



## **Huerfano County FY25 Court Security**

Prepared by HUERFANO COUNTY  
for Colorado Judicial Department 2024/25 Court Security Cash Fund Grants

**Primary Contact: Carl Young**



## Opportunity Details

### Opportunity Information

Title

2024/25 Court Security Cash Fund Grants

Description

Overview

Grants to Colorado county governments to provide supplemental funding for security staffing in the counties with the most limited financial resources and funding for court security equipment, local security team training, and emergency security needs.

Background

The Court Security Cash Fund Commission, Cash Fund, and grant program were established by Senate Bill 07-118 and codified in Section 13-1-201 to 205, C.R.S. The Commission and the Fund were created to provide Colorado counties with supplemental security funding for facilities containing a state court or probation office. Although county governments are responsible for providing security at state court facilities, the level of funding and services that each county can offer varies throughout the State. The Court Security Cash Fund grant program aims to help counties with the most limited resources meet their security-related responsibilities.

Statutes require grant funding to be used for the following purposes:

1. The provision of court security staffing in counties with the most limited resources.
2. The purchase of security equipment or related structural improvements.
3. The provision of court security training for local security teams.
4. Miscellaneous funding needs associated with court security issues or security equipment.
5. Emergency needs associated with court security issues or court equipment.

The Office of the State Court Administrator issues and administers these grants upon recommendation by the Court Security Cash Fund Commission.

Awarding Agency Name

Office of the State Court Administrator

Agency Contact Name

Jody Whitright

Agency Contact Phone

720-625-5841

Agency Contact Email

CourtSecurityGrants@judicial.state.co.us

Fund Activity Categories

Law, Justice and Legal Services

Opportunity Manager

Jody Whitright

Announcement Type

Initial Announcement

Public Link

<https://www.gotomygrants.com/Public/Opportunities/Details/b5bbb868-65dd-4086-ac32-cf02fa9e641d>

Is Published

Yes

### Funding Information



Funding Sources

State

Funding Source Description

Section 13-1-201 to 205, C.R.S.

**Award Information**

Award Period

07/01/2024 - 06/30/2025

Indirect Costs Allowed

No

**Submission Information**

Submission Window

03/15/2024 8:00 AM - 04/12/2024 5:00 PM

Submission Timeline Type

One Time

Allow Multiple Applications

No

**Question Submission Information**

Question Submission Open Date

03/14/2024 8:00 AM

Question Submission Close Date

04/12/2024 5:00 PM

Question Submission Email Address

CourtSecurityGrants@judicial.state.co.us

**Technical Assistance Session**

Technical Assistance Session

Yes

Session Date and Time

03/20/2024 10:00 AM

Conference Info / Registration Link

<https://judicial.webex.com/judicial/j.php?MTID=mc6bac16b12059ae1b2f196318ef18cbb>

**Eligibility Information**

Eligibility Type

Public

Eligible Applicants

- County Governments

Additional Eligibility Information



Grants are awarded to Colorado counties according to the following priorities:

- a. Requests that meet the need-based criteria below shall have the highest priority.
- b. Requests for moneys for personnel costs shall be given subsequent priority.

#### Need-Based Funding Criteria

Counties that meet at least two of the four criteria below are given the highest priority for grants for court security personnel services:

- a. Counties in which the total population is below the state median.
- b. Counties in which the per capita income is below the state median.
- c. Counties in which the property tax revenues are below the state median.
- d. Counties in which the county population living below the federal poverty line is above the state median.

### Additional Information

Additional Information URL

<https://www.courts.state.co.us/Administration/Unit.cfm?Unit=facility>

Additional Information URL Description

For full information on this grant, refer to the Grant Rules via the link above.

### Award Administration Information

Reporting

Reporting for this grant includes submission of quarterly payment requests and data on court security issues.

Other Information

This is a reimbursement grant for actual approved expenses incurred by the county during the grant period.

Grants funds may not supplant any county funding for state court security needs. Furthermore, grant funds shall not be used for:

1. Architectural services
2. Non-security related construction
3. Firearms
4. POST certification training
5. Computers and computer servers unless they are an integral part of a security system (e.g., surveillance system or access control system)
6. Law enforcement equipment that could not clearly be identified as having a court security purpose
7. Vehicles
8. ADA compliance issues that do not concern security
9. Emergency lighting already required by a Fire Marshal



## Project Information

### Application Information

Application Name

Huerfano County FY25 Court Security

Award Requested

\$73,255.42

Total Award Budget

\$73,255.42

### Primary Contact Information

Name

Carl Young

Email Address

cyoung@huerfano.us

Address

401 Main Street, Suite 201  
Walsenburg, CO 81089

Phone Number

719.738.3000 x110



## Project Description

### Court Security Application

#### Applicant Information

County's Name

Huerfano County

#### Person entering this application

Applicant - Name

Carl Young

Applicant - Title

County Administrator

Applicant - Email

cyoung@huerfano.us

Applicant - Phone

719.738.3000 x110

**If awarded, who is the county's representative authorized to sign the grant contract? The person you designate below will receive the final contract from DocuSign via email.**

Signatory - Name

John Galusha

Signatory - Title

Chair, Board of County Commissioners

Signatory - Email

john@huerfano.us

Signatory - Phone

719.738.3000 x200

#### Judicial District Information

Judicial District Number (must be entered as a number)

3

Chief Judge - Name

Clay McKission

Court Executive - Name

Bob Kreiman

Chief Probation Officer - Name



Martin Malouff

### Acknowledgements

The county acknowledges that the responsibility for providing adequate security for state court facilities rests with county governments and that grant funds may not supplant any county funding.

Yes

Personnel Requests: The county acknowledges that the intent of any approved personnel grant is to provide supplemental court security staffing at a facility containing a state court or probation office. The grant recipient's employees and agents are not employees or agents of the Judicial Department. The recipient shall have no authorization, express or implied, to bind the Judicial Department to any agreements, liability, or understandings except as expressly set forth herein. Each party will be responsible for its acts and those of its employees, agents, and subcontractors, if any, during the term of this grant award. The recipient shall pay, when due, all required employment taxes and income tax withholding on any funds paid to it pursuant to this grant award.

Yes

Personnel Requests: The county acknowledges that personnel grants are not intended to pay for any specific county employee; instead personnel grants are intended to provide supplemental staffing in addition to the county's staffing. This means that grant funds may cover only a portion of a county security employee's salary and benefits. For example, the grant may cover 60 percent of the employee's salary and benefits, while the county may cover 40 percent.

Yes

### Narrative

Please describe the county's plan for building security.

The County has been working, with the assistance of the Underfunded Courthouse program to improve the security systems of the Huerfano County Judicial Center. Ensuring that existing systems are properly configured and closing gaps in the security infrastructure. The County seeks to maintain the full time Court Security position, ensure that person is properly outfitted, and provide for a dedicated backup that is fully trained on the security systems and able to ensure that there is no lapse or decrease in the level of security when the Court Security Officer is out for sick leave or personal time off as well as to support the FT Guard during high profile cases and other periods where additional personnel are required. Sheriff Deputies and Detention Personnel have traditionally filled this role, but the Sheriff's Office has struggled to fill those positions and are severely short handed.

Please describe how the county will use the requested grant funds.

The County will use the grant funds to contribute to the following: (1) the salary and benefits of 1 full time Court Security Officer; (2) the salary and benefits of a designated back up security guard, budgeted at 500 hours per year; (3) uniforms and equipment for both positions; and (4) a replacement chair for the Court Security station.



## County Approval

### Background

The statute governing this grant requires applications to be signed by three authorized representatives of the county's local security team. This includes each of the following individuals *or their designee* [Section 13-1-202(3) and 13-1-205(1), C.R.S.):

1. County Commissioner or Manager
2. Sheriff
3. Chief Judge of the District Court (see note below in red)

To get these approvals, the county should invite these individuals, *or their designees*, in AmpliFund to review and approve the application electronically (they will receive an invitation email with a link to your application in AmpliFund). If the individual already has AmpliFund access, the county should ask the approver to login to their account. See the website for the instructions named [Adding Users and Approvers](#).

The authorized approver will complete this form showing their approval for the application. See the website for the instructions named [Approving the Application](#).

***NOTE: AmpliFund currently prevents a Chief Judge from being able to approve grants in multiple counties due to the background structure of the system. Therefore, if a Chief Judge has more than one county within their district for which AmpliFund approvals are required, a county may need to add the Clerk of Court (or other designee as determined by the Chief Judge) as a user to approve on behalf of the Chief Judge.***

<https://www.courts.state.co.us/Administration/Unit.cfm?Unit=facility>

County Representative - I have reviewed this application and approve the request. By checking "Yes" and typing my name below, I am electronically signing this application.

Yes

County Representative - Name

County Representative - Title

County Representative - Email





## Sheriff Approval

### Background

The statute governing this grant requires applications to be signed by three authorized representatives of the county's local security team. This includes each of the following individuals *or their designee* [Section 13-1-202(3) and 13-1-205(1), C.R.S.):

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<https://www.courts.state.co.us/Administration/Unit.cfm?Unit=facility>

Sheriff - I have reviewed this application and approve the request. By checking "Yes" and typing my name below, I am electronically signing this application.

Yes

Sheriff - Name

Sheriff - Email



## Judicial Department Approval

### Background

The statute governing this grant requires applications to be signed by three authorized representatives of the county's local security team. This includes each of the following individuals *or their designee* [Section 13-1-202(3) and 13-1-205(1), C.R.S.]:

1. County Commissioner or Manager
2. Sheriff
3. Chief Judge of the District Court (see note below in red)

To get these approvals, the county should invite these individuals, *or their designees*, in AmpliFund to review and approve the application electronically (they will receive an invitation email with a link to your application in AmpliFund). If the individual already has AmpliFund access, the county should ask the approver to login to their account. See the website for the instructions named [Adding Users and Approvers](#).

The authorized approver will complete this form showing their approval for the application. See the website for the instructions named [Approving the Application](#).

***NOTE: AmpliFund currently prevents a Chief Judge from being able to approve grants in multiple counties due to the background structure of the system. Therefore, if a Chief Judge has more than one county within their district for which AmpliFund approvals are required, a county may need to add the Clerk of Court (or other designee as determined by the Chief Judge) as a user to approve on behalf of the Chief Judge.***

<https://www.courts.state.co.us/Administration/Unit.cfm?Unit=facility>

### Judicial Department Approval

The county must receive approval from the Chief Judge for this application. Please select one of the options below:

- Upload an email, letter, or other document from the Chief Judge stating their approval.
- Invite the Clerk of Court to collaborate on the application so they can work with the Chief Judge to obtain their approval.

Upload the Chief Judge's approval:

Clerk of Court - I have reviewed this application with the Chief Judge and they have approved the request. By checking "Yes" and typing my name below, I am electronically signing this application.

Yes

Clerk of Court - Name

Clerk of Court - Email



## Budget

### Proposed Budget Summary

#### Expense Budget

	Grant Funded	Total Budgeted
<b>Personnel</b>		
FT Court Security Guard Benefits	\$13,815.05	\$13,815.05
FT Court Security Guard Salary	\$46,000.00	\$46,000.00
PT Court Security Guard	\$863.50	\$863.50
PT Court Security Guard Hourly Wage	\$11,000.00	\$11,000.00
<b>Subtotal</b>	<b>\$71,678.55</b>	<b>\$71,678.55</b>
<b>Equipment</b>		
Guard Equipment	\$470.05	\$470.05
<b>Subtotal</b>	<b>\$470.05</b>	<b>\$470.05</b>
<b>Supplies</b>		
Guard Uniform	\$1,106.82	\$1,106.82
<b>Subtotal</b>	<b>\$1,106.82</b>	<b>\$1,106.82</b>
<b>Total Proposed Cost</b>	<b>\$73,255.42</b>	<b>\$73,255.42</b>

#### Revenue Budget

	Grant Funded	Total Budgeted
<b>Grant Funding</b>		
Award Requested	\$73,255.42	\$73,255.42
<b>Subtotal</b>	<b>\$73,255.42</b>	<b>\$73,255.42</b>
<b>Total Proposed Revenue</b>	<b>\$73,255.42</b>	<b>\$73,255.42</b>

### Proposed Budget Detail

See attached spreadsheet.

### Proposed Budget Narrative

#### Personnel

Describe how the amount was calculated, including the anticipated annual hours.

#### FT Court Security Guard Salary



Salary for FT Court Security Guard at \$46000 per year. 2080 hours per year

### **FT Court Security Guard Benefits**

Benefits for Full Time Court Security Guard

### **PT Court Security Guard Hourly Wage**

PT Court Security Guard, Fill in when FT guard is on leave or as backup. \$22 per hour for 500 hours. 100% of these hours are for work in Court Security

### **PT Court Security Guard**

Tax/Benefits for PT Court Security Guard 7.85% of wages

## **Equipment**

Describe each item to be purchased, including the quantity and price.

### **Guard Equipment**

Flashlight, Flashlight Holder, Handcuff Case, Chair. See attached breakdown

## **Supplies**

Describe each item to be purchased, including the quantity and price.

### **Guard Uniform**

Boots, Shoes, Shirts, Pants, Jacket, Beanie Hat. See attached breakdown