve annually? : 35

Principal Participants (For Moderator Only)

Phone numbers must be formatted as XXX-XXX-XXXX

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▼ Full Application

▼ Summary of Services

1. Proposed Project Service Area(s)* Brazoria, Chambers, Galveston, Harris

2. Who will the organization provide direct services to under the proposed project? Check boxes below.*

Veterans: Yes

Total Number of unduplicated clients to be served.* 35

3. Provide a summary of the service(s) your Organization proposes to provide to clients through this grant*

Grant funding will provide services to eligible justice-involved veterans to support rehabilitation to best prepare them for reintegration with their communities while participating in the VTC program. Service include: Substance Abuse Detection, Financial Assistance, and Transportation Assistance.

4. Describe how your organization will ensure that beneficiaries reported to FVA are unduplicated. :

The Galveston County Veterans Treatment Court (VTC) utilizes a multi-layered verification and tracking process to ensure that all beneficiaries reported to the Fund for Veterans' Assistance (FVA) are unduplicated and accurately represented. Our procedures include: All accepted veterans are entered into our case-management system, which assigns a unique participant identifier. Before any services are approved or reported, staff verify whether the veteran already exists in the system, preventing duplication across grant periods or service categories. During intake, VTC staff conduct a comprehensive search of participant records using:

- Full legal name
- Date of birth
- Last four of SSN
- VA or military documentation

This ensures the veteran has not previously been enrolled or counted in another active FVA-funded service within our program.

Each service—whether transportation assistance, substance abuse treatment, direct client support, or clinical services—is tracked on a service-specific log. Before submitting an FVA report, these logs are reviewed by the VTC Coordinator to ensure each veteran is recorded only once per reporting period and that no duplicate entries have been made across service types.

The VTC Coordinator and grant administrative staff meet monthly to review all participants receiving FVA-funded services. This includes comparing intake lists, service logs, invoice records, and case notes. Any discrepancies are corrected before FVA reporting.

For veterans supervised in other counties or jurisdictions, Galveston VTC confirms their enrollment status to prevent duplicate reporting between programs that may also receive FVA funds.

All beneficiary files include supporting documents (service records, referrals, invoices, attendance, etc.) maintained in a secured digital format. Documentation is checked prior to FVA reporting to ensure:

- One file per veteran
- One record per service provided
- No duplicated service entries

Before FVA reports are submitted, the Coordinator performs a final reconciliation of beneficiaries to confirm:

- No veteran is counted more than once
- Every veteran listed meets eligibility requirements
- All services match the allowable use of funds

There will be duplicated beneficiaries due to the VTC paying for drug and alcohol detection for each participant during their contract period with the court. We will ensure unduplicated beneficiaries for the following financial assistance line items: Cell phone service, Electricity, Fuel, Gas, Internet, Vehicle Repairs, water, mortgage, and rent.

5. Describe how the eligibility verification documents are securely maintained :

The Galveston County Veterans Treatment Court (VTC) maintains all eligibility verification documents using strict security protocols designed to protect sensitive veteran information and ensure full compliance with confidentiality standards.

All electronic eligibility documentation is stored on a secure, private third-party server known as CSS (Case Management System). Access to CSS is permission-restricted, requiring individual user credentials and multi-layer authentication. Only authorized VTC personnel—such as the Court Coordinator, Compliance Officers, and designated program staff—are granted access to view or upload eligibility materials. CSS maintains encrypted data storage and audit-tracking features to ensure documents cannot be accessed, altered, or shared without authorization.

In addition to digital records, any physical eligibility documents submitted by participants or partner agencies are maintained in paper files that are stored in a locked file cabinet located behind a locked door within the VTC office suite. Access to this area is limited to approved VTC staff members. Files are returned to secured storage immediately after use, and the office is inaccessible to the public.

These combined safeguards—encrypted electronic storage through CSS and restricted-access physical file containment—ensure all eligibility verification materials are fully protected, confidential, and maintained according to state and county policies as well as best practices for handling sensitive veteran information.

6. What types of eligible beneficiaries from the United States military components will your organization serve with TVC grant funding? (select all that apply)*

Active Duty , National Guard, Reserves , Veteran

7. Choose the veteran discharge status(es) (Characterization of Service) that your organization will serve with TVC grant funding? (select all that apply)*

Honorable, General Under Honorable Conditions, Other Than Honorable Conditions, Uncharacterized, Dishonorable, Bad Conduct, Dismissed

8. Can beneficiaries request services over the phone?*

Yes

If yes, provide phone number for beneficiaries' to contact for application and/or client intake?*

409-765-2679

Must be formatted as XXX-XXX-XXXX

9. Can beneficiaries request services or make an appointment online?*	No
10. Can beneficiaries apply for services via walk-in? *	Yes
11. Are services provided by appointment only?*	Yes
12. How will beneficiaries be evaluated to determine priority of service?*	First come - First Served
13. Once eligibility is determined, how many days will it take for requested services to be provided?*	5
14. Must beneficiaries have an appointment with an employee/case manager to request/apply for services?	Yes
15. If a beneficiary does not provide required documents or information at the first meeting when requesting services how many days will pass until the case manager contacts the beneficiary to follow-up?	2

▼ Marketing and Outreach

1. Describe the organization's marketing and outreach plan. How will your organization conduct marketing to mass audiences promoting grant-funded services in the selected service area (County or Counties)? What marketing techniques will your organization be using to promote grant funded services?

The Court Coordinator actively collaborates with local criminal defense attorneys and regional defense lawyer associations to increase awareness of the VTC. Regular presentations, informational emails, and participation in meetings provide attorneys with up-to-date guidance on:

- Program eligibility and referral pathways
- Benefits of the VTC model
- How to identify veteran clients who may qualify

This targeted outreach ensures defense counsel are informed and able to advocate for appropriate veteran referrals.

The VTC partners with the Justice-Involved Veterans Network (JIVN) and the Galveston County Jail to intercept veterans at the earliest possible stage. Through this collaboration:

- Jail staff assist in screening newly booked individuals for veteran status
- The VTC is promptly notified of potential candidates
- The Court Coordinator follows up to verify eligibility and initiate the application process

This proactive approach reduces missed referrals and ensures that veterans receive timely support.

The VTC maintains a strong working relationship with the Veterans Justice Outreach Coordinator (VJO) from the Michael E. DeBakey VA Medical Center. Through this partnership:

- VA staff refer eligible veterans directly to the VTC
- The VJO provides clinical insight and assists in bridging veterans to VA services
- The VTC maintains consistent communication to coordinate care and streamline treatment placement

This collaboration enhances service integration and strengthens the continuity of care for participants.

The Court distributes brochures and informational materials throughout key veteran-serving locations in Galveston County, including:

- VA Community-Based Outpatient Clinics (CBOCs)
- The Galveston County Veterans Service Office (VSO)
- Local veteran organizations, resource centers, and community hubs

These materials provide accessible information on program eligibility, benefits, and referral procedures for both veterans and service providers.

In addition to structured outreach channels, the Court Coordinator regularly attends community events, veteran-focused meetings, and stakeholder briefings to ensure ongoing visibility of the VTC. These engagements foster trust, strengthen cross-agency relationships, and encourage consistent referrals.

2. Statewide Service Area - Describe how Veterans across the state will be made aware of your services and how they can apply for services. Answer N/A if not statewide.

Our services are not offered statewide; however, there are situations in which a veteran resides in Galveston County but is arrested and charged in another county. In these cases, we extend our services to that veteran and provide courtesy supervision on behalf of the other county. Veterans typically learn about our program through the Veterans Treatment Court in the county where their charges originated, and they may submit an application to our VTC online through our webpage.

3. How many hours a week, on average, will you conduct in-person outreach within the service area with grant funding? 8

▼ Financial Information

1. Does your organization have the ability to sustain this project without FVA funding?* No

2. Does your organization use software to record accounting transactions and manage financial book keeping?* Yes

What is the name, type, and version of the software?* WorkDay

3. Does your organization have a maximum allowable amount per client? No

4. How often are grant funded expenditures reconciled with the bank account statements, check register, and general ledger?

5. What controls are in place to ensure grant funded expenditures are recorded, claimed and reconciled?

6. Has the organization had a Single Audit conducted per 2 CFR 200.501, if yes what year and were there any material weakness or sufficient findings listed, please identify. :

7. Does your organization certify that there are no contingencies, outstanding liabilities or litigation that could affect your organization's financial position during the life cycle of the grant agreement?

Budget Tables

Salary & Fringe Group

Name	Job Title	Annual Salary	% Time to TVC Grant	Total Grant Funded Salary
Christopher L James	Court Coordinator	\$54,737.00	100%	\$54,737.00
Total Fringe: \$12,850.00		Total Grant Funded Fringe: \$12,850.00		
Social Security: \$4,296.00 Medicare: \$795.00 FICA: \$5,091.00	Health: Dental: Vision:	Life: Disability: Worker's Comp: \$1,200.00	Unemployment: \$61.00 Retirement: \$6,498.00	Parking: Phone:
Total Salary + Fringe: \$67,587.00		Fringe % of Salary: 23.48%		
Detail: Full time employee, client application intake and eligibility verification, process vendor payments, marketing and outreach, and works with grant department on PRRs.				
Richard w Asta	Compliance Officer	\$49,561.00	100%	\$49,561.00
Total Fringe: \$11,749.00		Total Grant Funded Fringe: \$11,749.00		
Social Security: \$3,890.00 Medicare: \$719.00 FICA: \$4,609.00	Health: Dental: Vision:	Life: Disability: Worker's Comp: \$1,200.00	Unemployment: \$56.00 Retirement: \$5,884.00	Parking: Phone:
Total Salary + Fringe: \$61,310.00		Fringe % of Salary: 23.71%		
Detail: Full-time employee, client application and eligibility, schedules client alcohol and drug monitoring, schedules and attends meeting with clients, works with VA to schedule treatment appointments, updates judge and VTC team on client progression through the program				
Total Salary				\$128,897.00

Direct Client Services Group

Category	Unit Cost	Quantity	Amount Requested
Substance Abuse Detection	\$25,000.00	1	\$25,000.00
Detail: Substance Abuse Detection devices, SCRAM, Remote Breath, Drug Patch, TracWatch, Hair follicle, urine tests for participants.			
Financial Assistance <i>Cell Phone Service</i>	\$1,200.00	1	\$1,200.00
Detail: Assist participants with cell phone service while participation in the VTC and having a financial hardship			
Financial Assistance <i>Electricity</i>	\$2,000.00	1	\$2,000.00
Detail: Assist participants with electric bill while participation in the VTC and having a financial hardship			
Financial Assistance <i>Fuel</i>	\$250.00	1	\$250.00

Detail: Assist participants with fuel while participation in the VTC and having a financial hardship				
Financial Assistance <i>Gas</i>	\$200.00	1	\$200.00	
Detail: Assist participants with gas for their home while participation in the VTC and having a financial hardship				
Financial Assistance <i>Internet</i>	\$500.00	1	\$500.00	
Detail: Assist participants with internet while participation in the VTC and having a financial hardship. Some VA appointments require access to the internet.				
Financial Assistance <i>Rideshare</i>	\$2,103.00	1	\$2,103.00	
Detail: Assist participants with transportation to court or appointments while participation in the VTC and having a financial hardship.				
Financial Assistance <i>Vehicle Repair per Appendix F</i>	\$2,500.00	1	\$2,500.00	
Detail: Assist participants with vehicle repairs while participation in the VTC and having a financial hardship				
Financial Assistance <i>Water</i>	\$500.00	1	\$500.00	
Detail: Assist participants with water bill while participation in the VTC and having a financial hardship				
Financial Assistance <i>Mortgage</i>	\$3,000.00	1	\$3,000.00	
Detail: Assist participants with mortgage payments while participation in the VTC and having a financial hardship				
Financial Assistance <i>Rent</i>	\$2,550.00	1	\$2,550.00	
Detail: Assist participants with rent while participation in the VTC and having a financial hardship				
Total			\$39,803.00	

Other Direct Cost Group

Category	Unit Cost	Quantity	Amount Requested	
Phone Service	\$1,000.00	1	\$1,000.00	
Detail: Cellular phone plan for the VTC Coordinator and the VTC Compliance Officer				
Total			\$1,000.00	

IDC Group

Category	Amount Requested
Administrative and Facilities Costs	\$6,300.00

Detail: Administrative costs associated with the daily operations of the VTC.

Total

\$6,300.00

Total Budget: \$176,000.00

▼ Documents

APPLICATION PACKAGE DOCUMENTS



SELF-INSURANCE.pdf



Professional Liability Insurance

Added by Christopher James at 11:27 AM on November 21, 2025



GOVERNING BODY.pdf



Governing Body Members List and Terms

Added by Christopher James at 11:27 AM on November 21, 2025

Compiled Financial Statement

IRS Tax Exempt Determination Letter

IRS-990 Form

Texas SOS Business Authorization Certificate