# Lumpkin County, Georgia
## Finance Department

**Date:** October 27, 2014

**Agenda Item:** Grant Award
Criminal Justice Coordinating Council
Juvenile Accountability Block Grant
Enotah Family Therapy Program

**Item Description:** The Criminal Justice Coordinating Council (CJCC) has recently announced a grant award in the amount of $9,800.00 to the County on behalf of the Enotah Family Therapy Program.

**Facts & Historical Information:** Earlier this year, the County submitted a Juvenile Justice Incentive Grant Program application to CJCC on behalf of the Enotah Family Therapy Program. While the County's application was selected to receive funding, CJCC made the decision to utilize two funding sources in order to fully fund the County's request. The first of these two sources provided $90,200.00 of the requested $100,000.00 and was accepted by the County in July 2014. The second source will provide the remaining $9,800.00 in funding requested by the County.

**Potential Courses of Action:**

A. Accept the Juvenile Accountability Block Grant on behalf of the Enotah Family Therapy Program.
B. Take no action.

**Budget Impact:** There will be no impact to the County's budget as there is no matching requirement associated with the Juvenile Accountability Block Grant Award.

**Staff Recommendation:** Please see statement from Judge Bruce.

**99 Courthouse Hill – Suite D**
**Dahlonega, GA 30533**
**706-482-2552**
**www.lumpkincounty.gov**

REFERENCE NO.: 266000

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

**Juvenile Accountability Block Grant**

## SUBGRANT AWARD

**SUBGRANTEE:** Lumpkin County Commission

**IMPLEMENTING AGENCY:** Lumpkin County

**PROJECT NAME:** Accountability Programs

**SUBGRANT NUMBER:** N10-8-030

**FEDERAL FUNDS:** $ 9,800
**MATCHING FUNDS:** $ 0
**TOTAL FUNDS:** $ 9,800
**GRANT PERIOD:** 07/01/14-06/30/15

Award is hereby made in the amount and for the period shown above for a Subgrant under the Omnibus Crime Control and Safe Streets Act, Title I-Part R, Chapter 46-Subchapter XII-F: Juvenile Accountability Block Grants (JABG), as administered by the U.S. Department of Justice, Office of Juvenile Justice and Delinquency Prevention in order to promote greater accountability in the juvenile justice system.

This award is made in accordance with the plan set forth in the application of the Subgrantee and subject to any attached special conditions.

The Subgrantee has agreed through the executed copy of certified assurances to be subject to all applicable rules, regulations, and conditions of the Juvenile Accountability Block Grant program. This Subgrant shall become effective on the beginning date of the grant period, provided that within forty-five (45) days of the award execution date (below) the properly executed original of this "Subgrant Award" is returned to the Criminal Justice Coordinating Council.

**AGENCY APPROVAL**

Jacqueline Bunn, Director
Criminal Justice Coordinating Council

Date Executed: 07/01/14

**SUBGRANTEE APPROVAL**

Signature of Authorized Official Date

Typed Name & Title of Authorized Official

58-6000857-001
Employer Tax Identification Number (EIN)

**********

INTERNAL USE ONLY

| TRANS CD | REFERENCE | ORDER | EFF DATE | TYPE | PAY DATE | INVOICE | CONTRACT # |
|---|---|---|---|---|---|---|---|
| 102 | 266000 | 1 | 07/01/14 | 9 | | ** | N10-8-030 |
| OVERRIDE | ORGAN | CLASS | PROJECT | | | VENDOR CODE | |
| 2 | 46 | 4 | 266000 | | | | |

| ITEM CODE | DESCRIPTION 25 CHARACTERS | EXPENSE ACCT | AMOUNT |
|---|---|---|---|
| 1 | Accountability Programs | 624.41 | $ 9,800 |

**CRIMINAL JUSTICE COORDINATING COUNCIL**
**Juvenile Accountability Block Grant**

## SPECIAL CONDITIONS

**SUBGRANTEE:** Lumpkin County Commission

**PROJECT NAME:** Accountability Programs

**SUBGRANT NUMBER:** N10-8-030

**SUBGRANT AWARD:** $9,800

1. The subgrantee agrees to comply with the financial and administrative requirements set forth in the current edition of the Office of Justice Programs (OJP) Financial Guide.
   Initials _____

2. The subgrantee agrees to comply with the organizational audit requirements of OMB Circular A-133, Audits of States,Local Governments, and Non-Profit Organizations, and further understands and agrees that funds may be withheld, or other related requirements may be imposed, if outstanding audit issues (if any) from OMB Circular A-133 audits (and any other audits of OJP grant funds) are not satisfactorily and promptly addressed, as further described in the current edition of the OJP Financial Guide.
   Initials _____

3. The subgrantee understands and agrees that it cannot use any federal funds, either directly or indirectly, in support of the enactment, repeal, modification or adoption of any law, regulation or policy, at any level of government, without the express prior written approval of OJP.
   Initials _____

4. The subgrantee must promptly refer to the Department of Justice Office of the Inspector General (OIG) any credible evidence that a principal, employee, agent, contractor, subgrantee, subcontractor, or other person has either 1) submitted a false claim for grant funds under the False Claims Act; or 2) committed a criminal or civil violation of laws pertaining to fraud, conflict of interest, bribery, gratuity, or similar misconduct involving grant funds. Potential fraud, waste, abuse, or misconduct should be reported to the OIG by mail:
   Office of the Inspector General
   U.S. Department of Justice
   Investigations Division
   950 Pennsylvania Avenue, N.W.
   Room 4706
   Washington, DC 20530
   E-mail: oig.hotline@usdoj.gov
   Hotline: (contact information in English and Spanish): (800) 869-4499
   or hotline fax: (202) 616-9881
   Additional information is available from the DOJ OIG website at www.usdoj.gov/oig.

Initials _____

5. Pursuant to Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving," 74 Fed. Reg. 51225 (October 1, 2009), the subgrantees are encouraged to adopt and enforce policies banning employees from text messaging while driving any vehicle during the course of performing work funded by this grant, and to establish workplace safety policies and conduct education, awareness, and other outreach to decrease crashes caused by distracted drivers.
   Initials _____

6. The subgrantee agrees to comply with all applicable laws, regulations, policies, and guidance (including specific cost limits, prior approval and reporting requirements, where applicable) governing the use of federal funds for expenses related to conferences, meetings, trainings, and other events, including the provision of food and/or beverages at such events, and costs of attendance at such events. Information on pertinent laws, regulations, policies, and guidance is available at www.ojp.gov/funding/confcost.htm.
   Initials _____

7. The subgrantee understands and agrees that any training or training materials developed or delivered with funding provided under this award must adhere to the OJP Training Guiding Principles for Grantees and Subgrantees, available at http://www.ojp.usdoj.gov/funding/ojptrainingguidingprinciples.htm.
   Initials _____

8. The subgrantee understands and agrees that award funds may not be used to discriminate against or denigrate the religious or moral beliefs of students who participate in programs for which financial assistance is provided from those funds, or of the parents or legal guardians of such students.
   Initials _____

9. The subgrantee understands and agrees that - (a) No award funds may be used to maintain or establish a computer network unless such network blocks the viewing, downloading, and exchanging of pornography, and (b) Nothing in subsection (a) limits the use of funds necessary for any Federal, State, tribal, or local law enforcement agency or any other entity carrying out criminal investigations, prosecution, or adjudication activities.
   Initials _____

10. The subgrantee agrees to comply with all Juvenile Accountability Block Grants (JABG) program requirements as outlined in the JABG Program Guidance Manual, Version 3.0 (September 2000) or future JABG Program Guidance Manuals, and JABG program regulations (28 C.F.R. Part 31).
    Initials _____

11. The subgrantee acknowledges that the Office of Justice Programs (OJP) reserves a royalty-free, non-exclusive, and irrevocable license to reproduce, publish, or otherwise use, and authorize others to use (in whole or in part, including in connection with derivative works), for Federal purposes: (1) any work subject to copyright developed under an award or subaward; and (2) any rights of copyright to which a subgrantee or

sub-subgrantee purchases ownership with Federal support.
Initials _____

12. The subgrantee acknowledges that OJP has the right to (1) obtain, reproduce, publish, or otherwise use the data first produced under an award or subaward; and (2) authorize others to receive, reproduce, publish, or otherwise use such data for Federal purposes. "Data" includes data as defined in Federal Acquisition Regulation (FAR) provision 52.227-14 (Rights in Data - General).
Initials _____

13. Any website that is funded in whole or in part under this award must include the following statement on the home page, on all major entry pages (i.e., pages (exclusive of documents) whose primary purpose is to navigate the user to interior content), and on any pages from which a visitor may access or use a Web-based service, including any pages that provide results or outputs from the service:
"This Web site is funded through a subgrant from the Office of Juvenile Justice and Delinquency Prevention, U.S. Department of Justice. Neither the U.S. Department of Justice nor any of its components operate, control, are responsible for, or necessarily endorse, this Web site (including, without limitation, its content, technical infrastructure, and policies, and any services or tools provided)."
Initials _____

14. The full text of the foregoing statement must be clearly visible on the home page. On other pages, the statement may be included through a link, entitled "Notice of Federal Funding and Federal Disclaimer," to the full text of the statement.
Initials _____

15. The award subgrantee agrees, as a condition of award approval, to comply with the requirements of 28 CFR Part 46 and all other Department of Justice/Office of Justice Program's policies and procedures regarding the protection of human research subjects, including informed consent procedures and obtainment of Institutional Review Board (IRB) approval, if appropriate.
Initials _____

16. All project costs not exclusively related to activities of the funded Juvenile Justice Incentive Grant must be prorated, and only the costs of approved project-related activities will be reimbursable under the Subgrant Award.
Initials _____

17. The grantee must submit Subgrant Adjustment Request #1 with the completed award package. The adjustment request must be accompanied by a detailed project budget that itemizes all projected expenditures as approved by the Juvenile Justice Funding Committee. The project budget and the project summary will not be established, or officially approved, until the grantee 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 _____

18. The grantee 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 _____

19. The grantee 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 _____

20. The Funding Committee will conduct a financial and programmatic review of each grant at the end of the second quarter, and each quarter thereafter. The Funding Committee reserves the right to add any conditions to the award and/or retain any unused funds if deemed necessary.
Initials _____

21. This is a reimbursement grant. The grantee agrees to submit requests for reimbursement on either a monthly or quarterly basis, as selected by the grantee at the time of award. Subgrant Expenditure Reports are due 15 days after the end of the month (if reporting monthly) or 15 days after the end of the quarter (if reporting quarterly).
Initials _____

22. The grantee 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 grantee 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 _____

23. Statistical and/or evaluation data describing project performance must be submitted to the Criminal Justice Coordinating Council on a quarterly basis using the prescribed format provided to the Subgrantee. Failure to submit this 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 _____

24. Statistical and/or evaluation data describing project performance must be submitted to The Carl Vinson Institute of Government and the Department of Juvenile Justice through monthly surveys and quarterly reports using the prescribed format provided to the grantee. Failure to submit this data on a timely basis will result in the withholding of grant funds on this grant and/or any other grant administered by CJCC until compliance is achieved. If reports are not received, funds for subsequent quarters may be rescinded.

Initials _____

25. The grantee certifies that 1) title to all equipment and/or supplies purchased with funds under this grant 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 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 _____

26. All courts must use the Department of Juvenile Justice (DJJ) Predisposition Risk Assessment Instrument and Structured Decision Making Matrix to ensure that the appropriate youth are being recommended to receive grant-funded services. In order for a youth to be eligible for diversion into a grant funded evidenced-based program, they must score at a medium or high risk level on the PDRA. If a juvenile falls within one of the following classifications: Class A Designated Felony (low, medium, and high risk), Class B Designated Felony (medium and high risk), or Other Felony (medium and high risk) they are eligible for diversion into the funded evidence-based program.
Initials _____

27. The grantee agrees to comply with the guidance contained in the 2014 Juvenile Justice Incentive Grant Program Request for Proposals.
Initials _____

28. The grantee must comply with the training and evaluation requirements as mandated by the Juvenile Justice Funding Committee.
Initials _____

29. At minimum, 70% of awarded funds must be used for Evidence-Based Program costs associated with contract and direct services. No more than 30% of awarded grant funds can be used for administrative costs. Any requests to have funds allocated in a manner that does not comply with the 70/30 rule must be justified in a written statement and submitted to the Criminal Justice Coordinating Council with an adjustment request. The adjustment request and justification will be forwarded to the Juvenile Justice Funding Committee for consideration on a case-by-case basis.
Initials_____

30. 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 Juvenile Justice Funding Committee that the award be rescinded.
Initials _____

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.

Typed name of
Authorized Official: _____ Title : _____

Signature : _____ Date : _____

10/06/14
DOC3H

SUBGRANT #: N10-8-030

# CRIMINAL JUSTICE COORDINATING COUNCIL
## SUBGRANT EXPENDITURE REPORT/REQUEST FOR FUNDS # 1
FEDERAL GRANT #

EXPENDITURES FOR THE PERIOD OF _____ THRU _____ FINAL RPT? (Y/N) _____

SUBGRANTEE: Lumpkin County Commission
Lumpkin County District Attorney
325 Riley Road, Suite 236

PROJECT NAME: Lumpkin County JJIP

PROJECT PERIOD: 07/01/14 to 06/30/15

COMBINED FEDERAL & MATCH EXPENDITURES

| | APPROVED BUDGET | PREVIOUSLY APPROVED N/A THIS RPT | EXPENDITURES N/A THIS RPT | REMAINING BALANCE | EXPENDED THIS PERIOD |
|---|---|---|---|---|---|
| PERSONNEL | $ 0 | $ 0 | $ 0 | $ 0 | $ |
| EQUIPMENT | 0 | 0 | 0 | 0 | |
| SUPPLIES | 0 | 0 | 0 | 0 | |
| TRAVEL | 0 | 0 | 0 | 0 | |
| PRINTING | 0 | 0 | 0 | 0 | |
| OTHER | 9,800 | 0 | 0 | 9,800 | |
| **TOTAL** | $ 9,800 | $ 0 | $ 0 | $ 9,800 | $ |
| **FEDERAL** | 9,800 | 0 | 0 | 9,800 | |
| **MATCH** | 0 | 0 | 0 | 0 | |

EARNED PROJECT INCOME FOR THE PERIOD:
FORFEITED $_____ OTHER $_____

EARNED PROJECT STATUS INCOME FOR THE PERIOD:
EXPENDED $_____ UNEXPENDED $_____

**CERTIFICATION:** I certify that the above statements are accurate based on official records, that expenditures shown have been made for the purpose of, and in accordance with, applicable grant terms and conditions, and that appropriate supportive documentation relative to all expenditures is attached.

**SUBGRANTEE OFFICIAL APPROVAL:**

**PREPARED BY:** _____ **OFFICIAL'S SIGNATURE** _____ **DATE** _____

**PHONE NUMBER:** _____ **TYPED NAME & TITLE** _____

**FOR CRIMINAL JUSTICE COORDINATING COUNCIL USE ONLY**

SUBGRANT #: N10-8-030
SUBGRANT AWARD: $ 9,800
REQUESTED TO DATE: _____*
BALANCE: _____

AMOUNT REQUESTED THIS REPORT: _____
REVIEWED BY (INITIALS & DATE): _____
AUTHORIZED BY _____ DATE _____

* Substantiated _____ Advanced _____

**FOR ACCOUNTING USE ONLY**

Tif EI - Partial Order
Tif ED - Schedule Pay Date

| DISCOUNT | PO/AUTH | PAY DATE |
|---|---|---|
| | | |

| DEPARTMENT | FUND SOURCE | PROJECT | PROGRAM | CLASS | ACCOUNT | INVOICE | AMOUNT |
|---|---|---|---|---|---|---|---|
| 4710606000 | 266000 | 266000 | 0630104 | 315 | 707002 | N10-8-030E01 | |

# CRIMINAL JUSTICE COORDINATING COUNCIL
## SUBGRANT ADJUSTMENT REQUEST



FEDERAL GRANT #

ADJ REQUEST #: 1

REQUEST DATE: _____

SUBGRANTEE: Lumpkin County Commission

SUBGRANT #: N10-8-030

PROJECT NAME: Lumpkin County JJIP

**NATURE OF ADJUSTMENT:**

Mark all that apply.

Adjustments of each type shown should be entered in the section indicated.

| | | |
|---|---|---|
| ___ | REVISED BUDGET . . . . . | Go To . . . . SECTION I |
| ___ | PROJECT PERIOD AND/OR EXTENSION. | Go To . . . . SECTION II |
| ___ | PROJECT OFFICIALS/ADDRESSES. . . | Go To . . . . SECTION III |
| ___ | PROJECT PERSONNEL. . . . . | Go To . . . . SECTION III |
| ___ | GOALS AND OBJECTIVES . . . . . | Go To . . . . SECTION III |
| ___ | 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 | $ 0 | | |
| EQUIPMENT | 0 | | |
| SUPPLIES | 0 | | |
| TRAVEL | 0 | | |
| PRINTING | 0 | | |
| OTHER | 9,800 | | |
| TOTAL | $ 9,800 | | |
| Federal | $ 9,800 | | |
| Match | $ 0 | | |

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

CURRENT GRANT PERIOD
Start Date: 07/01/14
End Date: 06/30/15

REQUESTED GRANT PERIOD
Start Date: _____
End Date: _____

FOR EXTENSION,
# OF MONTHS: _____

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: _____

SUBGRANTEE: Lumpkin County Commission

SUBGRANT #: N10-8-030

PROJECT NAME: Lumpkin County JJIP

## 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.

SUBMITTED BY:

| Signature of Financial Officer or Project Director | Title | Date |
|---|---|---|
| | | |

CJCC ROUTING AND APPROVALS:

| | Approval | Disapproval | Reviewer Signature |
|---|---|---|---|
| Reviewed By: | | | |
| Authorized By: | | | |

**JUVENILE COURTS**
ENOTAH JUDICIAL CIRCUIT

GERALD W. BRUCE, Judge

325 RILEY ROAD, ROOM 223
DAHLONEGA, GA 30533

TELEPHONE: (706) 864-8770
FACSIMILE: (706) 867-7996

31 October 2014

To: Lumpkin County Board of Commissioners

Re: Enotah Family Therapy Program Grant

Dear Commissioners:

During the past year, your agreement to serve as fiscal agent for the Enotah Family Therapy Program grant has meant that $100,000.00 in costs otherwise chargeable to the counties of our Circuit for alternatives to detention in delinquency cases. We now have the opportunity to receive a supplemental grant to assist in further defraying costs and to allow the provision of more services to our juveniles and their families.

As you may recall, we are using these funds to address by family therapy the root problems that cause many of our youth to commit crimes which may require detention in a secure facility. Detention is useful for short term personal and property protection, and to secure the attendance of youth at hearings where they have a history of flight risk, but does not provide long-term success for youth. In fact, the more often a youth is detained, the more likely he is to continue delinquent and adult criminal behavior.

We hope that by addressing the underlying causes of delinquent behavior, we will be helping to build stable families for our Circuit and avoid costly delinquency and criminal interventions. I hope that you will give your approval to act as fiscal agent for our grants. If you have any questions on this or any subject dealing with juvenile court, you may reach me at any time by email at enotahjuvenilecourt@gmail.com or on my cell phone at 706-892-8865.

Sincerely,

Gerald Bruce