



## OFFICE OF THE COUNTY JUDGE

LUBBOCK COUNTY COURTHOUSE

P. O. Box 10536

LUBBOCK, TX 79408

PHONE: (806)775-1087

FAX: (806)775-7950

**Curtis Parrish**  
County Judge

July 24, 2023

William D. Cobb  
Deputy Administrator for Farm Loan Programs  
USDA Farm Service Agency  
Stop 0520  
1400 Independence Ave SW  
Washington, DC 20250-0520

Dear Mr. Cobb:

This letter is to formally request recertification of Lubbock County as the Certified Mediation Program for Texas. This request is made in accordance with Section 501 (c) of Title V of the Agricultural Credit Act of 1987 (7 U.S.C. 510) for fiscal year 2024. I hereby certify that Lubbock County's mediation services as described in our application comply with 7 CFR 785.3 (b), 7 CFR 785.2.6, and Public Law 115-334.

Our request for FY24 includes funds to continue our collaboration with the State Bar of Texas and the Texas Department of Agriculture. We will continue serving persons, courts, state/federal agencies, businesses, and others in rural agricultural communities. Examples of possible issues to be addressed as authorized by the 2018 Agricultural Improvement Act include, but not limited to:

- Compliance with USDA Programs
- Agricultural Credit/Debt from USDA or funders, such as, banks, credit unions, credit cards
- Leases (land, equipment, housing, vehicles, etc.)
- Family transitions (estate planning, guardianship/alternatives to guardianship, probate, etc.)
- Neighbor disputes (zoning, noise, nuisance, trespassing, etc.)
- Organic crops
- Related family member controversies
- Land boundary disputes
- Pesticide infringement
- Rural housing including landlord/tenant
- Rural business grants/loans from federal, state, or private sources
- Rural water loan programs from federal, state, or private sources
- Civil rights
- Other issues authorized by the Secretary of Agriculture
  - The Commissioner for the Texas Department of Agriculture, Sid Miller, has authorized services be provided to all residents of rural counties/municipalities.

Texas Rural Mediation Services™ will provide mediation, credit counseling, and other services in accordance with CFR 785, applicable statutes and regulations. Our state has 207 rural counties and more than 250,000 farms and ranches with over 3 million citizens living in Rural Texas. With appropriate funding, we anticipate being able to educate, market, and serve this vast population with in-person or

virtual services. The state USDA offices and Texas Department of Agriculture will be assisting with this initiative.

We also request a carryover of any unused federal grant funds from FY2023 to FY2024, pursuant to Section 3016.23 of 7 CFR Part 3016 and Section 785.7 (e) (1) of 7 CFR Part 785.

I respectfully submit our annual request for recertification of the Certified Mediation Program for Texas.

Sincerely,

Curtis Parrish  
County Judge

CC: Governor Greg Abbott  
Commissioner Sid Miller  
Senator Charles Perry

**Application for Federal Assistance SF-424**

\* 1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

\* 2. Type of Application:

- New
- Continuation
- Revision

\* If Revision, select appropriate letter(s):

\* Other (Specify):

\* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

**State Use Only:**

6. Date Received by State:

7. State Application Identifier:

**8. APPLICANT INFORMATION:**

\* a. Legal Name:

Lubbock County

\* b. Employer/Taxpayer Identification Number (EIN/TIN):

75-6001056

\* c. UEI:

06-640-5770

**d. Address:**

\* Street1:

P.O. Box 10536

Street2:

\* City:

Lubbock

County/Parish:

Lubbock

\* State:

TX: Texas

Province:

\* Country:

USA: UNITED STATES

\* Zip / Postal Code:

79408

**e. Organizational Unit:**

Department Name:

Office of Dispute Resolution

Division Name:

Texas Rural Mediation Services

**f. Name and contact information of person to be contacted on matters involving this application:**

Prefix:

Mr.

\* First Name:

D.

Middle Name:

Gene

\* Last Name:

Valentini

Suffix:

Title:

Director

Organizational Affiliation:

Office of Dispute Resolution

\* Telephone Number:

806-775-1720

Fax Number:

806-775-7929

\* Email:

odr@lubbockcounty.gov

**Application for Federal Assistance SF-424**

**\* 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

\* Other (specify):

**\* 10. Name of Federal Agency:**

USDA-FSA

**11. Catalog of Federal Domestic Assistance Number:**

CertAgMed10.435

CFDA Title:

USDA Certified State Mediation Program

**\* 12. Funding Opportunity Number:**

\* Title:

**13. Competition Identification Number:**

Title:

**14. Areas Affected by Project (Cities, Counties, States, etc.):**

Add Attachment

Delete Attachment

View Attachment

**\* 15. Descriptive Title of Applicant's Project:**

Texas Rural Mediation Services - Provide mediation services in compliance with all provisions of the U.S. Department of Agriculture statutes and regulations regarding Certified Mediations Programs.

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**Application for Federal Assistance SF-424**

**16. Congressional Districts Of:**

\* a. Applicant

\* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**

\* a. Start Date:

\* b. End Date:

**18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="300,000.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text" value="128,572.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="428,572.00"/>

**\* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

**\* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes  No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

**21. \*By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

\*\* I AGREE

\*\* The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

**Authorized Representative:**

Prefix:  \* First Name:   
Middle Name:   
\* Last Name:   
Suffix:

\* Title:

\* Telephone Number:  Fax Number:

\* Email:

\* Signature of Authorized Representative:

\* Date Signed:

### BUDGET INFORMATION - Non-Construction Programs

#### SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Cert. Ag. Med.	10.435	\$	\$	\$ 300,000.00	\$ 128,572.00	\$ 428,572.00
2.						
3.						
4.						
<b>5. Totals</b>		\$	\$	\$ 300,000.00	\$ 128,572.00	\$ 428,572.00

**SECTION B - BUDGET CATEGORIES**

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1) Cext. Ag. Med.	(2)	(3)	(4)	
a. Personnel	\$	\$ 170,700.00	\$	\$	\$ 170,700.00
b. Fringe Benefits		\$ 57,000.00			\$ 57,000.00
c. Travel		\$ 40,000.00			\$ 40,000.00
d. Equipment		\$ 0.00			\$ 0.00
e. Supplies		\$ 5,000.00			\$ 5,000.00
f. Contractual		\$ 27,300.00		\$ 128,572.00	\$ 155,872.00
g. Construction					
h. Other					
i. Total Direct Charges (sum of 6a-6h)		\$ 300,000.00		\$ 128,572.00	\$ 428,572.00
j. Indirect Charges					
k. TOTALS (sum of 6i and 6j)	\$	\$ 300,000.00	\$	\$ 128,572.00	\$ 428,572.00
7. Program Income	\$	\$	\$	\$	\$

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**SECTION C - NON-FEDERAL RESOURCES**

(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e) TOTALS
8. Cert. Ag. Med.	\$		128,572.00 \$	128,572.00
9.				
10.				
11.				
12. TOTAL (sum of lines 8-11)	\$		128,572.00 \$	128,572.00

**SECTION D - FORECASTED CASH NEEDS**

	SECTION D - FORECASTED CASH NEEDS				
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$				
14. Non-Federal	\$				
15. TOTAL (sum of lines 13 and 14)	\$				

**SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT**

(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b) First	(c) Second	(d) Third	(e) Fourth
16. Cert. Ag. Med.	\$			
17.				
18.				
19.				
20. TOTAL (sum of lines 16 - 19)	\$			

**SECTION F - OTHER BUDGET INFORMATION**

21. Direct Charges:		22. Indirect Charges:	
23. Remarks:			



## ASSURANCES - NON-CONSTRUCTION PROGRAMS

Public reporting burden for this collection of information is estimated to average 15 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0040), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

**NOTE:** Certain of these assurances may not be applicable to your project or program. If you have questions, please contact the awarding agency. Further, certain Federal awarding agencies may require applicants to certify to additional assurances. If such is the case, you will be notified.

As the duly authorized representative of the applicant, I certify that the applicant:

1. Has the legal authority to apply for Federal assistance and the institutional, managerial and financial capability (including funds sufficient to pay the non-Federal share of project cost) to ensure proper planning, management and completion of the project described in this application.
2. Will give the awarding agency, the Comptroller General of the United States and, if appropriate, the State, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the award; and will establish a proper accounting system in accordance with generally accepted accounting standards or agency directives.
3. Will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest, or personal gain.
4. Will initiate and complete the work within the applicable time frame after receipt of approval of the awarding agency.
5. Will comply with the Intergovernmental Personnel Act of 1970 (42 U.S.C. §§4728-4763) relating to prescribed standards for merit systems for programs funded under one of the 19 statutes or regulations specified in Appendix A of OPM's Standards for a Merit System of Personnel Administration (5 C.F.R. 900, Subpart F).
6. Will comply with all Federal statutes relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. §794), which prohibits discrimination on the basis of handicaps; (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. §§6101-6107), which prohibits discrimination on the basis of age; (e) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (f) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (g) §§523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. §§290 dd-3 and 290 ee- 3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (h) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (i) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and, (j) the requirements of any other nondiscrimination statute(s) which may apply to the application.
7. Will comply, or has already complied, with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 (P.L. 91-646) which provide for fair and equitable treatment of persons displaced or whose property is acquired as a result of Federal or federally-assisted programs. These requirements apply to all interests in real property acquired for project purposes regardless of Federal participation in purchases.
8. Will comply, as applicable, with provisions of the Hatch Act (5 U.S.C. §§1501-1508 and 7324-7328) which limit the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

9. Will comply, as applicable, with the provisions of the Davis-Bacon Act (40 U.S.C. §§276a to 276a-7), the Copeland Act (40 U.S.C. §276c and 18 U.S.C. §874), and the Contract Work Hours and Safety Standards Act (40 U.S.C. §§327-333), regarding labor standards for federally-assisted construction subagreements.
10. Will comply, if applicable, with flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (P.L. 93-234) which requires recipients in a special flood hazard area to participate in the program and to purchase flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
11. Will comply with environmental standards which may be prescribed pursuant to the following: (a) institution of environmental quality control measures under the National Environmental Policy Act of 1969 (P.L. 91-190) and Executive Order (EO) 11514; (b) notification of violating facilities pursuant to EO 11738; (c) protection of wetlands pursuant to EO 11990; (d) evaluation of flood hazards in floodplains in accordance with EO 11988; (e) assurance of project consistency with the approved State management program developed under the Coastal Zone Management Act of 1972 (16 U.S.C. §§1451 et seq.); (f) conformity of Federal actions to State (Clean Air) Implementation Plans under Section 176(c) of the Clean Air Act of 1955, as amended (42 U.S.C. §§7401 et seq.); (g) protection of underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended (P.L. 93-523); and, (h) protection of endangered species under the Endangered Species Act of 1973, as amended (P.L. 93-205).
12. Will comply with the Wild and Scenic Rivers Act of 1968 (16 U.S.C. §§1271 et seq.) related to protecting components or potential components of the national wild and scenic rivers system.
13. Will assist the awarding agency in assuring compliance with Section 106 of the National Historic Preservation Act of 1966, as amended (16 U.S.C. §470), EO 11593 (identification and protection of historic properties), and the Archaeological and Historic Preservation Act of 1974 (16 U.S.C. §§469a-1 et seq.).
14. Will comply with P.L. 93-348 regarding the protection of human subjects involved in research, development, and related activities supported by this award of assistance.
15. Will comply with the Laboratory Animal Welfare Act of 1966 (P.L. 89-544, as amended, 7 U.S.C. §§2131 et seq.) pertaining to the care, handling, and treatment of warm blooded animals held for research, teaching, or other activities supported by this award of assistance.
16. Will comply with the Lead-Based Paint Poisoning Prevention Act (42 U.S.C. §§4801 et seq.) which prohibits the use of lead-based paint in construction or rehabilitation of residence structures.
17. Will cause to be performed the required financial and compliance audits in accordance with the Single Audit Act Amendments of 1996 and OMB Circular No. A-133, "Audits of States, Local Governments, and Non-Profit Organizations."
18. Will comply with all applicable requirements of all other Federal laws, executive orders, regulations, and policies governing this program.
19. Will comply with the requirements of Section 106(g) of the Trafficking Victims Protection Act (TVPA) of 2000, as amended (22 U.S.C. 7104) which prohibits grant award recipients or a sub-recipient from (1) Engaging in severe forms of trafficking in persons during the period of time that the award is in effect (2) Procuring a commercial sex act during the period of time that the award is in effect or (3) Using forced labor in the performance of the award or subawards under the award.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL <div style="border: 1px solid black; height: 60px; width: 100%;"></div>	TITLE <div style="border: 1px solid black; padding: 2px;">County Judge</div>
APPLICANT ORGANIZATION <div style="border: 1px solid black; padding: 2px;">Lubbock County</div>	DATE SUBMITTED <div style="border: 1px solid black; height: 40px; width: 100%;"></div>

## Budget Narrative

### Personnel & Fringe

Full Time Employees	Salary	Salary w/ Benefits	Percent for USDA	Amount for Grant	Amount for Grant w/Benefits
D. Gene Valentini	\$ 99,111.23	\$ 126,116.22	50%	\$ 49,555.62	\$ 63,058.11
Kristi Thompson	\$ 65,046.28	\$ 85,524.43	35%	\$ 22,766.20	\$ 29,933.55
Leticia Prado	\$ 48,511.06	\$ 65,821.06	40%	\$ 19,404.42	\$ 26,328.42
Andy Carter	\$ 55,124.16	\$ 73,701.23	100%	\$ 55,124.16	\$ 73,701.23
<b>Total</b>				<b>\$ 146,850.40</b>	<b>\$ 193,021.31</b>

Part Time Employees	Salary	Salary w/ Fringe	Percent for USDA	Amount for Grant	Amount for Grant w/Benefits
Clerk	\$ 28,560.00	\$ 30,859.08	100%	\$ 28,560.00	\$ 30,859.08
<b>Total</b>				<b>\$ 28,560.00</b>	<b>\$ 30,859.08</b>

<b>Personnel Total</b>				<b>\$ 175,410.40</b>	<b>\$ 223,880.39</b>
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### Travel

This line item will cover travel costs for

- mediations;
- training for mediators and staff; and
- outreach activities

### Supplies

This line item covers

- postage for mailing materials to mediation participants and mediators;
- general office supplies such as paper, folders, etc.

### Contractual

This line item covers the the hourly rate for mediator payment.

### Match Sources

AgLaw Expense	\$50,000	Paying for speaker travel from other revenue. AgLaw provides an opportunity for training to our mediators as well as publicizing the AMP with ag creditors, producers, attorneys, academics, etc.
Mediator Time	\$78,572	Mediator time is valued at \$150 per hour, however they are paid at \$75 per hour for mediation and nothing for training. The difference is for In-Kind.

## Additional Questions

5. Estimated dollar amount Federal Mediation Grant funds expected to carryover from FY2023:

Approximately \$100,000

6. Will there be any FY23 last quarter expenses that will be submitted after October 2:

Yes; Approximately \$10,000

7. Website, Correspondence, and Payments

Official Name	Texas Dispute Resolution System™
Mailing Address	P.O. Box 10536 Lubbock, Texas 79408
Email	<a href="mailto:odr@lubbockcounty.gov">odr@lubbockcounty.gov</a>
Phone Number (s)	(806) 775-1720 / Toll Free (866) 329-3522
Website	<a href="http://www.lubbockcounty.gov">www.lubbockcounty.gov</a>

Name	Title	Email	Phone
Curtis Parrish	County Judge	<a href="mailto:cparrish@lubbockcounty.gov">cparrish@lubbockcounty.gov</a>	(806) 775-1679
D. Gene Valentini	Director, Dispute Resolution	<a href="mailto:gvalentini@lubbockcounty.gov">gvalentini@lubbockcounty.gov</a>	(806) 775-1720
Kathy Williams	County Auditor	<a href="mailto:kwilliams@lubbockcounty.gov">kwilliams@lubbockcounty.gov</a>	(806) 775-1097
Kristi Thompson	Assistant Director, Dispute Resolution	<a href="mailto:kthompson@lubbockcounty.gov">kthompson@lubbockcounty.gov</a>	(806) 775-1720
Robin Wilmot	Grant Auditor	<a href="mailto:rwilmot@lubbockcounty.gov">rwilmot@lubbockcounty.gov</a>	(806) 775-1087