

NATHAN DEAL  
GOVERNOR



JACQUELINE BUNN  
EXECUTIVE DIRECTOR

At the direction of the Accountability Court Funding Committee, the Criminal Justice Coordinating Council (Council) is pleased to announce that it is seeking applications for competitive funding for qualified new and existing Accountability Courts in the State of Georgia.

## **State of Georgia Accountability Court Funding Program FY'16 Transportation Solicitation Packet**

### **Eligibility**

Applicants are limited to local entities for new and existing Accountability Courts who applied for the FY'16 Accountability Court Grant. Multiple accountability courts are encouraged to coordinate their transportation projects and submit one application.

### **Deadline**

Applications are due by 5:00 p.m. on Friday, May 22, 2015.

### **Award Period**

July 1, 2015 through June 30, 2016.

### **Grant Assistance**

If you have any questions regarding this grant solicitation, please post them on ACFC's listserv: [acfc@gaacfc.com](mailto:acfc@gaacfc.com).

**Release Date: April 28, 2015**

**THIS GRANT IS NOT INTENDED TO FUND YOUR PROGRAM 100%.**

# State of Georgia

## Accountability Court Funding Program

### FY'16 Transportation Solicitation Packet

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

##### **Criminal Justice Coordinating Council**

The Criminal Justice Coordinating Council (the 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 Georgia Accountability Court Funding Committee (ACFC) was created in 2012 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.

##### **How to Apply**

Interested applicants should review the FY'16 Transportation Solicitation Packet in its entirety, and submit the completed application, including the requested information and all required attachments, using the link on the Council's website at [cjc.georgia.gov](http://cjc.georgia.gov) on or before 5 p.m., May 22, 2015. This form and provided budget detail are the only acceptable formats for submitting the narratives and budget for this funding year. *Any application that does not adequately answer all applicable questions will be considered incomplete and will not be reviewed for funding.*

##### **Match Requirement**

A match is not required for this grant solicitation, but since this is a competitive grant, a match would make your application stronger. If you have a match, please be sure to explain it fully in the application. Any match provided will be reviewed and accounted for in the same manner as granted funds through this solicitation.

#### **SECTION II: SOLICITATION PROCESS**

Please complete the grant application fully. If you have any questions regarding the grant, please post your question to the Funding Committee's listserv: [acfc@gaacfc.org](mailto:acfc@gaacfc.org).

##### **Application Review**

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

1. Past compliance with all financial and programmatic reporting requirements;
2. Overall quality and completeness of the application;
3. Demonstration of clear, measurable and appropriate standards;
4. Demonstration of need including geographic location, local demographics, local statistics, other financial resources, etc.;
5. Adequate correlation between the cost of the project and the objective(s) to be achieved; and
6. Sharing resources among each accountability court within the circuit is strongly encouraged and one circuit wide grant application is preferred. All applications within each circuit will be reviewed together.

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 Committee 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 Committee 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 Committee.

### **Funding Decisions**

All funding decisions related to ACFC applications received in response to this solicitation are made by the Accountability Court Funding Committee and are based on the availability of funding. The Council will inform the applicants of funding decisions through grant awards. Applicants should not make assumptions regarding funding decisions until they have received official written notification of awards or denials signed by the Council Director.

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

### **Restrictions on Use of Funds**

For this grant period, transportation grant funds will be awarded for transportation projects ONLY. Transportation projects include things such as partnerships with the Department of Corrections or local Sheriff's offices to provide transportation to/from court or treatment services. Transportation vouchers (such as MARTA passes) may be requested. Betsy Thomas has been named by the Department of Corrections as the Project Manager for any partnership with DOC. If you would like to discuss your project plans or options please feel free to contact her via email at [Betsy.Thomas@gdc.ga.gov](mailto:Betsy.Thomas@gdc.ga.gov) or call her at 478-942-9144. Transportation grant funds will not be allowed to be used for: vehicles, gas cards for participants or incentives. There is no match requirement, but your application will be stronger if you can show local support through a match.

### **Supplanting**

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

Generally, supplanting occurs when a local government or program reduces local or other available funds for an activity specifically because state funds are available (or expected to be available) to fund that same activity. When supplanting is not permitted, any State grant funds may not replace any local, or other available funds that have been appropriated or allocated for the same purpose. In those instances when a question of supplanting arises, the applicant or grantee will be required to substantiate that the reduction in non-state resources occurred for reasons other than the receipt or expected receipt of state funds.

### **SECTION III: POST-AWARD REQUIREMENTS**

#### **Grant Acceptance**

Grantees wishing to accept FY'16 transportation grant funding must submit signed Award Documents and Special Conditions to CJCC so it is *received* no later than 5 p.m., June 30, 2015, if possible. You will not have access to your funds until CJCC receives and approves your award documents.

***This grant award will be merged with the FY'16 Accountability Court grant awards so each court will only have one grant from the ACFC.***

#### **Special Conditions**

At the time of the grant award, the Committee will assign special conditions, as the Committee deems appropriate for the program. The special conditions will outline the grantee's responsibilities, as well as state regulations that must be followed, 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 by 5 p.m., June 30, 2015 (see above).

**STATE OF GEORGIA  
ACCOUNTABILITY COURT FUNDING PROGRAM  
FY'16 TRANSPORTATION SOLICITATION**

1. Name(s) of Accountability Court(s) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Name of Judicial Circuit \_\_\_\_\_

3. Indicate the type(s) of Accountability Court that are applying by indicating the number of participants in each court (if you are applying for a felony drug court that has 51 participants on the day you fill out this application, you would enter "51" in the line in front of "Adult Felony Drug Court"):

|                                 |   |
|---------------------------------|---|
| _____ Adult Felony Drug Court   | _____ Family Dependency Treatment Court |
| _____ Adult Mental Health Court | _____ Juvenile Drug Court               |
| _____ Veteran's Court           | _____ Juvenile Mental Health Court      |
| _____ DUI Court                 |   |
| _____ Misdemeanor Court         |   |

4. Total amount of funds requested? \_\_\_\_\_

5. Do you have a match? \_\_\_\_\_ If so, please describe it.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. If you are applying for multiple courts, CJCC will merge any award from this grant to one of the grant awards from the FY'16 grant. Please list the grant you wish to merge any awarded funding from this application. \_\_\_\_\_

**General Operating Questions**

7. How many participants do you anticipate will participate in your proposed transportation project (from July 1, 2015 - June 30, 2016)? If you are applying for multiple courts, please list the court name then the number of participants.

8. How many new participants will your court add if the proposed transportation project is funded? If you are applying for multiple courts, please list the court name then the number of participants.

9. Please fully describe your proposed transportation project. Include why the project is needed and cannot be funded by other sources.

## ***BUDGET***

### **Budget Detail**

Complete and attach the budget detail worksheet. The budget should include everything you are requesting from grant funds AND your matching funds. It is not necessary to include your entire operating budget. YOU MUST SUBMIT YOUR INFORMATION ON THE ATTACHED PAGES. If you include your own pages, they will NOT be evaluated by the committee.

### **Budget Narrative**

The Budget Narrative should thoroughly and clearly describe every category of expense listed on the Budget Detail Worksheet. Proposed budgets are expected to be complete, reasonable and allowable, cost effective, and necessary for project activities. The narrative should be mathematically sound and correspond with the information and figures provided in the Budget Detail Worksheet. The narrative should explain how all costs were estimated and calculated and how they are relevant to the program. If you need additional space, please attach an additional page.

### **Restrictions on Use of Funds**

For this grant period, transportation grant funds will be awarded for transportation projects ONLY. Transportation projects include things such as partnerships with the Department of Corrections or local Sheriff's offices to provide transportation to/from court or treatment services. Transportation vouchers (such as MARTA passes) may be requested. Betsy Thomas has been named by the Department of Corrections as the Project Manager for any partnership with DOC. If you would like to discuss your project plans or options please feel free to contact her via email at [Betsy.Thomas@gdc.ga.gov](mailto:Betsy.Thomas@gdc.ga.gov) or call her at 478-942-9144. Transportation grant funds will not be allowed to be used for: vehicles, gas cards for participants or incentives. There is no match requirement, but your application will be stronger if you can show local support through a match.





**B. Other.** List anticipated expenses not considered in one of the above categories.

| Item | Calculation | Total Grant Funds Requested | Matching Funds |
|------|-------------|-----------------------------|----------------|
|      |             |                             |                |
|      |             |                             |                |
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|      |             |                             |                |
|      |             |                             |                |
|      |             |                             |                |

TOTAL FUNDS REQUESTED \_\_\_\_\_  
TOTAL MATCHING FUNDS \_\_\_\_\_

**Justification:**

**Certification for Accountability Court Funding**

**By signing below, you are certifying that the information in this Request for Funding Application is accurate and complete.**

**Submitted by:** \_\_\_\_\_

**Judge**

\_\_\_\_\_

**Court Name**