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# REQUEST FOR APPLICATIONS

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## Court Liaison Pilot Program

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PLEASE COMPLETE THIS APPLICATION IN ITS ENTIRETY TO ENSURE THAT WE HAVE ACCURATE INFORMATION ON YOUR COMMUNITY AND THAT THE APPROPRIATE LEVEL OF COMMITMENT AMONG KEY STAKEHOLDERS IS DEMONSTRATED.

INCOMPLETE APPLICATIONS WILL NOT BE CONSIDERED.

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**THE APPLICATION MUST BE SUBMITTED BY June 1, 2026:**

Judicial Commission on Mental Health  
PO Box 12248  
Austin, Texas 78711

Questions can be submitted to Michael Garcia, Executive Assistant

Phone: 512.463.1369

E-mail: [michael.garcia@txcourts.gov](mailto:michael.garcia@txcourts.gov)

## OVERVIEW

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The Texas Judicial Commission on Mental Health (JCMH) was established by joint order of the Supreme Court of Texas and the Texas Court of Criminal Appeals to develop, implement, and coordinate policy initiatives designed to improve the courts' interaction with—and the administration of justice for—children, adults, and families with mental health or substance use disorders, or intellectual and developmental disabilities (IDD).

In 2021, the JCMH developed the Court Liaison Pilot Program, to improve system-wide coordination and transparency across the justice and behavioral health systems. During the 89th Legislative Session, the Legislature appropriated funds to expand the Court Liaison Pilot Program to a second cohort of five counties. This program is designed to strengthen coordination between the justice system and behavioral health systems, improve transparency in case processing, and support more efficient and informed judicial decision-making.

The Court Liaison serves as a central point of communication among courts, jails, behavioral health providers, and community partners. The role is designed to improve communication, identify system inefficiencies, and support timely access to relevant information and services. By strengthening coordination and improving visibility into how cases move through the system, the program aims to reduce delays, enhance case outcomes, and promote more effective use of local and state resources.

Building on lessons from the first cohort, this second places increased emphasis on data collection, system mapping, and cross-agency collaboration. Participating counties will work to better understand system flow, identify points of delay, and implement strategies that improve both individual outcomes and overall system performance.

The JCMH is seeking applications from counties committed to strong judicial leadership, cross-agency collaboration, and data-driven improvement. Selected counties will receive full funding for two years and step-down funding for years three and four for a full-time Court Liaison position, along with technical assistance and evaluation support, to implement and sustain this coordinated systems approach. The Court Liaison will be employed by a lead judge and led by an advisory committee that will include the Local Mental Health Authority (LMHA). The Court Liaison will need to have access to court records, case files, and art. 16.22 reports from jails, courts, and LMHA/LBHAs, as necessary.

## FUNDING & AUTHORITY

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The JCMH is funded by the 89th Texas Legislature Regular Session H.B.1 (“General Appropriations Act”), Supreme Court of Texas, Strategy B.1.4 (“Judicial Commission on Mental Health”). The JCMH is authorized to develop and administer grants by TEX. GOV'T CODE § 22.017.

The JCMH has authorized \$1,402,500.00 for the Court Liaison Pilot Program. Funding in the amount of \$165,000 will be awarded to five counties to employ a Court Liaison for a period of two years (September 1, 2026–August 30, 2028). Subject to program progression during the two-year period, the JCMH may provide step-down funding for years three and four at 80% (\$66,000) and 60% (\$49,500), respectively (September 1, 2028–August 30, 2030).

## COURT LIAISON PILOT PROGRAM

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### **Problem**

Individuals with mental health needs frequently interact with multiple parts of the justice system, including law enforcement, jails, courts, and behavioral health providers. When coordination across these systems is limited or processes are not aligned, cases may be delayed, individuals may remain in jail longer than necessary, and opportunities for appropriate intervention may be missed. These gaps can result in inefficient use of resources, poor outcomes for individuals, and increased strain on local systems.

## **Solution**

The Court Liaison Pilot Program is designed to improve system performance by strengthening coordination among key partners and supporting more informed and timely judicial decision-making.

Through this program, JCMH provides funding to participating counties to employ a Court Liaison who serves as a central point of coordination across courts, jails, LMHAs/LBHAs, attorneys, and service providers. The Court Liaison supports communication, identifies system inefficiencies, and facilitates access to relevant information and resources needed to move cases more effectively through the system.

The Court Liaison is a system-level role focused on improving processes, not providing direct services. The position operates under judicial oversight and is designed to enhance collaboration, reduce delays, and support more effective case management across agencies.

## **Focus of the Second Cohort**

Building on lessons learned from the first cohort, this phase of the Pilot places a stronger emphasis on data collection, system mapping, and measurable outcomes. Participating counties will work to better understand how individuals move through the justice system, identify points of delay, and implement strategies to improve efficiency and outcomes.

Key program goals include:

- Strengthening coordination among courts, jails, LMHAs/LBHAs, attorneys, probation, and service providers to improve communication and efficiency across agencies.
- Promoting earlier identification and timely access to treatment and services for individuals with mental health needs through improved cross-agency communication.
- Collecting standardized, case-level data to track how individuals move through the system, identify points of delay, and measure outcomes.
- Providing judges with timely, actionable information and resources to support effective case management and resolution.
- Improving planning and continuity of care to reduce repeated jail bookings and recidivism.
- Using data to identify systemic inefficiencies, measure cost savings, and inform system performance improvements over time.

## **Court Liaison Responsibilities**

- Serve as a single point of contact to improve communication between courts, jails, LMHAs/LBHAs, prosecutors, defense counsel, pretrial, probation, re-entry, and service providers.
- Support courts in meeting statutory requirements, including Code of Criminal Procedure Article 16.22 early identification processes, and competency restoration processes.
- Identify delays in behavioral health cases and collaborate with system partners to develop strategies to reduce those delays.
- Provide judges with timely, relevant information to support efficient case resolution and improved outcomes.
- Track and report standardized case-level data to monitor system performance, including reductions in continuances and jail stays.
- Coordinate with JCMH and Texas Institute for Excellence in Mental Health (TIEMH) on data collection, reporting, and analysis.
- Support reentry coordination efforts with system partners to reduce repeat bookings and improve continuity of care.
- Identify and document system-level improvements that increase efficiency, reduce duplication, and improve outcomes for counties and the state.

## SITE SELECTION

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Five pilot counties will be selected. Preference will be given to applicants who:

- Do not currently have a comparable program in place.
- Demonstrate direct judicial oversight, project advisory committee, and strong cross-agency stakeholder commitment to the Court Liaison Pilot Program goals.
- Show evidence of need, such as a backlog of defendants awaiting competency restoration or breakdowns in coordination between courts, jails, and providers.
- Can convene the target community stakeholders (See Target Stakeholders/Partners in next section).
- Have the capacity and willingness to collect and report data as required.

**To be considered, all applications must be received by June 1, 2026. Selected applicants will be notified on or about June 30, 2026.**

### TARGET STAKEHOLDERS/PARTNERS

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Each selected county must demonstrate active participation from core stakeholders who will work in partnership with the Court Liaison and lead judge to improve coordination, reduce delays, and strengthen oversight of cases involving individuals with mental health needs.

Applicants must identify key leaders within their community who are committed to this effort and able to dedicate staff time to participate in required planning, technical assistance, and implementation activities.

Commitment must be demonstrated through written letters of support. Each letter must:

- Affirm participation in program planning and implementation
- Confirm willingness to provide information, access, or coordination as needed to support program activities
- Acknowledge willingness to share data, as permitted by law

#### Required Stakeholders (Letters of Support Required)

Applications must include letters of support from the following entities:

- Lead Judge (designated to provide direct judicial oversight of the Court Liaison and convene stakeholders)
- Probate Judge or Designee (to support coordination of civil processes, including outpatient commitments and transfers, as applicable)
- Local Mental Health Authority or Local Behavioral Health Authority (LMHA/LBHA)
- Sheriff or Jail Administrator
- District Attorney
- County Attorney
- Public Defender or Defense Bar Representative
- Pretrial Services Department or Designee
- Commissioners Court (including acknowledgment of commitment to step-down funding, if applicable)

#### Recommended Stakeholders

Applicants are strongly encouraged to include letters of support from additional partners who play a critical role in system coordination and outcomes:

- Community Supervision and Corrections Department (Probation)
- Entity responsible for Article 16.22 screenings within the jail
- Hospital or Emergency Department Leadership
- Local Law Enforcement Leadership
- Mobile Crisis or Crisis Response Program Leadership
- Fire, EMS, or Paramedic Services Leadership
- Peer Support or Family Advocacy Organizations
- Local Housing Authority
- Reentry Services Provider or Coordinator
- County and District Clerk's Offices (particularly for data access and case tracking)

Applicants may include additional letters of support from other relevant stakeholders to further demonstrate cross-system collaboration and readiness to implement the Court Liaison Pilot Program.

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### RECOMMENDED DOCUMENTATION TO PROVIDE (IF APPLICABLE)

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- SIM Mapping Reports for your county
- Data previously collected related to Mental or Behavioral Health (16.22 reports conducted, competency cases, competency waitlist number information, emergency detention information)

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### DATA COLLECTION & DELIVERABLES

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Pursuant to Health and Safety Code Section 614.017, relevant agencies in selected counties will be required to accept and disclose information relating to special needs offenders, as permitted by law. Participating counties must collect and report data throughout the duration of the Court Liaison Pilot Program to support evaluation, accountability, and system improvement.

The Court Liaison is responsible for coordinating data collection and ensuring timely, accurate reporting, including tracking program activities and case progression within the centralized data portal provided by JCMH.

JCMH will provide access to this data portal, along with training and ongoing technical assistance. JCMH, in partnership with the Texas Institute for Excellence in Mental Health (TIEMH), will provide guidance to support data consistency, quality, and analysis. JCMH and TIEMH will analyze submitted data to evaluate system performance, identify trends, and provide feedback to participating counties to inform continuous improvement.

#### Data Collection Scope

Specific data elements will be provided prior to implementation. Counties should anticipate collecting the following:

##### 1. Individual-Level Data

- Identifiers (e.g., booking ID, date of birth) and demographics
- Behavioral health history (e.g., diagnosis, prior hospitalizations, current treatment participation)
- Justice system history (e.g., prior arrests, current charges, incarceration status, prior competency evaluations)

##### 2. Case Process Data

- Article 16.22 screening and reporting timelines
- Competency orders, evaluations, timelines, and outcomes
- Specialty court referrals, participation, and outcomes
- Key case milestones and points of delay

##### 3. System-Level Outcomes

- Jail volume and system flow
- Competency restoration waitlist data (OCR, JBCR, inpatient)
- Case dispositions and processing timelines
- Recidivism and repeat bookings
- Policy, practice, or programmatic changes implemented

#### Reporting Cadence

Participating counties are required to submit data:

- **Monthly during the first six months** of program implementation
- **Quarterly thereafter**, once data collection processes are established

Timely and accurate reporting is a condition of continued participation in the program.

#### Reporting Requirements

- Maintain case-level records sufficient to track key events, timelines, and outcomes
- Submit required data to JCMH/TIEMH in accordance with the reporting cadence above
- Review and correct identified data quality issues (e.g., missing or inconsistent data) within specified timeframes

- Request technical assistance as needed to address barriers to data collection or reporting
- Coordinate with relevant county and state partners to obtain necessary data

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## APPLICATION INSTRUCTIONS

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### Instructions:

A link to the online Court Liaison Pilot Program grant application can be found below. Applicant evaluation questions listed on the survey are included below.

Applications must be completed and submitted online. Incomplete applications will not be considered.

The online application will identify the applicant's Internet Protocol (IP) address once information has been entered into the application. This will allow you to return at a later date if needed. To return to application that has been started, follow the link below from the same computer initially used to start the application.

### Use of Artificial Intelligence (AI) in Application Preparation

The JCMH acknowledges that applicants may use AI tools to support application development, including organizing content or analyzing local data. While AI can assist in these areas, applicants are responsible for ensuring that all submitted materials reflect accurate, ethical, and original work.

#### AI-generated content must not:

- Misrepresent data, community need, or the county's experience, capacity or plan to implement the Program
- Obscure gaps in cross-agency coordination or stakeholder commitment
- Demonstrate a lack of understanding of the Program's purpose and requirements.

Applications that lack specificity about local conditions, stakeholder relationships, or implementation capacity may be flagged during review. JCMH does not rely on AI detection tools when evaluating applications. Applicants should treat AI as a support tool, not a substitute for genuine community engagement and informed application development.

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THE FOLLOWING APPLICANT EVALUATION QUESTIONS CAN BE ANSWERED AT THE FOLLOWING SURVEY LINK: <HTTPS://WWW.SURVEYMONKEY.COM/R/CLPP2026>.

ANSWERS SHOULD CLEARLY INDICATE WHY YOUR SITE SHOULD BE SELECTED TO PARTICIPATE IN THE COURT LIAISON PILOT PROGRAM – COHORT TWO.

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Please address the following in your statement:

- **Community Description** – Provide a brief description of your county, including demographics, population, available resources, and any other information that gives a clear picture of your jurisdiction. Include a description of any mental health or behavioral health task forces and current efforts.
- **Vision for Implementation** – Describe the infrastructure in place to implement this program and how your county envisions incorporating the Court Liaison into day-to-day operations.
- **Need for Participation** – Explain why it is important for your county to participate in this pilot program at this time. Include the number of defendants currently on the HHS Competency Restoration Clearinghouse Waitlist for both felony and misdemeanor offenses (listed separately). Additionally, include any specific challenges (e.g., backlog of defendants awaiting competency restoration, communication gaps between courts and providers, or repeated jail bookings for individuals with mental health needs) that a Court Liaison could help address.
- **Judicial Oversight** – Identify the lead judge who will provide direct oversight of the Court Liaison and describe how judicial involvement will be structured in your county.

- **Advisory Committee Membership** – The county is required to convene an advisory committee, which must meet at least quarterly through the duration of the program, to assist in guiding the creation and implementation of the pilot program. Please provide the name and title of at least 3 individuals who have agreed to participate as a member of your county’s pilot project advisory committee.
  - **Required Advisory Committee Members**
    - Lead judge (designated to provide direct judicial oversight of the liaison and convene stakeholders).
    - Local Mental Health or Behavioral Health Authority (LMHA/LBHA) representative
  - **Recommended Members to Consider Including**
    - Pilot Project Court Liaison
    - Probate judge or representative
    - Additional Judge or Court Coordinators
    - Person who entity who performs 16.22 interviews within the jail
    - Sheriff or jail administrator representative
    - District Attorney / County Attorney
    - Public Defender / Defense Bar Representative
    - Pretrial Services Department Representative or Individual
    - Community Supervision and Corrections Department (probation) representative
    - Hospital emergency department leadership representative
    - Local law enforcement agency leadership representative
    - Commissioner’s Court Representative
    - Director/Leadership Mobile Crisis or Crisis Response Model
    - Director/Leadership for fire, paramedic & EMS
    - Peer support, family advocacy organizations, or a person with lived experience navigating your county’s mental health and justice systems
    - Local housing authority representative
    - Reentry services provider or coordinator
- **Commitment to Data and Evaluation** – Describe how your county currently collects data and how your county intends to meet the data collection and reporting requirements, participate in evaluation activities, and use results to improve system efficiency and accountability.
- **Anticipated Challenges** – Discuss any obstacles or hurdles you anticipate regarding adhering to the schedule or expectations of this pilot program. This should include issues such as data reporting capacity, staff allocation for technical assistance activities, or judicial availability.

**PLEASE COMPLETE THE TEAM SELECTION GRID TO IDENTIFY THE LEAD AGENCIES/ORGANIZATIONS THAT HAVE AGREED TO PARTICIPATE IN THE COURT LIAISON PILOT PROGRAM**

AS INDICATED EARLIER, IT IS EXPECTED THAT IDENTIFIED TEAM MEMBERS/STAKEHOLDERS ARE AVAILABLE TO PARTICIPATE IN TECHNICAL ASSISTANCE ACTIVITIES CONVENED BY JCMH.

PLEASE UPLOAD A PDF OF YOUR COMPLETED TEAM SELECTION GRID TO THE ONLINE APPLICATION VIA THE SURVEY LINK.

<b>Team Selection Grid</b>					
#	Agency/organization	Role	Name	Affiliation	Letter of Commitment / Support Included? (Y/N)
1	<i>Director of the agency/ organization assuming the leadership role for this Court Liaison (required)</i>				
2	<i>Required support letter #1 Lead Judge</i>				
3	<i>Required support letter #2 Probate Judge</i>				
4	<i>Required support letter #3 LMHA/LBHA Representative</i>				
5	<i>Required support letter #4 Sheriff or Jail Administrator</i>				
6	<i>Required support letter #5 District Attorney</i>				
7	<i>Required support letter #6 County Attorney</i>				
8	<i>Required support letter #7 Public Defender or Defense Bar Representative</i>				
9	<i>Required support letter #8 Pretrial Services Dept. or Individual</i>				
10	<i>Required support letter #9 Commissioner’s Court</i>				
11	<i>Recommended support letter #1 Community Supervision and Corrections Department – Probation</i>				
12	<i>Recommended support letter #2</i>				

	Person or Entity Representative who performs art. 16.22 interviews				
13	<i>Recommended support letter #3</i> Hospital / Emergency Dept. Leadership				
14	<i>Recommended support letter #4</i> Local law enforcement agency leadership				
15	<i>Recommended support letter #5</i> Director/Leadership Mobile Crisis/ crisis response model				
16	<i>Recommended support letter #6</i> Director/Leadership for fire paramedic & EMS				
17	<i>Recommended support letter #7</i> Peer support or family advocacy organizations				
18	<i>Recommended support letter #8</i> Local Housing Authority				
19	<i>Recommended support letter #9</i> Reentry Services Provider or Coordinator				
20	<i>Recommended support letter #10</i> County and District Clerk's Offices				

Please attach the **required** letters of commitment/support, along with additional letters of support from the **recommended** stakeholders, to your application.

Additional relevant letters of support may be provided to enhance your application. For any other letters of support provided that are not already on the prefilled list, please add to the list above accordingly.

## GRANT GUIDELINES

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### Grantee Review, Selection, & Notification

1. Available Funds: The JCMH has allocated \$1,402,500.00 for the Court Liaison Pilot Program. Only one application per County will be considered. The maximum award amount per County is \$280,500.
2. Review Criteria: At the conclusion of the application period, the JCMH staff will review each grant for applicant eligibility, need, and impact. The JCMH staff will draft recommendations based on the criteria above.
3. Past Performance: The JCMH staff will review grantees' performance, implementation, and evaluation of past grants (if applicable).

4. Final Selection: Grant applications, past performance reports (if available), and JCMH staff recommendations will be presented for vote to the JCMH executive committee. The JCMH staff may recommend to the JCMH that a program not be funded.
5. Notification: Award statements will be sent on or about June 22, 2026.

## General Grant Rules

1. Compliance with Laws: The applicant shall comply with all federal, state, and local laws, statutes, codes, ordinances, rules, and regulations, and the orders and decrees of any court or administrative bodies or tribunals in any matter affecting the performance of this program, including, without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, nondiscrimination laws and regulations, and licensing laws and regulations. Applicant shall adhere to the applicable Uniform Grant Management Standards (UGMS) for state agencies which are linked here: <https://comptroller.texas.gov/purchasing/grant-management/> and are incorporated herein by reference. Grants awarded after January 1, 2022 shall adhere to the applicable Texas Grant Management Standards (TxGMS) linked here: <https://comptroller.texas.gov/purchasing/grant-management/>. When required, the applicant shall furnish JCMH with satisfactory proof of its compliance.
2. Single Contract: A partnership, multi-county region, or other conglomerate entity requesting funds must appoint one entity to be the administrator. If selected, the JCMH will only contract with one entity for the program. Only one county or agency may be designated as the administrative county in partnerships or regions.
3. Disclosure: Applicants must disclose if any members of the Supreme Court of Texas, Texas Court of Criminal Appeals, JCMH, a JCMH Committee, or JCMH Collaborative Council serve on the applicant's governing or advisory board, or if such a member has been retained by the applicant for a profit—a fee which exceeds the actual expenses to participate in funded activities.
4. Grant Officials: Each grant must have the following designated to serve as grant officials:
  - a. Financial officer. This person must be a fiscal officer of a governmental, educational institution, or non-profit organization such as an accountant, bookkeeper, director, county auditor, or county treasurer.
  - b. Authorized official. This person must be authorized to apply for, accept, decline, modify, or cancel the grant for the applicant. A judge or a designee authorized by the governing body in its resolution may serve as the authorized official.
  - c. Note: The financial officer may not serve as the authorized official.
5. Maintain Official Contact Information: Applicants must advise the JCMH of changes in the authorized official, program director, or financial officer. This information will be used to provide notices for grant information. The JCMH will use e-mail whenever possible to notify grant recipients of required reports and funding opportunities.
6. Equipment and Software Maintenance: All equipment and software purchased with grant funds shall include at least three (3) years and no more than five (5) years of maintenance to ensure the equipment and software will operate as intended during and beyond the grant period. Computer equipment and software maintenance for the purpose of this grant is defined as performing regular updates to operating system, software, and security programs.
7. Inventory: Property records must be maintained by applicants for any equipment and capital expenses incurred consistent with the applicants' written property control policy and procedures. In the event an applicant does not have such property control measures then the equipment must be maintained in such a way to protect the asset from damage or loss in accordance with Uniform Grant Management Standards (UGMS). Grants awarded after January 1, 2022 shall adhere to the applicable Texas Grant Management Standards (TxGMS) linked here: <https://comptroller.texas.gov/purchasing/grant-management/>. If the JCMH is discontinued prior to the expiration of the useful life, then the applicant may continue to use the property to support similar programs or notify the JCMH to discuss procedures for return or transfer of the property. Grantees may choose useful life attribution for inventory items in accordance with UGMS.

8. Records Retention: Grant recipients must maintain records related to the funded activity for at least three years after the end of the grant period. Records may be stored electronically.
9. Monitoring and Auditing: Records must be made available to the JCMH or its designees upon request. JCMH staff or their designees must have access to funded events or be allowed to conduct on-site inspections.
10. Professional and Contractual Services: Any contract or agreement entered into by a grantee that obligates grant funds must be in writing and consistent with Texas contract law. Grantees must establish a contract administration system to regularly and consistently ensure that contract deliverables are being provided as specified in the contracts. A grantee's failure to monitor its contracts may result in disallowed costs.
11. Grant Management Standards: All programs and funds awarded by the JCMH shall be managed in accordance with the Texas Uniform Grant Management Standards (UGMS), which can be linked to here: <http://www.governor.state.tx.us/files/state-grants/UGMS062004.doc>. Grants awarded after January 1, 2022 Texas Grant Management Standards (TxGMS) linked here: <https://comptroller.texas.gov/purchasing/grant-management/>.

## Financial Provisions

1. Funds Availability: All commitments are subject to availability of funds.
2. Fund Use: Funds must be used to reimburse costs incurred in executing the Court Liaison Program as described in the applicants budget narrative.
3. Budget (Narrative required): Budget narrative must clearly state the costs of executing the program. Budget categories are Personnel, Fringe, Travel, Equipment, Supplies, Contractual, and Other.
  - a. Include all costs necessary to implement the proposed activity.
  - b. The narrative must justify all budgeted expenses.
  - c. The narrative must correspond to the activities' sections.
  - d. Identify in the narrative the start-up costs or non-reoccurring.
4. Timeframe for Expenses: Expenses must be incurred by the end of the grant period, August 30, 2028.
5. Program Related Costs: Only costs directly related to the project are allowable. See the Texas Uniform Grant Management Standards (UGMS), which can be linked to here: [www.governor.state.tx.us/files/state-grants/UGMS062004.doc](http://www.governor.state.tx.us/files/state-grants/UGMS062004.doc). Grants awarded after January 1, 2022 Texas Grant Management Standards (TxGMS) linked here: <https://comptroller.texas.gov/purchasing/grant-management/>.
6. Unallowable Costs: Specifically, in accordance with the UGMS and/or the grant rules the following conditions apply to these grant funds:
  - a. General government costs are unallowable;
  - b. Costs of law enforcement, prosecution, and incarceration are unallowable; and
  - c. Replacing existing funding with grant funds is unallowable;
 (Note: See Texas Uniform Grant Management Standards (UGMS), which can be linked to here: [www.governor.state.tx.us/files/state-grants/UGMS062004.doc](http://www.governor.state.tx.us/files/state-grants/UGMS062004.doc). Grants awarded after January 1, 2022: <https://comptroller.texas.gov/purchasing/grant-management/>.)
7. Reallocation of Funds: The JCMH permits up to 10% of funds to be reallocated within budget line-item categories without prior approval however, all reallocations must be approved by the JCMH Grants Administrator. Please send all reallocation requests via email to the Grants Administrator at [Patrick.passmore@txcourts.gov](mailto:Patrick.passmore@txcourts.gov) for review and approval.
8. Unobligated Balances: At the end of a budget period any unspent funds will be returned to the JCMH. Fund carryover and no-cost extensions must be approved by the JCMH Grant Administrator in writing prior to the end of a budget period.
9. Supplanting Prohibited: Applicants may not reduce the amount of funds provided to courts or local mental health stakeholders because of funds provided by this grant. Supplanting is defined as the withdrawal of local, private, or other public funds for services that were available during previous years of funding for the same program purpose in the same manner.
10. Use of Program Income: Applicants may use funds received through program income to fulfill the matching funds requirement, if applicable.

11. Awards: Publishing these guidelines and instructions do not obligate the JCMH to fund any programs.
12. Partial Funding: The JCMH may recommend funding for all or any portion of a program submitted in the application.
13. Substitution: The JCMH may recommend alternative funding sources, special conditions, or alternative program elements in response to submitted applications.
14. Reporting Requirements: Grantees may be required to submit two reports during the grant period: an interim and a final program progress report.
  - a. The final progress report is due at the completion of the grant period. The deadline is prescribed in the Notice of Award under "Reporting Requirements." The JCMH will provide a template for both reports on its website at <http://texasjcmh.gov>. The JCMH may also require that each grant recipient provide a copy of any independent or required audit completed by a grantee to help ensure adequate accountability of organizations expending JCMH funds. A copy of the audit must be submitted to the JCMH Grant Administrator within 30 days after completion of the audit. Grantees should take note that failure to submit reports within the recommended timeframe may result in delay in final payments and hold on future funding. The JCMH reserves the right to require additional reports or submission of backup for auditing purposes at any time during the grant year.
15. Future Funding on Continued Projects: The JCMH reserves the right to recommend funding for the current grant year only. Future funding will be based on the applicant submitting a new application to continue funding in subsequent years, submission of progress reports, a demonstration of successful progress made in implementing the program evidenced by a formal evaluation, and future availability of funds.