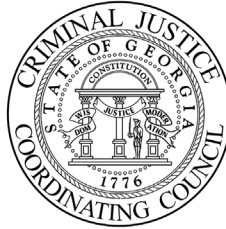


BRIAN P. KEMP
GOVERNOR



JAY NEAL
DIRECTOR

The Criminal Justice Coordinating Council (the Council) is pleased to announce that it is seeking applications for competitive funding for established Family Treatment Courts within the Accountability Courts in the State of Georgia under the Office of Juvenile Justice and Delinquency Prevention (OJJDP) FY2022 Family Treatment Court Grant Program (CFDA 16.838).

FY2022 Family Treatment Court Grant Program Competitive Request for Applications

Eligibility

Applicants are limited to current state funded Family Treatment Courts. Funding will be available to assist established courts in the both the implementation or continuation of evidence-based programming along with additional wrap around services to support program participants and their children.

Deadline

Applications are due by Friday, March 3, 2023

Available Funding

Maximum Dollar Amount per Award: \$50,000
Total Number of Awards: 8

Applicants may request up to \$50,000 for a two-year grant period with a possibility of an additional one-year continuation award for up to \$24,000. The amount to be awarded to each agency will be determined by the Council under the advisement of the Council of Accountability Court Judges Funding Committee.

Award Period

Initial award period April 15,2023 – March 30, 2025

Contact Information

For assistance with the requirements of this solicitation, contact: Mia Smith, Planner, at
Mia.Smith@cjcc.ga.gov

Release Date: February 3, 2023

THIS IS A FEDERAL GRANT SUBJECT TO FEDERAL RULES AND REGULATIONS

SECTION I: OVERVIEW AND INSTRUCTIONS

The FY2022 OJJDP Family Treatment Court Program

The Family Treatment Court Grant Program provides financial and technical assistance to local courts, units of local government, and federally recognized Indian tribal governments to develop and implement family treatment courts.

Criminal Justice Coordinating Council

The Criminal Justice Coordinating Council is designated by the Governor of Georgia as the State Administering Agency for criminal justice and victims' assistance programs. Created by the General Assembly (O.C.G.A. § 35-6A-2), the Council is comprised of twenty-seven members representing various components of the criminal justice system.

Overview of the State of Georgia's Accountability Court Funding Program

The Council of Accountability Court of Judge (CACJ) was created in 2015 by the Georgia Legislature and by Governor Nathan Deal to provide courts with the critical funding necessary to support the growth of Accountability Courts in Georgia to reduce the prison population.

Overview of the State of Georgia's Family Treatment Court Grant Program

Georgia's Family Treatment Court Grant Program provides training, financial, and technical assistance to funded Family Treatment Courts within Georgia Accountability Court system, to implement Celebrating Families Program 0-17 (CFP 0-17) and Strengthening Families Program 3-17 (SFP 3-17) as well as wrap around services to include: transportation, childcare, therapy, evidence-based programming for participants and their children.

How to Apply

Interested applicants should review the Family Treatment Grant Program RFP in its entirety, and submit the completed application, including the requested information and all required attachments. The application must be submitted online via Formstack on or before 5 p.m., March 3, 2023. **[Please click here apply.](#) This form and provided budget detail are the only acceptable formats for submitting the narratives and budget for the funding year. It is recommended that applicants allow adequate time to complete the application. Applications must be submitted using the required format.** Any application that does not adequately answer all applicable questions will be considered incomplete and will not be reviewed for funding.

SECTION II: APPLICATION PROCESS

Application Review

Applications will be reviewed and assessed by the Council and the CACJ Funding Committee members and its designated representatives who will consider the following:

1. Overall quality and completeness of the application;
2. Demonstration of clear, measurable and appropriate standards;
3. Demonstration of need including geographic location, local demographics, local

statistics, other financial resources, etc.;

4. Adequate correlation between the cost of the project and the objective(s) to be achieved.

Only complete applications received by the deadline will be reviewed. **When an application is received by the Council, there is no commitment on the part of the Council to fund an application or to fund it at the amount requested.** Decisions related to these budget areas are based on both eligibility and reasonableness. The Council has full discretion to determine the reasonableness of budget items based on both objective and subjective decision-making tools. See "Restrictions on Use of Funds" subsection below to determine whether budget items requested are allowable prior to submitting your budget.

Applications for funding will undergo several reviews. At any point during these reviews, a decision not to fund a project or any part thereof may be made. These decisions are within the complete discretion of the Council.

Competitive Funding Decisions

All funding decisions related to the program application received in response to this solicitation are made by the Council, based on the availability of funding and recommendations by the CACJ Funding Committee. The Council will inform the applicant of funding decisions through a grant award. Applicants should not make assumptions regarding funding decisions until they have received official written notification of award or denial signed by the CJCC Executive Director.

Once an award is made, it is within the discretion of the Council to determine that a subgrantee is not compliant with applicable policies. Upon such a determination, the Council may terminate further funding and require reimbursement of grant funds.

Allowable Funds

Funds for this award can be used for: compensation to the group treatment facilitators, meals for the families who are participating in the chosen curriculum sessions, supplies for the chosen curriculum, incentives as they relate to end of group celebrations, and childcare. Please see attached sample budget for both the Celebrating Families and Strengthening Families curriculum to determine necessary costs. **Also, please note that for the purpose of this grant award, applicants may only choose one of the evidence-based curriculums to implement.** Please contact the assigned CJCC staff person if you have any questions.

Restriction of Funds

Grant funds cannot be used for: state training, salary, office space, utilities, furniture, incentives, monthly cell phone charges, the purchase of vehicles, weapons, for overall agency supplies, construction projects and grant administrative overhead. Please note, this is not an exhaustive list. Please contact the assigned CJCC staff person if you have any questions.

Supplanting of Funds

Funds cannot replace or supplant federal or nonfederal funds that have been appropriated for the same purpose.

Match Requirement

There is a match of requirement of \$25,000 that is attached to each subgrant award. The match will be satisfied using the state funded salary of either the Program Coordinator and/or Case Manager.

SECTION III: POST-AWARD REQUIREMENTS

Grant Acceptance

Subgrantees must accept or reject the grant award with original signatures and required forms within forty-five (45) days of the award date. The subgrantee will be unable to request funds until the award documents are submitted to the Council.

Special Conditions

At the time of the subgrant award, the Council will assign special conditions as deemed appropriate for the program. The special conditions will outline the subgrantee's responsibilities, as well as federal and state regulations that must be adhered to, as a condition of accepting the grant award for the approved program. The special conditions will be included in the award packet and must be reviewed, signed, and returned to the Council within **forty-five (45) days** of the award date. The Council may assume your court rejects the grant award if these acceptance documents are not received by this submission deadline.

This is a federal reimbursement grant. Potential subgrantees are expected to abide by federal rules and regulations.

Fiscal Accountability

Commingling of funds on either a program-by-program or project-by-project basis is prohibited. The subgrantee's accounting system must maintain a clear audit trail for each source of funding for each fiscal budget period and include the following:

- Separate accountability of receipts, expenditures, disbursements, and balances. CJCC recommends creating an account in your accounting system for each grant using the grant number provided by CJCC.
- Itemized records supporting all grant expenditures in sufficient detail to show exact nature of activity.
- Data and information for each expenditure with proper reference to a supporting voucher or bill properly approved.
- Maintenance of billing records for project related expenses (i.e. service invoices)
- Provisions for payment by check (as applicable).

Subgrantees will select whether they would prefer to be reimbursed for grant expenses on monthly or a quarterly basis once awarded.

Performance Measures and Reporting Requirements

Performance measurement can be defined as the process of routinely measuring the outputs and outcomes produced by a program, thereby allowing one to assess the effectiveness of program investments and activities. It has been found that measuring performance builds consensus and

commitment within the justice community, assists with the goal of obtaining and allocating resources, demonstrates success, and improves accountability.

The Department of Justice, the federal entity that administers the Family Treatment Court Grant Program, has developed performance measures for all funded program types. As such, the Council requires that all funded subgrantees complete a semi-annual statistical report. More information regarding the performance reporting will follow post-award.

SECTION IV: PROGRAM DESIGN

Purpose

The State of Georgia's Criminal Justice Coordinating Council (CJCC) plans to expand substance use treatment programs in Family Treatment Courts (FTCs) by customizing treatment options to the needs of participants and their children in the court's jurisdiction, while also providing standardize training for court staff. CJCC intends to maximize funding by ensuring that evidence-based treatment options for all affected populations are available and accessible for each of the funded FTCs. CJCC will provide each of the funded courts with training for treatment/court staff to provide one of the evidence-based curriculums SFP-3-17 or CFP-0-17. Training will be conducted within 3-6 months of the initial award based on the need.

Program Period

This grant award period covers April 15, 2023 through March 30,2025.

Target Population

Participation is limited to those who have a minimum of 3 months remaining in the accountability program. However, discretion is left to each court as to who is best appropriate to receive services offered by this grant program.

Goals and Objectives

Each applicant must utilize all of the following goals and objectives for its project. Applicants may add goals or objectives specific to their program.

Goals

- Enhance substance use disorder treatment services to FTC participants and their children.
- Ensure EBP is being implemented with fidelity.

Objectives

- Provide up to 2 cohorts per year of SFP or CFP.
- Have a 75% successful completion rate in all recipient programs
- Increase average number of treatment hours per month for children of FTC parent participants.

Services

CFP is a parenting skills training program developed for families in which substance abuse and addiction is present; its three primary goals are: 1) break the cycle of substance abuse and dependency within families, 2) decrease substance use and reduce substance use relapse, and 3)

facilitate successful family reunification. In alignment with cognitive behavioral therapies, CF uses modeling in the form of weekly instruction to replace learned substance abuse behaviors with healthier prosocial behaviors. The weekly group sessions include a family dinner, separate 90-minute sessions for parents and children focused on a particular theme (i.e., healthy living, anger management, facts about alcohol, tobacco, and other drugs, etc.), and a family session where parents and children participate in a 30-minute activity to practice the skills learned and to receive feedback on their performance. Most programs typically last 16 weeks. Additional information on CFP can be accessed at: <http://celebratingfamilies.net/CFmodel.htm>

SFP is a life-skills training program designed to address risk factors (behavioral, emotional, academic, and social problems) and increase resilience in families with children between the ages of 3 to 17 years old. The program includes three courses, and is delivered in 14 weekly, two-hour sessions. Parenting life skill sessions teach parents how to increase the likelihood and frequency of prosocial or desirable behaviors in children by using rewards, clear communication, effective discipline, substance use education, problem solving, and limit setting. Children's life skill sessions are designed to teach children effective communication related to their feelings, the feelings for others, to improve problem solving skills, and how to resist peer pressure, as well as to understand the consequences of substance use and noncompliance with parental rules. The family life skills session brings families together in a structured setting to practice therapeutic child play, learn communication skills, practice reinforcement prosocial behavior and disapproval of antisocial behavior, as well as practice family meetings and plan family activities together. Additional information on SFP can be accessed at: <https://strengtheningfamiliesprogram.org/>.

Training for SFP 0-17 and CFP 3-17 facilitators will be provided by CJCC once awarded.

SECTION V: APPLICATION FORM

Interested applicants should review the Family Treatment Court Grant Program Packet in its entirety, and submit the completed application, including the requested information and all required attachments. The application must be submitted online via Formstack on or before 5 p.m., March 3, 2023. [Please click here apply.](#)

Program Narrative

All applicants must complete a project narrative within the provided weblink describing the proposed project. The following elements are required in the project narrative.

- **Project description:** Provide a description of the project including the agency's name, agency type, and year founded. Include the geographic area targeted, estimated number of individuals who will be served during the grant period, and relevant characteristics of the target population.
- **Needs statement:** Provide a statement of the specific problem(s)/gap(s) the project will address. Include data that supports this claim. Only use data that is verifiable and relevant to the target population. For example, do not use statewide data for a local problem statement and do not use national data for a statewide problem statement.
- **Project goals:** State the goals of the proposed project. Explain how the project goals will

meet the needs of the project's target population and/or impact the proposed service area. For example, an estimated number of participants to be served during the grant period and the anticipated outcomes. Outcomes are defined as changes in attitudes, knowledge, skills, behaviors, and conditions. Goals must be specific, measurable, action-oriented, reasonable, and time-sensitive having performance indicators.

- **Project activities and services:** Describe the project's service delivery plan. In other words, explain how the agency will achieve project goals. Applicants should describe how the funding requested will enhance overall mission and services that the FTC currently provides. The applicant should describe the court current process for recruiting program participants. Please include detail explanation on whether the court currently uses the Division of Family and Children's Services Screening Form. If the court, does not utilizes this tool, please provide an explanation as to why not. Please also explain how the plan for project activities will meet the target population's needs as described in the needs statement.

Attachments

- **Designation of Grant Officials**
- MOU/Contracts - Please attach any contract or MOU between your agency and the established service providers if applicable.
- Budget - All applicants must attach a budget using the provided **Budget Detailed Worksheet**. All line items within the budget are subject to review and approval. Decisions related to these budget line items are based on federal program guidelines, justification of costs in relation to project activities, and reasonableness of costs based on current market rates. **Please note that the applicant does not have to include Match within the BDW at the time of application submission as it will be added if an award is made.**

Sample Strengthening Families Budget (1 cohort of 10 families)

Group Leaders: (4 group leaders x 14 weeks x \$15.00/hr x 5 hrs/week)	\$4,200.00
Site Coordinator: (14 weeks x \$15/hr x 10hrs/week)	\$2,100.00
Food (14 sessions x 10 families x \$10.00/family)	\$1,400.00
Child Care (14 weeks x 2 staff x \$15.00/hr x 3 hrs)	\$1,260.00
Supplies (paper products, toys)	\$440.00
Incentives throughout program (optional)(\$25/session x 14 sessions)	\$350.00
Completion Incentives (\$50.00 x 10 families)	\$500.00
Handout Duplication:	\$150.00
Manual Duplication (4 trainers x \$30.00 each)	<u>\$120.00</u>
Total	\$10,520.00

Sample Celebrating Families Budget (1 cohort/10 families)

Group Leaders: (4 group leaders x 18 weeks x \$15.00/hr x 5hrs/week)	\$ 5,400.00
Site Coordinator: (18 weeks x \$15/hr x 10hrs/week)	\$ 2,700.00
Food (16 sessions x 10 families x \$10.00/family)	\$ 1,600.00
Child Care (16 weeks x 2 staff x \$15.00/hr x 3 hrs)	\$ 1,440.00
Supplies (paper products, toys)	\$ 440.00
Incentives throughout program (optional)(\$25/session x 16 sessions)	\$ 400.00
Completion Incentives (\$50.00 x 10 families)	\$ 500.00
Handout Duplication:	\$ 150.00
Manual Duplication (4 trainers x \$30.00 each)	<u>\$ 120.00</u>
Total	\$ 12,750.00