

**OFFICE OF THE GOVERNOR  
CRIMINAL JUSTICE COORDINATING COUNCIL**

**SUBGRANT AWARD****SUBGRANTEE:** Fulton County Board of Commissioners**IMPLEMENTING****AGENCY:** Fulton County BOC**FEDERAL FUNDS:** \$ 6,663**MATCHING FUNDS:** \$ 740**PROJECT NAME:** Mental Health Court IMPLEMENTATION **TOTAL FUNDS:** \$ 7,403**SUBGRANT NUMBER:** J22-8-130**GRANT PERIOD:** 07/01/21-06/30/22

This award is made under the Council of Accountability Courts Judges 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 June 30, 2021.

**AGENCY APPROVAL****SUBGRANTEE APPROVAL**

  
\_\_\_\_\_  
Jay Neal, Director  
Criminal Justice Coordinating Council

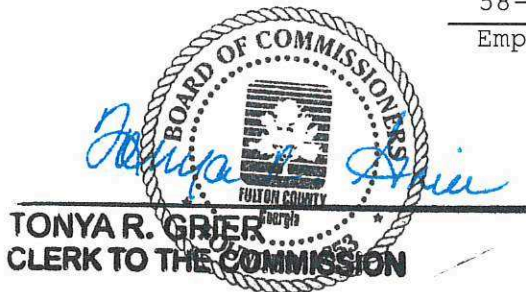
 6/29/2021  
\_\_\_\_\_  
Signature of Authorized Official Date

**ROBERT L. PITTS**  
**CHAIRMAN**

\_\_\_\_\_  
Typed Name & Title of Authorized Official

Date Executed: 07/01/21

58-6001729-001

\_\_\_\_\_  
Employer Tax Identification Number (EIN)

ITEM # 21-0430 RCS 6/16/21  
RECESS MEETING

\*\*\*\*\*  
INTERNAL USE ONLY


TRANS CD	REFERENCE	ORDER	EFF DATE	TYPE	PAY DATE	INVOICE	CONTRACT #
102	01	1	07/01/21	9		**	J22-8-130
OVERRIDE	ORGAN	CLASS	PROJECT			VENDOR CODE	
2	46	4	01				

ITEM CODE	DESCRIPTION 25 CHARACTERS	EXPENSE ACCT	AMOUNT
1	Mental Health Court	624.41	\$ 6,663

**CRIMINAL JUSTICE COORDINATING COUNCIL**  
**State of Georgia – Accountability Courts**

**SPECIAL CONDITIONS**


1. All project costs not exclusively related to activities of the funded accountability court 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 


2. 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 

3. 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 

4. The subgrantee agrees that no funds shall be expensed outside of the approved budget. In addition, any funds spent under this subgrant award must be expended by the grant end date and not encumbered.

Initials 

5. The subgrantee agrees that at least 25% of the awarded funds will be spent in the first quarter, 50% in the second quarter and 75% in the third quarter. If this condition is not met, any unused remaining funds from that quarter will be retained by the Council to be managed by the CACJ Funding Committee.

Initials 

6. Waivers for the above 25% expenditure requirement may be granted at the committee's discretion for the 1<sup>st</sup> and 2<sup>nd</sup> quarters only. If a waiver is granted, the funds held over to the next quarter must be spent in the next quarter.

Initials 

7. This is a reimbursement grant. Requests for reimbursement must be made on a quarterly basis. Subgrant Expenditure Reports are due 15 days after the end of the reporting period. SERs may be submitted monthly.

Initials 

8. The subgrantee certifies that state funds will not be used to supplant funds that would otherwise be made available for grant-funded initiatives. State 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 

9. Statistical and/or evaluation data describing project performance must be submitted to Council of Accountability Court Judges (CACJ) on a quarterly basis using the prescribed 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 

10. 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 

11. If your court uses a CSB/DBHDD enrolled provider for treatment and receives specific contracted funds for mental health and/or addictive disease treatment court services, these funds have been awarded provisionally. Prior to use, the court must meet with the CSB/DBHDD enrolled provider to determine what services are billable and are not being provided. These funds should only be applied to services that are not billable by the CSB/DBHDD enrolled provider. The court should work to enter into agreement with the CSB/DBHDD enrolled provider that outlines billable and non-billable services.

Initials 

12. All drug, veteran, mental health, family, and DUI courts must use a validated assessment tool approved by the Council of Accountability Court Judges. All courts are required to use evidence-based treatment modalities.

Initials 

13. Subgrantees must comply with the training requirements as determined by the Council of Accountability Court Judges. All evidence-based training attendees will be required to sign and submit the Evidence-Based Training MOU upon registering for CACJ supported training sessions. The court shall implement the evidence-based treatment within 60 days of the training attendee achieving certification.

Initials 

14. All evidence-based training attendees that achieve certification are subject to fidelity monitoring by the CACJ Treatment Support Fidelity Specialist and/or by comparable assigned staff. Subgrantees shall provide treatment scheduling documentation to CACJ to support the fidelity visit.

Initials 

15. Subgrantees in receipt of funds to support participant treatment are subject to fidelity monitoring by the CACJ Treatment Support Fidelity Specialist and/or by comparable assigned staff. Subgrantees shall provide treatment scheduling documentation to CACJ to support the fidelity visit.

Initials 

16. Subgrantees in receipt of funds to support internally provided, grant supported, evidence-based trainings must comply with the following: notify the CACJ of scheduled training sessions; enter into agreements with qualified

evidence-based facilitators; submit an evidence-based MOU for each attendee to the CACJ prior to the start of training session; and provide the CACJ with documentation of each attendee achieved certification.

Initials JR

17. 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 JR

18. Non-compliance with any of the special conditions contained within this document, by the authorized official, project officials and/or employees of this grant, will result in a recommendation to the CACJ Funding Committee that the award be rescinded.

Initials JR

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

Initials JR

20. 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 immediate rescission of a grant award. The CACJ is not required to follow the procedures outlined in Article 8 of the Rules (decertification procedures) when the subgrantee has failed to comply with these grant conditions.

Initials JR

21. Subgrantees must create and maintain a pandemic policy that outlines how the program will manage operations during a pandemic. This pandemic policy must include provisions for management of a second spike in disease prevalence, such as that anticipated by health experts later this year resulting from the spread of the novel coronavirus. Subgrantees must submit their pandemic policy to the CACJ no later than September 30, 2020. Instructions for submission will be circulated by the CACJ to subgrantees by August 1, 2020. The CACJ may distribute and/or publicly publish a program's pandemic policy as a sample policy to assist other programs across the state; however, the CACJ will contact the program for permission to publish before doing so.

Initials JR

**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.**

Robert L. Pitts

Authorized Official Signature

**ROBERT L. PITTS  
CHAIRMAN**

6/29/2021

Date

Print Authorized Official Name

Title

ITEM # 21-0430 RCS 6/16/21  
RECESS MEETING

CRIMINAL JUSTICE COORDINATING COUNCIL  
SUBGRANT ADJUSTMENT REQUEST  
FEDERAL GRANT #

PAGE 1 OF 2

ADJ REQUEST #: 1

REQUEST DATE: 06-30-2021

SUBGRANTEE: Fulton County Board of Commissioners

SUBGRANT #: J22-8-130

PROJECT NAME: Fulton County Misdemeanor Mental Health

NATURE OF ADJUSTMENT: \_\_\_\_\_ REVISED BUDGET . . . . . Go To . . . . . SECTION I  
Mark all that apply. \_\_\_\_\_ PROJECT PERIOD AND/OR EXTENSION. Go To . . . . . SECTION II  
\_\_\_\_\_ PROJECT OFFICIALS/ADDRESSES. . . Go To . . . . . SECTION III  
Adjustments of each type \_\_\_\_\_ PROJECT PERSONNEL. . . . . Go To . . . . . SECTION III  
shown should be entered \_\_\_\_\_ GOALS AND OBJECTIVES . . . . . Go To . . . . . SECTION III  
in the section indicated. \_\_\_\_\_ OTHER. . . . . Go To . . . . . SECTION III

MUST BE JUSTIFIED AND EXPLAINED THOROUGHLY IN SECTION IV.

SECTION I. REQUEST FOR BUDGET CHANGE - JUSTIFY IN SECTION IV.

	CURRENT APPROVED	REVISIONS +/-	REVISED BUDGET
PERSONNEL	\$ 7,403	(-7,403)	
EQUIPMENT	0		
SUPPLIES	0		1,672 (incl \$250 match)
TRAVEL	0		2,041 (incl \$300 match)
PRINTING	0		
OTHER(Public Transportation)	0		3,690 (incl \$190 match)
TOTAL	\$ 7,403		7,403
Federal	\$ 6,663		6,663
Match	\$ 740		740

SECTION II. REQUEST FOR CHANGE IN PROJECT PERIOD - JUSTIFY IN SECTION IV.

CURRENT GRANT PERIOD	REQUESTED GRANT PERIOD	FOR EXTENSION, # OF MONTHS:
Start Date: 07/01/21	Start Date: _____	_____
End Date: 06/30/22	End Date: _____	_____

NOTE: The maximum extension request cannot exceed 12 months.

SECTION III. REQUESTS FOR REVISIONS TO PROJECT OFFICIALS/ADDRESSES, PROJECT PERSONNEL, GOALS AND OBJECTIVES, AND/OR OTHER NON-BUDGET, NON-PERIOD CHANGES (JUSTIFY IN SECTION IV.)

CONTINUED ON NEXT PAGE

CRIMINAL JUSTICE COORDINATING COUNCIL  
SUBGRANT ADJUSTMENT REQUEST  
FEDERAL GRANT #

ADJ REQUEST #: 1

REQUEST DATE: 06-30-21

SUBGRANTEE: Fulton County Board of Commissioners

SUBGRANT #: J22-8-130

PROJECT NAME: Fulton County Misdemeanor Mental Health

---

**SECTION IV. JUSTIFICATION OF ALL REQUESTED ADJUSTMENTS, REVISIONS, AND/OR CHANGES**

All requested adjustments in Sections I, II & III (page 1) must be justified in detail in this Section. Include item costs, descriptions, equipment lists, detailed explanations, and any other information that would further clarify and support your request for adjustment. Attach additional pages as needed.

The requested Budget Revisions in Section I reflect the specifics of the FY'22 Operating Grant Award. Consistent with the Budget Detail provided by the CACJ Funding Committee, the revised budget line items include the CACJ designated spending allowances as well as the Fulton County Match.

---

SUBMITTED BY:



Signature of Financial Officer or Project Director

FINANCE DIRECTOR

Title

6/24/2021

Date

---

CJCC ROUTING AND APPROVALS:

Approval

Disapproval

Reviewer Signature

Reviewed By:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Authorized By:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

# DESIGNATION OF GRANT OFFICIALS

LEGAL NAME OF AGENCY: Fulton County Government

PROJECT TITLE: Fulton County Misdemeanor Mental Health Court

GRANT NUMBER: J22-8-130

☐ Mr.  
☒ Ms.

Georgee Corley

PROJECT DIRECTOR NAME (Type or Print)

Coordinator, Fulton Misdemeanor Mental Health Court-Fulton Magistrate Court

Title and Agency

185 Central Avenue, Suite T-1605 Atlanta 30303

Official Agency Mailing Address

City

Zip

404 - 613- 5418

Daytime Telephone Number

Fax Number

georgee.corley@fultoncountyga.gov

E-Mail Address

☒ Mr.  
☐ Ms.

Hakeem Oshikoya

FINANCIAL OFFICER (Type or Print)

Finance Director

Title and Agency

141 Pryor Street Atlanta 30303

Official Agency Mailing Address

City

Zip

404 - 612 - 7641

Daytime Telephone Number

Fax Number

Hakeem.Oshikoya@fultoncountyga.gov

E-Mail Address

☒ Mr.  
☐ Ms.

Robert L Pitts

AUTHORIZED OFFICIAL (Type or Print)

Chairman

Title and Agency

141 Pryor Street Atlanta 30303

Official Agency Mailing Address

City

Zip

404 -613-9810

Daytime Telephone Number

Fax Number

Robert.Pitts@Fultoncountyga.gov

E-Mail Address

# CRIMINAL JUSTICE COORDINATING COUNCIL REIMBURSEMENT SELECTION FORM

SUBGRANT NUMBER: J22 - 8 - 130

AGENCY NAME: Fulton County Board of Commissioners

1. SELECT A SCHEDULE FOR SUBMITTING REIMBURSEMENTS (CHECK ONE BOX)

- ☐ MONTHLY (Requests for reimbursement are due 15 days after the end of the month)
- ☒ QUARTERLY (Requests for reimbursement are due 30 days after the end of the quarter)

2. SELECT A PROCESS FOR RECEIVING REIMBURSEMENT PAYMENTS (CHECK ONE BOX)

- ☒ ELECTRONIC FUNDS TRANSFER (Reimbursements will be deposited into the bank account listed below.  
A voided check must be attached to ensure proper routing of funds.)

BANK NAME: Wells Fargo/Government & Institutional Banking

BANK ROUTING NUMBER: 121000248

BANK ACCOUNT NUMBER: 2000139633388

AGENCY CONTACT NAME: Stacy Jones

AGENCY CONTACT

TELEPHONE NUMBER: 404-612-7384

AGENCY AUTHORIZED

OFFICIAL NAME AND TITLE: Hakeem K. Oshikoya, Director of Finance

AGENCY AUTHORIZED

OFFICIAL SIGNATURE: Hakeem Oshikoya

- ☐ CHECK (Reimbursements will be mailed in the form of a check to the address listed below)

MAILING ADDRESS: \_\_\_\_\_

CITY, STATE & ZIP: \_\_\_\_\_

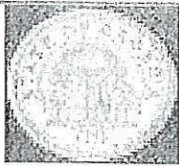
ATTENTION: \_\_\_\_\_

AGENCY AUTHORIZED

OFFICIAL SIGNATURE: \_\_\_\_\_

For CJCC Use ONLY

CJCC Auditor:	
Phone Number:	
Grant Award Number:	
GBI Entry Initial/Date:	



## SUPPLIER (VENDOR) MANAGEMENT FORM

Agency Vendor Liaisons MUST review this form to ensure the supplier has completed the appropriate highlighted sections 2-5.

Agency Vendor Liaisons MUST complete the "AGENCY LIAISON USE ONLY" section prior to submission to SAO.

### SECTION 1 - STATE OF GEORGIA-AGENCY LIAISON USE ONLY

CHECK ONE AND ENTER ID NUMBER												
<input type="checkbox"/>	Newly Assigned Supplier ID											
<input type="checkbox"/>	Existing TeamWorks Supplier ID											

### SPECIFY TYPE OF ACTION(S) REQUESTED BY SUPPLIER (VENDOR)

<input type="checkbox"/>	Change Bank Acct - Loc#	
<input type="checkbox"/>	Change Address - #	
<input type="checkbox"/>	Classification Change	
<input type="checkbox"/>	HCM Vendor	
<input type="checkbox"/>	Statewide Contract (DOAS Use Only)	
<input type="checkbox"/>	Other (Provide Details in Section 6 and Initial)	

By my signature, I certify that all reasonable effort has been made to submit information that is complete, accurate, true, and is associated with the supplier name and Tax ID listed above.

Liaison Name: \_\_\_\_\_ Agency BU#: \_\_\_\_\_  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Email: \_\_\_\_\_ Phone: \_\_\_\_\_

### SECTION 2 - SUPPLIER IDENTIFICATION (Complete all applicable fields) SUPPLIER USE ONLY

FEI/SSN/TIN NUMBER: 58-6001729

SUPPLIER NAME: Fulton County Board of Commissioners

PAYMENT ALT NAME: (IF PAYABLE TO DIFFERENT NAME) \_\_\_\_\_

ADDRESS: 141 Pryor Street SW, Suite 7001

CITY: Atlanta STATE: GA ZIP CODE: 30303

COUNTRY: \_\_\_\_\_ DRIVERS LICENSE #: \_\_\_\_\_ DL STATE: \_\_\_\_\_

PRIMARY#: 404-612-7384 EXT: \_\_\_\_\_ SECONDARY#: \_\_\_\_\_ EXT: \_\_\_\_\_

LANDLINE ☒ CELL ☐ (USED FOR IDENTITY VERIFICATION) LANDLINE ☐ CELL ☐ (USED FOR IDENTITY VERIFICATION)

CONTACT EMAIL: stacy.jones@fultoncountyga.gov

### SECTION 3 - BANK ACCOUNT INFORMATION (REQUIRED FOR ALL NEW SUPPLIERS OR BANKING CHANGES/ADDS FOR EXISTING SUPPLIERS) SUPPLIER USE ONLY

ROUTING # 1 2 1 0 0 0 2 4 8 ACCOUNT # 2 0 0 0 1 3 9 6 3 3 3 8 8

☒ Check here if General Bank Account can be used by ALL State of Georgia agencies making payments.

☐ Check here if this account can only be used for SPECIFIC purpose. \_\_\_\_\_

Describe specific purpose

### ACCOUNTS RECEIVABLE NOTIFICATION

PYMT REMIT EMAIL: \_\_\_\_\_

PYMT REMIT EMAIL: \_\_\_\_\_

I authorize the State of Georgia to deposit payment for goods and/or services received into the provided bank account by the Automated Clearing House (ACH). I further acknowledge that this agreement is to remain in full effect until such time as changes to the bank account information are submitted in writing by the vendor or individual named below. It is the sole responsibility of the vendor or individual to notify the State of Georgia of any changes to the bank account information. The State of Georgia independently authenticates bank account ownership.

HAKEEM DSHIKOYA  
Printed Name of Company Officer

Signature of Company Officer

6/24/2021  
Date

**SECTION 4 – SPECIFY TYPE OF ACTION(S). CHECK ALL THAT APPLY TO THIS REQUEST.**☐ Deactivate Supplier Profile (Enter justification in Section 6)☐ Reactivate Supplier Profile☐ Non- 1099 Applicable ☐☐ 1099 Applicable ☐☐ 1099-N ☐☐ 1099-M ☐☐ Enter Code ☐☐ Add New Bank Account (Must complete Section 3)☐ Change Existing Bank Account (Must complete Section 3)☐ FEI/TIN Change (Cannot be changed if 1099 applicable)☐ Supplier (Business) Name Change☐ Add Additional Business Address☐ Change Existing Business Address☐ Other (Provide Details in Section 6)**SECTION 5 – TYPE OF BUSINESS (Check All That Apply)****BUSINESS CERTIFICATIONS – CHECK ALL THAT APPLY**☐ \*Small Business☐ Women Owned☐ GA Resident Business☐ Minority Business Certified**MINORITY BUSINESS ENTERPRISE (51% Owned):**☐ Hispanic – Latino☐ African American☐ Native American☐ Asian American☐ Pacific Islander☐ Not Applicable

\*Based on Georgia law (OCGA 50-5-21) (3) "Small Business" means any business which is independently owned and operated. Additionally, such business must have either less than 300 employees OR less than \$30 million in gross receipts per year.

**SECTION 6 – ADDITIONAL SUPPLIER COMMENTS (Required if "Other" or "Deactivate" box checked in Section 4)**

BRIAN P. KEMP  
GOVERNOR



JAY NEAL  
DIRECTOR

## MEMORANDUM

**TO:** Accountability Court Grantees

**FROM:** The Council of Accountability Court Judges  
The Criminal Justice Coordinating Council

**DATE:** December 17, 2019

**RE:** 10% Penalty for Late SERs

---

As stated in the special conditions of your grant award,<sup>1</sup> the Subgrant Expenditure Report (SER) forms used to submit requests for reimbursements are due to your assigned Grants Specialist at the Criminal Justice Coordinating Council (CJCC) no later than 15 days after the end of each reporting period. Unfortunately, each quarter some SERs are received late with little or no explanation. Due to the continuous number of chronically late SER submissions, **all SERs received after the quarterly deadline will be subject to a 10% penalty.** The 10% penalty will be based on the initial grant award and a de-obligation notice will automatically be sent to the Commissioner, Judge, Coordinator and Finance Director after a 10-day grace period. Of course, extenuating circumstances (e.g., hurricane) will be taken under consideration where warranted and should be communicated to staff as soon as possible.

Please note that while this deadline is used for all CJCC grants, it is even more important for the State Accountability Court Grants Program. The state-funded appropriation expires at the end of each state fiscal year, at which time, unencumbered funds must be returned to the State Treasury. As such, the Council of Accountability Court Judges (CACJ) Funding Committee utilizes CJCC's consolidated expenditure reports to maximize the use of state funds prior to the end of the fiscal year. Specifically, CACJ uses the information to:

---

<sup>1</sup> The special condition specific to reimbursement requests states: *"This is a reimbursement grant. Requests for reimbursement must be made on a quarterly basis. Subgrant Expenditure Reports are due 15 days after the end of the quarter."*

This special condition became effective January 1, 2017.

1. Make projections (e.g., what is the funding excess/shortfall and should additional funding be requested for the upcoming state fiscal year);
2. Make funding decisions (e.g., should unallocated funds be used for ancillary services that will support the court (i.e., conferences, case management systems, training) or rolling applications; and
3. Conduct formalized or informal needs assessments (i.e., are there any unidentified gaps in services and are there sufficient resources to address those needs).

To ensure funds are used in a productive, fair and transparent fashion, CACJ must have the most accurate account of expenditures possible for each court at least quarterly, and sometimes, on an ad hoc basis. CJCC must, therefore, process and report all SER expenditures within 2 weeks of the imposed deadline. This allows just enough time to provide the CACJ with an accurate accounting of grant expenditures. Given the importance of adhering to this timeline, it is imperative that all subgrantees submit their quarterly subgrant expenditure reports no later than the 15<sup>th</sup> following each reporting period.

If you have any questions regarding this policy, please contact Laura Thompson, CJCC Program Director, at (404) 654-1794 or [laura.thompson@cjcc.ga.gov](mailto:laura.thompson@cjcc.ga.gov).

**BRIAN P. KEMP**  
GOVERNOR



**JAY NEAL**  
DIRECTOR

## MEMORANDUM

To: Accountability Court Grantees

From: The Council of Accountability Court Judges  
Criminal Justice Coordinating Council

Date: April 15, 2021

Re: New Rideshare/Public Transportation policy

---

The purpose of this policy is to be consistent in the guidance provided to courts regarding the procurement of public transportation and/or rideshare services and thus to manage costs and ensure compliance with state rules. Courts have a responsibility to use grant funds prudently in support of their services and furtherance to CACJ's mission. Due to the number of courts relying on Uber, Lyft other ridesharing services, as well as public transportation for participants and to establish uniformity related to reimbursement for these services, a new policy will become effective beginning July 1, 2021.

### **Rideshare Services**

To be reimbursed for ride share transportation courts should set-up business accounts to ensure that rides are being used specifically for participants transportation to/from court, to/from drug testing, to/from treatment, or any court mandated event. When seeking reimbursement, a report of all rides should be included.

### **Public Transportation**

To be reimbursed for public transportation courts should demonstrate that the number of tickets/passes bought in a quarter correlates to the number of active participants. Tickets/passes should be purchased on a quarterly basis and provided to participants during that period. Bulk tickets/passes should not be purchased far in advance and held for an upcoming period.

FY22 Operating Grant Award

FY'22 Budget Detail Worksheet

Court Name

Fulton County Misdemeanor Mental Health Court

obj Codes

Budget Worksheet Category	Line Item Approvals	Line Item Totals
Personnel	0.00	\$0
Contract Services	0.00	\$0
Drug Testing Supplies	Consumables 210.00 Confirmations 780.00 On Site Devices 432.00	\$1,422
Supplies /Other Costs		\$0
Equipment		\$0
In State Training and Travel	CACJ Annual Conference (3 in-person attendees) 1,741.00 Team Members Additional Training Travel 0.00	\$1,741
Transportation Funding	Public Transportation Private Transportation	\$3,500
<b>Total Budget Request:</b>		<b>\$6,663</b>

Match:

\$740

CACJ Funding Committee Notes:

FIRST AMENDMENT OF AGING SUBGRANT AGREEMENT

THIS AGREEMENT is entered into as of this 1st day of May 2021, by and between Fulton County Board of Commissioners, (hereinafter referred to as the "Subgrantee") and the Atlanta Regional Commission, (hereinafter referred to as "ARC").

WITNESSETH THAT

WHEREAS, the parties hereto did enter into an agreement dated July 1, 2020, in which the Subgrantee agreed to perform certain services for ARC and ARC agreed to compensate the Subgrantee for the performance of such services, all as more fully set forth in said contract; and

WHEREAS, the parties wish to amend said contract in certain respects as set forth herein below.

NOW, therefore and in consideration of the mutual benefits to the parties, the parties agree that said contract is hereby amended as follows:

1. Section 5, Compensation, is hereby amended to read, "The total cost of the work as defined in Attachment A is \$ 642,954.00. ARC shall reimburse an amount not to exceed \$ 321,477.00 for the performance of all things for or incidental to the performance of work."
2. Attachment B, Section I., Compensation, shall be amended to read:  
In no event will the total compensation and reimbursement, if any, to be paid to the Subgrantee under this contract exceed the sum of \$ 321,477.00 The Subgrantee expressly agrees that it shall do, perform and carry out in a satisfactory and proper manner, as determined by ARC, all of the work and services described in Attachment A.

The Subgrantee's invoices for payment will detail charges to be applied to each ARC Cost Center. In no event will charges applied to each Cost Center exceed the maximum amounts listed below:

ARC Cost Center	Category	Maximum Amount	Match Amount
ED3	Capital	\$0	\$0
ED4	Operations	\$321,477	\$321,477
	Totals	\$321,477	\$321,477

3. The budget page of the original agreement is hereby deleted in its entirety and replaced with the budget page, unlabeled, as attached.

ARC Contract  
Number AG2134.1

Except as specifically modified hereinabove, the remainder of said contract shall remain in full force and effect.

IN WITNESS WHEREOF, the Subgrantee and ARC have hereunto agreed effective as of the date first above written.

ATTEST:



FULTON COUNTY BOARD OF COMMISSIONERS

By: 

Title: \_\_\_\_\_

**ROBERT L. PITTS**  
**CHAIRMAN**

ATTEST:

\_\_\_\_\_

ATLANTA REGIONAL COMMISSION

By: \_\_\_\_\_

Executive Director

By: \_\_\_\_\_

Board Chair