

# **FY2019 Adult Drug Court Discretionary Grant Program Competitive MAT Program Request for Applications**

June 10, 2020

This solicitation has been revised to reflect the following:

- Clarity on the use of funds
- Match Requirement

Thank you for your attention to these updates.

**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 Medication Assisted Treatment (MAT) Programs within the Accountability Courts in the State of Georgia under the Bureau of Justice Assistance (BJA) FY2019 Adult Drug Court Discretionary Grant Program.

## **FY2019 Adult Drug Court Discretionary Grant Program Competitive MAT Program Request for Applications**

### **Eligibility**

Applicants are limited to current state funded Adult Drug Courts to include: Adult Felony Drug, Mental Health, Veterans , DUI/DWI , and Family Treatment Drug. Funding will be available to assist both established and implementing Medication Assisted Treatment (MAT) programs. The services may include: medication screening and education, medical medication assessments, and medication administration.

### **Deadline**

Applications are due by  
**Friday, June 26, 2020**

### **Available Funding**

\$1,000,000

The amount to be awarded to each agency will be determined by the Council in partnership with the Council of Accountability Court Judges Funding Committee

### **Award Period**

Existing Programs: July 24, 2020 – June 30, 2021.  
Implementation Programs: October 1, 2020 – September 30, 2021

### **Contact Information**

For assistance with the requirements of this solicitation, contact:  
Mia Smith, at 404-654-5693 or [Mia.Smith@cjcc.ga.gov](mailto:Mia.Smith@cjcc.ga.gov)

Release Date: June 8, 2020

**THIS IS A FEDERAL GRANT SUBJECT TO FEDERAL RULES AND REGULATIONS**

# FY2019 Adult Drug Court Discretionary Grant Program

## Competitive MAT Program Request for Applications

### **SECTION I: OVERVIEW AND INSTRUCTIONS**

#### **The Adult Drug Court Discretionary Grant Program**

The Adult Drug Court Discretionary Grant Program provides financial and technical assistance to states, state courts, local courts, units of local government, and federally recognized Indian tribal governments to develop and implement drug courts and veterans 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-four 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 Medication-Assisted Treatment (MAT)**

Medication-Assisted Treatment (MAT) is a form of pharmacotherapy and refers to any treatment for a substance use disorder that includes a pharmacological intervention as part of a comprehensive substance abuse treatment plan with an ultimate goal of patient recovery with full social function. MAT is the use of medication, in combination with counseling and behavioral therapies, to provide a whole-patient approach to the treatment of substance abuse treatment field. Research shows that when treating substance-use disorders, a combination of medication and behavioral therapies is most successful.

#### **How to Apply**

Interested applicants should review the MAT Solicitation Packet in its entirety, and submit the completed application, including the requested information and all required attachments, using the link on the website at [cjcc.georgia.gov](http://cjcc.georgia.gov) on or before 5 p.m., Friday, June 26, 2020.

The form found on Formstack and provided budget detail are the only acceptable formats for submitting the narrative 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; **scanned or handwritten copies of the application will not be accepted.** 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;
5. Valid contract or agreement with medical provider (for existing MAT programs);
6. Sharing resources among each accountability court within the circuit is strongly encouraged. All applications within each circuit will be reviewed together; and
7. Compliance with Certification Requirements.

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.** All areas of the budget are subject to review and approval. 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 and are based on the availability of funding and recommendations of the CACJ Funding Committee to the Council. 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 Council Director. Applicants can appeal the initial funding decision but must do so within fifteen (15) business days of the date on the denial notice.

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.

## **Use of Funds**

For the purpose of this grant, funds can be used to enhance or expand treatment service systems

to increase access to MAT services that are accessible, effective, comprehensive, and evidence-based. Specifically, these funds are to be used for the administration of any of the three FDA approved medications: buprenorphine, methadone, and naltrexone. **In accordance with federal grant requirements, subgrantees may not restrict the use of methadone and buprenorphine treatments, if prescribed by a qualified medical provider.**

### **Restriction of Funds**

Grant funds will not be allowed to 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.

### **Supplantation**

Funds must be used to supplement existing funds for program activities and cannot replace or supplant nonfederal funds that have been appropriated for the same purpose.

### **Match Requirement**

Federal funds awarded under this program may not cover more than 75 percent of the total costs of the project. The applicant must identify the source of the 25 percent nonfederal portion of the total project costs. The Council has determined that the 25 percent should be represented through either the coordinator or case manager's salary funded by the state grant. Applicants should contact the Council if they do not fund either position with state grant funds.

## **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 returned to the Council's office. **Programs that start on October 1, 2020 will be responsible for working with CJCC's MAT Coordinator to ensure programmatic compliance prior to expending funds.**

### **Special Conditions**

At the time of the subgrant award, the Council will assign special conditions that are in line with both CACJ and federal rules and regulations. The conditions outline the subgrantee's responsibilities 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 will assume your court rejects the grant award if these acceptance documents are not received by this submission deadline.

**Please Note that this is a federal reimbursement grant. 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. medical bills)
- Provisions for payment by check (as applicable).

**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 Bureau of Justice Assistance (BJA), Office of Justice Programs, the federal entity that administers the Adult Discretionary program, has developed performance measures for all funded program types. As such, the Council requires that all funded subgrantees complete a quarterly statistical report using BJA's Performance Measurement Tool (PMT). The PMT will ultimately help states produce evidence-based guidance on monitoring and evaluating all programs.

PMT reporting is completed based on grant-funded activities and due on the following dates:

<b>Reporting Period</b>	<b>Due Date</b>
July 1 – September 30	October 10
October 1 – December 31	January 10
January 1 – March 31	April 10
April 1 – June 30	July 10

Submission of performance measures data is not required for the application.

**SECTION IV: APPLICATION FORM**

**Program Narrative**

All applicants must complete a project narrative 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 for the Accountability Court funded project. Applicants must demonstrate how they are currently providing MAT, if applicable, or how they will plan

to provide treatment.

- **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. Please prepare to explain in the evaluation plan section.
- **Project activities and services:** Describe the Accountability Court-funded project's service delivery plan. In other words, explain how the agency will achieve project goals. State which type of MAT program that will be implemented or enhanced. Outline proposed medical providers where services will be delivered, a timeline for implementing said services as well as an explanation as to why services are needed to achieve the stated goals. Please also explain how the plan for project activities and services will meet the target population's needs as described in the needs statement.
- **Resources needed:** In this section, please clearly explain the resources needed to conduct, enhance, and/or expand the project activities and services necessary to achieve project's goals. For example, if the proposed project will also be supported by an Accountability Court grant and/or county funding, then explain how this grant will enhance these resources and enable the project to be conducted.

## **SECTION V: Attachments**

### **MOU/Contracts**

Please attach any contract or MOU between your agency and the established Medical Provider, if applicable.

### **Budget**

All applicants must attach a budget using the provided Detailed Budget Worksheet. All line items within the budget are subject to review and approval. Decisions related to these budget line items are based on allowance of line item costs per Accountability Court and federal program guidelines, justification of costs in relation to project activities, and reasonableness of costs based on current market rates.

### **How to Apply**

Submit the completed application, including the requested information and all required attachments, online at

[https://cjcc.formstack.com/forms/fy19\\_adult\\_drug\\_court\\_discretionary\\_grant\\_program](https://cjcc.formstack.com/forms/fy19_adult_drug_court_discretionary_grant_program). To be

eligible for funding consideration, a complete application must be received by our office by **5 p.m. on Friday, June 26, 2020.**