

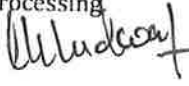

DEC 20 2022

Purchasing



Board of Commissioners
Agenda Item Transmittal Form
Procurement/Contract Transmittal Form

RATIFICATION

| | | |
|--|--|--|
| Type of contract: 1 year <input checked="" type="checkbox"/> Multi-year <input type="checkbox"/> Single Event <input type="checkbox"/> | | Purchasing Use Only Contract #: |
| <input type="checkbox"/> Submission Information | | <input type="checkbox"/> Vendor Information |
| Contact Name: Brenda Ernest Department: Superior Court Project Title: Rockdale County BOC Funding Account Number: Contract amount: \$73,973.00 GRANT Contract Type: Goods () Services (X) Labor () Contract Action: New (X) Renewal () Change Order () Original Contract Number: | | Vendor Name: Criminal Justice Coordinating Council Address: 104 Marietta Street, Suite 440, Atlanta, GA 30303 Address: Email: Britney.Hough@cicc.ga.gov Phone #: 404.654.1792 Contact: Britney Hough Term of contract: 10/1/22-12/31/22 |
| -Finance Director Signature | | Procurement Officer Signature |
| I have reviewed the attached contract, and the amount is approved for processing. Signature:  Date: 1/17/2023 | | I have reviewed the attached contract, and it is in compliance with Purchasing Policies of Rockdale County. Signature:  Date: 12/20/22 |

Summary:

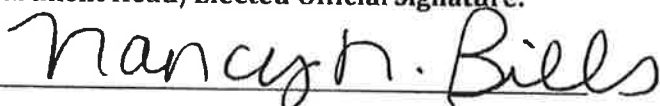
Rockdale County Accountability Courts (AFDC, DUI, Resource, FTC, & JUV), established under State, Superior & Juvenile Court in the Rockdale Judicial Circuit, were created for the purpose of helping individuals who suffer from mental illness and/or a substance use disorder related to their legal involvement, thus reducing their likelihood of recidivism. One of the biggest issues some people with mental illness, substance disorder and juvenile justice face is the availability of housing.

Rockdale County Accountability Courts seek to utilize State Funding for housing.

It is recommended that the grant award in the amount of \$73,973.00 be accepted.

ame 12/20/22

Department Head/Elected Official Signature:



Date:

12/19/2022

2023-13

OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE COORDINATING COUNCIL
DCA HOUSING GRANT SUBGRANT AWARD
ACCOUNTABILITY COURT GRANT

SUBGRANTEE: Rockdale County Board of Commissioners SUPPLEMENTAL STATE FUNDS: \$45,908

IMPLEMENTING AGENCY: Rockdale County BOC

PROJECT NAME: ACCOUNTABILITY COURT - Rapid Rehousing

SUBGRANT NUMBER: A51-8-007

GRANT PERIOD: 10/01/22-12/31/22

This award is made under the Accountability Courts State of Georgia Grant program. The purpose of the Accountability Court Grants program is to make grants to local courts and judicial circuits to establish specialty courts or dockets to address offenders arrested for drug charges or mental health issues. This grant program is subject to the administrative rules established by the Criminal Justice Coordinating Council.

This Subgrant shall become effective on the beginning date of the grant period, provided that a properly executed original of this "Subgrant Award" is returned to the Criminal Justice Coordinating Council by December 30, 2022.

AGENCY APPROVAL

SUBGRANTEE APPROVAL



Jay Neal, Director
Criminal Justice Coordinating Council

Signature of Authorized Official

Date Executed: 10/01/22

Osborn Nesbitt, Sr., Chairman, Rockdale County Board of Commissioners

Typed Name & Title of Authorized Official

58-6000882

Employer Tax Identification Number(EIN)

OFFICE OF THE GOVERNOR
CRIMINAL JUSTICE COORDINATING COUNCIL
DCA HOUSING GRANT SUBGRANT AWARD
ACCOUNTABILITY COURT GRANT

SUBGRANTEE: Rockdale County Board of Commissioners SUPPLEMENTAL STATE FUNDS: \$28,065

IMPLEMENTING AGENCY: Rockdale County BOC

PROJECT NAME: ACCOUNTABILITY COURT - Emergency Shelter

SUBGRANT NUMBER: A50-8-009

GRANT PERIOD: 10/01/22-12/31/22

This award is made under the Accountability Courts State of Georgia Grant program. The purpose of the Accountability Court Grants program is to make grants to local courts and judicial circuits to establish specialty courts or dockets to address offenders arrested for drug charges or mental health issues. This grant program is subject to the administrative rules established by the Criminal Justice Coordinating Council.

This Subgrant shall become effective on the beginning date of the grant period, provided that a properly executed original of this "Subgrant Award" is returned to the Criminal Justice Coordinating Council by December 30, 2022.

AGENCY APPROVAL



Jay Neal, Director
Criminal Justice Coordinating Council

SUBGRANTEE APPROVAL



Signature of Authorized Official

Date Executed: 10/01/22

Osborn Nesbitt, Sr., Chairman, Rockdale County Board of Commissioners
Typed Name & Title of Authorized Official

58-6000882

Employer Tax Identification Number (EIN)

CRIMINAL JUSTICE COORDINATING COUNCIL
State of Georgia – Accountability Courts

FY23/FFY22 HOUSING GRANT SPECIAL CONDITIONS

1. The requirements of the DCA ESG-CV grant may change during the FFY22 grant year, and the scope of allowable activities has changed from the FFY21 ESG-CV grant. Subgrantee acknowledges that it will be solely responsible for determining the scope of allowable grant activities directly from the Department of Community Affairs (DCA).
Initials Ble
2. Subgrantee agrees to reimburse the Criminal Justice Coordinator Council (CJCC) for any funds that CJCC paid to the subgrantee that are later deemed disallowed expenses by DCA. Payment made to a subgrantee is not a guarantee that an expense is allowable. CJCC staff strive to only reimburse permissible expenses and will work to clarify whether an expense is allowable prior to reimbursing subgrantee for that expense. However, if DCA later determines that an expense was not permitted after CJCC has issued reimbursement, subgrantee agrees to reimburse CJCC for any disallowed expenses.
Initials Ble
3. All project costs not exclusively within the scope of the subgrantee's grant award must be approved with a Subgrant Adjustment Request, and only the costs of approved project-related activities will be reimbursable under the Subgrant Award.
Initials Ble
4. The subgrantee must submit Subgrant Adjustment Request #1 with the completed award package. The adjustment request is accompanied by a detailed project budget that itemizes all projected expenditures as approved by the Council of Accountability Court Judges (CACJ) Funding Committee. This initial SAR is part of the grant activation process and enables the CJCC to initiate the grant. The project budget and summary will not be established, or officially approved, until the subgrantee receives a written approval notice from the Criminal Justice Coordinating Council. All project costs and project activities must coincide with the approved budget, summary, and implementation plan unless subsequent revisions are approved by the Criminal Justice Coordinating Council.
Initials Ble
5. The subgrantee must submit subsequent Subgrant Adjustment Requests to revise the budget, project summary, and implementation plan prior to any substantial changes, but no later than 30 days prior to the end of the subgrant period.
Initials Ble
6. The subgrantee agrees to use funds as outlined in the original grant solicitation for this grant and agrees that no funds shall be expensed outside of the approved budget. CACJ will consider requests for expenditures that are outside the grant solicitation so long as they are permitted by the ESG-CARES grant generally, as outlined in the Guidebook and associated documents, on a case-by-case basis as funding is available. In addition, any funds spent under this subgrant award must be expended by the grant end date and not encumbered.
Initials Ble
7. The subgrantee agrees that at least 50% of the awarded funds will be spent by March 31st, 2023. If this condition is not met, any unused, remaining funds may be retained by the Council to be managed by the CACJ Funding Committee.
Initials Ble
8. This is a reimbursement grant. **Requests for reimbursement must be made on a monthly basis.** Subgrant Expenditure Reports (SERs) are due 15 days after the end of the monthly reporting period. SER submissions must be accurate, complete, and on time. Due to the nature of the reimbursement process between DCA and CJCC, SERs that are submitted late, incomplete, or without proper documentation, are at risk of not being reimbursed. There is no guarantee that SERs that are submitted late, incomplete, or without proper documentation will be reimbursed. A failure to follow SER procedures outlined in these conditions and in the CACJ Rules may subject a court to rescission of a partial or full grant award as outlined in Article 4 of the Rules.

SUBGRANT NUMBER:

SPECIAL CONDITIONS

Initials BLP

9. The subgrantee understands that the grant received by CACJ/CJCC from DCA, which is then awarded as a subgrant to subgrantee, is a reimbursement grant. DCA and CACJ are separate agencies, and if DCA disallows an expense, CACJ has no authority to alter that decision. CACJ and CJCC staff will strive to facilitate information sharing and communication between DCA and subgrantees regarding allowable expenses as much as practical, but subgrantees must be aware that CACJ has no control over DCA's decision making regarding allowable expenses.

Initials BLP

10. The subgrantee certifies that these funds will not be used to supplant funds that would otherwise be made available for grant-funded initiatives. These funds must be used to supplement existing funds for program activities and not replace funds appropriated for the same purpose. Potential supplanting will be the subject of application review, as well as pre-award review, post-award monitoring, and audit. If there is a potential presence of supplanting, the subgrantee will be required to document that the reduction in non-state resources occurred for reasons other than the receipt or anticipated receipt of state funds.

Initials BLP

11. Statistical and/or evaluation data describing project performance must be submitted to Council of Accountability Court Judges (CACJ) on a quarterly basis using the proscribed format provided to the Subgrantee. Failure to submit all requested data on a timely basis will result in the withholding of grant funds on this subgrant and/or any other subgrant administered by CJCC until compliance is achieved. If reports are not received, funds for subsequent quarters may be rescinded.

Initials BLP

12. The subgrantee certifies that 1) title to all equipment and/or supplies purchased with funds under this subgrant shall vest in the agency that purchased the property; 2) equipment and/or supplies will be maintained in accordance with established local or state procedures as long as the equipment and/or supplies are used for program-related purposes; and 3) once the project concludes and/or equipment is no longer utilized for its grant-funded purpose, the Criminal Justice Coordinating Council and the Council of Accountability Court Judges will be informed of the available equipment and determine its future use to assure it is utilized in furtherance of the goals and objectives of the grant program and the State of Georgia.

Initials BLP

13. CACJ may designate preferred vendors or suppliers of products or services that are either on state contract or with which the CACJ has an agreement or contract in place. Subgrantees may be required to utilize such contracts or agreements for designated products or services or be required to justify that their purchases are less costly.

Initials BLP

14. All subgrantee programs are subject to the jurisdiction of the Funding Committee of the CACJ by their acceptance a CACJ-awarded grant. Failure to comply with any of the special conditions contained within this document, by the authorized official, project officials, agents, and/or employees of this grant, will subject the program to the enforcement procedures outlined in Article 4 of CACJ Rules.

Initials BLP

15. Subgrantees must follow all accountability court standards as approved by the Council of Accountability Court Judges.

Initials BLP

16. Subgrantees must abide by the Rules of the Council of Accountability Court Judges. Subgrantees are responsible for obtaining the current version of the Rules and ensuring that program activities operate in compliance with the Rules. The Rules, in their entirety, are incorporated herein by reference and compliance with the Rules is a condition of this grant. A failure to comply with the Rules may result in a referral to Section VIII of Article 4 of the Rules governing recession of grant awards after violations of special conditions or a referral under Article 8 governing compliance with the Rules, state standards, and Georgia law.

Initials BLP

17. The subgrantee agrees that this funding source covers only limited types of housing and associated expenses for eligible participants (those that meet HUD's definition of homelessness) as outlined in the documents listed above in condition 16. Eligible participants will need to be enrolled in the ESG program as outlined in the Guidebook. This grant cannot be used for housing for participants that do not meet HUD's definition of homeless and are not enrolled in either the Emergency Shelter (hotel/motel ONLY) or Rapid Rehousing programs. It cannot be used for street outreach or for homelessness prevention as outlined in the Guidebook.
Initials: BSP
18. The subgrantee agrees that Hotel Motel Vouchers will be spent ONLY on state-licensed hotels or motels. These vouchers are limited by DCA to actual hotels and motels, including extended stay hotel/motels. These funds cannot be spent on emergency shelters, paid shelter beds, sober living facilities, transitional housing facilities, reentry facilities, and they cannot be used to rent space to establish a shelter operated directly by the court, county, or circuit. They can be used only at state-licensed, inspected hotels or motels.
Initials: BSP
19. The subgrantee agrees to upload all required data elements into the Homeless Management Information System (HMIS) operated by HUD within 72 hours of the event occurrence as required by DCA. A failure to upload required data timely may result in a rescission of grant award. This data reporting is in addition to, and does not replace, data reporting requirements imposed by the CACJ Rules and by other grant special conditions.
Initials: BSP
20. The subgrantee agrees to coordinate with courts that applied for funding together within a circuit in the hiring and management of a circuit-wide case manager position and understands that CACJ will not play a role in personnel management decisions.
Initials: BSP
21. The subgrantee agrees to use an accounting system that maintains 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. provider invoices with accompanying timesheets).
 - Provisions for payment by check (as applicable).
 - Timesheets
- Initials: BSP
22. The subgrantee agrees to maintain its policies and procedures manual specific to this grant to be used across the circuit, as outlined in the Guidebook.
Initials: BSP
23. The subgrantee agrees to cooperate with DCA to coordinate continuity of services for participants who graduate, are terminated, or leave the program for any reason. The goal of the ESG-CARES funding is to move persons experiencing homelessness toward permanent housing, and a condition of this grant is to take reasonable action to coordinate to ensure that accountability court participants and their dependents are assisted in moving toward permanent, stable housing.
Initials: BSP
24. The subgrantee agrees to maintain its marketing plan as outlined in the Guidebook. The subgrantee agrees to coordinate with partner courts in designing and implementing this marketing plan.
Initials: BSP

25. The subgrantee agrees to attend all implementation trainings, all technical assistance sessions with DCA and/or CACJ to ensure that funds are being spent in accordance with all applicable law and regulation and that expenditures are being documented and reimbursement requested in compliance with applicable law and rule. **Attendance at TA sessions is mandatory** for anyone with an HMIS login and for all housing case managers. Attendance will be taken and a failure to attend may result in a recissions of the grant award. The subgrantee should arrange for a backup coordinator or other accountability court personnel who can attend in the event the housing case manager (or the primary coordinator if there is no housing case manager) is unable to attend. Housing case managers and coordinators who cannot attend due to an unavoidable conflict must notify DCA and CACJ staff more than 48 hours before the call so that alternate arrangements can be made.

Initials Blp

26. The subgrantee agrees that the circuit applying for the grant will designate a coordinator to serve as point person for the grant. This coordinator will need to attend all implementation training and TA sessions regularly and arrange for a backup coordinator to attend. The coordinator will need to respond to all housing grant related email and communication timely and ensure that monthly SERs are submitted timely, accurate, and complete, even if the housing case manager prepares the SER.

Initials: Blp

27. The subgrantee agrees that the coordinator designated to serve as point person and the housing case manager for the circuit will attend a CACJ/CJCC orientation session tentatively scheduled for 11:00 am on Wednesday, November 30, 2022. If this time slot does not work, subgrantee must contact CACJ staff by November 29th to make alternate arrangements.

Initials: Blp

28. The subgrantee agrees that reimbursement is not permitted for the purchase of gift cards.

Initials Blp

29. The subgrantee acknowledges that this award is provided via a federal award from HUD that is issued to DCA. The subgrantee further acknowledges that additional requirements may be imposed by HUD and/or DCA. Where possible, CJCC will provide at least 30 days of notice of any additional requirements.

Initials Blp

30. The subgrantee acknowledges that each project participant receiving rental assistance must have a legally binding, written lease for the rental unit. The lease must be fully executed between the owner and the program participant and submitted with the reimbursement before grantee is reimbursed.

Initials Blp

Please be advised that failure to comply with any of the Special Conditions will result in material noncompliance with the Subgrant Agreement, thus subjecting the Subgrant Agreement to possible termination by the Criminal Justice Coordinating Council.

Brenda Ernest Program Director 11-30-2022
Authorized Official Signature Date

Brenda Ernest Program Director
Print Authorized Official Name Title

FY'22 Budget Detail Worksheet Request - ESG Housing

Court Name **Rockdale Judicial Circuit**
AFDC, MHC, DUI, FTC, and JUV

| Budget Worksheet Category | Line Item Approvals | 25% to be used 10/1/-12/30/22 | Line Item Totals |
|------------------------------|---|---|------------------|
| Personnel | | | |
| Contract Services | ES - Case Management RRH - Case Management ES - Hotel/Motel Vouchers Rapid Rehousing - Rental Assistance Rapid Rehousing - Rent Application Fees Rapid Rehousing - Security Deposits Rapid Rehousing - Last Months Rent Rapid Rehousing - Utility Deposits Rapid Rehousing - Utility Payments | 5,565.00 2,782.50 22,500.00 9,375.00 5,625.00 7,500.00 9,375.00 5,625.00 5,625.00 | \$73,973 |
| Supplies /Other Costs | | | |
| Equipment | | | |
| In State Training and Travel | | | |
| Transportation Funding | | | |
| Total Budget Request: | | | \$73,973 |

Match: Not required.
 CACJ Funding Committee Notes: Please see special conditions.