



LOWNDES COUNTY BOARD OF COMMISSIONERS
Proposed Agenda
Regular Session, Tuesday, May 12, 2020, 5:30 pm
327 N. Ashley Street - 2nd Floor

To comply with the guidelines of the Center for Disease Control (CDC) in regard to the Coronavirus (COVID19) pandemic and social distancing, face coverings (masks) are required for all meeting participants.

1. Call To Order

2. Invocation

3. Pledge Of Allegiance To The Flag

4. Minutes For Approval

- a. Regular Session - April 28, 2020
Recommended Action: Approve
Documents:

5. For Consideration

- a. FY 2021 Juvenile Justice Incentive Grant Application
Recommended Action: Approve
Documents:
- b. Georgia Department of Transportation - Transportation Investment Act of 2010 Project Agreement (TIA) for Old US 41 Widening
Recommended Action: Board's pleasure
Documents:
- c. Adopt Resolution accepting infrastructure for Two Oaks at Bemiss
Recommended Action: Adopt
Documents:

6. Bid

- a. Lowndes County Hazard Mitigation Request for Proposal
Recommended Action: Board's pleasure
Documents:

7. Reports - County Manager

8. Citizens Wishing To Be Heard - Please State Your Name and Address

9. Adjournment

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: FY 2021 Juvenile Justice Incentive Grant Application

Regular Session

DATE OF MEETING: May 12, 2020

BUDGET IMPACT: \$330,854 - CJCC Funding

FUNDING SOURCE:

- () Annual
- () Capital
- (X) CJCC Funding - \$330,854
- () SPLOST
- () TSPLOST

COUNTY ACTION REQUESTED ON: Request approval for the Chairman to sign all grant application documents and allow staff to submit the executed grant application to the CJCC for consideration.

HISTORY, FACTS AND ISSUES: In 2011, the Special Council on Criminal Justice Reform was formed to study Georgia's criminal justice system and was charged by Governor Nathan Deal with recommending policy changes. In keeping with Governor Deal's goal of increasing public safety through a more effective juvenile system, the Criminal Justice Coordinating Council (CJCC) and the Juvenile Justice Incentive Funding Committee has issued requests for proposals seeking local juvenile justice projects that aim to reduce the number of youth served out of home. This goal can be realized by using available grant funds to develop programs that address the needs of youth who are typically committed to the Department of Juvenile Justice.

Since July 2013, Lowndes County has been awarded funding to implement evidence based diversion programs through the Juvenile Court System which provide the Judge alternatives to confinement for offending youth which appear before the court. Since their implementation beginning in October 2013, the Juvenile Court has utilized these programs to refer hundreds of offending youth to either family therapy or group counseling programs as opposed to sending them off to a youth detention center. This has resulted in a costs savings to taxpayers but more importantly has hopefully been beneficial to the youths and their families by providing them with the guidance and direction they need to steer them back on a positive track and keep them from a lifetime in and out of the judicial system.

The CJCC has recently announced the availability of funding for the Fiscal Year 2021 Grant Cycle. The current funding opportunity allows applicants that were previously awarded funding to submit a proposal for continuation of their current programs. Based on projected numbers, derived by assessing data from previous years, Lowndes County is proposing to serve 64 youth through these grant funded programs during FY2021. Included as part of the application is an updated Memorandum of Understanding with Evidence Based Associates as the service provider for implementation of services and reporting requirements.

There will be no direct budget impact to Lowndes County as the grant covers 100% of the costs for program implementation up to the maximum grant award amount. However, the grant is a reimbursement grant which means that all costs associated with program implementation will be paid by Lowndes County and will be reimbursed upon the submission of appropriate documentation to the CJCC.

OPTIONS: 1. Authorize Chairman to sign application documents to be submitted by staff.
2. Board's Pleasure

RECOMMENDED ACTION: Approve

DEPARTMENT: Emergency Management

DEPARTMENT HEAD: Ashley Tye

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

Application

Use the table below to ensure that all requested information is included and your documents are appropriately named and saved as a word or excel document.

Required Application Document	Applicant Checklist (Y/N)
Proposal Narrative:	
A. Statement of Need/Summary	
B. Administration	
C. Target Population	
D. Methods and Procedures	
E. Goals, Objectives, and Evaluation	
F. Sustainability	
G. Previous Accomplishments	
Application Attachments: A-1 Application Face Sheet A-2 Program Timeline A-3 Grant Subagreements/Contracts A-4 Job Descriptions A-5 Forms, Assurances, and Certifications A-6 Budget Detail Worksheet A-7 Budget Narrative A-8 Enrichment Policy	

Juvenile Justice Incentive Grant Program 2021 Request for Proposals (RFP) - Lowndes County

Proposal Narrative

1. Statement of Need/Summary

a. Statement of the community problem.

Lowndes County is seeking funding to reduce the number of youth who are currently at risk of involvement in or who are already part of the juvenile justice system, including approximately:

- **At-risk population: 25,981**
- **New instances of secure detention (RYDC): 116**
- **Cases resulting in commitment to DJJ: 9**
- **New instances of confinement in secure juvenile correctional facilities (YDC): 54**
- **Adjudicated Offense: 199**
- **PDRA Scores: 172 (2 or higher)**
- **Gender: 34 Female, 138 Male**
- **Age: 12-18 yrs old**
- **Race/Ethnicity: 24 White, 148 Black**
- **Average days in service with PDRA score breakdown**
 - **Dismissal/Removal High: 26**
 - **Successful High: 99**
 - **Dismissal/Removal Medium: 98**
 - **Successful Medium: 109**
 - **Administrative High:14**
 - **Administrative Medium: 39**

b. A description of how the problem relates to the mission of the implementing agency

The Juvenile Court of Lowndes County aspires to achieve excellence by providing quality services for the positive development of children, the safety of the community, and the preservation of the family unit. Given clear research evidence that evidence-based practices reduce recidivism and improve positive youth and family outcomes, it is a clear extension of the Court's mission to implement these alternatives to the County's current detention and commitment practices.

c. Overview of the target population to be served

The target population as described above in part a includes an at risk population of 25,981 youth. Any youth that is at risk of out of home placement with a PDRA score of 2 or higher with preference given to those with higher PDRA scores. The proposed treatment model can serve youth 11-18 years old.

d. Name and description of the chosen evidence-based intervention(s) for proposal and reason for selection. Please include why this particular program was chosen and how it will benefit your community.

The Juvenile Court of Lowndes County will partner with Evidence Based Associates (EBA) to provide Functional Family Therapy to serve 64 youth and their families from Lowndes as a diversionary services for youth at-risk of commitment to DJJ custody with the goal of reducing felony, STP, and total commitments to DJJ as well as reducing new instances of secure detention admissions. FFT continues to be selected as it has delivered excellent results, does not exist in the county otherwise, matches to the families and the need to improving family functioning to reduce delinquency behavior.

e. Brief description of the activities requiring CJCC funds.

The Lowndes County Juvenile Court is requesting funds to serve 80 youth and families in the Functional Family Therapy (FFT) program. FFT helps troubled youth and their families to overcome delinquency, substance abuse and violence. It is a treatment strategy that is built on a foundation of respect of individuals, families and cultures that includes effective treatment strategies that pave the way for motivating individuals and families to become more adaptive and successful in their functioning.

2. Administration

a. Name and brief description of the implementing agency. Name the applicant and fiscal agents, if these agencies are different from the implementing agency. The fiscal agent must be a county commission/board of commissioners.

The implementing agency is the Lowndes County Juvenile Court. The Juvenile Court is responsible for hearing cases involving juvenile offenders. They focus on not only disciplinary actions but also on the rehabilitation of these youthful offenders. The applicant and fiscal agent is the Lowndes County Board of Commissioners.

b. List the agency's qualifications and experience with managing grants.

Lowndes County has been administering funding and programs provided through the Juvenile Justice Incentive Grant Programs each year since being first awarded funding in FY2014, as well as the FY 15 and FY16 Juvenile Justice Delinquency Prevention Grant Program. Prior to that the Juvenile Court also partnered with the local Department of Juvenile Justice office in managing a grant that made counseling and other diversionary programming options available to youth who lacked the resources to otherwise participate. This grant also provided a staff person to provide oversight within the program areas. Lowndes County, as the fiscal agent, has appointed a staff member who has extensive experience in managing numerous state and federal grant awards, to serve as the grant administrator.

c. List the community partners and their description and contribution, if any, to the proposed program.

The Lowndes County Juvenile Court currently partners with several community partners to provide programs that will serve to supplement the programs proposed in this application. Among the primary partners are the Department of Juvenile Justice, Legacy Behavioral Health Services, Peaceway Counseling Centers, Pathway to Hope, Southwest Keys Program, Lowndes Drug Action Council and Choices for Life.

d. After the initial allotment, this grant will transition to a reimbursement-only grant. Does the fiscal agent have the ability to maintain a positive cash-flow once reimbursements are provided on a quarterly or monthly basis?

Yes, the Lowndes County Juvenile Court and the Lowndes County Government will be able to maintain a positive cash flow once reimbursements are provided by CJCC on a quarterly basis.

3. Target Population

a. Target group/age range:

**Middle School, High School
11-18 year olds**

b. How and why target population was selected:

In accordance with the intent of the Juvenile Justice Incentive Grant Program, the Lowndes County Juvenile Court is choosing to prioritize the target population of youth who are committed to DJJ custody due to a felony commitment or STP admission, and secondarily, all new youth who receive secure confinement as well as youth placed in secure detention. The overwhelming majority of these youth are African-American and male. Reducing the reliance on residential placement for these priority populations is consistent with the Court's mission to safeguard both long-term public safety and youth development outcomes.

c. Number of projected youth to be served:

64

d. Gender:

Male and female

e. County or counties to be served (please only apply for counties you are able to serve):

Lowndes County

f. Other demographics, including at-risk population(s):

The demographics and referral behaviors of youth served in FFT are likely to reflect similar demographics as youth in confinement (as of available data from 2016):

- **86% Black, 14% White**
- **Majority 12-18 year olds**
- **Delinquency and related at-risk behaviors that may include substance abuse, truancy, negative peer groups, youth and family involvement in child welfare and mental health systems and lacking effective parental control.**

g. List assessment instruments to be used for selected target population and how they will be used to screen youth:

After determining the offending youth meets the criteria for referral to FFT and it is deemed appropriate by the judge, a standard written consent form will be presented to the parents whose agreement and must be secured for enrollment in FFT. Parent/guardian orientation addresses expectations, family and youth rights, and grievance procedures. Intake forms and needs assessments are both obtained in order for a youth to be fully enrolled in the program.

4. Methods and Procedures

a. Service Delivery

State the proposed primary curriculum or evidence-based interventions that will be employed during this grant period. Describe how this will be implemented.

Functional Family Therapy (FFT)

FFT focuses on treating youth aged 11-18 ranging from at-risk preadolescents to youth with very serious problems such as conduct disorder, violent acting-out, and substance abuse. Few youth are ineligible for FFT services other than primarily youth with severe mental or physical handicaps. The FFT clinical model identifies specific treatment phases that organize the intervention in a coherent manner so that clinicians maintain focus in the context of family and individual disruption.

FFT will be implemented in-person or virtually using telecommunication technologies.

State and describe any other developmental activities program participants will receive in addition to the curriculum or intervention listed above. Explain how each of these developmental activities will be implemented.

N/A

b. Describe the overall format and design of the program, addressing the following:

Program Type: Functional Family Therapy (FFT)

The Court will continue to partner with EBA and Community Solutions Inc. (CSI), to continue providing FFT for youth and families deemed to be at-risk of commitment to DJJ and or STP, or short term program admission.

FFT focuses on treating youth aged 11-18 with very serious problems such as conduct disorder, violent acting-out, and substance abuse. The FFT clinical model identifies specific treatment phases that organize the intervention in a coherent manner so that clinicians maintain focus in the context of family and individual disruption.

The FFT clinician serves between 8-12 youth and families at one time. Interventions range from 15-20 1-hour, intensive therapy sessions for mild cases to up to 30 sessions for more

difficult families. Treatment duration is approximately 1-3 sessions a week for 3-4 months; home-based and scheduled when convenient for families.

Number of Cohorts: A total of 64 youth and their families will be served in FFT during FY20/21.

c. Complete the Program Timeline (Attachment A-2).

See Attachment

d. List the specific site(s) where programming will occur (i.e., the site name and the street address including the zip code). Please describe how the proposed program site is a safe and conveniently accessible location for youth and parents to receive services.

FFT will be provided in the homes of each juvenile and family.

- Attach any Memorandum(s) of Understanding for sites not under the jurisdiction of the applying or implementing agency (Attachment A-3).

Not applicable

b. Please list any transportation services or assistance needed.

No, Lowndes does not request transportation assistance

e. Fully describe the intake and referral process. List the criteria to determine which individuals will be offered program services. Applicants must provide a detailed description of how the DJJ's DAI and PDRA will be utilized to ensure consistency and uniformity in decision-making. **Lowndes County DJJ will administer the Pre-disposition Assessment Instrument (PDRA) to all youth referred to the Court for consideration of appropriate disposition. Only youth scoring medium to high risk of this validated risk assessment instrument will be eligible for consideration for referral and enrollment in FFT. Intake Officers are required to complete the DJJ Detention Assessment Instrument in accordance with DJJ policy. Training on proper utilization of the assessment tool is provided along with written instructions. Based on the Assessment Score the recommendation is made to either detain the offender or release with conditions. PDRA is also conducted on each committed, probated, or superior court youth to support decision making and case planning within the Juvenile Court system. This tool is used to assess criminogenic risks factors which is useful in determining the appropriate course of action based on the identified needs.**

Once it is determined that the offending youth meets the criteria for FFT referral and it is deemed appropriate by the judge for their particular case, the Juvenile Probation Officer will complete referral form and send it to EBA.

f. Describe how parental consent is obtained for youth to participate in the program. Explain if additional information (e.g., intake form, participant application, and/or needs assessment) is obtained for a youth to be enrolled in the program.

After determining the offending youth meets the criteria for referral to FFT and it is deemed appropriate by the judge, the Court Intake Officer will complete a standardized written consent form that must be obtained from all caregivers before referral to FFT.

g. Describe the services and supports provided to all individuals in the target population using the CJCC grant funds and which entities (e.g., service providers, contractors) will provide these services.

While FFT are designed to address a wide range of youth and family referral behaviors, EBA will work with the Court, Community Solutions, Inc. EBA will collaborate with the Lowndes County Juvenile Court to identify existing local providers that already provide these services and have linkages to other providers in the community. EBA will additionally serve as a broker, serving as an information, engagement and policy coordinator with community programs and agencies in Lowndes County in collaboration with the Court, Community Solutions, Inc., Inc., and the FFT therapist serving the family.

h. Describe the CJCC grant-funded services provided to youth in the target group who may or may not be receiving intensive services, if applicable.

All youth in the target group to whom services are provided through this CJCC grant funded initiative and who are determined to be eligible will receive FFT and in adherence to all fidelity measures of the program model.

i. Describe the parent involvement and/or community awareness activities provided using the CJCC grant funds, if applicable.

EBA, along with the provider FFT provider Community Solutions, Inc. will facilitate training and enhanced awareness of evidence based programs, specifically the impact and outcomes associated with FFT. Upon request and with the authorization of the Court, information and training will be made available to community members and other juvenile court and government agency staff.

j. Describe policies that ensure appropriate relationships between youth and adults, including any mandated reporting requirements.

EBA's Maintaining Appropriate Professional Relationships Policy provides guidance and expectations to EBA employees and contracted service provider agency employees regarding appropriate and professional relationships between adults and clients. The primary responsibility of all persons involved with serving clients is to respect the dignity and promote the welfare of clients. See Attachment A-10 for the full Policy.

k. Staffing

- Describe the primary roles and responsibilities for each grant-funded position. Attach a job description for each position discussed (Attachment A-4).

Not Applicable - this is a contract

- Explain training history for staff associated with service delivery.

The funding for the initiative will support Community Solutions, Inc. therapists and supervisors along with a part-time EBA project manager who will serve as an extension of the court to ensure strict adherence to each of the selected program's established protocols.

All FFT therapists and supervisors will receive required ongoing training in FFT from FFT, LLC, the national FFT dissemination organization to ensure all components of FFT to Lowndes County youth and families is delivered in accordance with required fidelity measures. EBA will broker the training for Community Solutions, Inc. while engaging in additional provider readiness, technical assistance and support activities to ensure provider effectiveness.

All CSI Inc. FFT program therapists and supervisors will continue to receive all required initial training (for any new therapists/facilitators) and ongoing training (for incumbent therapists) from the national dissemination organization, FFT, LLC. to ensure model adherence. EBA will continue to broker this training and engage with Community Solutions, Inc., in providing readiness, addressing any concerns, providing technical assistance and on-going support services for effectiveness.

- Explain the plan for orientation and training of grant-funded staff.

Not Applicable - this is a contract

5. Goals, Objectives, and Evaluation

a. List the required program goals as outlined in the RFP. List any additional program goals in a clearly defined and measurable manner.

- 1. Reduce felony commitments to DJJ and STP admissions in Lowndes County.**
- 2. Increase the use of evidence-based practices in Georgia's juvenile justice system by initiating community-based juvenile justice programs.**
- 3. Reduce the recidivism rate of youth involved with Georgia's juvenile justice system.**
- 4. Reduce annual secure detention rate of Lowndes County.**
- 5. Reduce annual secure confinement rate of Lowndes County.**
- 6. Demonstrate a cost-savings to citizens of Georgia through provision of research-informed services to youth in juvenile justice system.**

b. List the required program objectives as outlined in the RFP. List any additional program objectives in a clearly defined and measurable manner.

- 1. The DAI and PDRA will be used on all youth considered for grant funding with all scores reported in JTS or the Juvenile Data Exchange (JDEX) when available.**
- 2. All project participants will score medium to high on the PDRA.**
- 3. At least 75% of project participants will complete program requirements.**
- 4. At least 55% of youth completing services will not re-offend.**
- 5. Cost-savings per youth by calculating average cost to provide targeted intervention subtracted from average cost to detain youth.**

c. Explain fully how all stated goals and objectives will be reached and evaluated.

Lowndes County Juvenile Court will continue to collaborate with Evidence Based Associates in ensuring the state goals and objectives of the Juvenile Justice Incentive Grant Program are met and exceeded. EBA will utilize two of its proprietary management systems: EBAnalytics™ and EBAccountability™. The EBAccountability™ system complements the analytics system by providing the Court with a structured, field proven project management system, including evaluation tools, template and procedures for actually using collected data to develop improvement plans to address poor performance and stakeholder concerns. EBA regularly provides information from this system to:

- Conduct a comprehensive evaluation of treatment and case outcomes on an agency, team and therapist level
- Develop written improvement plans for all agencies to address areas of concern

d. Explain how they currently collect data on youth served and how they plan to expand this collection to include source of referral information.

EBAnalytics™ is a system of web-based dashboards, data and information management systems and performance applications that support collection, analysis and sharing of case model adherence, clinical and public safety measures. By having this system in place, EBA, Community Solutions and the County Juvenile Court will be able to:

- Identify program strengths and weaknesses to make data-driven decisions on how to improve policies, practices and systems that promote improved treatment outcomes;
- Monitor referral, utilization, treatment time, model fidelity and case outcomes in real time and troubleshoot and remediate any identified weaknesses;
- Enables EBA to be held accountable to the County Juvenile Court for maintaining full transparency through regular sharing of data and outcomes with all key stakeholders.

6. Sustainability

a. Describe the specific activities that will take place during this upcoming grant period to ensure sustainability, including any barriers for the program and how the organization intends to address said issues:

Lowndes County and the Court will work to make sure that the programs implemented realize cost savings greater than the current detention rates making the program cost effective enough to allow the legislature to allocate funds for the continuation of the diversionary programs implemented. Based on current economic and budgetary constraints it is doubtful that these programs will continue without continuation funding.

b. List the current juvenile related funding sources (state, federal, and/or private) and amount of funding for your organization.

\$165,780 – Budget allocation from Lowndes County

c. Identify potential state, federal, and/or private funding streams for program support.

The Lowndes County Juvenile Court continues to research any and all funding opportunities. Support from the Criminal Justice Coordinating Council will be utilized if and when such funds

became available. Federal grant opportunities will be diligently monitored by the court direction. There are multiple other potential funding streams that will continue to be explored by Lowndes County staff. Notably, many of the youth and families to be served in this program are also likely to be 'cross-over youth', involved with other public systems such as child welfare (Department of Families and Children) as well as the Juvenile Court.

d. Identify any staff or volunteers that have assigned, dedicated efforts towards sustainability. **A court officer with the Lowndes County Juvenile Court will work with countywide community providers to ensure program sustainability. The Court has undertaken a vigorous community awareness effort engaging key stakeholders. As a result, there has been an enhanced understanding among local support systems of the value of evidence based programming for youth and families coming to the attention of the Lowndes County Juvenile Court and of the value of sustaining efforts that produce positive outcomes.**

e. Identify potential ways to increase current evidence-based service capacity for target population.

The county is also looking at options for developing a mentoring program to serve the at risk population. The goal is to have a program in place to not only help youth referred by the court but also to serve as a preventative program to hopefully reach youth at risk prior to them entering the court system.

f. Describe any local actions taken to specifically support evidence-based services.

Lowndes County had received funding to begin for an Evening Reporting Center. They have partnered with a local organization to provide cost effective options for reaching those at risk youths prior to them entering the Juvenile Justice system.

7. Previous Accomplishments

a. Provide a detailed description of any previously successful interventions or grant funding received for similar programs.

See chart provided in part c below. Note that recidivism and commitments remain low.

a. FY20 projected youth served compared final number/percent of youth served to-date.
Lowndes 42 served and prorated amount would be 59 71% of target

b. FY20 Adjudications completed compared to PDRAs completed.

FY20 adjudications: 199

PDRAs: 172 (2 or higher)

c. Supporting data to demonstrate whether or not the project objectives and goals were met.

See below Lowndes' Scorecard for a graphical representation of the outcomes attained during the 2019-2020 Juvenile Justice Incentive Grant program in the County.



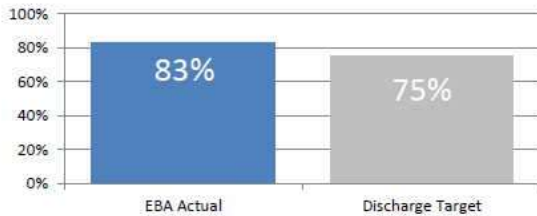
GEORGIA



LOWNDES CO. SCORECARD

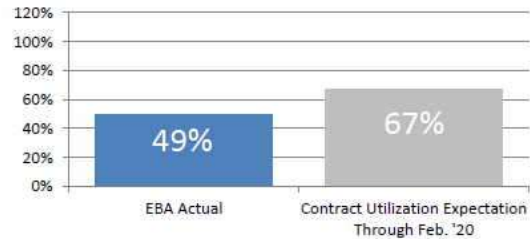
Georgia's Reform Efforts Lead to Improvements

Successful Discharge %



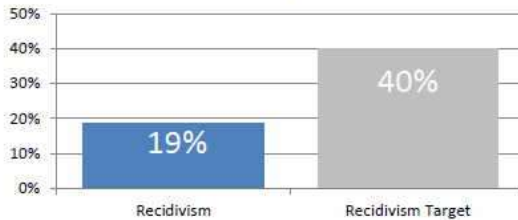
Actual Preferred to be HIGHER Than Target
FY '19/'20 Thru Feb '20

Utilization %



Actual Preferred to be EQUAL TO or ABOVE the Target
FY '19/'20 Thru Feb '20

Short-Term Recidivism %



Actual Preferred to be LOWER Than Target
FY '19/'20 Thru Dec 19

Commitments



Actual Preferred to be LOWER Than Target
FY '18/'19

b. If problems were encountered in previous grants or objectives were not fully achieved, please provide a full description detailing both the issues and corrective action(s) taken. This information is an essential component of all applications.

Barriers: Low utilization due to difficulty identifying cases that meet FFT Criteria.

Correction Plan: Determine if Utilizing real time JDEX data will allow for the identification of additional referrals. Also number of youth to be served has been lowered for this grant request from 80 youth to 64.

Attachment A-1

State of Georgia – Criminal Justice Coordinating Council Juvenile Justice Incentive Grant

Application Face Sheet

SECTION 1: APPLICANT AGENCY (for contracting purposes)

Applicant Agency (Legal Name): Lowndes County Board of Commissioners
Legal Mailing Address: PO Box 1349
City: Valdosta County: Lowndes State: GA Zip: 31603
Federal Employer I.D. #: 58-6000856 DUNS #: 030055552 Congressional District #: 8
Executive Officer Name: Bill Slaughter Title: Chairman
Street Address: 327 N Ashley St
City: Valdosta State: GA Zip: 31601
Telephone: (229) 671-2440 FAX: (229) 245-5259 Email: bslaughter@lowndescounty.com

SECTION 2: FISCAL AGENT

Applicant's Fiscal Agent (Legal Name): _____
Street Address: _____
City: _____ State: _____ Zip: _____

SECTION 3: FISCAL CONTACT

Fiscal Contact Name: Stephanie Black Title: Finance Director
Street Address: 327 N Ashley St
City: Valdosta State: GA Zip: 31601
Telephone: (229) 671-2525 FAX: (229) 671-2596 Email: sblack@lowndescounty.com

SECTION 4: PROGRAM CONTACT

Program Contact Name: Ashley Tye Title: Emergency Management Director
Street Address: 250 Douglas St
City: Valdosta State: GA Zip: 31601
Telephone: (229) 671-2790 FAX: (229) 245-5259 Email: atye@lowndescounty.com

SECTION 5: GRANT AMOUNT REQUESTED: \$ 330,854

SECTION 6: AUTHORIZING SIGNATURES

I, the undersigned, an authorized representative of the applicant, have read, understand, and agree to all relative conditions specified in the Criminal Justice Coordinating Councils Request for Proposal and having read all attachments thereto do submit this application on behalf of the applicant agency. If awarded a grant to implement the provision herein, I do certify that all applicable federal and state laws, rules, and regulations thereto will be followed.

APPLICANT AGENCY:

FISCAL AGENT (if not applicant agency)

Signature, Executive Officer Date

Chairman

Title

Signature, Executive Officer Date

Title

SECTION 7: APPLICANT AGENCY FISCAL INFORMATION

1. Month of Fiscal Year End: June
2. Attach to the application, the applicant agency’s financial statements as required by RFP Section 6, A-5.
3. Is applicant agency: Public Government Entity
4. Is applicant agency delinquent on any federal debt? NO YES If yes, attach a detailed explanation.
5. Did applicant agency receive 80 percent or more of its annual gross revenue in federal awards in its preceding fiscal year; and \$25,000,000 or more in annual gross revenue from federal awards and in so doing is required to comply with “Federal Funding Accountability and Transparency Act”? NO YES If yes, attach names and total compensation of the five most highly compensated officers of the grantee.

SECTION 8: TARGET POPULATION

Target group (check one): Middle School High School Middle and High School
 Gender served (check one): Male only Female only Male and Female
 Age range: Age 12 to age 16
 Number of youth to be served: 64

SECTION 9: SERVICE DELIVERY AREA

Primary county to be served: Lowndes
 List other counties to be served: N/A
 Congressional District(s) to be served: 8, 1

SECTION 10: PROGRAM ACTIVITIES

Justice:

- Community Service /Restitution
- Evening Report Center
- Juvenile Drug Court
- Diversion Services
- Tutoring
- Counseling Services
- Other Evidence-based curriculum/Intervention (List Primary Intervention and secondary):

A-2 Program Timeline:

Program Timeline

**State of Georgia – Criminal Justice Coordinating Council
Juvenile Justice Incentive Grant Program**

Program Timeline

Applicant Agency: Lowndes County Juvenile Court

Month	Grant Activities
Jul 2020	<ul style="list-style-type: none"> ● Implement evidence-based program plan for Lowndes County ● Identify any new key jurisdiction stakeholders and implement stakeholder education and training plan ● Renew contract with CSI as preferred qualified service provider to continue serving youth and families with FFT program ● Ensure referral eligibility criteria and process for new and on-going services are in place ● Support staff member to assist county personnel in administration of the Juvenile Justice Incentive Grant program
Aug 2020	<ul style="list-style-type: none"> ● Finalize service contract with CSI with outcome, service, organizational, and accountability provisions; review comprehensive readiness assessments; and implement EBAAssets™ solutions to help providers establish required policies, structures, and procedures needed to implement selected programs with fidelity; ● Coordinate with model dissemination organizations to arrange for licensure of provider, training for staff, supervisors, and ongoing consultation with provider to ensure fidelity to proven program models ● Provide ongoing training on selected evidence-based programs to probation and other case stakeholders, and develop joint case policies and collaboration structures ● Finalize EBA administrative structures, stakeholder data sharing agreements, and implement EBAanalytics™
Sep 2020	<ul style="list-style-type: none"> ● Continue established referral protocols ● Closely monitor initial cases to ensure appropriate and sufficient referrals; stakeholder buy-in; and model fidelity ● Produce and disseminate first quarter outcome report summarizing qualitative and quantitative progress towards expected outcomes

	<ul style="list-style-type: none"> ● Review the FFT TYPE report and plan for quality improvement ● Conduct recidivism analysis for completers through 8/2020
Oct 2020	<ul style="list-style-type: none"> ● Continuously monitor and support stakeholder engagement to ensure service utilization and satisfaction, and implement remediation strategies as needed ● Rigorously monitor and manage provider model fidelity, utilization, service, and public safety outcomes, and implement improvement plans, peer learning and mentoring, and accountability measures as part of the EBAccountability™ oversight package. ● Continuously monitor and adjust initiative policies and procedures, referral criteria, stakeholder engagement and system barrier remediation strategies, outcome targets, and service management as needed to produce expected outcomes
Nov 2020	<ul style="list-style-type: none"> ● Continue identified systems and service monitoring and quality assurance activities, and implement improvement strategies as needed ● Produce and disseminate second quarter report, conduct semi-annual process and outcome evaluation of progress to date; convene stakeholders; meet with FFT program provider to share findings and identify strengths and weaknesses; adjust service, referral, and systems strategies to stay on track to meet or exceed outcome target
Dec 2020	<ul style="list-style-type: none"> ● Continue identified systems and service monitoring and quality assurance activities, and implement improvement strategies as needed ● Develop funding sustainability and program expansion plan, and implement action steps
Jan 2021	<ul style="list-style-type: none"> ● Continue identified systems and service monitoring and quality assurance activities, and implement improvement strategies as needed ● Administer file review of open and closed files to ensure contract compliance as part of EBAccountability™ package. ● Conduct on-site supervisor observation and evaluation in support of FFT programs fidelity monitoring. ● Review the FFT TYPE report and plan for quality improvement ● Conduct recidivism analysis for completers through 12/2020
Feb 2021	<ul style="list-style-type: none"> ● Continue identified systems and service monitoring and quality assurance activities, and implement improvement strategies as needed

	<ul style="list-style-type: none"> ● Produce and disseminate third quarter outcome report summarizing qualitative and quantitative progress towards expected outcomes
March 2021	<ul style="list-style-type: none"> ● Continue identified systems and service monitoring and quality assurance activities, and implement improvement strategies as needed
April 2021	<ul style="list-style-type: none"> ● Continue identified systems and service monitoring and quality assurance activities, and implement improvement strategies as needed ●
May 2021	<ul style="list-style-type: none"> ● Continue identified systems and service monitoring and quality assurance activities, and implement improvement strategies as needed ● Review the FFT TYPE report and plan for quality improvement ● Conduct recidivism analysis for completers through 4/2021
June 2021	<ul style="list-style-type: none"> ● Conduct year-end process and outcome evaluation to determine progress towards meeting final target benchmarks including service, diversion, and cost savings; convene stakeholders as well as meet with provider directors to share findings; identify project successes, challenges, and lessons learned; and implement improvement plan for the next year assuming continued funding

Attachment A-3

State of Georgia – Criminal Justice Coordinating Council
Juvenile Justice Incentive Grant Program

Memorandum of Understanding

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is executed by and between Evidence Based Associates, LLC, a limited liability corporation, authorized to do business in Georgia, (hereinafter referred to as "EBA"), and the **Lowndes County** Board of Commissioners, a local governmental entity, (hereinafter referred to as "County").

EBA is an experienced and successful partner with many governmental entities across the United States. EBA serves as a managing entity on behalf of these governmental agencies to analyze the current investment in services for youth involved in or at risk of involvement in the juvenile justice system. EBA serves as the entity for delivery of therapeutic services to juveniles and their families with the result of significantly reducing recidivism while optimizing governmental resources.

To this end, EBA and **the County** have agreed to work together in assembling a proposal to obtain grants for the implementation of juvenile justice system reforms. EBA brings to this effort a vast delivery of services, web-based performance tracking tools, grant writing resources, an array of evidence-based service options, valuable performance metrics, and a validated risk assessment tool that will result in a well designed, and well-implemented program thereby significantly increasing **the County's** chances of the successful selection as a recipient of grant funds.

Based upon **the County's** ability and willingness to follow key EBA recommendations regarding program selection, service delivery procurement and contracting, and staffing, EBA will also collaborate closely with county juvenile court officials in meeting the goals of the Juvenile Justice Incentive Grant Program.

Upon receipt of grant funds, it is the intent of **the County** to move forward with EBA as a partner to implement evidence-based programs with EBA serving as the managing entity. EBA will assist with the selection and oversight of service providers, manage the training and quality assurance of the direct service providers, provide reports showing results of the programs and meet the goals established by the State and the County for performance and delivery of services to the families.

Upon selection of grant recipients, EBA and **the County** will execute a contract for Managing Entity Services and immediately commence management of the Grant to meet grant deadlines and provision of services.

Executed this 20 day of March 2020.



Evidence Based Associates, LLC
As its: Authorized Agent

Lowndes County Board of Commissioners
As its: Chairman

Attachment A-5

State of Georgia – Criminal Justice Coordinating Council Juvenile Justice Incentive Grant

Forms, Assurances, and Certifications

ACCOUNTING SYSTEM/INTERNAL CONTROL QUESTIONNAIRE Applies to All Applicants

SECTION A: ACCOUNTING SYSTEM

1. Which of the following best describes the accounting system? If the applicant is using a commercial accounting package, attach a copy of the cover page of the run manual.

Manual Automated Combination

2. Is there a chart of accounts? If yes, please attach a copy of the chart of accounts.

Yes No

3. Are the following books of accounts maintained? Please check "yes" or "no".

<i>Description</i>	<i>Yes</i>	<i>No</i>
General Ledger	Y	
Project Cost Ledger	Y	
Cash Receipts Journal	Y	
Payroll Journal	Y	
Accounts Receivable Ledger	Y	
Accounts Payable Ledger	Y	
Purchase Journal	Y	

4. Does the accounting system adequately identify receipts and expenditures for each grant or contract?

Yes No

5. Does the accounting system provide for recording of expenses for each program by budget cost category?

Yes No

6. Are time distribution records maintained for each employee to account for 100 percent of his/her hours?

Please attach a sample of a completed time sheet.

Yes No

7. Are recording keeping duties for the receipts and the payment of cash separated?

Yes No

8. Are all accounting entries supported by documentation that gave rise to the transaction?

Yes No

9. Are budgetary controls in effect to preclude incurring obligations in excess of total funds available for an award?

Yes No

10. Are budgetary controls in effect to precluding incurring obligations in excess of total funds available for a budget cost category?

Yes

No

SECTION B: FUND CONTROL

1. Is a separate bank account maintained for grant/contract funds?

Yes

No

2. If federal grant/contract funds are maintained in same bank account as fiscal agent funds, can the federal grant funds and related costs and expenses be readily identified?

Yes

No

SECTION C: COMMENTS/EXPLANATIONS

SECTION D: CERTIFICATION

I certify that the above information is complete and correct to the best of my knowledge.

Signature Date
SOC Applicant Agency, Executive Officer

Signature Date
SOC Fiscal Agent, Financial Officer
(If fiscal agent is not the applicant agency)

NON-SUPPLANTING CERTIFICATION
Applies to All Applicants

Regulations adopted by the Criminal Justice Coordinating Council (CJCC) require certification to the effect that grant funds will not be used to increase state or local funds that would, in the absence of such grant aid, be made available for the purpose of this grant program.

CERTIFICATION:

I certify that grant funds will not be used to supplant state or local funds that would otherwise be available for implementation of this grant program. I further certify that the program proposed in the grant application meets all the requirements of the applicable CJCC Request for Proposals; that all the information presented is correct; that there has been appropriate coordination with affected agencies; and that the applicant will comply with the provisions of the CJCC, all applicable federal and state laws, and the above-mentioned certification should a grant be awarded.

Authorizing Official:

Signature _____ Date _____
Applicant Agency Executive Officer

SERVICE DELIVERY STRATEGY ACT COMPLIANCE CERTIFICATION
Applies to Local Government Entities Only
www.dca.servicedelivery.org

CERTIFICATION:

I, Bill Slaughter, certify that Lowndes County is in compliance with the Service Delivery Strategy Act (House Bill 489). I also understand that if my county is not in compliance, the county and city governments contained herein are not eligible to receive state administered financial assistance, grants, loans, or permits.

Authorizing Official:

Signature _____ Date _____
County Commission Chairperson

OTHER CERTIFICATIONS
Applies to All Applicants

Regulations adopted by the Criminal Justice Coordinating Council (CJCC) require certification to the effect that grant funds will not be used to increase state or local funds that would, in the absence of such grant aid, be made available for the purpose of this grant program.

1. Any person associated with the program that has reasonable cause to believe that a child has been or is being abused, shall be required to report or cause report to be made with regard to the abuse as provided in O.C.G.A. 19-7-5.
2. Background investigations (Georgia Crime Information Center) are required on all persons with direct contact with children and youth. It is left to the discretion of the SOC governance partners to determine the methodology for completing these investigations.
3. Establish/enforce an Internet Security Policy when minor participants and/or staff have online access (supervised or unsupervised). This includes any technology provided by CJCC funding and technology used by participants during a CJCC-funded program.
4. The grantee agrees to comply with Public Law 103-227, also known as the Pro-Children Act of 1994, which requires that smoking not be permitted in any portion of any indoor facility owed or leased or contracted for by the grantee and used routinely or regularly for the provision of healthy care, day care, early childhood development services, education or library services to children under the age of 18. Failure to comply with the provisions of the law may result in the imposition of a civil monetary penalty up to \$1,000 for each violation and/or the imposition of an administrative compliance order on the grantee.

Authorizing Official:

Signature _____ Date _____
Applicant Agency Executive Officer

ASSURANCES (Applies to All Applicants)

The Applicant hereby assures and certifies compliance with all Federal statutes, regulations, policies, guidelines and requirements, including OMB Circulars No. A-21, A-87, A-110, A-122, A-133; E.O. 12372 and Uniform Administrative Requirements for Grants and Cooperative Agreements 28 CFR, Part 66, Common rule, that govern the application, acceptance and use of Federal funds for this federally-assisted project. Also the Applicant assures and certifies that:

1. It possesses legal authority to apply for the grant; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information may be
2. It will comply with requirements of the provisions of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and federally - assisted programs.
3. It will comply with provisions of Federal law which limit certain political activities of employees of a State or local unit of government whose principal employment is in connection with an activity financed in whole or in part by Federal grants. (5 USC 1501, et seq.)
4. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act if applicable.
5. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
6. It will give the sponsoring agency or the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
7. It will comply with all requirements imposed by the Federal sponsoring agency concerning special requirements of law, program requirements, and other administrative requirements.
8. It will insure that the facilities under its ownership, lease or supervision which shall be utilized in the accomplishment of the project are not listed on the Environmental Protection Agency's (EPA) list of Violating Facilities and that it will notify the Federal grantor agency of the receipt of any communication from the Director of the EPA Office of Federal Activities indicating that a facility to be used in the project is under consideration for listing by the EPA.
9. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, . approved December 31, 1976, Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Secretary of the Department of Housing and Urban Development as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
10. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966 as amended (16 USC 470), Executive Order 11593, and the Archeological and Historical Preservation Act of 1966 (16 USC 569 a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic Places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
11. It will comply, and assure the compliance of all its subgrantees and contractors, with the applicable provisions of Title I of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, the Juvenile Justice and Delinquency Prevention Act, or the Victims of Crime Act, as appropriate; the provisions of the current edition of the Office of Justice Programs Financial and Administrative Guide for Grants, M7100.1; and all other applicable Federal laws, orders, circulars, or regulations.
12. It will comply with the provisions of 28 CFR applicable to grants and cooperative agreements including Part 18, Administrative Review Procedure; Part 20, Criminal Justice Information Systems; Part 22, Confidentiality of Identifiable Research and Statistical Information; Part 23, Criminal Intelligence Systems Operating Policies; Part 30, Intergovernmental Review of Department of Justice Programs and Activities; Part 42, Nondiscrimination/Equal Employment Opportunity Policies and Procedures; Part 61, Procedures for Implementing the National Environmental Policy Act; Part 63, Floodplain Management and Wetland Protection Procedures; and Federal laws or regulations applicable to Federal Assistance Programs.
13. It will comply, and all its contractors will comply, with the nondiscrimination requirements of the Omnibus Crime Control and Safe Streets Act of 1968, as amended, 42 USC 3789(d), or Victims of Crime Act (as appropriate); Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; Subtitle A, Title II of the Americans with Disabilities Act (ADA) (1990); Title IX of the Education Amendments of 1972; the Age Discrimination Act of 1975; Department of Justice Non-Discrimination Regulations, 28 CFR Part 42, Subparts C, D, E, and G; and Department of Justice regulations on disability discrimination, 28 CFR Part 35 and Part 39.
14. In the event a Federal or State court or Federal or State administrative agency makes a finding of discrimination after a due process hearing on the grounds of race, color, religion, national origin, sex, or disability against a recipient of funds, the recipient will forward a copy of the finding to the Office for Civil Rights, Office of Justice Programs.
15. It will provide an Equal Employment Opportunity Program if required to maintain one, where the application is for \$500,000 or more.
16. It will comply with the provisions of the Coastal Barrier Resources Act (P.L. 97-348) dated October 19, 1982 (16 USC 3501 et seq.) which prohibits the expenditure of most new Federal funds within the units of the Coastal Barrier Resources System.

Authorizing Official:

 Signature Date
 Applicant Agency Executive Officer



**U.S. Department of Justice
Office of Justice Programs
Office of the Comptroller**

**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER
RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature of this form provides for compliance with certification requirements under 28 CFR Part 69, "New Restrictions on Lobbying" and 28 CFR Part 67, "Government-wide Debarment and Suspension (Nonprocurement) and Government-wide Requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Justice determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 28 CFR Part 69, for persons entering into a grant or cooperative agreement over \$100,000, as defined at 28 CFR Part 69, the applicant certifies that:

- (a) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any Federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal grant or cooperative agreement;
- (b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure of Lobbying Activities," in accordance with its instructions;
- (c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all sub-recipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS (DIRECT RECIPIENT)

As required by Executive Order 12549, Debarment and Suspension, and implemented at 28 CFR Part 67, for prospective participants in primary covered transactions, as defined at 28 CFR Part 67, Section 67.510-

A. The applicant certifies that it and its principals:

- (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, sentenced to a denial of Federal benefits by a State or Federal court, or voluntarily excluded from covered transactions by any Federal department or agency;
- (b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not within a three-year period preceding this application had one or more public transactions (Federal, State, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67 Sections 67.615 and 67.620-

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

- (a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- (b) Establishing an on-going drug-free awareness program to inform employees about--
 - (1) The dangers of drug abuse in the workplace;
 - (2) The grantee's policy of maintaining a drug-free workplace;
 - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (c) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (a);
- (d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant,

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d)(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Department of Justice, Office of Justice Programs, ATTN: Control Desk, 810 7th Street, N.W., Washington, D.C. 20531. Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d)(2), with respect to any employee who is so convicted--

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check if there are workplaces on file that are not identified here.

Section 67, 630 of the regulations provides that a grantee that is a State may elect to make one certification in each Federal fiscal year. A copy of which should be included with each application for Department of Justice funding. States and State agencies may elect to use OJP Form 4061/7.

Check if the State has elected to complete OJP Form 4061/7.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 28 CFR Part 67, Subpart F, for grantees, as defined at 28 CFR Part 67; Sections 67.615 and 67.620-

A. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant; and

B. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Department of Justice, Office of Justice

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

1. Grantee Name and Address:

Lowndes County Board of Commissioners 327 N Ashley St Valdosta, GA 31601

2. Application Number and/or Project Name

Juvenile Justice Incentive Grant

3. Grantee IRS/Vendor Number

58-6000856

4. Typed Name and Title of Authorized Representative

Bill Slaughter, Chairman

5. Signature 6. Date

Attachment A-6

State of Georgia – Criminal Justice Coordinating Council

Juvenile Justice Incentive Grant Program

Program Policy

F. (2) Consultant Fee: Enter the name, if known, and service to be provided. Show the budget calculation; for example, the hourly or daily rate (8 hours) multiplied by the estimated number of units (eg., 1 hour of therapy).

Name of Consultant	Service Provided	Cost per unit	Define Unit of Service	# Units	Cost
Evidence-Based Associates	FFT Implementation Support	\$5,169.60	Youth	64.00	\$330,854.40
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
F. (2) Subtotal					\$330,854.40

F. (3) Contracts: Provide a description of the product or service to be procured by contract and a cost estimate. Applicants are strongly encouraged to use a competitive procurement process in awarding contracts. A separate justification must be provided for sole source contracts in excess of \$100,000.

Name of Consultant	Service Provided	Cost per unit	Define Unit of Service	# Units	Cost
					\$0.00
					\$0.00
					\$0.00
					\$0.00
					\$0.00
F. (2) Subtotal					\$0.00

F. OTHER TOTAL \$330,854

Budget Summary--When you have completed this budget worksheet, the totals for each category will transfer to the spaces below. The total costs and total project costs will be computed via Excel formula. Indicate the amount of grant funds requested and the amount of non-grant funds that will support the project.

Budget Category	Amount
A. Personnel and Fringe	\$0
B. Travel	\$0
C. Equipment	\$0
D. Supplies	\$0
E. Printing	\$0
F. Other	\$330,854
TOTAL PROJECT COSTS	\$330,854

Attachment A-7

State of Georgia – Criminal Justice Coordinating Council Juvenile Justice Incentive Grant Program

BUDGET NARRATIVE

Please include the Budget Breakdown (Page 16 and 17 of the RFP).

Lowndes County will continue its contractual relationship with Evidence Based Associates to serve as managing entity for providing Functional Family Therapy to serve 64 youth and families at a case rate of \$5,169.60 youth and family for a total FFT request of \$330,854.40

70/30 Budget Breakdown

Below is the case rate breakdown:

EBA FFT Case Rate Breakdown		
	Case Rate	%
County	\$5,169.60	
Subcontracted Provider	<u>\$3,722.33</u>	72%
FFT Training	<u>\$258.48</u>	5%
FFT Quality Assurance	<u>\$258.48</u>	5%
Project Management	<u>\$413.57</u>	8%
Travel	<u>\$206.78</u>	4%
Project Admin	<u>\$309.96</u>	6%
Total	\$5,169.60	100%

Community Solutions Inc. FFT Case Rate Breakdown Lowndes County		
	Case Rate	%
Case Rate	\$3,722.33	
Direct Services	<u>\$3,350.09</u>	90%
Admin & Related Expenses	<u>\$260.56</u>	7%
Therapist Travel (Mileage Reimburse)	<u>\$111.68</u>	3%
Total	\$3,722.33	100%

A-10 Maintaining Appropriate Professional Relationships Policy



POLICY TITLE: Maintaining Appropriate Professional Relationships Policy	
Approved By: Nicole Janer, Sr. Director of Operations	Effective Date: January 1, 2020
Original Date: January 1, 2020	Revision Date: n/a

Purpose

The purpose of this policy is to provide guidance and expectations to EBA employees and contracted service provider agency employees regarding appropriate and professional relationships between adults and clients. The primary responsibility of all persons involved with serving clients is to respect the dignity and promote the welfare of clients.

Guidance and Expectations

- Employees must act to avoid harming their clients and to minimize or remedy unavoidable or unanticipated harm.
- Employees must be aware of -and avoid imposing- their own values, attitudes, beliefs, and behaviors.
- Employees are prohibited from having a romantic or sexual relationship with their clients.
- Employees are prohibited from engaging in counseling relationships with friends or family members with whom they have an inability to remain objective.
- Employees are prohibited from engaging in a virtual/social media relationship with individuals with whom they have a current counseling relationship. (i.e. Facebook, Instagram, etc.)
- Employees should, with their supervisor, consider the benefits and risks of accepting as clients those with whom they have had a previous relationship, even a casual or distant relationship, such as mutual membership or participation together in a professional

association, organization, or community. When employees accept these clients, they must take appropriate professional precautions such as informed consent, consultation, supervision, and documentation to ensure that judgment is not impaired.

- Employees must not extend counseling relationships beyond the conventional parameters without documenting the rationale for such extensions. Examples include purchasing a service or product provided by the client, attending a client's wedding, etc.

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Georgia Department of Transportation - Transportation
Investment Act of 2010 Project Agreement (TIA) for Old US 41 Widening

Regular Session

DATE OF MEETING: May 12, 2020

BUDGET IMPACT: 0

FUNDING SOURCE:

- Annual
- Capital
- N/A
- SPLOST
- TSPLOST

COUNTY ACTION REQUESTED ON: Georgia DOT Transportation Investment Act of 2010
Project Agreement (TIA) for Old US 41 Widening

HISTORY, FACTS AND ISSUES: The Georgia Department of Transportation has reviewed and approved the TIA Local Government Application for the Lowndes County Old US 41 Widening project. This agenda item is to authorize the Chairman through the resolution to execute the Local Agreement between the Georgia Department of Transportation and Lowndes County.

OPTIONS: 1. Authorize Chairman to sign the resolution
2. Board's Pleasure

RECOMMENDED ACTION: Board's pleasure

DEPARTMENT: Engineering

DEPARTMENT HEAD: Mike Fletcher

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

STATE OF GEORGIA

LOWNDES COUNTY

BE IT RESOLVED by the Commission Chairman and Board of Commissioners of Lowndes County, and it is hereby resolved, that the foregoing attached Agreement, relative to the aforementioned projects and that Bill Slaughter as Commission Chairman and Paige Dukes, as Clerk, be and they are, thereby authorized and directed to execute the same for and in behalf of said by the Commission Chairman and Board of Commissioners of Lowndes County.

Passed and adopted this the 12th day of May, 2020.

ATTEST:

COUNTY CLERK

BY: _____
CHAIRMAN

STATE OF GEORGIA,

LOWNDES COUNTY

I, Paige Dukes, as County Clerk, do hereby certify that I am custodian of the books and records of the same, and that the above and foregoing copy of the original is now on file in my office, and was passed by the Commission Chairman and Board of Commissioners of Lowndes County.

WITNESS my hand and official signature, this the 12th day of May, 2020.

BY: _____
COUNTY CLERK

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Adopt Resolution accepting infrastructure for Two Oaks at Bemiss

Regular Session

DATE OF MEETING: May 12, 2020

BUDGET IMPACT: 0

FUNDING SOURCE:

() Annual

() Capital

(X) N/A

() SPLOST

() TSPLOST

COUNTY ACTION REQUESTED ON: Adoption of Resolution accepting infrastructure for Two Oaks at Bemiss

HISTORY, FACTS AND ISSUES: Two Oaks at Bemiss is located on Case Point, off Old Pine Road. Engineering staff has made the final inspection of the project, and the work is substantially complete. A punch list of construction items to be addressed has been provided to the contractor, and the final paperwork is in process at the time of agenda submittal (punch list corrections, payment for street signs). The final plat will not be signed for recording until all paperwork is received. Attached is a letter requesting acceptance of infrastructure for this project.

OPTIONS: 1. Adopt the Resolution
2. Board's Pleasure

RECOMMENDED ACTION: Adopt

DEPARTMENT: Engineering

DEPARTMENT HEAD: Mike Fletcher

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

RESOLUTION

WHEREAS, the developer, Jerry Stoker, has completed improvements on Two Oaks at Bemiss; and

WHEREAS, Jerry Stoker, has provided the necessary maintenance bond and certification that the improvements were built according to plans and specifications;

WHEREAS, the engineering division has inspected the improvements;

WHEREAS, Jerry Stoker has provided a written request for Lowndes County to accept one residential street as County maintained streets;

NOW, THEREFORE BE IT RESOLVED, the Board of Commissioners of Lowndes County has agreed to accept this street as county maintained with a speed limit of 25 mph on this date as shown:

ATTEST: _____
County Clerk

DATE: _____

Copy: Rachel Strom, RDC
Geannie McMullen, Tax Assessor
Robin Cumbus, LCPW
Danny Weeks, E-911
Rick Mefford, Building Inspections
Trinni Amiot, Planning
Appropriate Post Office

March 26, 2020

Lowndes County Commissioners
P.O. Box 1349
Valdosta, GA 31603

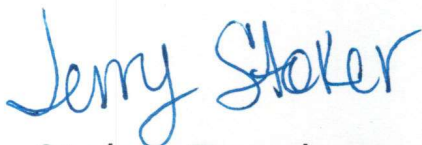
RE: Acceptance of Two Oaks at Bemiss

Dear Mike,

The purpose of this letter is for the Lowndes County Commissioners to vote and accept the infrastructure located at Two Oaks at Bemiss at the next County Commissioners meeting.

Thank you for your consideration and help in this project.

Jerry W Stoker



Stoker Development LLC
Manger

SITE INFORMATION

- PORTION OF TAYLORHEAD PARCEL GA
- LAND DISTRICT 11
- APPROXIMATE 1.28 ACRES
- SETBACKS AS SHOWN ON PLAN
- SETBACKS AS SHOWN ON PLAN AND SEWER
- JURISDICTIONAL WEICONS OWNER NON-CON
- ALLOWANCE NUMBER OF UNITS UPDATE
- APPROVED FOR COMBINED TOTAL OF 38 SINGLE FAMILY AND
- TWO-CAR GARAGES (TOTAL OF 76) EXISTING EXIST
- 4 PROPOSED DUPLEXES WOULD BRING THE TOTAL TO 37
- DWELLINGS.

OPEN SPACE

- PROVIDED FOR ACHIEVE 2% ACRES
- RECREATIONAL SPACE USES
- PONDIC TABLES
- COVERED DECKED
- AREA BETWEEN BLDG 1 AND 3
- RECREATIONAL SPACE IMPROVEMENTS AT 90% UNIT
- COVERED PATIO

BUFFER NOTES:

1. TEMPORARY BUFFER SHALL BE 60" TYPICAL PLYWOOD FENCE, MINIMUM 2 FEET TALL
2. BUFFER VEGETATION SHALL CONSIST OF 4 SHADE TREES AND 25 SHRUBS PER 100 LINEAL FEET.
3. SHRUBS SHALL BE AT LEAST 18 INCHES IN HEIGHT AT TIME OF INSTALLATION

GEORGIA, LOUNGS COUNTY
 UNITED LAND DEVELOPMENT CO, INC.
 700 KENNEDY BLVD, SUITE 100
 ATLANTA, GA 30338
 Chairman, National Access Commission

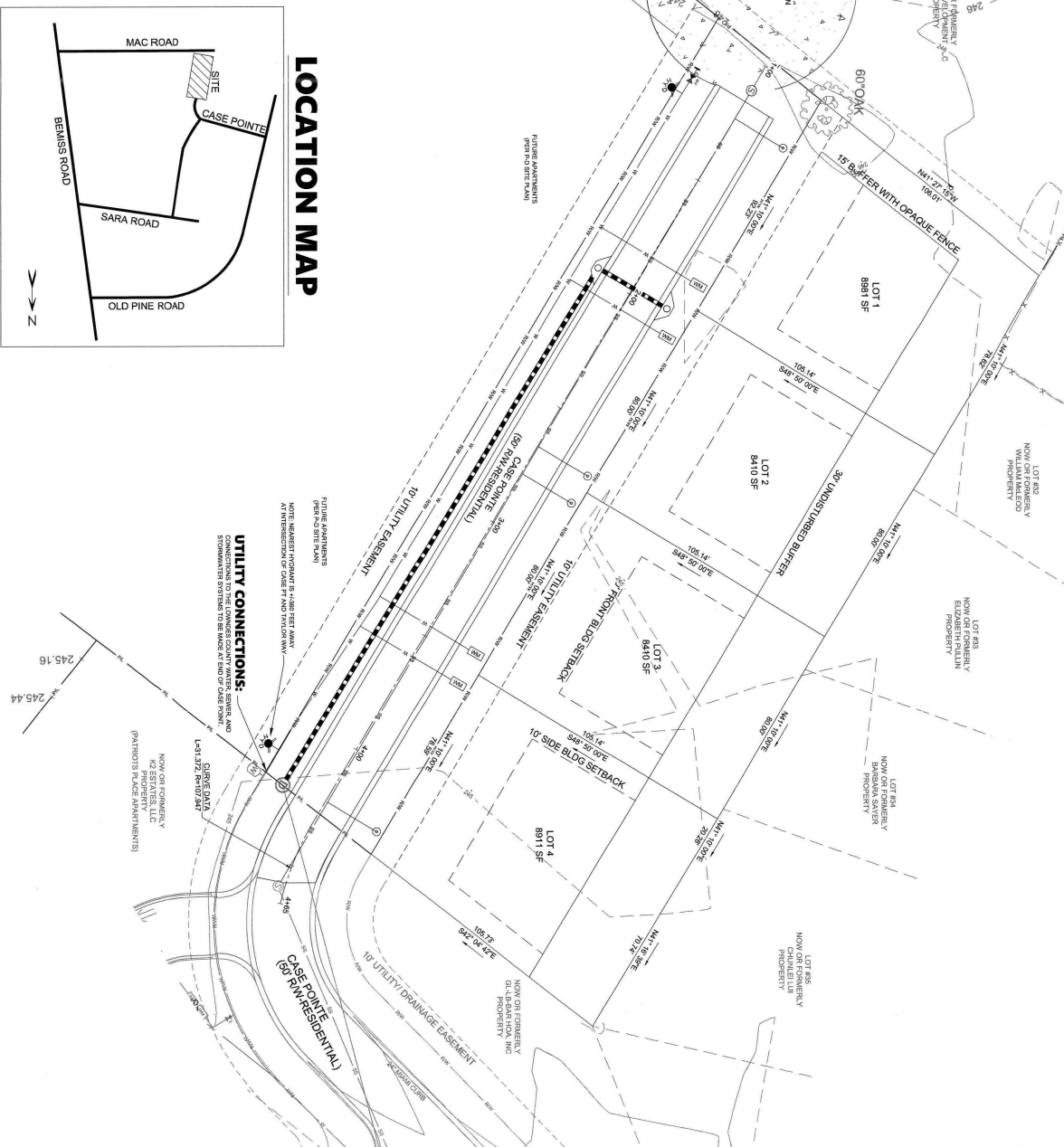
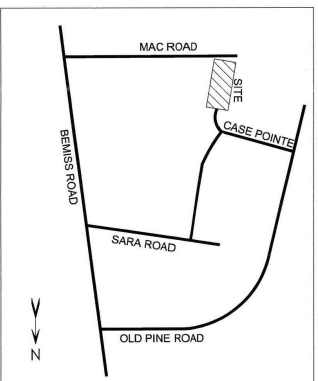
CERTIFICATION:

I CERTIFY TO THE DESIGN, ACCESSORY BUILDINGS, SETBACKS, BUFFER, AND OTHER REQUIREMENTS OF THE APPLICABLE ZONING ORDINANCE AND THE APPLICABLE ZONING MAP. THE INFORMATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

LEGEND

EXISTING	PROPOSED
CONTOUR	CONTOUR
EXISTING FENCE	PROPOSED FENCE
POWER LINE UNDERGROUND	PROPOSED POWER LINE UNDERGROUND
POWER LINE OVERHEAD	PROPOSED POWER LINE OVERHEAD
PROPERTY LINE	PROPOSED PROPERTY LINE
RIGHT-OF-WAY	PROPOSED RIGHT-OF-WAY
SEWER GRAVITY LINE	PROPOSED SEWER GRAVITY LINE
WATER LINE	PROPOSED WATER LINE
FIRE HYDRANT	PROPOSED FIRE HYDRANT
LIGHT POLE	PROPOSED LIGHT POLE
SEWER MANHOLE	PROPOSED SEWER MANHOLE
SEWER CLEANOUT	PROPOSED SEWER CLEANOUT
STORM-SEWER BASIN	PROPOSED STORM-SEWER BASIN
STORM-SEWER INLET	PROPOSED STORM-SEWER INLET
UTILITY POLE	PROPOSED UTILITY POLE
WATER-METER	PROPOSED WATER-METER
WATER-VALVE	PROPOSED WATER-VALVE

LOCATION MAP



UTILITY CONNECTIONS:

CONNECTIONS TO THE LOUNGS COUNTY WATER, SEWER, AND STORMWATER SYSTEMS TO BE MADE IN SID OF ROAD CURB AT INTERSECTION OF CASE PT RD AND MAINLINE W/W.

CONNECTIONS TO THE LOUNGS COUNTY WATER, SEWER, AND STORMWATER SYSTEMS TO BE MADE IN SID OF ROAD CURB AT INTERSECTION OF CASE PT RD AND MAINLINE W/W.

CONNECTIONS TO THE LOUNGS COUNTY WATER, SEWER, AND STORMWATER SYSTEMS TO BE MADE IN SID OF ROAD CURB AT INTERSECTION OF CASE PT RD AND MAINLINE W/W.



IF YOU DIG GEORGIA... CALL US FIRST!
 UTILITIES PROTECTION CENTER
IT'S THE LAW
 www.gauccp.com

TWO OAKS AT BEMISS
 FOR
STOKER DEVELOPMENT, LLC
 LOUNGS COUNTY, GA



4560-F Valthorh Drive
 Valdosta, GA 31602
 (229) 292-0700
 mpheps.pace@gmail.com
 www.pheps-companies.com

LOWNDES COUNTY BOARD OF COMMISSIONERS
COMMISSION AGENDA ITEM

SUBJECT: Lowndes County Hazard Mitigation Request for Proposal

Regular Session

DATE OF MEETING: May 12, 2020

BUDGET IMPACT: \$20,000.00 -FEMA

FUNDING SOURCE:

- () Annual
- () Capital
- (X) FEMA
- () SPLOST
- () TSPLOST

COUNTY ACTION REQUESTED ON: Approve The Lowndes County Hazard Mitigation Request for Proposal.

HISTORY, FACTS AND ISSUES: FEMA requires that each jurisdiction update their Hazard Mitigation Plan every 5 years. Our current plan was approved in September 2016. To assist with the update process they provide funding to assist with the cost of conducting the required update. The funding will allow Lowndes County to be reimbursed for the cost of hiring a planning consultant to assist with facilitating the update process and developing the plan. Lowndes County recently requested pricing proposals from qualified contractors to perform the required update. The consultant will be responsible for handling all meetings with local stakeholders necessary to gather information needed to update the plan, compile the information into a plan using the format and matrix provided by the FEMA, and assist Lowndes County EMA with obtaining the required approvals from GEMA, FEMA and each of the local Governments within Lowndes County. Lowndes County received bids from 3 qualified consultants. Each proposal was objectively evaluated based on its technical merit as well as pricing.

OPTIONS: 1. Board's Pleasure.

RECOMMENDED ACTION: Board's pleasure

DEPARTMENT: Finance

DEPARTMENT HEAD: Stephanie Black

ADMINISTRATIVE COMMENTS AND RECOMMENDATIONS:

Hazard Mitigation Plan Proposal Evaluation

Proposer's Name	Evaluator 1	Evalautor 2	Evaluator 3	Average Score
Southern GA Regional Commission	73.4	93	97.2	87.87
BOLD Planning	82.8	72.3	80	78.37
LUX Mitigation and Planning	82.9	82.9	75.9	80.57

Pricing

\$20,000.00

\$30,000.00

\$25,000.00

Proposer's Name	Project Understanding and Approach (Max 40 Points)	Background and Experience (Max 30 Points)
Southern GA Regional Commission	40	25
BOLD Planning	35	20
LUX Mitigation and Planning	40	25
Evaluation Completed By:	Brian Boutwell	

Hazard Mitigation Plan Proposal Evaluation

Project Team (15 Points)	(Max Proposed Schedule 15 Points)	(Max Points 100 Points)	Technical Merit Total (Max 90)	Technical Merit Score (70%)
	15	10	90	63
	10	10	75	52.5
	10	10	85	59.5

Pricing Points	Pricing Score (30%)	Total Score
100	30	93
66	19.8	72.3
78	23.4	82.9

Proposer's Name	Project Understanding and Approach (Max 40 Points)	Background and Experience (Max 30 Points)
Southern GA Regional Commission	40	28
BOLD Planning	30	26
LUX Mitigation and Planning	25	25

Evaluation Completed By: Tim Sirmans

Hazard Mitigation Plan Proposal Evaluation

Project Team 15 Points)	(Max Proposed Schedule 15 Points)	(Max 15 Points)	Technical Merit Total Points (Max 100 Points)	Technical Merit Score (70%)
	13	15	96	67.2
	15	15	86	60.2
	10	15	75	52.5

Pricing Points	Pricing Score (30%)	Total Score
100	30	97.2
66	19.8	80
78	23.4	75.9

Proposer's Name	Project Understanding and Approach (Max 40 Points)	Background and Experience (Max 30 Points)
Southern GA Regional Commission	20	20
BOLD Planning	40	25
LUX Mitigation and Planning	35	25

Evaluation Completed By: Ashley Tye

Hazard Mitigation Plan Proposal Evaluation

Project Team (15 Points)	(Max Proposed Schedule (Max 15 Points))	(Max 15 Points)	Technical Merit Total Points (Max 100 Points)	Technical Merit Score (70%)
	7	15	62	43.4
	10	15	90	63
	10	15	85	59.5

Pricing Points	Pricing Score (30%)	Total Score
100	30	73.4
66	19.8	82.8
78	23.4	82.9