

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**



**DEPARTMENT:** Police

**AGENDA DATE:** 1/20/26

**PUBLIC HEARING DATE:**

**CONTACT PERSON NAME:** Chief of Police, Peter Pacillas

**PHONE NUMBER:** 915-212-4302

**DISTRICT(S) AFFECTED:** All Districts

**STRATEGIC GOAL:**

Goal 2: Set the Standard for a Safe and Secure City

**SUBGOAL:**

Increase public safety operational efficiency

**SUBJECT:**

A resolution authorizing the City Manager or designee to submit to the Public Safety Office of the State of Texas, grant application number 5684401, for the City of El Paso Police Department project identified as "Peace Officer Mental Health Program, FY2027" to provide financial assistance to the City of El Paso. Requesting \$200,000.00. No cash match is required. The grant period will be from October 1, 2026 – September 30, 2027.

**BACKGROUND / DISCUSSION:**

Police officers are routinely exposed to cumulative occupational stress and critical incidents that place them at increased risk for trauma-related psychological injury, burnout, and impaired functioning. The approach recognizes officer mental health as a predictable occupational hazard and is designed to reduce barriers to early intervention. This project will expand and provide critical resources to the El Paso Police Department's existing Peace Officer Mental Health Program through a hybrid service-delivery model that combines embedded clinical support with coordinated external referral resources.

**COMMUNITY AND STAKEHOLDER OUTREACH:**

N/A

**PRIOR COUNCIL ACTION:**

None

**AMOUNT AND SOURCE OF FUNDING:**

Funds for this project is authorized under the Texas General Appropriations Act, Article I for Trusted Programs within the Office of the Governor. The El Paso Police Department is requesting \$200,000.00 to support this project, with no cash match required.

**REPORTING OF CONTRIBUTION OR DONATION TO CITY COUNCIL:**

None

NAME	AMOUNT (\$)

\*\*\*\*\***REQUIRED AUTHORIZATION**\*\*\*\*\*

**DEPARTMENT HEAD:**



(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

## **RESOLUTION**

**WHEREAS**, the City of El Paso (the “City”) is eligible to apply for grants through the Public Safety Office of the State of Texas; and

**WHEREAS**, the El Paso City Council seeks to receive grant funding through the grant/application number 5684401 for the El Paso Police Department project identified as “Peace Officer Mental Health Program FY2027”; and

**WHEREAS**, pursuant to Ordinance No. 016016, the City Council previously designated the City Manager as the authorized signatory for City grant applications and acceptances in the interest of efficiency of administrative governmental operations; and

**WHEREAS**, the City Council desires to reaffirm the City Manager, or designee, as the City’s as the Authorized Official for purposes of compliance with grant application, administration, and reporting requirements imposed by the Office of the Governor of the State of Texas and other applicable state granting authorities; and

**WHEREAS**, the City acknowledges that, for purposes of compliance with grant requirements imposed by the Office of the Governor of the State of Texas and other applicable state granting authorities, a Financial Officer separate from the Authorized Official is required to administer grant-related financial and programmatic reporting functions on behalf of the City.

### **NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EL PASO:**

- 1. THAT**, the City Manager or designee is authorized to apply and submit to the Public Safety Office of the State of Texas, grant application number 5684401, for the City of El Paso Police Department project identified as “Peace Officer Mental Health Program FY2027” to provide financial assistance to the City of El Paso.
- 2. THAT**, the City of El Paso shall provide all applicable matching funds for said grant, if applicable.
- 3. THAT**, the City Manager or designee is authorized to apply for, accept, reject, alter, and/or terminate said grant.
- 4. THAT**, the City Council agrees that in the event of loss or misuse of said grant funds, the City of El Paso will return all funds for said grant to the Public Safety Office of the State of Texas.
- 5. THAT**, the City Council hereby designates the Deputy Chief Financial Officer – Comptroller or the Office of the Comptroller Grants Administrator, as the City’s Financial Officer for purposes of compliance with grant requirements imposed by the Office of the Governor of the State of Texas and other applicable state granting authorities, either of

whom is authorized to submit financial and programmatic reports and to perform grant-related actions on behalf of the City.

**BE IT FURTHER RESOLVED THAT**, the City Manager or designee is authorized to sign any related paperwork, including but not limited to, the actual grant contract, the authorization of budget transfers, and/or revisions to the operation plan, as well as any grant amendments, corrections or extensions of the grant agreement which increase, decrease or de-obligate program funds, provided that no additional City funds are required.

*(Signatures to follow on next page)*

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

**CITY OF EL PASO**

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Renard U. Johnson  
Mayor

ATTEST:

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Laura D. Prine  
City Clerk

APPROVED AS TO FORM:

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Eric Gutierrez  
Senior Assistant City Attorney

APPROVED AS TO CONTENT:

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Peter Pacillas  
Chief of Police

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**Agency Name:** El Paso, City of  
**Grant/App:** 5684401 **Start Date:** 10/1/2026 **End Date:** 9/30/2027

**Project Title:** Peace Officer Mental Health Program FY2027  
**Status:** Application Pending Submission

**Eligibility Information**

**Your organization's Texas Payee/Taxpayer ID Number:**  
17460007499014

**Application Eligibility Certify:**

Created on: 12/15/2025 6:00:22 PM By: Edith Munoz

**Profile Information**

**Applicant Agency Name:** El Paso, City of

**Project Title:** Peace Officer Mental Health Program FY2027

**Division or Unit to Administer the Project:** El Paso Police Department

**Address Line 1:** 300 N. Campbell

**Address Line 2:**

**City/State/Zip:** El Paso Texas 79901-1402

**Start Date:** 10/1/2026

**End Date:** 9/30/2027

**Regional Council of Goverments(COG) within the Project's Impact Area:** Rio Grande Council of Governments

**Headquarter County:** El Paso

**Counties within Project's Impact Area:** El Paso

**Grant Officials:**

**Authorized Official**

**Name:** Elda Hefner

**Email:** rodriguez-hefnere@elpasotexas.gov

**Address 1:** 300 N. Campbell

**Address 1:**

**City:** El Paso, Texas 79901

**Phone:** 915-212-1795 Other Phone: 915-212-1162

**Fax:**

**Title:** Ms.

**Salutation:** Ms.

**Position:** Grants Administrator

**Financial Official**

**Name:** Elida Puchi

**Email:** puchie@elpasotexas.gov

**Address 1:** 300 N Campbell St

**Address 1:**

**City:** El Paso, Texas 79938

**Phone:** 915-212-1729 Other Phone:

**Fax:**

**Title:** Ms.

**Salutation:** --- Select One ---

**Position:** Accounting Manager

**Project Director**

**Name:** Justin Kepple

**Email:** kepplejd@elpasotexas.gov

**Address 1:** 911 N. Raynor  
**Address 1:**  
**City:** El Paso , Texas 79903  
**Phone:** 915-479-0719 Other Phone: 915-212-4022  
**Fax:**  
**Title:** Mr.  
**Salutation:** Dr.  
**Position:** Public Safety Psychologist

**Grant Writer**  
**Name:** Edith Munoz  
**Email:** C2087@elpasotexas.gov  
**Address 1:** 911 N. Raynor  
**Address 1:**  
**City:** El Paso , Texas 79903  
**Phone:** 915-212-4286 Other Phone:  
**Fax:**  
**Title:** Ms.  
**Salutation:** --- Select One ---  
**Position:** Research Assistant

### **Grant Vendor Information**

**Organization Type:** Unit of Local Government (City, Town, or Village)  
**Organization Option:** applying to provide services to all others  
**Applicant Agency's State Payee Identification Number (e.g., Federal Employer's Identification (FEI) Number or Vendor ID):** 17460007499014  
**Unique Entity Identifier (UEI):** KLZGKXNFVTL4

### **Narrative Information**

#### **Introduction**

The purpose of this program is to provide services and assistance directly to peace officers and first responders to address direct and indirect trauma that occurs in the course of their normal duties either as the result of the commission of crimes by other persons or in response to an emergency.

#### **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.

#### **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.

#### **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.

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

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); or (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.

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 :**

Peace officers are routinely exposed to cumulative occupational stress and critical incidents that place them at increased risk for trauma-related psychological injury, burnout, and impaired functioning. Despite growing awareness of law enforcement mental health needs, barriers such as stigma, confidentiality concerns, and limited access to culturally competent services continue to delay or prevent timely care. This project will expand the El Paso Police Department's existing Psychological Services Unit through a hybrid service-delivery model that combines embedded clinical support with coordinated external referral resources. Grant funding will support confidential, evidence-based mental health services, including individual counseling, structured psychological response following critical incidents, and service-linked support activities designed to improve access, continuity of care, and early intervention via mental health resources. The program emphasizes voluntary participation, strict confidentiality, and clear separation from disciplinary and evaluative processes, intending to improve officer well-being and workforce stability.

## **Problem Statement :**

Peace officers are routinely exposed to direct and indirect traumatic experiences as a function of normal duty operations. These experiences include responding to violent crime scenes, child abuse investigations, officer-involved shootings, and line-of-duty deaths. These events are not isolated occurrences; officers experience cumulative occupational and operational stressors throughout their careers, placing them at elevated risk for trauma- and stressor-related psychological injury, emotional exhaustion, and burnout. Although awareness of peace officer mental health needs continues to expand, persistent barriers to care, including confidentiality concerns, stigma, fear of career impact, and systemic mistrust of mental health services historically perceived as punitive, frequently delay or prevent service utilization. When services are accessed, they are often reactive rather than proactive, resulting in fragmented continuity of care, limited treatment planning, and insufficient cultural alignment with the operational realities of law enforcement work. As a result, mental health concerns may escalate until they reach a threshold of occupational impairment, negatively affecting individual officer morale, unit effectiveness, organizational efficiency, and public trust. This project addresses these gaps by expanding access to confidential, evidence-based mental health services tailored to the operational realities of peace officers and first responders.

## **Supporting Data :**

Empirically supported data consistently demonstrate that peace officers experience elevated exposure to cumulative trauma and chronic occupational stress, placing them at increased risk for posttraumatic stress symptoms, burnout, sleep disruption, and impaired psychological functioning compared to the general population. Meta-analytic findings indicate that approximately 10–20 percent of first responders, including police officers, meet criteria for probable posttraumatic stress disorder, with risk driven primarily by repeated exposure over time rather than single critical incidents. Beyond trauma exposure, organizational and operational stressors such as shift work, extended hours, administrative pressure, and public scrutiny are strongly associated with burnout, emotional exhaustion, and mental health symptoms among law enforcement personnel. Sleep disruption, which is highly prevalent among officers working non-day shifts, further exacerbates psychological distress, impairs decision-making, and increases safety-relevant risks. Despite elevated need, help-seeking among police officers remains limited, largely due to stigma, confidentiality concerns, and fears of negative career impact. Systematic reviews indicate that approximately one-third of first responders report stigma-related barriers to accessing mental health care, underscoring the importance of confidential, non-punitive service models that are culturally competent and clearly separated from evaluative or disciplinary processes. Department-specific data from a 2023 El Paso Police Department survey further supports this literature, identifying a need for improved coping support related to anxiety, depression, posttraumatic stress symptoms, sleep disturbance, and work-life balance, concluding that “mental health awareness for police officers should be in the forefront.”

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

This grant-funded program will expand the El Paso Police Department’s capacity to provide confidential, evidence-based mental health services through a hybrid service-delivery model that integrates embedded clinical support with coordinated external referral resources. The approach recognizes officer mental health as a predictable occupational hazard and is designed to reduce barriers to early intervention. Grant funds will support one licensed mental health clinician embedded within the department to provide voluntary, confidential services to peace officers and first responders. Services will focus on individual counseling, trauma-informed intervention, stress management, and short-term stabilization following critical incidents. The embedded clinician will also provide psychological first aid following qualifying incidents and coordinate continuity of care beyond the immediate response period. When clinical demand exceeds embedded capacity or specialized services are required, the program will use formal referral pathways to connect patients with vetted, culturally competent community-based mental health providers. These partnerships will be governed by Memoranda of Understanding to ensure timely access, continuity of care, and adherence to confidentiality standards. Grant funding will also support a Wellness Coordinator, who will provide non-clinical service support to facilitate access to care, coordinate referrals, oversee skills training, and manage the department’s peer support program. All activities will remain voluntary and strictly separated from disciplinary or evaluative functions.

#### **Capacity & Capabilities:**

The El Paso Police Department has an established Psychological Services Unit, led by the department’s Public Safety Psychologist, which provides the organizational infrastructure necessary to implement this project successfully. The department has demonstrated the capacity to integrate mental health services within a law enforcement environment while maintaining confidentiality, ethical standards, and separation of duties. A licensed mental health clinician with experience in trauma-informed care and familiarity with law enforcement culture and operational demands will deliver this grant-funded program. The Public Safety Psychologist will provide administrative oversight to ensure compliance, coordination, and continuity. Existing partnerships with first responder agencies and external mental health providers will support escalation when specialized care is required. Secure administrative systems will support confidential scheduling, referral coordination, and performance management tracking throughout the grant period.

#### **Performance Management :**

Program success will be monitored using aggregate, non-identifying indicators aligned with approved project goals. Performance management will focus on service utilization, timeliness of access to care, adherence to service protocols, and participation in service-linked activities, including peer support and training. Voluntary, confidential department-wide feedback surveys will be administered during the grant period to assess officers’ perceptions of program accessibility, occupational well-being, mental health and help-seeking stigma, and organizational climate. All data will be used exclusively for program monitoring and quality improvement and will not constitute research or academic evaluation. No clinical records, diagnostic information, or personally identifiable mental health data will be collected for reporting purposes.

## **Target Group :**

The target population for this project includes all El Paso Police Department personnel who are classified as peace officers and/or first responders. This includes line officers, supervisory and command staff, administrators, dispatch personnel, nonsworn staff who may be exposed to operational or secondary trauma, and other nearby law enforcement and first responder personnel. All services funded under this project will be available on a voluntary basis and accessible without supervisory referral or disclosure.

## **Evidence-Based Practices:**

The project design is informed by peer-reviewed research and established best practices in law enforcement and first responder mental health. Evidence supports trauma-informed, confidential mental health services that address cumulative occupational stress, critical incident exposure, and burnout. Best-practice models emphasize early access to care, continuity of services following critical incidents, and integration of mental health support within organizational structures while maintaining strict separation from evaluative or disciplinary functions. The hybrid service-delivery model aligns with these principles by combining embedded clinical access with external referral capacity to ensure timely and appropriate care. In the development of this project, the following research and best practice guidelines were utilized: Guidelines: International Association of Chiefs of Police (IACP) Peer Support Guidelines IACP – Police Psychological Services Section: Guidelines for Wellness Visits for Law Enforcement Personnel IACP Officer-Involved Shooting Guidelines IACP Consulting Police Psychologist Guidelines American Psychological Association (APA) Professional Practice Guidelines for Operational Psychology APA Professional Practice Guidelines to Integrating the role of work and Career into Psychological Practice APA Guidelines for Prevention in Psychology APA Clinical Practice Guidelines for the Treatment of PTSD APA Clinical Guidelines for Psychological Practice with Boys and Men APA Clinical Guidelines for Psychological Practice with Girls and Women APA Guidelines for Forensic Psychology APA Guidelines for Psychological Practice with Military Service Members, Veterans, and Their Families Texas Commission on Law Enforcement (TCOLE) Statutes and Rules Handbook, Subchapter M-1. Peer Support Network for Law Enforcement Officers (p.134-135) National Center for PTSD - Psychological first Aid: Field Operations Guide, 2nd Edition Textbooks: Barlow, D. H., Farchione, T. J., Sauer-Zavala, S., Heather Murray Latin, Ellard, K. K., Bullis, J. R., Bentley, K. H., Boettcher, H. T., & Cassiello-Robbins, C. (2017). Unified Protocol for Transdiagnostic Treatment of Emotional Disorders. Oxford University Press. Conn, S. M. (2025). Increasing Resilience in Police and Emergency Personnel. Routledge. Foa, E., Hembree, E., & Barbara Olaslov Rothbaum. (2007). Prolonged Exposure Therapy for PTSD. Oxford University Press. Hofer, M. S., Saxon, Z., Jordan, C., Salamino, J., & Back, A. A. (2024, May 22). Integrating and expanding wellness services: The North Carolina Responder Assistance Initiative. Police Chief Online. <https://www.policechiefmagazine.org/integrating-expanding-wellness-services/> Kitaeff, J. (2019). Handbook of police psychology. Routledge. Resick, P. A., Monson, C. M., & Chard, K. M. (2017). Cognitive processing therapy for PTSD: A comprehensive manual. Guilford Press. Peer-Reviewed Journal Articles: Alves, L., Abreo, L., Petkari, E., & Pinto da Costa, M. (2023). Psychosocial risk and protective factors associated with burnout in police officers: A systematic review. Journal of Affective Disorders, 332, 283–298. <https://doi.org/10.1016/j.jad.2023.03.081> Arena, A. F., Gregory, M., Collins, D. A. J., Vilus, B., Bryant, R., Harvey, S. B., & Deady, M. (2025). Global PTSD prevalence among active first responders and trends over recent years: A systematic review and meta-analysis. Clinical Psychology Review, 120, 102622. <https://doi.org/10.1016/j.cpr.2025.102622> Estrada, N. (2023). Stress and Coping Methods Survey: Survey Results Report [Unpublished]. Planning and Research, Risk Management, El Paso Police Department. Fekedulegn, D., Burchfiel, C. M., Charles, L. E., Hartley, T. A., Andrew, M. E., & Violanti, J. M. (2016). Shift work and sleep quality among urban police officers: The BCOPS study. Journal of Occupational and Environmental Medicine, 58(3), e66–e71. <https://doi.org/10.1097/JOM.0000000000000620> Grupe, D. W. (2023). Mental health stigma and help-seeking intentions in police employees. Journal of Community Safety and Well-Being, 8(Suppl 1), S32–S39. <https://doi.org/10.35502/jcswb.290> Haugen, P. T., McCrillis, A. M., Smid, G. E., & Nijdam, M. J. (2017). Mental health stigma and barriers to mental health care for first responders: A systematic review and meta-analysis. Journal of Psychiatric Research, 94, 218–229. <https://doi.org/10.1016/j.jpsychires.2017.08.001> James, L., James, S., & Atherley, L. (2023). The effects of shift-work schedules on the sleep, health, safety, and quality of life of police employees during the COVID-19 pandemic. Frontiers in Psychology, 14, 1128629. <https://doi.org/10.3389/fpsyg.2023.1128629> Ugwu, L. E., & Idemudia, E. S. (2025). Burnout and post-traumatic stress disorders in police officers: Systematic review and meta-analysis. Journal of Police and Criminal Psychology, 40, 645–658. <https://doi.org/10.1007/s11896-024-09713-7> Violanti, J. M., Charles, L. E., McCanlies, E., Hartley, T. A., Baughman, P., Andrew, M. E., Fekedulegn, D., Ma, C. C., Mnatsakanova, A., & Burchfiel, C. M. (2017). Police stressors and health: A state-of-the-art review. Policing: An International Journal, 40(4), 642–656. <https://doi.org/10.1108/PIJPSM-06-2016-0097> Wagner, S. L., White, N., Fyfe, T., Matthews, L. R., Randall, C., Regehr, C., White, M., Alden, L. E., Buys, N., Carey, M. G., Corneil, W., Fraess-Phillips, A., Krutop, E., & Fleischmann, M. H. (2020). Systematic review of

posttraumatic stress disorder in police officers following routine work-related critical incident exposure. *American Journal of Industrial Medicine*, 63(7), 600–615. <https://doi.org/10.1002/ajim.23120>

## Project Activities Information

### Introduction

This section contains questions about your project. It is very important for applicants to review their funding announcement for guidance on how to fill out this section. Unless otherwise specified, answers should be about the EXPECTED activities to occur during the project period.

### Peace Officer Mental Health Programs

#### Program Organization and Characteristics

Is this a new program or building capacity for an existing program?

New Program

Building Capacity for an Existing Program

In the space below NEW programs should describe any completed needs assessments and/or steps taken to date. Additionally, all programs must describe how services will be provided – internally, externally, or a hybrid of both – and who will provide them. Finally, describe the guidelines used to manage case load under the program.

This grant-funded project builds on the El Paso Police Department's existing Psychological Services Unit by expanding capacity and formalizing a hybrid service-delivery model. Internal services will be provided by a licensed mental health clinician embedded within the department. The full-time clinician will be expected to maintain a caseload of 60-70 clients at any given time, depending on clinical demand and the range of client needs. The expectation for 60–90-minute initial intake sessions, 45–55-minute follow-up sessions, and 15–30-minute check-ins will allow for a total goal of 250–275 client contacts per month with 120–130 hours of direct client care per month. Additional time will be utilized for appropriate administrative duties such as clinical documentation and session preparation. In circumstances where the clinician's case load cannot accommodate additional clients, or when a client's presenting problems require a specialized or higher level of care, a coordinated external referral to a properly vetted, culturally competent, community-based mental health clinic will be utilized, with agreements made via Memorandum of Understanding (MOU).

Describe where in the organizational chart will the program reside and under whose authority. Where will program activities physically take place? If the program is housed in the same building as operations, address how the program will mitigate any stigma associated with utilizing the program.

The program will reside within the El Paso Police Department's Psychological Services Unit, which operates under the Strategic Initiative Division of the Administrative Services Bureau. Administrative oversight will be provided by the department's Public Safety Psychologist, who will ensure that the grant-funded program's functioning maintains clear separation from command, disciplinary, and investigative units. The program's activities will take place at an off-site location, ensuring privacy, confidentiality, and discretion, with measures in place to mitigate perceived stigma, including a private scheduling system, confidential entry points, flexible appointment options, and clear communication that participation is voluntary and protected. Any mandatory mental health treatment will be facilitated through the existing Employee Assistance Program, which will ensure a clear distinction between command-directed treatment and the voluntary treatment provided by this grant-funded program, further reinforcing the initiative's non-punitive goals.

#### Referral Network Description

Describe the types and method of referrals provided for each of the six target populations described above. Distinguish between voluntary and mandatory referrals. Describe the plan for an escalation referral system (when in-house services are not capable of handling a particular situation).

All participants, including line officers, command staff, administrators, dispatchers, nonsworn personnel, and other nearby law enforcement/first responder personnel, will independently access services without supervisory approval or notification, utilizing a Health Insurance Portability and Accountability Act (HIPAA) compliant electronic scheduling system. Supervisors will be encouraged to recommend that personnel seek services to reduce stigma. However, all participation in this grant-funded program will remain voluntary and non-punitive. When embedded mental health services have exceeded their clinical caseload limits or are unable to address a particular clinical need, referrals will be made to external mental health clinics/providers, with various levels of care and designated specialty services, through established referral pathways outlined in a Memorandum of Understanding (MOU). This escalation system will ensure continuity of care for each officer who seeks help, all while maintaining confidentiality and separation of duties to ensure that no referral under this program is disciplinary, mandatory, or evaluative in nature.

#### Notification of Services

Describe the types of informational materials produced and how they are distributed or made available to employees.

The El Paso Police Department will produce and self-finance informational material describing the available services provided by this grant-funded project, with full articulation of confidentiality protections and participation guidelines. Notification material will include digital communications, intranet postings, and briefings incorporated into existing communication channels. Notification materials will be distributed department-wide and through the regional law first responder network to ensure all eligible personnel are informed of available services and understand the voluntary and confidential nature of participation.

#### **Required Peer Support Program**

Describe how this program employs the Peer Support Network model to facilitate communication and continuity of care. For additional information, consult the [International Association of Chiefs of Police Peer Support Guidelines](#).

This grant-funded program will allow the El Paso Police Department to broaden the reach and impact of its Peer Support Program, in which peer-support team members will serve as a helpful communication bridge, assisting with facilitating access to services and continuity of care. Although peer-support members do not provide clinical treatment or psychological counseling, they offer peer-based consultation. This peer support consultation will include resource navigation to encourage officers and first responders seeking voluntary access to the grant-funded program services. Further, peer-support members can facilitate independent referrals following critical incidents and significant life events, support continuity of care coordination, and inform officers and first responders about existing health and wellness resources within the department. All peer support activities operate under established International Chiefs of Police (IACP) guidelines and Texas Law Enforcement Peer Network (TLEPN) training standards, with administrative oversight of the Wellness Coordinator to ensure ethical boundaries, confidentiality, and appropriate role separation are maintained and practiced.

#### **Selected Project Activities:**

ACTIVITY	PERCENTAGE:	DESCRIPTION
Mental Health Services	100.00	Grant funds will support one licensed mental health clinician embedded within the department to provide voluntary, confidential services to peace officers and first responders. Services will focus on individual counseling, trauma-informed intervention, stress management, and short-term stabilization following critical incidents. The embedded clinician will also provide psychological first aid following qualifying incidents and coordinate continuity of care beyond the immediate response period. When clinical demand exceeds embedded capacity or specialized services are required, the program will use formal referral pathways to connect patients with vetted, culturally competent community-based mental health providers. These partnerships will be governed by Memoranda of Understanding to ensure timely access, continuity of care, and adherence to confidentiality standards. Grant funding will also support a Wellness Coordinator, who will provide non-clinical service support to facilitate access to care, coordinate referrals, oversee skills training, and manage the department's peer support program. All activities will remain voluntary and strictly separated from disciplinary or evaluative functions.

#### **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 counseling hours provided.	1140

Number of peace officers served.	300
Number of staff trained to provide program services.	30

#### Objective Outcome Measures

OUTCOME MEASURE	TARGET LEVEL

#### Custom Output Measures

CUSTOM OUTPUT MEASURE	TARGET LEVEL
Direct-service hours provided by clinical to program participants: hours/mo	120
Number of client contacts (intake, follow-up, check-ins): #/mo	250
Percentage increase in Peer-Support Contacts per month.	10

#### Custom Outcome Measures

CUSTOM OUTCOME MEASURE	TARGET LEVEL
Participant Satisfaction of Program Accessibility (1-5 Ascending Likert Scale)	4
Department Personnel Occupational Satisfaction (1-5 Ascending Likert Scale)	4
Department Personnel Quality of Life (1-5 Ascending Likert Scale)	4
Department Personnel Attitude Towards MH Help-Seeking (1-5 Ascending Likert Scale)	4

### **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.

### **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 please 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	Counselor and/or	Contract Clinician - Salary at	\$98,371.00	\$0.00	\$0.00	\$0.00	\$98,371.00	100

	Therapist (licensed)	\$80,500.00 with fringe benefits at 22.20% - \$17,871.00 for a total salary of \$98,371.00						
Personnel	Coordinator	Wellness Coordinator - Salary at \$50,432.91 with fringe benefits at 22.20% - \$11,196.11 for a total salary of \$61,629.02	\$61,629.02	\$0.00	\$0.00	\$0.00	\$61,629.02	100
Contractual and Professional Services	Professional, Presentation, and/or Training Services	Training- \$39,999.98	\$39,999.98	\$0.00	\$0.00	\$0.00	\$39,999.98	0

#### Source of Match Information

##### Detail Source of Match/GPI:

DESCRIPTION	MATCH TYPE	AMOUNT

##### Summary Source of Match/GPI:

Total Report	Cash Match	In Kind	GPI Federal Share	GPI State Share
\$0.00	\$0.00	\$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	\$39,999.98	\$0.00	\$0.00	\$0.00	\$39,999.98
Personnel	\$160,000.02	\$0.00	\$0.00	\$0.00	\$160,000.02

##### Budget Grand Total Information:

OOG	CASH MATCH	IN-KIND MATCH	GPI	TOTAL
\$200,000.00	\$0.00	\$0.00	\$0.00	\$200,000.00

### Condition Of Fundings Information

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

You are logged in as **User Name:** emunozmo