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## Field Trainer

The Traffic Case Processing Fund is established in [ARS §441-2421 \(K\)](#) to administer the Defensive Driving Program and to improve traffic case processing.

A.R.S. § 28-3398 – to administer the Defensive Driving Program and to improve traffic case processing. Funds are available on a matching basis for a countywide Field Trainer position in each county up to a maximum award of \$25,000, for salary, ERE, and other related costs.

Field Trainers provide essential business processing, system support and on-site training for every ACAP limited- and general jurisdiction court. See [Administrative Order No. 2](#) ([http://ajinweb/csd/CMU/Grants/TCPF%20-%20AZTEC/AO%20Defensive%20Driving%202000-84.pdf](#))[000-84](#) ([http://ajinweb/csd/CMU/Grants/TCPF%20-%20AZTEC/AO%20Defensive%20Driving%202000-84.pdf](#)).

**What is the name of the court: \***

Pinal County Superior Court

27 / 300 characters

Please enter the court's full name (e.g., Cactus County Superior Court or Town of Cholla City Court)

**County \***

Pinal

X ▾

**Your Title: \***

Budget Analyst, Court Admin Finance

**Your Phone Number: \*** +1 520 866 5413**Are you the primary contact? \*** Yes No**Project Start Date \***

07/01/2024

If funding is approved, what is the start date for this project?

**Project End Date \***

06/30/2025

Please indicate the proposed completion date for this project. Keep in mind the time needed to finish the project, process invoices, allow for delays, etc.

**Field Trainer Name \***

First Name

Christopher

Last Name

Williams

**Date of Hire for Field Trainer \***

12/27/2022

**Budget Information****Amount of Field Trainer Funding Requested: \***

\$ 25000 USD

Request cannot exceed \$25,000.

**Budget Detail \***



	A	B	C
1	Expenditure Detail	Actual Cost	Requested New Funding
2	Salary	60086	17433.17
3	ERE	26080.22	7566.83
4	Other**		
5	Total	86166.22	25000

Enter the actual costs for the position in Column B. Enter the amount the court is requesting for each category in Column C. The total of Requested New Funding in Column C should not exceed \$25,000.

Do NOT enter any dollar signs (\$) or alpha characters into the table. Doing so will prevent the table from accurately calculating your totals.

#### Other Breakdown\*\*

If costs and requested funding in the table above are included in the "Other\*\*" category, provide a description and cost details for these expenses (i.e., phone, travel, training, etc.).

#### Matching Funds Source \*



	A	B	C	D
1	Name of Court	Funding Source: General, Local JCEF, MFTG	Committed Funding	Local Balance
2	Pinal Co. Superior Court	General Fund	61166.22	61166.22
3				
4				
5				
6				
7				
8				
9				
10		TOTALS:	61166.22	61166.22

The court must detail the matching funds it has committed to the Field Trainer position, up to the maximum allowable grant of \$25,000. Funds may be committed from general operating accounts, Local JCEF, Municipal Fill the Gap, or any other available sources. For Local JCEF and Municipal FTG, an approval of the Field Trainer application will also constitute an approval to use those JCEF and Muni FTG funds.

For Fill the Gap monies from the Superior and Justice Courts, an approval of the Field Trainer application will serve only as preliminary consideration of those FTG amounts. The court cannot expend those Fill the Gap funds until they are approved in the court's annual FTG application, which must be filed separately.

**Please note: DO NOT add any dollar signs (\$) or any alpha characters into the budget boxes of any tables. Insertion of these will result in a misrepresentation of the intended total of the requested amount being submitted by the court.**

**Please note: Funding is contingent upon the availability of state funds and the continued annual approval of funding for the field trainer program by the COMMISSION ON TECHNOLOGY (COT)**

**● Invite all the required signatories as collaborators to this form.**

**Please follow the steps outlined in this (<https://submittable.help/en/articles/3654810-how-can-i-invite-people-to-collaborate-with-me-on-a-submission>) help video (<https://submittable.help/en/articles/3654810-how-can-i-invite-people-to-collaborate-with-me-on-a-submission>) to invite your signatory to the system to provide their digital signature below, by typing their name and title in the fields provided.**

**Signatures of Submitting Parties:**

The undersigned acknowledge they have reviewed the proposal and it meets with their approval. I certify that this request for funding has been discussed with administrative staff and judicial offices in the county. **At a minimum, the Presiding Judge and Field Trainer Supervisor must sign the application along with courts providing matching funds.**

**NOTE: To sign, submitters will share this application with the Presiding Judge of the County, the Clerk of the Court of the County, the Chair of the Board of Supervisors, and if applicable the courts with matching funds for their approval prior to adding in their names and dates in the fields provided.**

**Submitters:**

- Use the collaborator feature to share this application with signatories.
- Alternately, you may save a draft, download that draft and present to all required signatories.
- You would then upload the scanned application back into the portal and submit for review.

**Scanned copies may consist of the board of supervisor minutes approving the application or other approval documentation that speaks to the specific application.**

**Signature Approval \***



	A	B	C	D
1				
2	Presiding Judge, Superior Court	Date	Designated Filed Trainer Supervisor	Date
3				
4	Clerk of the Court, Superior Court (If required)	Date	County Board of Supervisors (If required)	Date

To sign, collaborators simply type their information above their corresponding title/position.

**Participating Courts Providing Matching Funds \***



	A	B	C	D
1		Signature: Presiding Judge, Justice of the Peace, Magistrate	Court Name	Date
2	1			
3	2			
4	3			
5	4			
6	5			
7	6			
8	7			
9	8			

To sign, collaborators simply type their information above their corresponding title/position.

### Signature Authorization Upload

Choose File

Select up to 10 files to attach. No files have been attached yet. You may add 10 more files.

Acceptable file types: .csv, .doc, .docx, .odt, .pdf, .rtf, .txt, .wpd, .wpf, .gif, .jpg, .jpeg, .png, .svg, .tif, .tiff

If Signatories have difficulty with the process of signing the application via the Collaboration feature, you may upload a copy of their signature or authorization to submit the application here. Ensure there is either a signature affixed above or an authorization uploaded here for all signatories.

**⚠ PLEASE DO NOT SUBMIT THIS APPLICATION UNTIL YOUR COLLABORATORS HAVE HAD THE OPPORTUNITY TO REVIEW THE INFORMATION AND SIGNED WHERE NEEDED !**

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Drafts may be visible to the administrators of this program.