

## JUDICIAL COUNCIL ARPA GRANT APPLICATION BASIC INSTRUCTIONS

Please read the **Overview and Instructions** posted under Quick Links at <https://jcaoc.georgiacourts.gov/arpa/> for full details beyond the Basic Instructions presented below.

### **(B) CASE BACKLOGS REQUIRED TO JUSTIFY ARPA FUNDS**

All applicants must objectively demonstrate that case backlogs exist to qualify for ARPA grant funds or continued funding. *All expenditures requested in this application must be “reasonably proportional” to the applicant’s objectively demonstrated need to address case backlogs, with priority given to serious violent felonies (as defined in OCGA § 17-10-6.1 (a)).* 87 Fed. Reg. 4,344; 4,388 (Jan. 27, 2022). When calculating the need for additional resources to respond to case backlogs, a court may provide statistics comparing its case volume from a “normal” pre-pandemic year (e.g., case volume in 2019) to its current case volume. Applicants should also identify what portion of case backlogs are serious violent felony cases, as defined in OCGA § 17-10-6.1 (a).

### **(D) ARPA GRANT FUNDS REQUESTED OR RECEIVED FROM OTHER SOURCES TO ADDRESS CASE BACKLOGS**

*Applicants (except appellate courts) must also request ARPA funds from their respective county governments.* For ARPA grant funds requested or received by any court or other entity included in this application from any other sources (including a county, municipality (to include a “nonentitlement unit of local government”), or an eligible non-profit entity), attach documentation explaining how requested, received, expended, or obligated funds have been or will be used, including whether such funds have been or will be used to address the backlog of serious violent felonies, as defined in OCGA § 17-10-6.1 (a). *Also attach any correspondence to and from each county from which ARPA funds were requested.*

### **(E) ARPA FUNDS BY EXPENDITURE CATEGORY (EC)**

#### **(E) (1) Payroll-Public Sector Staff Responding to Case Backlogs (EC 3.1)**

*More than 50 percent of total personnel costs awarded each calendar year under this EC must be dedicated to responding to serious violent felonies, as defined in OCGA § 17-10-6.1 (a).* As used in (E) (1) (c), “total personnel costs” means the subtotal of funds requested under section (E) (1) only, as stated in (E) (1) (a). To get the percentage used in (E) (1) (c), divide the amount provided under (E) (1) (b) by the amount provided in (E) (1) (a).

**New or existing** staff may be used to respond to case backlogs, with priority given to serious violent felony cases (as defined in OCGA § 17-10-6.1 (a)). *However, only payroll for time spent actually responding to case backlogs may be reimbursed with ARPA grant funds.* 87 Fed. Reg. 4,341; 4,388 (Jan. 27, 2022) (Eligible use must “respond to the identified negative economic impact” of the pandemic, “e.g., backlogs in court systems”). This includes payroll of new personnel hired to backfill existing personnel responding to case backlogs (prioritizing cases involving serious violent felonies). Therefore, time spent responding to case backlogs (or backfilling others so they can respond) must be tracked and documented for reimbursement and auditing purposes.

Per U.S. Treasury Compliance and Reporting Guidance, federal “EC 3.1” is reserved for “Public Sector Workforce” payroll and benefits, so (E) (1) must exclude contractors, which fall under federal administrative ECs “3.5” and “7.1.” 31 CFR § 35.6 (b) (3) (ii) (E) (1). To categorize contractors correctly under federal guidance, request contractors responding to case backlogs generally (i.e., not performing mental health, substance use, or eviction prevention diversion services) under (E) (6), which corresponds to federal administrative expenditure ECs “3.5” and “7.1.” 31 CFR § 35.6 (b) (3) (ii) (E) (3)-(4).

**(E) (2) Court-Based Mental Health Diversion (EC 1.12)**

Per Executive Branch limitations, ARPA funds for court-based mental health diversion services must: (a) respond to case backlogs; and (b) conserve staff time and resources to respond to case backlogs of serious violent felony cases, as defined in OCGA § 17-10-6.1 (a). Accordingly, for purposes of this expenditure category, grant applicants *must provide a numerical estimate* in the description regarding the staff hours and resources court-based mental health diversion services will conserve so staff may respond to serious violent felonies. As used in this section, “numerical” means containing one or more of the number symbols 0, 1, 2, 3, 4, 5, 6, 7, 8, or 9; e.g., 20 hours of staff time per week, 18 percent of a judge’s caseload, or some other numerical measurement. *Please also note that ARPA funds allocated to the Judicial Council may be used for court-based services only and not for out of court mental health treatment services.*

Contractors performing court-based mental health division services to respond to case backlogs must be requested under (E) (2) and not (E) (6) because federal “EC 1.12” applies to “Mental Health Services” generally. 31 CFR § 35.6 (b) (3) (i) (C).

**(E) (3) Court-Based Substance Use Diversion (EC 1.13)**

Per Executive Branch limitations, ARPA funds for court-based substance use diversion services must: (a) respond to case backlogs; and (b) conserve staff time and resources to respond to case backlogs of serious violent felony cases, as defined in OCGA § 17-10-6.1 (a). Accordingly, for purposes of this expenditure category, grant applicants *must provide a numerical estimate* in the description regarding the staff hours and resources court-based substance use diversion services will conserve so staff may respond to serious violent felonies. As used in this section, “numerical” means containing one or more of the number symbols 0, 1, 2, 3, 4, 5, 6, 7, 8, or 9; e.g., 20 hours of staff time per week, 18 percent of a judge’s caseload, or some other numerical measurement. *Please also note that ARPA funds allocated to the Judicial Council may be used for court-based services only and not for out of court substance use treatment services.*

Contractors performing court-based substance use diversion services to respond to case backlogs must be requested under (E) (3) and not (E) (6) because federal “EC 1.13” applies to “Substance Use Services” generally. 31 CFR § 35.6 (b) (3) (i) (C).

**(E) (4) Court-Based Eviction Prevention and Diversion (ECs 2.2, 2.18)**

Per Executive Branch limitations, ARPA funds for court-based eviction prevention and diversion services must: (a) respond to case backlogs; and (b) conserve staff time and resources to respond to case backlogs of serious violent felony cases, as defined in OCGA § 17-10-6.1 (a). Accordingly,

for purposes of this expenditure category, grant applicants *must provide a numerical estimate* in the description regarding the staff hours and resources court-based eviction prevention and diversion services will conserve so that staff may respond to serious violent felonies. As used in this section, “numerical” means containing one or more of the number symbols 0, 1, 2, 3, 4, 5, 6, 7, 8, or 9; e.g., 20 hours of staff time per week, 18 percent of a judge’s caseload, or some other numerical measurement. *Please also note that ARPA funds allocated to the Judicial Council may not be used for direct payments to landlords or tenants.*

Contractors performing court-based eviction prevention and diversion services to respond to case backlogs must be requested under (E) (4) and not (E) (6) because federal ECs “2.2” and “2.18” respectively apply to “Household Assistance: Rent, Mortgage, and Utility Aid” and “Housing Support: Other Housing Assistance” generally. 31 CFR § 35.6 (b) (3) (ii) (A) (1), (5).

### **(E) (6) ARPA-Eligible Administrative Expenses (ECs 3.5, 7.1)**

Describe proposed ARPA-eligible administrative expenses in the space provided. Contractors performing mental health, substance use, or eviction prevention diversion services must be requested under (E) (2), (3), or (4) respectively. All other contractors responding to case backlogs and contractors performing grant administration must be requested under (E) (6). 31 CFR § 35.6 (b) (3) (ii) (E) (1), (3)-(4).

#### *Grant Administration Payroll*

Please request all grant administration personnel, including staff and contractors, under (E) (6) ARPA-Eligible Administrative Expenses. Do not request grant administration personnel under (E) (1) Payroll-Public Sector Staff Responding to Case Backlogs.

#### *Supplies, Materials, and Equipment*

ARPA funds are authorized for supplies, furniture (valued at under \$5,000), and equipment (valued at under \$5,000; e.g., monitors, computers, *authorized* software licenses, phones, and printers) that are necessary for personnel to respond to case backlogs or perform ARPA grant administration. If valued at under \$5,000, such expenditures are generally classified as non-capital permitted expenditures and should be listed under (E) (6) and in the Administrative/Indirect Costs section of the **ARPA Budget Form** posted under Quick Links at <https://jcaoc.georgiacourts.gov/arpa/>. *Grant recipients should rent equipment (if possible, practical, and cost-effective) to avoid violating the prohibition on purchasing permanent infrastructure.* Special rules apply to software and audio-visual equipment, as explained below. See **FAQ 28.2** for procurement guidance.

#### *Software*

Effective July 26, 2023, the following are an ARPA-eligible expenditure: (1) legal research software for ARPA-funded staff attorneys and prosecutors; and (2) digital evidence management software. Per OPB requirements, however, the purchase of such software is subject to competitive procurement procedures regarding the purchase of equipment, supplies, services, or other items with public funds. *Basic computer operating and word processing software remains an ARPA-eligible expenditure. No other types of software are currently authorized.* See **FAQ 28.2** for procurement guidance.

### *Audio-Visual Equipment*

Effective December 8, 2022, audio-visual equipment modernization in *existing* permanent courtrooms is an ARPA-eligible expenditure and not subject to the OPB prohibition on capital expenditures mentioned above. *Movable or temporary* audio-visual equipment for temporary courtrooms must be requested under (E) (6), not (E) (7). The purchase and installation of permanent audio-visual equipment (i.e., fixtures) in *existing* permanent courtrooms must be requested under section (E) (7) and is subject to specific rules and procedures.

#### **(E) (7) Audio-Visual Equipment Modernization (ECs 3.5, 7.1)**

On December 8, 2022, the ARPA Committee approved audio-visual equipment modernization in *existing* permanent courtrooms as an eligible expenditure, subject to certain rules and procedures. See the **Audio-Visual Equipment Modernization Policy** and the **Overview and Instructions** posted under Quick Links at <https://jcaoc.georgiacourts.gov/arpa/> for details and restrictions. Use the AV Policy checklist provided in (E) (7) (c) to assist with compliance. See **FAQ 28.2** for procurement guidance.

Per federal regulations and OPB requirements, audio-visual modernization costs must be *necessary, reasonable, and proportional* to the objectively demonstrated need to respond to case backlogs caused by the pandemic, with a primary focus on cases involving serious violent felonies. No staff or contractor positions should be requested under this EC, which is reserved for “audio-visual equipment modernization” expenditures only, as defined in the AV Policy. All personnel should be requested under sections (E) (1)-(4), (6) of this application. The overall ARPA-funded staff and contractor headcount in this application must be proportional to the number of courtrooms you intend to modernize to comply with federal regulations and OPB requirements. AV Policy § (d).

#### **(F) SUPPORTING DOCUMENTATION AND BUDGET FORM**

The **ARPA Budget Form** posted under Quick Links at <https://jcaoc.georgiacourts.gov/arpa/> must be submitted in an Excel spreadsheet format and *not* a .pdf file format. Copies of correspondence requesting county ARPA funds must also be attached, as well as any response to such request. If requesting funds under (E) (7), attach all documents required under section (b) (2)-(4) of the **Audio-Visual Equipment Modernization Policy** (posted under Quick Links at <https://jcaoc.georgiacourts.gov/arpa/>). Attach any other supporting documentation the ARPA Committee will need to review your application sufficiently and efficiently. Use the checklist provided in this section to assist with compliance.

#### **(H) SUBMIT APPLICATION**

The ARPA Grants Team will confirm receipt via e-mail and follow up with you regarding any issues with your application and next steps. Applications that are not timely completed during the application review window may need to be considered by the ARPA Committee in a subsequent application period. Promptly notify the ARPA Grants Team at [ARPA@georgiacourts.gov](mailto:ARPA@georgiacourts.gov) if you need to revise or withdraw a submitted application. *If you do not receive a confirmation e-mail that your application has been received within three business days after submission, please promptly notify the ARPA Grants Team at [ARPA@georgiacourts.gov](mailto:ARPA@georgiacourts.gov) and call 404-656-5171 to ensure receipt.*

## JUDICIAL COUNCIL ARPA GRANT APPLICATION

Prior to completing this application, please review the ARPA **Overview and Instructions** posted under Quick Links at <https://jcaoc.georgiacourts.gov/arpa/> and the Basic Instructions directly above. Please complete all sections to receive full consideration for federal American Rescue Plan Act (ARPA) grant funding allocated to the Judicial Branch. Type "N/A." if a particular section is not applicable.

### TYPE OF APPLICATION NOTES

On July 26, 2023, the ARPA Committee approved the continued use of CY 2023 awards in CYs 2024-2025. Therefore, no application is needed to use the funds awarded for CY 2023 in CYs 2024-2025 *with no changes*. Use this application only if you are requesting a new award for CY 2025 or an amendment to your current award for CYs 2023-2025.

#### **\*\*ATTENTION\*\***

- *Amendments to current awards for CYs 2023-2025, including requests to add funds to a current award above the per circuit \$2.5 million cap, are being accepted during this application period, and will be effective immediately upon approval by the ARPA Committee.*
- *Applications for new awards for CY 2025 only (i.e., no current award) are being accepted during this application period, but all new awards will be effective January 1, 2025, if approved by the ARPA Committee. An application for new funds does not guarantee an award.*
- *Applications for CY 2026 are not being accepted during this application period.*

**\*\* ALL AWARDS ARE SUBJECT TO THE AVAILABILITY OF ARPA FUNDS \*\***

### Type of Grant Application (check only one):

- New application for CY 2025 only (no current award); or  
 Amend current award for CYs 2023-2025.

### Judicial Circuit or Appellate Court Name

Northeastern Judicial Circuit

### Chief Judge/Justice of Judicial Circuit or Appellate Court Address

This information has changed since the last application was submitted.

First Name

Last Name

Jason J.

Deal

Street

P.O. Box 49

City

ZIP Code

Gainesville

GA

30503

E-mail Address

Business Phone

[jdeal@hallcounty.org](mailto:jdeal@hallcounty.org)

770-531-6996

### Application Contact

Name the *current* point of contact for application questions and status updates:

*This information has changed since the last application was submitted.*

First Name	Last Name
Katie A.	Mincey
Job Title	Business Phone
Deputy Court Administrator	770-532-1895

E-mail Address (application status updates):

**Grant Compliance Official**

Name the person who will be responsible for ARPA grant compliance:

*This information has changed since the last application was submitted.*

First Name	Last Name
Katie A.	Mincey
Job Title	Business Phone
Deputy Court Administrator	770-532-1895

E-mail Address (grant compliance/reporting):

**Grant Reimbursement Official (Fiscal Agent)**

*This information has changed since the last application was submitted.*

Name the person from the lead county serving as the fiscal agent for the ARPA funds:

First Name	Last Name
Taylor	Samples
Job Title	Business Phone
Financial Services Director	770-531-4940

Street

City	ZIP Code	County
Gainesville	GA 30503	Hall

E-mail Address (grant reimbursement matters)

**(A) USE OF ARPA FUNDS SUMMARY**

*The Northeastern Judicial Circuit was awarded a total of \$1,680,497, in two separate cycles, for the year 2022, \$2.5M, in two separate cycles, for the year 2023, and \$749,692 for the year 2024/2025. The awards have been enormously helpful, as it included funding for a total of 11 new full-time positions across both Hall and Dawson Counties in 2024/2025.*

*The biggest barrier to implementation has been hiring. While several positions were filled within four weeks of the award, some ARPA-funded positions have taken as long as 8 months to make a hire. Additionally, every department and agency has faced unusually high levels of turnover in 2022 and 2023, and employees have consistently been shuffled around into new positions.*

*Administratively, the primary barrier to implementation has involved the Judicial Council clarifying grant reporting requirements. Significant staff resources are continuing to be spent on procedures and policies that are later revised, amended, or ended. Some of these challenges have receded, thankfully, but it continues to be an administrative strain. A lesser barrier*

*involved the task of coordinating funding across two counties where only one county may be designated to receive the reimbursement funds.*

*The availability of Senior Judges has been a concern, and something closely monitored as circuits across the state ramped up their requests. This circuit has mitigated that concern by relying heavily on local, qualified judges from other classes of court assisting in Superior Court.*

**(B) CASE BACKLOGS REQUIRED TO JUSTIFY ARPA FUNDS**

**(1) Description of Case Backlogs**

*Case backlogs have improved over the last 24 months due to record-high clearance rates and fewer new cases being indicted or accused in Hall County. Pending casecounts as of July 31, 2024, across both counties, are near to pre-pandemic levels.*

*Most significantly, the circuit achieved a 144% clearance rate of serious violent felonies in 2023, as the courts have prioritized those cases for trial and disposition. This was a result of the resources provided by ARPA and the extraordinary efforts of all involved.*

*A complete picture of the continued backlog, however, is presented only by the number of pre-indicted cases in both Hall and Dawson Counties. When the NEJC first applied for ARPA funds, as of October 1, 2021, the circuit had a backlog of approximately 764 cases when pre-indicted cases were included. The pending caseload was 27% higher than pre-pandemic. Currently, as of July 1, 2024, the circuit has a pending caseload of approximately 250 such cases, virtually all of which are criminal and many of which are attributable to COVID-related delays.*

*The number of unindicted criminal cases continues to pose challenges to the circuit’s dockets. At July 1, 2024, there were just under 2,000 unindicted cases across Hall and Dawson counties. The current unindicted caseload is 69% higher than pre-pandemic levels and continues to sit in the “pipeline” as these cases move to dockets and trial calendars in 2025.*

*More detailed information on this backlog is found in the tables below and in the attached supporting documentation.*

**(2) Case Backlog Data**

**(a) Cases Pending- HALL + DAWSON SUPERIOR COURTS**

As of Date	Cases Pending by Case Type			
	All Cases (Civil & Criminal)	All Felony Cases	Serious Violent Felony Cases	Serious Violent Felony Cases % of All Felony Cases Pending
12/31/2019	3,503	1,542	97	6.3%
12/31/2020	4,208	1,821	86	4.7%
12/31/2021	3,960	1,523	113	7.4%
12/31/2022	3,646	1,101	71	6.4%
12/31/2023	3,446	1,396	58	4.2%
7/31/2024	3,700	1,309	53	4.0%

*Note:* For this chart, enter the number of cases pending in each box. Only include cases pending in the courts applying for ARPA funds. “Serious Violent Felony Cases” means the types of cases listed in OCGA § 17-10-6.1 (a) (1)-(7) only.

(b) Number of Jury Trials- *HALL + DAWSON SUPERIOR COURTS*

Date Range	Number of Jury Trials by Case Type		
	All Cases (Civil & Criminal)	All Felony Cases	Serious Violent Felony Cases
1/1/19 - 12/31/19	75	43	12
1/1/20 - 12/31/20	40	21	4
1/1/21 - 12/31/21	68	48	16
1/1/22 - 12/31/22	80	50	18
1/1/23 - 12/31/23	67	55	20
1/1/24 - 7/31/24	29	27	11

*Note:* For this chart, include the total number of jury trials conducted during the date ranges indicated. “Serious Violent Felony Cases” means the types of cases listed in OCGA § 17-10-6.1 (a) (1)-(7) only.

(c) Clearance Rates- *HALL + DAWSON SUPERIOR COURTS*

Date Range	Clearance Rates (%) by Case Type		
	All Cases (Civil & Criminal)	All Felony Cases	Serious Violent Felony Cases
1/1/19 - 12/31/19	100%	108%	105%
1/1/20 - 12/31/20	89%	90%	132%
1/1/21 - 12/31/21	105%	120%	83%
1/1/22 - 12/31/22	113%	120%	146%
1/1/23 - 12/31/23	103%	104%	144%
1/1/24 - 7/31/24	94%	136%	162%

*Note:* For this chart, include the number of disposed cases *as a percentage* of the number of filed cases for the date ranges indicated within each category. “Serious Violent Felony Cases” means the types of cases listed in OCGA § 17-10-6.1 (a) (1)-(7) only.

(d) Description of Pending Warrants and Unindicted Cases

Please see “Description of Case Backlogs” above.



**(C) TOTAL ARPA GRANT FUNDS FROM THE JUDICIAL COUNCIL TO ADDRESS CASE BACKLOGS**

- (1) Grand total ARPA funds for CYs 2023-2025: \$ 4,370,431.  
 (a) Total ARPA grant funds for CY 2023: \$ 2,500,000.  
 (b) Total ARPA grant funds for CY 2024: \$ 749,692.  
 (c) Total ARPA grant funds for CY 2025: \$ 1,120,739.

*Note: New applicants with no current award must indicate "\$0" for CY 2023 and CY 2024 for (C) (1) (a)-(b) and throughout.*

- (2) Amount of (C) (1) grand total ARPA funds for CYs 2023-2025 to be dedicated to backlogs of serious violent felonies (SVFs; OCGA § 17-10-6.1 (a)): \$ 1,999,274.  
 (a) Total ARPA funds dedicated to SVFs for CY 2023: \$ 1,227,324.  
 (b) Total ARPA funds dedicated to SVFs for CY 2024: \$ 483,233.  
 (c) Total ARPA funds dedicated to SVFs for CY 2025: \$ 288,717.

- (3) Overall number of staff and contractor positions for CYs 2023-2025: Twenty-nine (29).

- (a) Overall number of *full-time staff* positions for CYs 2023-2025: Twenty-one (21).  
 (b) Overall number of *part-time staff* positions for CYs 2023-2025: Seven (7).  
 (c) Overall number of *contractor* positions for CYs 2023-2025: One (1).

- (4) Portion of overall number of staff and contractor positions that will be dedicated to backlogs of serious violent felonies in CY 2023-2025 (OCGA § 17-10-6.1 (a)): Seventeen (17).

- (a) *Full-time staff* positions dedicated to serious violent felonies in CYs 2023-2025: Eleven (11).  
 (b) *Part-time staff* positions dedicated to serious violent felonies in CYs 2023-2025: Six (6).  
 (c) *Contractor* positions dedicated to serious violent felonies in CYs 2023-2025: Zero (0).

*Note: As used throughout this application, "staff" means government employee.*

**(D) ARPA GRANT FUNDS REQUESTED OR RECEIVED FROM OTHER SOURCES TO ADDRESS CASE BACKLOGS**

- (1) Applicants (except appellate courts) must request ARPA funds from one or more counties in their circuit. Have you requested ARPA funds from any counties in your circuit?

Yes  No (*Note: answering "No" here will create a compliance issue*)

- (2) List the counties from which you have requested ARPA funds (*attach request & response*):

County	Purpose(s) For Which ARPA Funds Were Requested with Dates Requested	Amount Requested	Amount Approved
<i>Hall &amp; Dawson</i>	<i>Please see attached documentation for requests made in 2020-2021.</i>	\$	\$
<i>Hall</i>	<i>Please see attached letter and response from Hall County in 2022.</i>	\$	\$
<i>Dawson</i>	<i>Please see attached letter to Dawson County in 2022. No response was received.</i>	\$	\$

*Note: If your request for county ARPA funds and/or the county's response was verbal (i.e., not in writing), please attach a memorandum documenting your request and/or the county's response.*

**(3) County Resources Provided to Courts**

*The judicial system has worked closely with officials from both Hall and Dawson counties to respond to the COVID-19 crisis and the ensuing challenges presented by the backlog of cases. While early funding conversations focused narrowly on federal relief funds, subsequent discussions have focused less on the specific funding source and more on the project need. This has allowed both counties maximum flexibility to qualify and administer their ARPA and CARES Act funding as they deem fit.*

*As eligibility guidelines from OPB became clear, the courts have focused requests to the Judicial Council's ARPA committee on temporary positions and spaces, while the counties have provided needed infrastructure and facility upgrades. In addition, both counties have funded permanent, additional pretrial officer positions as a result of the pandemic.*

*Specifically, Hall County Commissioners have funded the installation of broadband internet at the courthouse, the conversion of every single trial courtroom into a "hybrid courtroom" capable of facilitating remote video hearings, the purchase of new software, and the redesign of the circuit website to facilitate livestreaming and public access. Most significantly, capital funds have been approved to purchase a new office building to house growing staff, and to construct a new, expanded jury assembly room. It is unknown if any of the monies for these projects come from County ARPA funds.*

*Dawson County Commissioners have also provided funding to enable remote video hearings in each courtroom, and funded new invoicing software to handle growing caseloads. It is unknown if any of the monies came from County ARPA funds.*

*Finally, in an effort to address staff shortages, both counties have considered and approved various pay increases and cost-of-living adjustments for employees.*

(4) Total ARPA grant funds *requested* from other sources: \$ 2,744,291.

(5) Total ARPA grant funds *received* from other sources: \$ Unknown.

(6) Total ARPA grant funds from other sources *expended* to date: \$ Unknown.

(7) Total ARPA grant funds from other sources *obligated* to date: \$ 126,796.

**(E) ARPA FUNDS BY EXPENDITURE CATEGORY (EC)**

**(1) Payroll-Public Sector Staff Responding to Case Backlogs (EC 3.1; 31 CFR § 35.6 (b) (3))**

(ii) (E) (1)

(a) Total funds for this EC for CYs 2023-2025: \$ 2,175,274.

(i) Total funds for this EC for CY 2023: \$ 1,227,324.

(ii) Total funds for this EC for CY 2024: \$ 483,233.

(iii) Total funds for this EC for CY 2025: \$ 464,717.

(b) Amount of (E) (1) (a) total dedicated to addressing the backlog of serious violent felonies (SVFs), as defined in OCGA § 17-10-6.1 (a): \$ 1,999,274.

(i) Amount of (E) (1) (a) (i) total dedicated to SVFs in CY 2023: \$ 1,227,324.

(ii) Amount of (E) (1) (a) (ii) total dedicated to SVFs in CY 2024: \$ 483,233.

(iii) Amount of (E) (1) (a) (iii) total dedicated to SVFs in CY 2025: \$ 288,717.

(c) *More than 50 percent of total personnel costs awarded each calendar year under this EC must be dedicated to serious violent felonies, as defined in OCGA § 17-10-6.1 (a). What percentage of the total under (E) (1) (a) will be dedicated to responding to serious violent felonies? 92 %.*

(i) Percentage of total under (E) (1) (a) (i) dedicated to SVFs in CY 2023: 100 %.

(ii) Percentage of total under (E) (1) (a) (ii) dedicated to SVFs in CY 2024: 100 %.

(iii) Percentage of total under (E) (1) (a) (iii) dedicated to SVFs in CY 2025: 92 %.

*Note: Please make sure that all percentages under (E) (1) (c) reflect the dollar amounts dedicated to addressing backlogs of SVFs provided under (E) (1) (b).*

(d) Overall number of staff positions to be funded under this EC in CYs 2023-2025: Nineteen (19).

(i) *Full-time staff* positions in CYs 2023-2025: Thirteen (13).

(ii) *Part-time staff* positions in CYs 2023-2025: Six (6).

(e) Number of *staff* positions under this EC dedicated to serious violent felonies in CYs 2023-2025, as defined in OCGA § 17-10-6.1 (a): Seventeen (17).

(i) *Full-time staff* positions in CYs 2023-2025: Eleven (11).

(ii) *Part-time staff* positions in CYs 2023-2025: Six (6).

(f) The following applies for this EC only (check one):

No changes to current award for CYs 2023-2025 (*type "No amendments." in the description box*).

Make changes to current award for CYs 2023-2025, as explained in the description box below (*describe only the requested amendments*):

No funds have been awarded for this EC for CYs 2023-2025, so the following describes a new request (*in the description box below, describe all requested expenditures in detail*):

No funds are requested for this EC (*type "N/A." in the description box*).

Changes to Current 2023-2025

**Judicial Assistant-** Increase by \$44,889 from Juror Expenses (CY23); Increase by \$64,228 from Court Reporter Transcripts (CY24).

**Court Reporter-** Increase by \$24,739 from Intake Specialist.

**Deputy Sheriff (Dawson County)-** Increase by \$12,000 from Human Services Coordinator.

Add additional funding to supplement five current awarded positions for CY's 2024-2025 as follows:

Add \$54,466 to Administrative Assistant, District Attorney; Add \$72,150 to Deputy Sheriff (Dawson County); Add \$90,000 to Bailiffs; Add \$8,210 to Superior Court Senior Judge; Add \$63,891 to Judicial Assistance (Senior Judges, etc).

**Two (2) New Positions: Dawson County Misdemeanor Probation Officers. Salaried at \$88,000 with a combined total of both positions at \$176,000.** In January 2020, Dawson County probation supervised 221 active probationers. By June 2024, the number had risen to 341 – an increase of 54%. This increase tracks the dramatic uptick in the Dawson County criminal caseloads post-COVID. The judges, along with Court Administration, have worked closely with Dawson County officials to plan for adequate supervision and routine drug screening. These funds will provide the temporary assistance needed to hire one probation officer in 2025, in addition to one to be hired by Dawson County.

**Salaries Updated:** All line items renewed in this category have been updated with new, projected 2025 salary and benefit costs. No other changes have been made.

**(2) Court-Based Mental Health Diversion (EC 1.12; 31 CFR § 35.6 (b) (3) (i) (C))**

- (a) Total funds for this EC for CYs 2023-2025: \$ 92,579.
- (i) Total funds for this EC for CY 2023: \$ 66,339.
- (ii) Total funds for this EC for CY 2024: \$ 26,240.
- (iii) Total funds for this EC for CY 2025: \$ 0.
- (b) Overall number of *staff and contractor* positions to be funded under this EC in CYs 2023-2025: One (1).
- (i) Full-time staff and contractor positions in CYs 2023-2025: One (1).
- (ii) Part-time staff and contractor positions in CYs 2023-2025: Zero (0).
- (c) The following applies for this EC only (check one):
- No changes to current award for CYs 2023-2025 (type "No amendments." in the description box).
- Make changes to current award for CYs 2023-2025, as explained in the description box below (describe only the requested amendments):
- No funds have been awarded for this EC for CYs 2023-2025, so the following describes a new request (in the description box below, describe all requested expenditures in detail):
- No funds are requested for this EC (type "N/A." in the description box).

Changes to Current 2023-2025

**Human Services Coordinator-** Decrease by \$12,000 to Deputy Sheriff (Dawson County); Decrease by \$23,791 to Case Manager Position.

**(3) Court-Based Substance Use Diversion** (EC 1.13; 31 CFR § 35.6 (b) (3) (i) (C))

- (a) Total funds for this EC for CYs 2023-2025: \$ 637,598.
- (i) Total funds for this EC for CY 2023: \$ 259,760.
- (ii) Total funds for this EC for CY 2024: \$ 160,282.
- (iii) Total funds for this EC for CY 2025: \$ 217,556.
- (b) Overall number of *staff and contractor* positions to be funded under this EC in CYs 2023-2025: Seven (7).
- (i) Full-time staff and contractor positions in CYs 2023-2025: Six (6).
- (ii) Part-time staff and contractor positions in CYs 2023-2025: One (1).
- (c) The following applies for this EC only (check one):
- No changes to current award for CYs 2023-2025 (*type "No amendments." in the description box*).
- Make changes to current award for CYs 2023-2025, as explained in the description box below (*describe only the requested amendments*):
- No funds have been awarded for this EC for CYs 2023-2025, so the following describes a new request (*in the description box below, describe all requested expenditures in detail*):
- No funds are requested for this EC (*type "N/A." in the description box*).

Changes to Current 2023-2025

**Case Manager-** Increase by \$23,791 from Human Services Coordinator; \$15,965.29 from Intake Specialist.

**Intake Specialist-** Decrease by \$24,739 to Court Reporter; Decrease by \$15,965.29 to Case Manager; Decrease by \$5,261 to Contract – Clinical Supervision.

**Contract- Clinical Supervision-** Increase by \$5,261 from Intake Specialist.

**Add additional funding to supplement two current awarded positions for CY's 2024-2025 as follows:**

Add \$31,817 to Case Manager; Add \$24,739 to Contract – Clinical Supervision.

**New Position: Case Manager. Salaried at \$76,000.** This position is responsible for providing administrative, clerical, and case management support to the Program Coordinator. This position prepares updates and maintains participant files in a timely manner, maintains database for the program, provides necessary information to treatment providers, obtains necessary information from residential treatment providers for the maintenance of accuracy, schedules community service work for participants, maintains confidentiality of all participants and office information as required by federal law.

**New Position: Operations Coordinator. Salaried at \$85,000.** This position is responsible for implementation, coordination and monitoring oversight of Treatment Services facilities and office management. This position is responsible for oversight and support of all administrative duties as assigned by the Director and Assistance Director and ensures smooth operation of Treatment Services agency. This position is responsible for daily operations in regards to office

*infrastructure, building maintenance requests and project oversight, supply inventory, and assurance of compliance with agency policy and procedure.*

**Salaries Updated:** *All line items renewed in this category have been updated with new, projected 2025 salary and benefit costs. No other changes have been made.*

**Additional Information**

*The Northeastern Judicial Circuit is fortunate to have a robust accountability court system operated under the umbrella agency of Treatment Services.*

*One-hundred percent (100%) of the funds requested will be used for court-based substance use services, and one-hundred percent (100%) of funds will be used to conserve resources in order to prioritize serious violent felonies.*

*Numerically, this request will facilitate the removal of approximately 300 felony cases from the circuit's trial calendars in 2024, allowing the judges to prioritize serious violent felony trials. This represents approximately 15% of the circuit's projected felony filings. Every drug case that our Treatment Services agency is able to staff appropriately is a non-serious case directly removed from the court's trial calendars. The seven requested positions will not directly touch serious violent felonies, since such cases are ineligible for Drug Court admission, but every hour devoted to diversion directly impacts the circuit's ability to prioritize serious cases for trial.*

**(4) Court-Based Eviction Prevention and Diversion** (ECs 2.2, 2.18; 31 CFR § 35.6 (b) (3) (ii))

(A) (1), (5))

- (a) Total funds for this EC for CYs 2023-2025: \$ 0.
  - (i) Total funds for this EC for CY 2023: \$ 0.
  - (ii) Total funds for this EC for CY 2024: \$ 0.
  - (iii) Total funds for this EC for CY 2025: \$ 0.
- (b) Overall number of *staff and contractor* positions to be funded under this EC in CYs 2023-2025: 0.
  - (i) Full-time staff and contractor positions in CYs 2023-2025: 0.
  - (ii) Part-time staff and contractor positions in CYs 2023-2025: 0.
- (c) The following applies for this EC only (check one):
  - No changes to current award for CYs 2023-2025 (*type "No amendments." in the description box*).
  - Make changes to current award for CYs 2023-2025, as explained in the description box below (*describe only the requested amendments*):
  - No funds have been awarded for this EC for CYs 2023-2025, so the following describes a new request (*in the description box below, describe all requested expenditures in detail*):
  - No funds are requested for this EC (*type "N/A." in the description box*).

N/A

**(5) Temporary Facilities or Workspace to Respond to Case Backlogs** (ECs 3.5, 7.1; 31 CFR § 35.6 (b) (3) (ii) (E) (4))

- (a) Total funds for this EC for CYs 2023-2025: \$ 0.
  - (i) Total funds for this EC for CY 2023: \$ 0.
  - (ii) Total funds for this EC for CY 2024: \$ 0.
  - (iii) Total funds for this EC for CY 2025: \$ 0.
- (b) Amount of subtotal for this EC dedicated to addressing the backlog of serious violent felonies in CYs 2023-2025, as defined in OCGA § 17-10-6.1 (a): \$ 0.
- (c) The following applies for this EC only (check one):
  - No changes to current award for CYs 2023-2025 (type "No amendments." in the description box).
  - Make changes to current award for CYs 2023-2025, as explained in the description box below (describe only the requested amendments):
  - No funds have been awarded for this EC for CYs 2023-2025, so the following describes a new request (in the description box below, describe all requested expenditures in detail):
  - No funds are requested for this EC (type "N/A." in the description box).

N/A

**(6) ARPA-Eligible Administrative Expenses** (ECs 3.5, 7.1; 31 CFR § 35.6 (b) (3) (ii) (E) (3)-(4))

- (a) Total funds for this EC for CYs 2023-2025: \$ 899,324.
  - (i) Total funds for this EC for CY 2023: \$ 380,921.
  - (ii) Total funds for this EC for CY 2024: \$ 79,937.
  - (iii) Total funds for this EC for CY 2025: \$ 438,466.
- (b) Overall number of *staff and contractor* positions to be funded under this EC in CYs 2023-2025: Two (2).
  - (i) Full-time staff and contractor positions in CYs 2023-2025: Two (2).
  - (ii) Part-time staff and contractor positions in CYs 2023-2025: 0.
- (c) The following applies for this EC only (check one):
  - No changes to current award for CYs 2023-2025 (type "No amendments." in the description box).
  - Make changes to current award for CYs 2023-2025, as explained in the description box below (describe only the requested amendments):
  - No funds have been awarded for this EC for CYs 2023-2025, so the following describes a new request (in the description box below, describe all requested expenditures in detail):
  - No funds are requested for this EC (type "N/A." in the description box).
- (d) Procurement of legal research software or digital evidence management software (check

one):

- By checking this box, the undersigned certifies that the purchase of (i) legal research software for ARPA-funded staff attorneys or prosecutors; or (ii) digital evidence management software will be subject to competitive bidding procedures regarding the purchase of equipment, supplies, services, or other items with public funds. See **FAQ 28.2**.
- This application does not request funding for legal research software for ARPA-funded staff attorneys or prosecutors; or digital evidence management software.

Changes to Current 2023-2025

**\*Juror Expenses-** Decrease by \$44,889 to Judicial Assistant (CY23)

**\*Court Reporter Transcripts-** Decrease by \$64,228 to Court Reporter (CY24)

**\*NOTE:** Current funds were reallocated to fund positions that are a priority to the circuit, if additional funding is not awarded, these positions will be fully funded with the current award.

Add additional funding to supplement current awarded direct / administrative costs for CY's 2024-2025 as follows:

Add \$120,000 to Juror Expenses; Add \$165,000 to Court Reporter Transcripts.

**New Position: Staff Accountant. Salaried at \$96,500.** The record number of cases and closures, combined with the new personnel provided to the courts post-pandemic, has dramatically increased the administrative needs of the Hall and Dawson County court systems. This position will be tasked with responding to the backlog of cases by conducting clerical and administrative accounting duties. Specifically, the position will track and administer program fees, disbursements, supply purchases, travel and training requirements, fine collections, and reporting. One-hundred percent of the employee's time will be dedicated to prioritizing serious violent felonies.

**New: Drug Screeners (Dawson County) – Contract. \$56,966.** As court cases have exploded in Dawson County, the judges and Dawson County Sheriff have coordinated closely to move cases efficiently and not unnecessarily detain defendants in the local jail. Dawson County Commissioners have funded a new PreTrial Release officer, as the number of pretrial releases has swelled by over 30%. This request seeks funding for court-ordered drug screening – a routine condition of pretrial release, and a vital component of adequately supervising defendants who are awaiting trial. Specifically, this request will allow us to increase the hours of drug collecting from 14 total hours per week to 29 hours per week.

**(7) Audio-Visual Equipment Modernization** (ECs 3.5, 7.1; 31 CFR § 35.6 (b) (3) (ii) (E) (4), (b) (4); 87 Fed. Reg. 4,389 (Jan. 27, 2022))

- (a) Total funds for this EC for CYs 2023-2025: \$ 565,657.
- (i) Total funds for this EC for CY 2023: \$ 565,657.
- (ii) Total funds for this EC for CY 2024: \$ 0.
- (iii) Total funds for this EC for CY 2025: \$ 0.



- (b) The following applies for this EC only (check one):
- No changes to current award for CYs 2023-2025.
  - Make changes to current award for CYs 2023-2025, as explained below:
  - No funds have been awarded for this EC for CYs 2023-2025, so the following describes a new request:
  - No funds are requested for this EC.

- (c) **AV Policy** checklist (check all that apply to indicate compliance):
- A detailed justification letter is attached stating that audio-visual equipment modernization in the courtrooms listed in table (7) (d) below is a necessary component of a response to court case backlogs caused by the pandemic, with a primary focus on cases involving serious violent felonies. Id. at § (b) (2).
  - A detailed summary of each audio-visual modernization project requested under this EC is attached, including a complete project timeline. Id. at § (b) (3).
  - A detailed proposal from each vendor is attached, including an estimate of the cost of each project and all equipment to be installed. Id. at § (b) (4).
  - Each attached proposal was subject to competitive bidding procedures and reflects market prices for comparable goods and services for the geographic area where the courtroom is located. Id. at §§ (c)-(d). See **FAQ 28.2** for procurement guidance.
  - The projects are requested for *existing* courtrooms only, as defined. Id. at § (a) (2).
  - The projects are requested for courtrooms where personnel are responding to case backlogs caused by the pandemic, with first priority given to courtrooms where personnel are responding to cases involving serious violent felonies. Id. at §§ (b) (2), (d).
  - The projects requested are compliant with all other provisions of the ARPA Committee’s **Audio-Visual Equipment Modernization Policy** (posted under Quick Links at <https://jcaoc.georgiacourts.gov/arpa/>).

(d) For each *existing* permanent courtroom where new audio-visual equipment is to be installed, fill in the following information (list new projects or amendments to currently approved projects; add additional rows to table if needed):

County	Address of Courtroom	Classes of Court That Use Courtroom	Requested Action	New/Amended Total Requested
			<input type="checkbox"/> New project or <i>Amendment</i> : <input type="checkbox"/> Increase by \$ _____ <input type="checkbox"/> Decrease by \$ _____	\$
			<input type="checkbox"/> New project or <i>Amendment</i> :	\$

			<input type="checkbox"/> Increase by \$ _____	
			<input type="checkbox"/> Decrease by \$ _____	

(e) Audio-Visual Equipment Modernization Project(s) Description or Explanation:

N/A

**(F) SUPPORTING DOCUMENTATION AND BUDGET FORM**

The following supporting documentation is attached to this application (check all that apply):

- A completed **ARPA Budget Form** in an Excel spreadsheet file format (required).
- Correspondence to and from county governments requesting ARPA funds (required).
- All documents required under section (b) (2)-(4) of the **Audio-Visual Equipment Modernization Policy** (if requesting funds under section (E) (7) of this application).
- Any other documentation needed to support this application (if applicable).

**(G) CERTIFICATION**

By checking this box, I, the undersigned, certify that (1) the information in this application is true and correct to the best of my knowledge; and (2) the proposed activities are eligible expenditures under the federal American Rescue Plan Act of 2021 and 31 CFR Part 35 (“Final Rule”). *I understand that the use of ARPA grant funds is subject to certain reporting requirements, audits, and recoupment if put toward impermissible uses. 31 CFR § 35.10.*

  
\_\_\_\_\_  
Chief Judge/Justice Signature

Printed Name: Jason J. Deal

Title: Chief Judge, Superior Court

Date: 11 Oct 2024

**(H) SUBMIT APPLICATION**

E-mail a .pdf of your completed, certified, and signed application (with supporting documentation) to [ARPA@georgiacourts.gov](mailto:ARPA@georgiacourts.gov). *If you do not receive a confirmation e-mail that your application has been received within three business days after submission, please promptly notify the ARPA Grants Team at [ARPA@georgiacourts.gov](mailto:ARPA@georgiacourts.gov) and call 404-656-5171 to ensure receipt.*