



**FULTON  
COUNTY**

**CONTRACT DOCUMENTS**

**FOR**

**REQUEST FOR PROPOSAL 25RFP020325C-MH**

**2025 COMMUNITY SERVICES PROGRAM**

**FOR**

**DEPARTMENT OF COMMUNITY DEVELOPMENT**

**OF**

**FULTON COUNTY, GEORGIA**

## CONTRACT AGREEMENT

THIS AGREEMENT (“Agreement”), entered into this **1st day of January 2025**, by and between **FULTON COUNTY**, Georgia (hereinafter referred to as “Fulton County” or “County”), a political subdivision of the State of Georgia, acting by and through its Community Development Department’s Youth and Community Services Division (“YCS”), and **Odyssey Family Counseling Center** (hereinafter referred to as “Contractor”), a corporation organized as a nonprofit, tax exempt 501(c) (3) agency, authorized to conduct business within the state of Georgia (hereinafter collectively referred to as the “Parties”).

### WITNESSETH

WHEREAS, as part of its official functions, Fulton County is authorized to exercise the power of taxation pursuant to Art. IX, Section IV., Par. I of the Constitution of the State of Georgia of 1983, and to expend such funds raised by the exercise of said powers for public purposes as declared in Art. IX, Section IV., Par. II of the Constitution; and

WHEREAS, Contractor has in its employ personnel, and under its supervision, facilities and resources by which it can render to Fulton County and the citizens thereof certain services authorized by the aforementioned Constitutional provision; and

WHEREAS, Contractor has agreed to render services to the citizens of Fulton County, and the County has appropriated funds for those services; and

WHEREAS, the parties desire to execute a formal agreement for the services to be rendered by Contractor, and said services shall be defined, and consideration to be paid for such services by Fulton County for the successful performance of the services, and shall be enumerated.

The Agreement was approved by the Fulton County Board of Commissioners on **May 21, 2025, BOC#25-0398**.

NOW, THEREFORE, in consideration of the premises, payment of the sum hereinafter set forth and the performance of the services described herein, it is mutually agreed as follows:

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## **ARTICLE I - PARTIES AND TERM:**

(a) Fulton County, through its YCS, retains Contractor, and Contractor accepts retention by Fulton County to render the services as hereinafter defined and required; to perform such services in a manner and to the extent required by the parties herein; and as may be hereafter amended or extended in writing by mutual agreement of the parties.

(b) The Chairperson of the Board of Directors for the Contractor or authorized representative (hereinafter "Board Chair") represents that she/he is authorized to bind and enter into contracts on behalf of Contractor, including this Agreement.

(c) Nothing contained in this Agreement shall be constructed to be a waiver of Fulton County's sovereign immunity or any individual's official or qualified good faith immunity.

(d) This Agreement will remain in effect from **01/01/2025**, until midnight **12/31/2025**.

(e) Fulton County shall have the right to suspend immediately Contractor's performance hereunder on an emergency basis under this Agreement whenever necessary, in the sole opinion of Fulton County, to avert a life threatening situation or other sufficiently serious deficiency.

## **ARTICLE II - SCOPE OF CONTRACTOR'S DUTIES:**

Upon execution of this Agreement, the Contractor will provide the following services for Fulton County:

### **SCOPE OF WORK:**

#### **Community Services Program (CSP)**

**CSP Service Category:** Children and Youth Services

#### **CSP Funding Priority(ies):**

**Children and Youth:** 1. Programs focusing on kindergarten readiness...,3. Programs addressing mental health depression stress trauma and anxiety among youth and teens

**Disabilities:** Not Applicable

**Economic Stability:** Not Applicable

**Health and Wellness:** Not Applicable

**Homelessness:** Not Applicable

**Senior Services:** Not Applicable

**Odyssey Family Counseling Center, 2025 School and Community-Based: Access to Mental Health Services and Prevention and Education for Children and Adolescents** will provide services at the following locations at specified times during the contract period of **01/01/2025** through **12/31/2025**:

**Start and end date of programming for which CSP funds will be used:**

**Start date:** 01/01/2025

**End date:** 12/31/2025

**Service Delivery Site(s):**

<b>Name of Program Site</b>	<b>Program Location (complete physical address)</b>	<b>Program City</b>	<b>Program State</b>	<b>Program Zip code</b>	<b>Fulton County District of the program (Facility) location</b>	<b>District(s) of Fulton County Residents Served by the program (facility) location</b>
Odyssey Family Counseling Center	1919 John Wesley Ave	College Park	GA	30337	6	4,5,6
Global Impact High School	155 Shaw Dr	Fairburn	GA	30213	6	6
Woodland Middle School	2745 Stone Ridge	East Point	GA	30344	5	5
Tri-Cities High School GA	2575 Harris St	East Point	GA	30344	5	5
Langston Hughes High School	7510 Hall	Fairburn	GA	30213	6	6
Bear Creek Middle	7415 Herndon Rd	Fairburn	GA	30213	6	6

<b>Name of Program Site</b>	<b>Program Location (complete physical address)</b>	<b>Program City</b>	<b>Program State</b>	<b>Program Zip code</b>	<b>Fulton County District of the program (Facility) location</b>	<b>District(s) of Fulton County Residents Served by the program (facility) location</b>
School						
Love T. Nolan Elementary School	2725 Creel Rd	Atlanta	GA	30349	6	6
Feldwood Elementary School	5790 Feldwood Rd	College Park	Georgia	30349	6	6
College Park Elementary	2075 Princeton Ave	College Park	Georgia	30337	6	6
Premiere Academy	399 Macedonia Rd SE	Atlanta	GA	30354	5	5

### **Approach and Design:**

**Odyssey Family Counseling Center, 2025 School and Community-Based: Access to Mental Health Services and Prevention and Education for Children and Adolescents** will provide services to **150** clients that reside in Fulton County, with CSP funding.

**Odyssey Family Counseling Center, 2025 School and Community-Based: Access to Mental Health Services and Prevention and Education for Children and Adolescents** **will provide the following activities and services in Fulton County with CSP funding:**

### **Approach and Design**

Odyssey Family Counseling Center is committed to addressing the urgent need for mental health services among children and adolescents in Fulton County. Through this proposal, Odyssey aims to provide high-quality, culturally competent behavioral health services to at least 200 children and adolescents aged 3-18 in Fulton County, focusing on mental health challenges such as depression, anxiety, trauma, and stress. Our goal is to ensure that youth facing emotional and behavioral difficulties receive the necessary care and support to thrive academically, socially, and emotionally.

Our **School and Community-Based Mental Health Program (SBMHP)** will serve children and adolescents across Fulton

County, providing accessible mental health services on school campuses, in community spaces, and at Odyssey's office located at 1919 John Wesley Avenue, College Park. This ensures we remove barriers to access for families who may face transportation or scheduling challenges. Odyssey counselors will work directly in schools and community centers to deliver services tailored to the unique needs of youth and their families.

## Activities and Services Provided

Odyssey offers **individual counseling**, **group therapy**, and **school- and community-based interventions** for children and adolescents. These services are provided at partnering schools, community organization partners, and at Odyssey's office, ensuring that we remove barriers to access for families who may face transportation or scheduling challenges.

Our services include:

- **Individual Counseling:** Tailored to meet the unique needs of each child and adolescent, helping them address challenges like trauma, anxiety, depression, and family dynamics.
- **Group Therapy:** Designed to build social skills, enhance coping mechanisms, and foster peer support among youth.
- **School- and Community-Based Mental Health Counseling:** Delivered at partnering schools and community-based organizations throughout Fulton County for children identified by teachers, school counselors, and parents as needing mental health support. Odyssey counselors work directly in the school setting and local community spaces to ensure students and families receive the care they need without needing to leave their community, minimizing disruption to their education and daily lives.

In addition, Odyssey works collaboratively with community organizations to extend our reach and meet the needs of students and families who may not have access to traditional office-based services. We integrate our services into local community spaces, ensuring flexibility for families and youth who require support.

Additional services include:

- **Play Therapy for Young Children (ages 3-11):** A non-threatening, developmentally appropriate therapy that allows children to express themselves and process emotions related to trauma, grief, abuse, anxiety, and more. This therapy helps foster emotional and social development in young children.
- **Mental Health Counseling for Pre-teens and Adolescents (ages 12-18):** Odyssey offers counseling for adolescents dealing with trauma, family challenges, abuse, and mental health disorders such as anxiety, depression, and bipolar disorder. Family therapy is an integral part of treatment, complementing individual therapy.
- **Adolescent Substance Abuse Counseling:** Through the Odyssey to Recovery (OTR) program, we offer Early Intervention for teens with substance use issues, combining addiction education, individual and family therapy, and group therapy.
- **THRIVE (Teaching Holistic Responses & Information for Violence Elimination):** A program designed to build resilience in children and adolescents by promoting positive mental health, coping skills, and emotional intelligence.
- **CASES (Communities Assisting Schools Enhancing Safety):** A violence prevention program that provides tools to prevent bullying, gang involvement, and peer violence while fostering positive relationships.

## How Activities Will Be Accomplished

Our activities will be carried out by highly trained clinicians including **Licensed Clinical Social Workers (LCSWs)**, **Licensed Marriage and Family Therapists (LMFTs)**, **Licensed Professional Counselors (LPCs)**, and a **Licensed**

**Psychologist.** These professionals will provide individualized care tailored to each client’s needs. We also have a psychiatric nurse practitioner who will assist clients requiring medication management for mental health issues.

We will work closely with school staff, including teachers, counselors, and administrators, to identify students who need mental health services. Weekly on-site counseling will be provided at 9 schools across Fulton County in **Districts 4, 5, and 6**. Odyssey’s school-based services will be augmented by the **THRIVE** and **CASES** programs, and all services will be provided at no cost to families, especially those who are uninsured or underinsured.

## Key Performance Indicators (KPIs) Addressed

Our proposal directly contributes to the **Fulton County Health and Human Services Key Performance Indicators (KPIs)**, which align with our objective of improving mental health outcomes for underserved children and adolescents:

- **Number of people who receive behavioral health services:** Odyssey will provide services to at least 200 children and adolescents in Fulton County, addressing their mental health needs through individual therapy, group therapy, and prevention services.
- **Number of uninsured adults and children:** Odyssey will continue providing mental health services to uninsured and underinsured individuals, ensuring those who have no access to healthcare can still receive vital mental health services.
- **Number of children without health insurance:** Odyssey will serve children who lack health insurance or are underinsured, helping to close the gap in access to behavioral health services.
- **Improve the County's standing in the County Health Rankings and Roadmaps report:** By improving mental health outcomes for children and adolescents, Odyssey is directly contributing to better health and well-being in Fulton County, which is a key determinant of overall health in the community.

## CSP Funding Priorities Addressed

This proposal directly addresses **four CSP funding priorities** in the Children & Youth Services category:

1. **Programs focusing on kindergarten readiness:** Odyssey provides early intervention in PreK programs, addressing attention deficit issues, behavioral health concerns, and the foundational emotional and social skills that help children prepare for kindergarten.
2. **Programs addressing mental health, depression, stress, and anxiety among youth and teens:** Odyssey’s **School-Based Mental Health Program (SBMHP)** and **THRIVE** program focus on addressing these critical issues and promoting emotional well-being.
3. **In-school/after-school programs to support academic, social, and emotional growth:** Odyssey’s **CASES** program provides school-based services that focus on preventing violence, improving social skills, and increasing academic success.
4. **Ensuring safety and justice by providing alternatives to activities contributing to unhealthy behaviors:** Odyssey works closely with **juvenile and misdemeanor courts**, as well as the **Georgia Department of Juvenile Justice**, to address delinquent behavior and substance abuse in youth.

## Collaborative Relationships

Odyssey’s success depends on strong **community partnerships**, which help address the complex needs of children and youth in Fulton County. Our collaborations extend across various sectors, including education, juvenile justice, healthcare, and community organizations, to provide a comprehensive support system for children and adolescents. These partnerships are essential in ensuring that Odyssey’s programs reach the most vulnerable populations and have a lasting impact on the community.



Our collaborative relationships include:

1. **Fulton County Schools:** Odyssey collaborates with **Fulton County Schools** to identify at-risk students and refer them for services. We provide on-site counseling at schools, including elementary, middle, and high schools, ensuring that mental health services are delivered where children spend a significant amount of time.
2. **Fulton County Juvenile Justice:** Odyssey works with **Fulton County Juvenile Justice** to provide services for youth in the juvenile justice system, offering mental health counseling and substance abuse treatment for youth who are at risk of further legal involvement.
3. **Georgia Department of Juvenile Justice:** Odyssey partners with **Georgia Department of Juvenile Justice** to serve youth on probation, offering comprehensive interventions that address behavioral health and substance abuse issues, with the goal of reducing recidivism and promoting rehabilitation.
4. **United Way of Greater Atlanta:** United Way supports Odyssey by helping connect families to additional community services. They also assist in mental health education and awareness efforts, particularly in underserved neighborhoods.
5. **Housing Authority of the City of College Park:** We partner with the **Housing Authority of the City of College Park** to extend our services to families in public housing. Through this partnership, we provide mental health and wellness resources to children and parents who might otherwise be disconnected from services.
6. **Misdemeanor Mental Health Court (MMC):** Odyssey partners with the **Misdemeanor Mental Health Court (MMC)** to support youth with mental health and substance use challenges. This collaboration ensures that youth involved in the justice system receive the mental health care they need to prevent further criminal activity.
7. **The Fulton County Department of Behavioral Health & Developmental Disabilities (DBHDD):** Odyssey works closely with DBHDD to ensure barrier-free access to mental health services across Fulton County. DBHDD also helps promote mental health awareness and offers resources for families through community events and support services.
8. **Premier Academy Preschool:** Odyssey partners with **Premier Academy Preschool** to provide early intervention services. This collaboration helps Pre-K children address behavioral health challenges early, improving their readiness for kindergarten and ensuring better academic outcomes in later years.
9. **Atlanta Public Schools (APS):** APS partners with Odyssey by identifying and referring students who could benefit from mental health services. This partnership ensures that students in **Atlanta Public Schools** have access to mental health counseling and support services.
10. **Sheltering Arms:** Odyssey collaborates with **Sheltering Arms**, a well-known early childhood education and family support organization, to provide integrated services for young children and their families. This partnership enables Odyssey to address a range of issues, including trauma, anxiety, and learning difficulties.
11. **Youth Development Foundation (YDF):** Odyssey collaborates with **Youth Development Foundation (YDF)** to provide youth mentoring and leadership programs. This partnership focuses on violence prevention, social-emotional learning, and helping youth navigate challenges in their community.
12. **Atlanta Housing Authority:** Through our partnership with the **Atlanta Housing Authority**, Odyssey provides counseling and mental health support to residents of public housing in Atlanta, helping them overcome obstacles related to mental health, trauma, and substance abuse.
13. **Georgia Health Policy Center:** Odyssey partners with the **Georgia Health Policy Center** to improve healthcare access for vulnerable populations. The center helps us monitor health equity and improve outcomes for children and families across Fulton County.
14. **Georgia Coalition for Health and Safety:** Through this partnership, Odyssey works to address youth violence and bullying in schools and community centers

These partnerships are vital in providing comprehensive, community-based mental health services to children and adolescents in Fulton County. Through these relationships, Odyssey is able to expand its reach, ensure access to services for vulnerable populations, and deliver targeted interventions that meet the specific needs of each community. These collaborative efforts ensure that Odyssey is well-positioned to address the complex mental health needs of children and adolescents, ultimately improving mental health outcomes in Fulton County.

### **Designation of CSP Funds:**

Based on the awarded amount of **\$40,000.00**, the CSP funds are designated according to the following cost categories: Administrative, Operational, and Direct Services.

***Administrative Expenditures*** CSP funds that are spent on indirect personnel expenses such as salaries, salary fringe, and benefits for executive / management, accountant, administrative support, etc. Includes direct and indirect charges for administration of the grant (**Note: Not more than 5% of total grant award can be used for administrative costs.**)

***Operational Expenditures***- CSP funds used to conduct agency/ organizational functions that are secondary to program service delivery such as: auditor, grant writer, consultants, insurance office/ warehouse lease or mortgage expenses, office supplies (pens, toner, paper, etc.), agency's utility expenses, staff transportation expenses, marketing/catalogs, etc. Not to include indirect or direct personnel expenses. (**Note: Not more than 25% of total grant award can be used for operational expenditures.**)

***Direct Service Expenditures***- CSP funds utilized to provide services directly to agency/program participants such as payments made on behalf of participants for rent, utilities, food, shelter, transportation (rentals, gas, and parking, bus drivers, participant's public transportation costs, etc.), scholarships and day care vouchers, salaries and fringe benefits for direct service personnel (Case Managers, Educators, Subcontractors, etc.), program supplies (educational/instructional materials, paper, pencils, markers, etc.) directly consumed by participants. Program materials that may be pertinent to the scope of services of a funded program and that aid in contractor meeting contracted program outcomes are included in this definition (i.e. children's story books, educational games, puzzles, and flash cards).

Throughout the contract period, program expenditures will be monitored (via performance reports) to

ensure that funding is utilized as contracted.

<b>Cost Category</b>	<b>Designation of CSP Funding Award</b>
<b>Administrative</b> (5% Admin max of total funds awarded.)	\$2,000.00
<b>Operational</b> (25% Operational max of total funds awarded.)	\$8,000.00
<b>Direct Services</b>	\$30,000.00
<i>Total</i>	\$40,000.00

### **Explanation of Funding Details:**

Odyssey Family Counseling Center has an annual operating budget of \$1,724,000 for the fiscal year from July 1, 2024, to June 30, 2025, with anticipated operating revenue of \$1,742,404, leading to a net cash flow margin of \$18,404. The amount of funding requested for the 2025 Fulton County Community Services Program is \$100,000, which would be 17% of the total Community and School-Based Mental Health Program (SBMHP) budget and 5% of the total operating budget. This funding will be allocated across the following cost categories:

#### **Administrative Costs (5% - \$2,000):**

A portion of the CSP funding, up to the maximum allowed by the grant, will cover administrative expenses. These include staff coordination, program management, and oversight of the grant itself. These administrative costs are essential to ensuring the smooth operation of the program and the achievement of its objectives.

#### **Operational Costs (20% - \$8,000):**

Operational expenses are vital for Odyssey's day-to-day functions. The CSP funds allocated here will cover items such as insurance costs, office supplies, and staff transportation, ensuring that Odyssey's facilities and services remain operational and capable of supporting client needs.

#### **Direct Services Costs (75% - \$30,000):**

The majority of the CSP funding, totaling \$30,000, will directly support services for children and adolescents in Fulton County. This includes program supplies and funding for 4 full-time counselors who will provide mental health services such as individual and group therapy, mental health assessments, and therapeutic interventions. These services will be delivered at schools, community centers, and Odyssey's main office to enhance accessibility and support mental health needs in the community.

### **Breakdown for Two Performance Periods**

The CSP funding will be distributed over two contract performance periods for the year, as follows:

- January to June 2025:
  - Administrative Costs: \$2,000
  - Operational Costs: \$4,000
  - Direct Services Costs: \$15,000
- July to December 2025:
  - Administrative Costs: \$0
  - Operational Costs: \$4,000
  - Direct Services Costs: \$15,000

## **How the CSP Funding Supports the Proposed Need**

The \$40,000 in requested CSP funding directly supports our goal of addressing the urgent need for accessible mental health services for children and adolescents in Fulton County. This funding will allow Odyssey to offer critical therapeutic services to youth experiencing mental health challenges such as trauma, anxiety, and depression. With this funding, Odyssey will be able to continue providing high-quality, community-based counseling services that directly align with the objectives outlined in this proposal and meet the needs of the target population.

By allocating the funding across the appropriate categories—administrative, operational, and direct services—Odyssey ensures that it can maintain the infrastructure, staff, and resources necessary to provide effective and accessible mental health services to at least 150 children and adolescents across Fulton County.

## **Additional Information on Odyssey’s Budget for SBMHP**

The annual FY2024/25 budget for the Odyssey School-Based Mental Health Program (SBMHP) is \$571,339, which is 33% of the total annual operating budget. In total, 10 counselors, 4 full-time staff, and 6 part-time staff currently work in the Community and SBMHP programs to provide services to 9 schools, including preschools and K-12 schools, in Fulton County, as well as at our main office located at 1919 John Wesley Ave in College Park. The number of counselors engaged to provide services to schools expands and contracts based on funding awarded from government agencies, school systems, private charitable foundation grants, and generous individual donors. Odyssey’s Board of Directors contributes 100% to the agency's funding.

## **Program Performance Measures:**

**Odyssey Family Counseling Center agrees to track and report program performance to the Fulton County Department of Community Development.**

## **County Defined Performance Measure(s):**

**Children and Youth:** 1. Number of students assessed as ready for kindergarten, 3. Number of school-aged youth engaged in/benefiting from In school/ Afterschool/ Out of School Programs..., 4. Number of youth/teens receiving referrals to behavioral health, evidence based programming/other supportive services

**Disabilities:** Not Applicable

**Economic Stability:** Not Applicable

**Health and Wellness:** Not Applicable

**Homelessness:** Not Applicable

**Senior Services:** Not Applicable

**The following program measures/ Key Performance Indicators (“KPI’s”) will be utilized to track and report program outcomes for the Fulton County residents supported with CSP funding, during the funding period 01/01/2025 through 12/31/2025:**

### **Program Performance Measures**

Odyssey Family Counseling Center is committed to ensuring that the services we provide to children and adolescents in Fulton County are not only effective but also measurable. To this end, we have selected **four County-defined performance measures** that align with the objectives of our program. These performance measures will guide our evaluation and help us track the progress and success of the children and adolescents we serve.

### **County-Defined Performance Measures**

We have selected the following **County-defined performance measures** to report on during the contract period:

- 1. Number of Students Assessed and Ready for Kindergarten:** This measure tracks the number of children in our program who are assessed and deemed ready for kindergarten. Our early intervention services, especially through Play Therapy and other support, address attention deficits, behavioral health issues, and social-emotional skills that are essential for kindergarten readiness. We anticipate at least **90% of pre-k children** served will achieve this goal.
- 2. Number of School-Aged Youth Benefiting from Afterschool/Out of School Programs:** Odyssey provides school- and community-based mental health services, including afterschool programs designed to improve both academic and social-emotional outcomes. This measure will track how many school-aged children and adolescents benefit from our afterschool programming, which targets students' academic and behavioral progress. We anticipate that **110 children** will benefit from this program.
- 3. Number of Youth/Teens Receiving Referrals to Behavioral Health and Other Supportive Services:** This measure tracks the number of youth and teens who are referred to Odyssey for mental health services, including individual therapy, group counseling, and referrals to community resources. We anticipate receiving **75 referrals** from schools, community organizations, and the juvenile justice system, ensuring that these youth are connected to the care and support they need.

#### 4. Number of Youth Involved with or At Risk for Involvement with the Juvenile Justice System Who

**Demonstrate Decreased or No Delinquent Behaviors:** Odyssey works with youth at risk for or involved in the juvenile justice system, providing mental health support to help them address the root causes of their behaviors. This measure tracks the number of youth who demonstrate improved behaviors (such as reduced truancy, suspension, or other delinquent actions) as a result of their participation in our program. We anticipate that at least **50% of the youth** served in this program will demonstrate decreased or no delinquent behaviors while in treatment.

#### Data Collection and Reporting

To track and measure these performance indicators, Odyssey employs a range of tools and methods that ensure accurate and comprehensive data collection:

- **Behavioral Health Assessments (BHA) and SDQ Tool:** All children and adolescents are assessed for baseline functioning levels at intake using the **Strengths and Difficulties Questionnaire (SDQ)**. The SDQ helps us evaluate emotional and behavioral difficulties and will be administered monthly and at discharge to determine levels of improvement. This tool provides essential data on the child's progress in terms of emotional and behavioral challenges.
- **Clinician Assessments and Treatment Plans:** In addition to the SDQ, each client's progress is assessed by their clinician during every session. This data is recorded in **Electronic Medical Records (EMR)**, which includes treatment progress and any updates to the client's individualized treatment plan. Clinicians will also complete a formal review of the treatment plan every 180 days to ensure that treatment goals are being met and adjusted as necessary.
- **Statistical Reporting:** Odyssey's clinicians complete **monthly statistical reports**, which summarize client data, including progress towards treatment goals. These reports will be used to track progress on each performance measure and ensure that the program is on track to meet its objectives.
- **Kindergarten Readiness Measurement:** To evaluate our effectiveness in preparing children for kindergarten, we track outcomes based on both the SDQ and additional **Kindergarten Readiness tools** administered by preschool teachers. These tools will be used before and after counseling to assess the impact of our mental health services on children's readiness for kindergarten. Teachers will provide feedback on the child's development in areas critical for success in kindergarten.

#### Agency Performance Measures

In addition to the County-defined performance measures, we also monitor and report on **agency-defined performance measures**, which are tailored to further assess the impact of our services. These include:

1. **Engagement in Treatment:** We will track the **number of youth** who engage in treatment by attending three or more sessions (individual, family, and/or group). We anticipate that approximately **75% of the youth** assessed will meet this benchmark, ensuring that the program's services are well-utilized.
2. **Measures of Treatment Effectiveness:** The second measure tracks the **number of clients** who, after attending three or more sessions, achieve improvement in one of the following areas:
  - Improved scores on the **Strengths and Difficulties Questionnaire (SDQ)**, or
  - Progress towards treatment goals outlined in their **Individualized Treatment Plan (ITP)**. We

anticipate that **45% of the clients** who engage in treatment will demonstrate measurable improvement.

**3. Treatment Goal Completion:** The third measure tracks **the number of clients** who have engaged in treatment for three or more sessions and achieve one of the following at discharge:

- Completion of **75% or more of the goals** on their Individualized Treatment Plan, or
- A **statistically normal level of functioning** as evidenced by a score of **13 or less** on the final SDQ.

We anticipate that approximately **40% of the clients** who are discharged will meet these targets.

### **Program Evaluation and Continuous Improvement**

The effectiveness of our program will be evaluated through these performance measures, as well as ongoing feedback from our clients, their families, and community partners. Odyssey uses these evaluations to continually adjust and improve our services, ensuring that we are meeting the needs of the children and adolescents we serve. Our primary focus is on preparing children for school success, supporting their social and emotional development, and ensuring that they receive the mental health services necessary to thrive academically and socially.

Through our **School and Community-Based Mental Health Program (SBMHP)**, Odyssey is dedicated to improving the mental health outcomes of children and adolescents in Fulton County, ultimately helping them become healthy, successful individuals who are prepared to contribute positively to their community. We are committed to tracking progress toward these goals and ensuring that the children we serve receive the care and support they need.

### **Agency Defined Performance Measure(s):**

#### **Agency Performance Measures**

In addition to the County-defined performance measures, we also monitor and report on **agency-defined performance measures**, which are tailored to further assess the impact of our services. These include:

- 1. Engagement in Treatment:** We will track the **number of youth** who engage in treatment by attending three or more sessions (individual, family, and/or group). We anticipate that approximately **75% of the youth** assessed will meet this benchmark, ensuring that the program's services are well-utilized.
- 2. Measures of Treatment Effectiveness:** The second measure tracks the **number of clients** who, after attending three or more sessions, achieve improvement in one of the following areas:
  - Improved scores on the **Strengths and Difficulties Questionnaire (SDQ)**, or
  - Progress towards treatment goals outlined in their **Individualized Treatment Plan (ITP)**. We anticipate that **45% of the clients** who engage in treatment will demonstrate measurable improvement.
- 3. Treatment Goal Completion:** The third measure tracks **the number of clients** who have engaged in treatment for three or more sessions and achieve one of the following at discharge:

- Completion of **75% or more of the goals** on their Individualized Treatment Plan, or
  - A **statistically normal level of functioning** as evidenced by a score of **13 or less** on the final SDQ.
- We anticipate that approximately **40% of the clients** who are discharged will meet these targets.

## **ADDITIONAL REQUIREMENTS**

**Failure to adhere to the terms of this Agreement, in addition to the requirements listed below, may result in one or all of the following; delayed disbursement or total loss of awarded funds, and / or ineligibility to receive an RFP award during the next funding cycle.**

1. Contractor agrees to develop, in conjunction with Fulton County, a process of accepting and serving Fulton County residents referred by the Youth and Community Services Division of Fulton County Government.
2. As consideration for the County providing funding and the non-profit entity accepting same, the non-profit entity shall, upon the County's request, participate in County-sponsored events and activities on County property, when feasible. The non-profit agency shall use its best efforts to comply with the County's request provided that it is given at least one week's notice to do so. Failure to participate will be taken into consideration for future funding requested by the non-profit entity.
3. Contractor agrees to allow staff from the Fulton County Department of Community Development to conduct contract compliance site visits as necessary (announced or unannounced).
4. During the site visit, Contractor will be required to allow staff to monitor programming, as well as review client rosters / sign-in sheets and/ or Registration information that should include complete addresses of Fulton County residents served by this funding.
5. Contractor agrees to comply with the Operational Specifications outlined in **2025 Community Services Program 25RFP020325C-MH**.
6. Contractor agrees that advertising, promotions and other publicity in connection with the supported program(s) shall include the following acknowledgment: **"Funding provided in part by the Fulton County Board of Commissioners under the guidance of the Department of Community Development."**

*Note: If your agency uses logos versus text, you may substitute the language above with the Fulton County Logo.*

## **Reporting**



***It is the Contractor's responsibility to ensure accurate reporting of all information contained in the performance reports. Reports and supportive documentation that consistently include erroneous/inaccurate data may result in a required reimbursement of funding and/or may negatively impact future funding.***

7. Contractor will be required to submit completed performance reports (with deadlines of **(July 18, 2025, and January 16, 2026)** to adhere to the requirements outlined in the Performance Report Instructions, as well as the format provided by the Fulton County Department of Community Development. Future funding will be affected if performance reports are not submitted by stipulated due dates.

8. Contractor will be required to provide demographic information concerning the Fulton County residents served, including, but not limited to age, race/ethnicity and gender.

9. Contractor will be required to report the number of UNDUPLICATED/NEW participants directly served through the Community Services Program funding. **Please note:** Failure to serve the total number of participants contracted to be served with CSP funding may result in reimbursement of CSP funding to Fulton County. Failure to reimburse the funding requested will result in the ineligibility to receive future funding.

10. Contractor will be required to submit unduplicated client rosters in a spreadsheet format that includes the complete residential addresses of the Fulton County residents served with CSP funding, and LEDGERS demonstrating how Community Services Program funds were expended for the specified reporting period.

### **Expenditure of Funds**

11. Contractor is prohibited from utilizing CSP funds for capital expenditures. (A “capital expenditure” is defined as: any resource not completely consumed during the contract year, i.e. computers, printers, construction, vehicles, cell phones, etc.) Program materials that may be pertinent to the scope of services of a funded program and that aid in contractor meeting contracted program outcomes are excluded from the definition of “capital expenditure” (e.g., children's story books, educational materials, games, puzzles, and flash cards).

12. Community Services Program funds must be expended by December 31<sup>st</sup> of the contract year. All funds that are not spent by this date must be reimbursed to Fulton County Government within 30 days of written request. A Contractor's failure to adhere to this requirement will result in one or more of the following: inability to receive future funding from Fulton County, and/or legal action against the agency to recoup funding that are not reimbursed by the deadline.

## **ARTICLE III - COMPENSATION FOR SERVICES**

(a) Fulton County agrees to pay Contractor a maximum sum of **\$40,000.00**.

(b) Upon receipt and approval of Contractor's invoice delineating projected expenditures for the first six months of the contracting period. Upon receipt and approval of said invoice, County shall pay Contractor the first six months of compensation provided for by this Agreement. The Contractor shall provide Fulton County with a second invoice delineating projected expenditures for the remaining six months of the Agreement Term. Upon receipt and approval of said invoice, Fulton County shall pay Contractor the second six months of compensation provided by this Agreement. **A failure by Contractor to submit the invoice for the first and/ or second six months of the contracting period will constitute a breach of this Agreement.**

(c) If through any cause, Contractor shall fail to fulfill its obligation under this Agreement in a timely and proper fashion or in the event that any of the provision or stipulations of this Agreement are violated by Contractor, Fulton County shall thereupon have the right to immediately suspend or terminate this Agreement by serving written notice as defined herein upon Contractor of Fulton County's intent to suspend or terminate this Agreement. If the Agreement is terminated pursuant to this paragraph, Contractor shall be exclusively limited to receiving only the compensation for work performed in a manner satisfactory to Fulton County up to and including the date of the written termination notice.

(d) The Contractor agrees and understands that all expenditures must be consistent with the scope and purpose of this Agreement, and expenditures must be consistent with the guidelines and definitions established in **2025 Community Services Program 25RFP020325C-MH**, which is hereby incorporated by reference herein and made a part of this agreement. The County reserves the right to approve and reject payment for expenditures which are not consistent with the scope and purpose of this Agreement, and which the County determines are not consistent with the guidelines and definitions established in the Community Services Program RFP.

(e) The Contractor agrees and understands that Fulton County has the right to recover funds from Contractor for compensation received, pursuant to subsection (b) above if Contractor fails to perform the services outlined in Article II or does not perform such services to the satisfaction of Fulton County.

#### **ARTICLE IV - RECORD KEEPING**

(a) Contractor shall maintain accurate records of the expenditure and disposition of funds, and such records must be in accordance with good accounting practices, and made available for inspection and audit by Fulton County at a time mutually agreeable to parties and upon thirty (30) days' notice to contractor.

(b) All reports and communications, with supportive documentation consistent with contract

provisions outlined in Article II, must be provided to Fulton County, in accordance with Article IV.

(c) A performance report, with supportive documentation consistent with provisions of the Agreement outlined in Article II, must be provided to Fulton County no later than **July 18, 2025 for the period January 1, 2025-June 30, 2025; and January 16, 2026 for the period July 1, 2025-December 31, 2025.**

(d) Contractor shall be responsible for sending staff representation to mandatory meetings that will be sponsored by the Fulton County Department of Community Development. Contractor will be notified in advance of said meetings.

(e) All notices, program reports and other communications required to be given under this Contract shall be sufficient if in writing and either delivered via e-mail, personally or sent by postage, prepaid, certified or registered United States mail, return receipt requested, or e-mail addressed as follows:

To Fulton County:

**Department of Community Development**  
**c/o: Youth and Community Services Division**  
**[hsd.grants@fultoncountyga.gov](mailto:hsd.grants@fultoncountyga.gov)**  
**137 Peachtree Street, SW**  
**Atlanta, Georgia 30303**

To Contractor:

**Odyssey Family Counseling Center**  
**1919 John Wesley Avenue**  
**College Park, Georgia 30337**

The Parties may only modify or update the above-referenced addresses during the term of this Agreement by providing formal notice to the other party of such a change pursuant to the terms of this provision.

(f) Contractor understands and agrees that, upon Fulton County's determination that Contractor is not or has not been in substantial compliance with any term of this Agreement with respect to the performance and provision of services at any single delivery site, Fulton County shall thereupon have the right to immediately suspend or terminate this Agreement upon written notice to Contractor. Contractor further understands and agrees that if Fulton County determines that Contractor is not or has not been in substantial compliance with any term of this Agreement with respect to the performance and provision of services at any single delivery site, Fulton County may request, and the Contractor shall provide, any and all additional reports, records or documentation Fulton County deems necessary to evaluate, assess and/or

measure Contractor's overall level of performance under this Agreement, including Contractor's performance at other delivery sites.

## **ARTICLE V - INDEMNIFICATION**

Contractor hereby covenants and agrees to indemnify and hold harmless Fulton County, its Commissioners, officers, and employees from all claims, losses, liabilities, damages, deficiencies, demands, judgments, or costs (including without limitation reasonable attorney's fees and legal expenses) suffered or occurred by such party, whether arising in tort, contract, strict liability or otherwise, including without limitation, personal injury, wrongful death or property damage arising in any way from the actions or omissions of Contractor, its directors, officers, employees, agents, successors and assigns in connection with its acceptance, or the performance, or nonperformance of its obligations under this Agreement; provided, however, that nothing herein shall be construed to preclude the Contractor from bringing suit against the County for breach of the terms of this Agreement.

## **ARTICLE VI – TERMINATION OF AGREEMENT FOR COUNTY'S CONVENIENCE AND FOR CAUSE**

(a) This Agreement is effective on **01/01/2025**, and shall terminate on **12/31/2025**, unless earlier terminated in accordance with the provisions of this Agreement. Notwithstanding termination of the Agreement, Contractor is obligated to fulfill all of its obligations, including its reporting requirements.

(b) Notwithstanding the above provisions, Fulton County may terminate this Agreement for convenience, or Fulton County or the Contractor may terminate this Agreement at any time for any reason by giving written notice of the intent to terminate the Agreement thirty (30) days in advance, by certified mail, return receipt requested, with proper postage prepaid, or by hand delivery, to the other party at the physical address provided herein for notice. The termination shall become effective on the thirtieth (30th) day after the date of such written notice unless the parties otherwise agree in writing. If this Agreement is terminated pursuant to this paragraph, Contractor shall be exclusively limited to receiving compensation for the work satisfactorily performed up to and including the effective date of termination.

(c) Fulton County shall have the right to suspend immediately Contractor's performance hereunder on an emergency basis whenever necessary, in the opinion of Fulton County, to avert a life threatening situation or other sufficiently serious risk.

(d) In the event that this agreement is terminated by Fulton County or Contractor, following the Fulton County's determination that Contractor is not or has not been in substantial compliance with any

provision of this agreement, Contractor agrees that Fulton County shall have the right to request repayment in full of all compensation paid to Contractor pursuant to Article III of this agreement. If Fulton County exercises its right under this subsection, Contractor agrees to and shall repay Fulton County all compensation paid to Contractor pursuant to Article III of this Agreement.

(e) In the event that this agreement is terminated by Fulton County or Contractor, following the Fulton County's determination that Contractor is not or has not been in substantial compliance with any provision of this agreement, Contractor agrees that Fulton County shall have the right to terminate this Agreement between Fulton County and Contractor without penalty. Contractor acknowledges and agrees that Fulton County's right to terminate includes, but is not limited to, the right to withhold any and all future compensation due to Contractor pursuant to the terms of any and all other agreements between Fulton County and Contractor.

(f) In the event that this Agreement is terminated by Fulton County or Contractor, following Fulton County's determination that Contractor is not or has not been in substantial compliance with any provision of this Agreement, Contractor agrees that it shall not be eligible to either enter or to apply to enter into future contracts with Fulton County until it has addressed any and all areas of deficiency or non-compliance to Fulton County's satisfaction.

## **ARTICLE VII - INDEPENDENT CONTRACTOR STATUS**

(a) Nothing contained herein shall be deemed to create any relationship other than that of an independent contractor between Fulton County and Contractor. Under no circumstances shall Contractor, its directors, officers, employees, agents, successors or assigns be deemed employees, agents, partners, successors, assigns or legal representatives of Fulton County.

Contractor acknowledges that **Odyssey Family Counseling Center**, its directors, officers, employees, agents and assigns shall have no right of redress pursuant to the Personnel Rules and Regulations of Fulton County.

(b) The Contractor shall pay all sales, retail, occupational, service, excise, old age benefit and unemployment compensation taxes, consumer, use and other similar taxes, as well as any other taxes or duties on the materials, equipment, and labor for the work provided by the Contractor which are legally enacted by any municipal, county, state or federal authority, department or agency at the time bids are received, whether or not yet effective. The Contractor shall maintain records pertaining to such taxes as well as payment thereof and shall make the same available to Fulton County at all reasonable times for inspection and copying. The Contractor shall apply for any and all tax exemptions which may be applicable and shall timely request from Fulton County such documents and information as may be necessary to obtain such tax exemptions. Fulton County shall have no liability to the Contractor for

payment of any tax from which it is exempt.

### **ARTICLE VIII - INSURANCE**

Contractor agrees to obtain, maintain and furnish to Fulton County, a Certificate of Insurance (COI) showing the required coverage during the entire term of this Agreement. All insurance limits are listed in the “Insurance and Risk Management Provisions” document, Attachment “A”, with Fulton County, Georgia added as an “Additional Insured”. The cancelation of any policy of insurance required by this Agreement shall meet the requirements of notice under the laws of the State of Georgia as presently set forth in the Georgia Code.

### **ARTICLE IX – AMENDMENTS AND MODIFICATIONS TO CONTRACT**

(a) This Agreement constitutes the entire agreement between Fulton County and Contractor, and there are no further written or oral agreements with respect thereto, no variations, amendments or modifications of this Agreement, and no waiver of its provisions, shall be valid unless in writing and signed by Fulton County’s and Contractor’s duly authorized representatives.

(b) Modifications or amendments which require a change in compensation level must be approved by the Fulton County Board of Commissioners and Contractor; other modifications, amendments or variations may be agreed to in writing, between the Contractor and the Contract Administrator when the amount of this Agreement and its Term remain unchanged.

### **ARTICLE X - SUBCONTRACTING**

Contractor shall not subcontract any part of the work covered by this Agreement or permit subcontracted work to be further subcontracted without prior written approval of Fulton County.

### **ARTICLE XI - ASSIGNABILITY**

Contractor shall not assign or subcontract this Agreement or any portion thereof without the prior expressed written consent of Fulton County. Any attempted assignment or subcontracting by Contractor without the prior expressed written consent of Fulton County shall at the County’s sole option terminate this Agreement without any notice to Contractor of such termination. Contractor binds itself, its successors, assigns, and legal representatives of such other party in respect to all covenants, agreements and obligations contained herein.

## **ARTICLE XII - SEVERABILITY OF TERMS**

If any part or provision of this Agreement is held invalid the remainder of this Agreement shall not be affected thereby and shall continue in full and effect.

## **ARTICLE XIII – PRECEDENCE OF AGREEMENT**

In the event that any language in the Department of Community Development's Community Services Program RFP is in conflict with the language in this Agreement, this Agreement shall take precedence.

## **ARTICLE XIV - EQUAL EMPLOYMENT OPPORTUNITY**

In accordance with Fulton County Code Sections 102-391 (Equal Opportunity Clause) and 154-3 (Policy of Equal Opportunity): (a): During the performance of this Agreement, the Contractor agrees as follows:

(1) The Contractor shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, national origin, or disability. As used herein, the words "shall not discriminate" shall mean and include without limitations the following:

Recruited, whether by advertising or other means; compensated, whether in the form of rates of pay, or other forms of compensation; selected for training, including apprenticeship; promoted; upgraded; demoted, downgraded; transferred; laid off; and terminated.

The Contractor agrees to and shall post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.

(2) The Contractor shall in solicitation or advertisement for employees, placed by or on behalf of the Contractor; state that all qualified applicants will receive consideration for employment without regard to race, religion, color, sex, sexual orientation, national origin, or disability.

(3) The Contractor shall send to each labor union or representative of workers with which the Contractor has a collective bargaining agreement or other contract or understanding, a notice advising the labor union or workers' representative of the Contractor's commitments under the Equal Opportunity Program of Fulton County and under this Article, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

(4) The Contractor and its subcontractors, if any, shall file Compliance Reports at reasonable times

and intervals with Fulton County in the form and to the extent prescribed by the director. Compliance Reports filed at such times as directed shall contain information as to the employment practices, policies, programs and statistics of the Contractor and its subcontractors.

(5) The Contractor shall include the provisions of paragraphs (1) through of this equal employment opportunity clause and every subcontractor purchase order so that such provision shall be binding upon each subcontractor.

#### **ARTICLE XV - CAPTIONS**

The captions are inserted herein only as a matter of convenience and for reference and in no way define, limit, or describe the scope of this Agreement or the intent of the provisions thereof.

#### **ARTICLE XVI - GOVERNING LAW**

This Agreement shall be governed in all respects, as to validity, construction, capacity, and performance or otherwise, by the laws of the State of Georgia.

#### **ARTICLE XVII - JURISDICTION**

This Agreement will be executed and implemented in Fulton County. Further, this Agreement shall be administered and interpreted under the laws of the State of Georgia. Jurisdiction of litigation arising from this Agreement shall be in the Fulton County Superior Courts. If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void insofar as it is in conflict with said laws, but the remainder of this Agreement shall be in full force and effect.

Whenever reference is made in the Agreement to standards or codes in accordance with which work is to be performed, the edition or revision of the standards or codes current on the effective date of this Agreement shall apply, unless otherwise expressly stated.





### F. GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

<b>Contractor's Name:</b>	Odyssey Family Counseling Center
<b>Project No. and Project Title:</b>	

#### CONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned contractor verifies its compliance with O.C.G.A. § 13-10-91, stating affirmatively that the individual, entity or corporation which is engaged in the physical performance of services on behalf of Fulton County Government has registered with, is authorized to use and uses the federal work authorization program commonly known as E-Verify, or any subsequent replacement program, in accordance with the applicable provisions and deadlines established in O.C.G.A. § 13-10-91.

Furthermore, the undersigned contractor will continue to use the federal work authorization program throughout the contract period and the undersigned contractor will contract for the physical performance of services in satisfaction of such contract only with subcontractors who present an affidavit to the contractor with the information required by O.C.G.A. § 13-10-91(b). Contractor hereby attests that its federal work authorization user identification number and date of authorization are as follows:

99126  
Federal Work Authorization User Identification  
Number (EEV/E-Verify Company Identification  
Number)

2/24/2025  
Date of Authorization

Charles Relaford  
Authorized Officer or Agent  
(Name of Contractor)

**I hereby declare under penalty of  
perjury that the foregoing is true and  
correct**

Charles Relaford  
Printed Name (of Authorized Officer or Agent of Contractor)

CEO  
Title (of Authorized Officer or Agent of Contractor)

Charles Relaford  
Signature (of Authorized Officer or Agent)

2/24/25  
Date Signed

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

24 DAY OF February, 2025

Uma Mani  
Notary Public

My Commission Expires: 06/23/2026



\* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).



# GEORGIA SECURITY AND IMMIGRATION COMPLIANCE ACT AFFIDAVIT

Contractor's Name:	Odyssey Family Counseling Center
Project No. and Project Title:	

## FORM G: SUBCONTRACTOR AFFIDAVIT

By executing this affidavit, the undersigned subcontractor verifies its compliance with O.C.G.A. 13-10-91, stating affirmatively that the individual, firm or corporation which is engaged in the physical performance of services under a contract with (name of contractor) on behalf of (name of public employer) has registered with and is participating in a federal work authorization program\* [any of the electronic verification of work authorization programs operated by the United States Department of Homeland Security or any equivalent federal work authorization program operated by the United States Department of Homeland Security to verify information of newly hired employees, pursuant to the Immigration Reform and Control Act of 1986 (IRCA), P.L. 99-603], in accordance with the applicability provisions and deadlines established in O.C.G.A. 13-10-91.

99126  
Federal Work Authorization User Identification  
Number (EEV/E-Verify Company Identification  
Number)

2/24/2025  
Date of Authorization

Charles Releford  
Authorized Officer of Agent  
(Name of Subcontractor)

**I hereby declare under penalty of  
perjury that the foregoing is true and  
correct**

Charles Releford  
Printed Name (of Authorized Officer or Agent of Contractor)

CEO  
Title (of Authorized Officer or Agent of Contractor)

Charles Releford  
Signature (of Authorized Officer or Agent)

2/24/25  
Date Signed

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

24 DAY OF February, 2025

Hona Marie Dejeu  
Notary Public

My Commission Expires: 06/23/2026



\* As of the effective date of O.C.G.A. 13-10-91, the applicable federal work authorization program is the "EEV/Basic Pilot Program" operated by the U.S. Citizenship and Immigration Services Bureau of the U.S. Department of Homeland Security, in conjunction with the Social Security Administration (SSA).



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
6/26/2025

**THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.**

**IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).**

<b>PRODUCER</b> Oakbridge Insurance Agency LLC P.O. Box 1049 LaGrange GA 30241	<b>CONTACT NAME:</b> Carolyn Kearns <b>PHONE (A/C, No, Ext):</b> 678-583-0101 <b>FAX (A/C, No):</b> 706-883-8915 <b>E-MAIL ADDRESS:</b> ckearns@oakbridgeinsurance.com
<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURER A :</b> American Family Home Insurance Company	<b>NAIC #</b> 23450
<b>INSURER B :</b> American Southern Home Insurance Company	41998
<b>INSURER C :</b> Nationwide Mutual Insurance Company	23787
<b>INSURER D :</b>	
<b>INSURER E :</b>	
<b>INSURER F :</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** 1325356778      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y		G8A5CP000000500	6/25/2025	6/25/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 General Aggregate \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			B8A6CA000067200	6/25/2025	6/25/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> <b>UMBRELLA LIAB</b> <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED \$ RETENTION \$			G8A6FF000004000	6/25/2025	6/25/2026	EACH OCCURRENCE \$ 3,000,000 AGGREGATE \$ \$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	ACPWC012372984344	1/29/2025	1/29/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Sexual Abuse & Molestation Professional Liability			G8A5PL000000600 G8A5PL000000600	6/25/2025 6/25/2025	6/25/2026 6/25/2026	Each Occurrence \$1,000,000 Each Occurrence \$1,000,000 Aggregate \$3,000,000

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Fulton County Government is listed as Additional Insured.

## CERTIFICATE HOLDER

## CANCELLATION

Fulton County Government  
 141 Pryor St. SW  
 Atlanta, GA 30303-3408

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Carolyn Kearns*

© 1988-2015 ACORD CORPORATION. All rights reserved.

IN WITNESS THEREOF, the Parties hereto have caused this Contract to be executed by their duly authorized representatives as attested and witnessed and, as applicable, their corporate seals to be hereunto affixed as of the day and year date first above written.

OWNER:

CONTRACTOR:

FULTON COUNTY, GEORGIA

VENDOR NAME Odyssey Family Counseling Center

DocuSigned by:  
Robert L. Pitts  
BA715B1A26544E7  
Robert L. Pitts, Chairman  
Fulton County Board of Commissioners

DocuSigned byName of Signatory: Charles Releford  
Charles Releford  
65422B11400B4B2...  
CEO  
Authorized Signature

ATTEST:

ATTEST:

Signed by:  
Tonya R. Grier  
EEC476C4837648D...  
Tonya R. Grier  
Clerk to the Commission

DocuSigned byName of 2nd Signatory: Stephanie Shapiro  
Stephanie Shapiro  
82E64B98196041B...  
Director of Development  
Second Authorized Signature

(Affix County Seal)



(Affix Corporate Seal, if applicable)



APPROVED AS TO FORM:

Signed by:  
David Lowman  
0EC92EDADEFB4B8...  
Office of the County Attorney

APPROVED AS TO CONTENT:

DocuSigned by:  
Stanley Wilson  
5E4D76DFB4A0450...  
Stanley Wilson, Director  
Fulton County Department of  
Community Development

Please select RM or 2ND RM from the checkbox

RM

X 2ND RM

ITEM#: _____ RM: _____	ITEM#: 25-0398 2ND RM: 05/21/2025
REGULAR MEETING	SECOND REGULAR MEETING

## Certificate Of Completion

Envelope Id: 6367987D-F87E-4084-85D9-EF3FEE8533AA

Status: Completed

Subject: Please DocuSign: 2025 CSP Contract-Odyssey Family Counseling Center-BOC Agenda#25-0398

Parcel ID:

Employee Name:

Source Envelope:

Document Pages: 28

Certificate Pages: 7

AutoNav: Enabled

Envelopeld Stamping: Enabled

Time Zone: (UTC-05:00) Eastern Time (US & Canada)

Signatures: 6

Initials: 0

Stamps: 2

Envelope Originator:

Cherie Williams

141 Pryor Street

Purchasing & Contract Compliance, Suite 1168

Atlanta, GA 30303

Cherie.Williams@fultoncountyga.gov

IP Address: 166.137.19.25

## Record Tracking

Status: Original

6/30/2025 12:19:51 PM

Security Appliance Status: Connected

Storage Appliance Status: Connected

Holder: Cherie Williams

Cherie.Williams@fultoncountyga.gov

Pool: StateLocal

Pool: Fulton County Government

Location: DocuSign

Location: Docusign

## Signer Events

Charles Releford

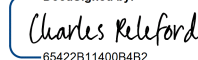
creleford@odysseycounseling.org

Executive Director

Security Level: Email, Account Authentication (None)

## Signature

DocuSigned by:

  
65422B11400B4B2...

Signature Adoption: Pre-selected Style

Using IP Address:

2607:fb90:3fdc:826c:f02d:2e92:b9af:8e31

Signed using mobile

## Timestamp

Sent: 6/30/2025 12:25:47 PM

Viewed: 6/30/2025 1:01:05 PM

Signed: 6/30/2025 1:02:41 PM

## Electronic Record and Signature Disclosure:

Accepted: 4/20/2021 4:55:46 PM

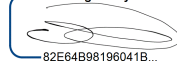
ID: 29d0e891-c519-4836-a6e5-ff81a5c350e7

Stephanie Shapiro

sshapiro@odysseycounseling.org

Security Level: Email, Account Authentication (None)

DocuSigned by:

  
82E64B98196041B...



Signature Adoption: Drawn on Device

Using IP Address: 104.1.144.140

Signed using mobile

Sent: 6/30/2025 1:02:43 PM

Viewed: 6/30/2025 1:05:27 PM

Signed: 6/30/2025 1:08:25 PM

## Electronic Record and Signature Disclosure:

Accepted: 6/30/2025 1:05:27 PM

ID: 9557edd9-1f5c-4f04-8953-83a0d9eed656

Mark Hawks2

mark.hawks@fultoncountyga.gov

Chief Assistant Purchasing Agent

Purchasing and Contract Compliance

Security Level: Email, Account Authentication (None)

## Completed

Using IP Address: 45.20.200.178

Sent: 6/30/2025 1:08:28 PM

Resent: 7/1/2025 12:12:52 PM

Resent: 7/3/2025 10:45:50 AM

Viewed: 7/3/2025 1:33:38 PM

Signed: 7/3/2025 1:33:56 PM

## Electronic Record and Signature Disclosure:

Not Offered via Docusign

Signer Events	Signature	Timestamp
Stanley Wilson Stanley.Wilson@fultoncountyga.gov Director Stanley Wilson Security Level: Email, Account Authentication (None)	DocuSigned by:  5E4D76DFB4A0450...  Signature Adoption: Pre-selected Style Using IP Address: 75.43.132.102	Sent: 7/3/2025 1:33:59 PM Viewed: 7/3/2025 1:49:36 PM Signed: 7/3/2025 1:49:48 PM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		
Lauren Hansford lauren.hansford@fultoncountyga.gov Security Level: Email, Account Authentication (None)	<b>Completed</b>  Using IP Address: 74.174.59.4	Sent: 7/3/2025 1:49:51 PM Resent: 7/10/2025 10:19:22 AM Resent: 7/17/2025 9:22:19 AM Resent: 7/21/2025 3:48:20 PM Viewed: 7/21/2025 3:52:51 PM Signed: 7/21/2025 3:55:54 PM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 7/21/2025 3:52:51 PM ID: ec1dffbb-660e-48d5-a665-bbb788243588		
David Lowman David.Lowman@fultoncountyga.gov Security Level: Email, Account Authentication (None)	Signed by:  0EC92EDADEFB4B8...  Signature Adoption: Pre-selected Style Using IP Address: 74.174.59.4	Sent: 7/21/2025 3:55:57 PM Viewed: 7/21/2025 3:57:29 PM Signed: 7/21/2025 3:58:25 PM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 7/21/2025 3:57:29 PM ID: c9cbd44a-f58c-4557-bed7-895821f6e198		
Nikki Peterson nikki.peterson@fultoncountyga.gov Chief Deputy Clerk to the Board of Commissioners Fulton County Government Security Level: Email, Account Authentication (None)	<b>Completed</b>  Using IP Address: 2600:1000:b07f:169f:743e:2cdc:28a1:b51c Signed using mobile	Sent: 7/21/2025 3:58:28 PM Viewed: 7/29/2025 10:40:13 AM Signed: 7/29/2025 10:40:47 AM
<b>Electronic Record and Signature Disclosure:</b> Accepted: 11/27/2017 1:39:37 PM ID: b7ce88ee-0c66-4f3a-bfee-705e0af602d8		
Robert L. Pitts michael.oconnor@fultoncountyga.gov Fulton County Security Level: Email, Account Authentication (None)	DocuSigned by:  BA715B1A26544E7...  Signature Adoption: Pre-selected Style Using IP Address: 68.208.197.4	Sent: 7/29/2025 10:40:50 AM Viewed: 7/29/2025 10:43:07 AM Signed: 7/29/2025 10:43:14 AM
<b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign		
Tonya Grier tonya.grier@fultoncountyga.gov Clerk to the Commission Fulton County Security Level: Email, Account Authentication (None)	Signed by:  EEC476C4837648D...    Signature Adoption: Uploaded Signature Image Using IP Address: 104.129.206.77	Sent: 7/29/2025 10:43:17 AM Viewed: 7/29/2025 11:06:06 AM Signed: 7/29/2025 11:06:35 AM



Signer Events	Signature	Timestamp
<b>Electronic Record and Signature Disclosure:</b> Accepted: 3/16/2018 10:54:59 AM ID: f3f241e8-3027-4447-9476-6cf20ae25dd4		
Mark Hawks3 mark.hawks@fultoncountyga.gov Chief Assistant Purchasing Agent Purchasing and Contract Compliance Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>Completed</b>  Using IP Address: 74.174.59.4	Sent: 7/29/2025 11:06:38 AM Viewed: 7/29/2025 4:07:32 PM Signed: 7/29/2025 4:07:39 PM
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Atif Henderson Atif.Henderson@fultoncountyga.gov Fulton County Government Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 6/30/2025 12:25:46 PM
Cherie Williams cherie.williams@fultoncountyga.gov Fulton County Government Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 6/30/2025 12:25:46 PM Resent: 7/29/2025 4:07:48 PM
Carlos Thomas carlos.thomas@fultoncountyga.gov Division Manager Fulton County Government Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 6/30/2025 12:25:46 PM
Dian DeVaughn dian.devaughn@fultoncountyga.gov Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 7/29/2025 4:07:43 PM Viewed: 7/29/2025 4:16:14 PM
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/30/2025 12:25:46 PM
Certified Delivered	Security Checked	7/29/2025 4:07:32 PM
Signing Complete	Security Checked	7/29/2025 4:07:39 PM
Completed	Security Checked	7/29/2025 4:07:43 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		



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PDF Reader:	Acrobat® or similar software may be required to view and print PDF files
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	Allow per session cookies

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