



**Superior Courts  
of the  
Northeastern Judicial Circuit**

**Kathlene F. Gosselin, Chief Judge**  
P.O. Box 1778  
Gainesville, Georgia 30503  
(770) 531-6990

**DAWSON AND HALL  
COUNTIES**

Judicial Council of Georgia  
Committee on ARPA Funding  
Justice Michael P. Boggs, Chair  
via email ([ARPA@georgiacourts.gov](mailto:ARPA@georgiacourts.gov))

January 18, 2022

Dear Justice Boggs and ARPA Committee Members,

The Northeastern Judicial Circuit previously submitted its application for ARPA grant funding in the first application window and was awarded \$1,081,610 in December 2021.

Today's application is an addendum to that award, submitted after careful and full consideration of the current backlog's effect on classes of court outside of Superior Court, as well its effects on this circuit's accountability court programs. This application supplements and amends our previous request by requesting additional personnel in the following Expenditure Categories:

- 1) Payroll-Public Sector Staff Responding to Case Backlogs;
- 2) Court-Based Mental Health Diversion;
- 3) Court-Based Substance Use Diversion.

Specifically, this application requests assistance for the **Hall County Probate Court** and for our **Treatment Services** agency. The criminal backlog will swell our accountability court numbers and tax our existing treatment staff.

Finally, this application also amends our earlier award for Senior Judge funding by seeking additional funds to be used for assistance from Senior Judges, part-time magistrates and juvenile judges.

Respectfully,

  
Kathlene F. Gosselin

## JUDICIAL COUNCIL ARPA GRANT FUNDING APPLICATION

### ADDENDUM TO PRIOR AWARD

To complete your [American Rescue Plan Act](#) (ARPA) grant funding application, please complete all sections below. Prior to completing the application, please review the **Overview and Instructions** (posted under Quick Links at [jcaoc.georgiacourts.gov/arpa](http://jcaoc.georgiacourts.gov/arpa)).

**Note: Only judicial circuits and appellate courts are currently authorized to apply for ARPA funds. The ARPA Grants Team will automatically reject any application from a court or entity that is not a judicial circuit or appellate court.** See section 2. **Authorized Courts and Judicial System Stakeholders** of the **Overview and Instructions** for details.

#### Judicial Circuit or Appellate Court Name

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

First Name	Last Name
Kathlene	Gosselin

Street
P.O. Box 1778

City	ZIP Code
Gainesville	GA 30503

E-mail Address	Business Phone
<a href="mailto:kgosselin@hallcounty.org">kgosselin@hallcounty.org</a>	770-531-6994

#### Application Contact

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

First Name	Last Name
Katie	Mincey

Job Title	Business Phone
Deputy Court Administrator - Finance	770-532-1895

E-mail Address (monitor for application status)

<a href="mailto:Katie.mincey@hallcounty.org">Katie.mincey@hallcounty.org</a>
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#### Grant Compliance Official

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

First Name	Last Name
Katie	Mincey

Job Title	Business Phone
Deputy Court Administrator - Finance	

E-mail Address (monitor for grant compliance and reporting information)

<a href="mailto:Katie.mincey@hallcounty.org">Katie.mincey@hallcounty.org</a>
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**Grant Reimbursement Official (Fiscal Agent)**

*Name the person from the lead county serving as the fiscal agent of the requested ARPA funds who will be the point of contact for ARPA grant reimbursements:*

First Name		Last Name	
Zachary		Propes	
Job Title		Business Phone	
Interim Financial Services Director		770-535-8270	
Street			
P.O. Drawer 1435			
City	ZIP Code	County	
Gainesville	GA 30501	Hall	
E-mail Address (monitor for grant reimbursement questions and information)			

**(A) DESCRIPTION OF CASE BACKLOGS TO JUSTIFY NEED FOR ARPA FUNDS**

*Please see this Circuit's previous 2022 application, submitted in November 2021.*

*This application supplements and amends that application by requesting additional personnel in the following Expenditure Categories:*

- (1) Payroll-Public Sector Staff Responding to Case Backlogs;*
- (2) Court-Based Mental Health Diversion;*
- (3) Court-Based Substance Use Diversion.*

*Note: All applicants must objectively demonstrate that case backlogs exist to qualify for ARPA grant funds. All expenditures requested in this application must be 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)). 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. If statistics do not demonstrate the full picture of an applicant's case backlog, other facts may be included here, e.g., space constraints or other factors. Applicants should also identify what portion of case backlogs are serious violent felony cases.*

**(B) TOTAL ARPA GRANT FUNDS REQUESTED TO ADDRESS CASE BACKLOGS**

**(1)** Overall total ARPA grant funds requested to address case backlogs: \$ 691,447.

**(2)** Amount of overall total ARPA grant funds requested that will be dedicated to addressing backlogs of serious violent felonies (as defined in OCGA § 17-10-6.1 (a)): \$ 519,315.

**(3)** Overall number of new staff positions requested: Seven (7).

*(a) Overall full time positions: Six (6).*

*(b) Overall part time positions: One (1).*



(4) Portion of overall number of new staff positions requested that will be dedicated to addressing backlogs of serious violent felonies (as defined in OCGA § 17-10-6.1 (a)): Six (6).

(a) Full time positions dedicated to serious violent felonies: Five (5).

(b) Part time positions dedicated to serious violent felonies: One (1).

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

(1) Total ARPA grant funds requested from other sources: \$ See previous application.

(2) Total ARPA grant funds received from other sources: \$ See previous application.

(3) Total ARPA grant funds from other sources expended to date: \$ See previous application.

(4) Total ARPA grant funds from other sources obligated to date: \$ See previous application.

*Note:* If ARPA grant funds have been 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 (list by each applicable court or other entity), 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). For purposes of this question, “obligated” means “an order placed for property and services and entering into contracts, subawards, and similar transactions that require payment.” 31 CFR § 35.3. Section 9901 (a) of ARPA defines the term “nonentitlement unit of local government” to mean a “city” (as defined in 42 USC § 5302 (a) (5)) that is not a “metropolitan city” (as defined in 42 USC § 5302 (a) (4)). Codified at 42 USC § 803 (g) (4)-(5).

**(D) EXPENDITURES BY ARPA EXPENDITURE CATEGORY (EC)**

(1) Payroll-Public Sector Staff Responding to Case Backlogs (EC 1.9; Treasury [FAQs](#) 2.14, 2.19, 4.8, 8.1; 31 CFR § 35.6 (b) (2))

(a) Subtotal of funds requested for this EC: \$ 197,098.

(b) Amount of subtotal for this EC dedicated to addressing the backlog of serious violent felonies, as defined in OCGA § 17-10-6.1 (a): \$ 34,380.

(c) Overall number of new positions requested for this EC: One (1).

(i) Full time positions: One (1).

(ii) Part time positions: Zero (0).

(d) Number of new positions requested for this EC dedicated to serious violent felonies, as defined in OCGA § 17-10-6.1 (a): Zero (0).

(i) Full time positions: Zero (0).

(ii) Part time positions: Zero (0).

*In its previous application, this Circuit prioritized requests for those categories dedicated to serious violent felonies. This amended application supplements the previous application and award by requesting (1) an additional judge to respond to a backlog of Probate cases, and (2) new funds in the categories of Mental Health and Substance Use Services.*

*A full-time Associate Probate Judge in Hall County is needed to handle an increased pending caseload caused by the pandemic. In 2019, Probate Court had 651 new case filings, a number in line with previous years. In 2020, the number was 673, but 2021 is where we saw the largest*



*increase. In 2021, Probate Court opened 857 new estates, **more than a 30% increase over our typical numbers prior to the pandemic.** Due to this increase, we've gone from a near 100% closure rate each year to closing approximately 90% of our cases for 2020 and 2021.*

*When counting pending objections to petitions to probate or administer an estate or for appointment of a guardian or conservator, there are currently **three times as many open as there were in December of 2020.***

*One-hundred percent of this new judge's time will be spent responding to the current pending backlog.*

*The second item in this EC is for additional funds used to compensate Senior Judges as well as part-time judges in other classes of court. Hall County Magistrate Court and Hall County Juvenile Court have both agreed to allow their part-time judges to assist Superior Court by adding additional days to their commitments, outside of their current obligations to those lower courts. Every day these judges sit by designation is a day that the five sitting judges are able to prioritize serious violent felonies. We are requesting 60 additional such days, for civil and domestic calendars, so that the criminal docket is prioritized for the Superior Court judges.*

*Note: **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 time spent actually responding to case backlogs may be reimbursed with ARPA grant funds. 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 must be tracked and documented for reimbursement and auditing purposes. Payroll supplements, stipends, bonuses, "premium pay," and similar payments to staff that do not correspond to actual payroll time spent responding to case backlogs are not authorized under this EC.*

**(2) Court-Based Mental Health Diversion** (EC 1.10; [FAQ 4.8](#); 31 CFR § 35.6 (b) (1) (xviii))

*(a) Subtotal of funds requested for this EC: \$ 167,991.*

*(b) Overall number of new positions requested for this EC: Two (2).*

*(i) Full time positions: One (1).*

*(ii) Part time positions: One (1).*

*(c) Number of new positions requested for this EC dedicated to serious violent felonies, as defined in OCGA § 17-10-6.1 (a): Two (2).*

*(i) Full time positions: One (1).*

*(ii) Part time positions: One (1).*

*The Northeastern Judicial Circuit is fortunate to have a robust accountability court system operated under the umbrella agency of Treatment Services. Our various accountability courts in Hall and Dawson Counties provide direct services to 450-500 participants daily.*

*Statistics indicate that individuals with substance use and other mental health disorders are incarcerated at much higher rates than others, causing a great strain on local law enforcement resources. Currently, 23% of the inmate population in the Hall County jail has been identified as needing mental health services. Most of those inmates, who have been*

*denied bond and pretrial release, are the most serious of our criminal cases pending. (For a full discussion of our pending criminal backlog – including 138 serious violent felonies – please see this Circuit’s previous application.)*

*ARPA funds will allow us to hire a full-time clinician to work directly in the Hall County Jail to provide vital mental health services to individuals in need, particularly when the wait time for a disposition is **longer than it ever has been due to the suspension of jury trials**. This individual will assist in mental health assessments and identification of need, mental health counseling, and coordination of mental health services within in the jail to include referrals for medication assessment, and developing comprehensive discharge plans.*

*In an effort to reduce recidivism and provide cost-savings to local communities, one of the state standards for treatment courts is to identify appropriate candidates and enroll them in services within 50 days of arrest. Treatment Services aims to meet this goal within 7-14 days of arrest well below the state standard. By having a full-time clinician in the jail, we will be able to better meet this goal and ensure that individuals involved in the criminal justice system are being tracked appropriately so **case disposition can occur as a faster pace**.*

*Because case dispositions should not occur until **after mental health evaluation and/or treatment**, this proposal provides dedicated staff to ensure these vital needs are immediately addressed so that recidivism rates will decrease and individuals will receive more comprehensive services at the onset of treatment thereby providing more stability and chance of success.*

*Disposing of the current backlog depends upon adequate support services provided by this agency.*

*The second request in this category meets a need for direct psychiatric services within the jail **while the case backlog is processed**. Currently, inmates requiring mental health or medication assessments are given the opportunity to meet with a nurse practitioner via telehealth one day per week. The demand for increased psychiatric services exceeds current resources, as the population requiring such services has risen as a direct result of the pandemic.*

*We are requesting funds to contract with a provider for 20 hours of direct, in-person psychiatric services weekly at the rate of \$89/hour. The provider will meet with the general population to conduct mental health assessments and prescribe appropriate medications as needed.*

*Additionally, and very importantly, this position will work directly with those individuals awaiting assessment by the Department of Behavioral Health and Developmental Disabilities or admittance to a state hospital for competency restoration. Wait times for state hospital beds have seen a dramatic increase since the onset of the COVID pandemic; **we are currently experiencing wait times of 4-6 months** before bed space is available! This is not only a strain on our local jail and judicial resources but a great detriment to the individual as his/her mental health inevitably declines.*



*The local jail is the default mental health hospital as state resources are overcrowded and strained. Currently, we are not equipped to provide the level of services necessary to address the needs of those suffering from mental health and substance use disorders—specifically those suffering from severe and persistent mental health issues awaiting competency restoration.*

*These positions will ensure that services are being rendered daily, which positively impacts all points within the judicial timeline and **serves the population most directly and severely affected by the case backlog**. And, as stated in our previous application, the judges of this circuit are prioritizing criminal cases where the defendant is being detained while awaiting trial.*

*Note: Per Executive Branch limitations, ARPA funds for court-based mental health diversion services must be used in a manner that prioritizes and expedites the resolution of cases involving serious violent felonies. Accordingly, for purposes of this expenditure category, grant recipients must provide an estimate in the description above of the staff hours and resources court-based mental health diversion services will conserve so staff may respond to serious violent felonies. 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.*

**(3) Court-Based Substance Use Diversion** (EC 1.11; [FAQ](#) 4.8; 31 CFR § 35.6 (b) (1) (xviii))

(a) Subtotal of funds requested for this EC: \$ 291,945.

(b) Overall number of new positions requested for this EC: Four (4).

(i) Full time positions: Four (4).

(ii) Part time positions: Zero (0).

(c) Number of new positions requested for this EC dedicated to serious violent felonies, as defined in OCGA § 17-10-6.1 (a): Four (4).

(i) Full time positions: Four (4).

(ii) Part time positions: Zero (0).

*The Northeastern Judicial Circuit is fortunate to have a robust accountability court system operated under the umbrella agency of Treatment Services. Our various accountability courts in Hall and Dawson Counties provide direct services to 450-500 participants daily.*

*Studies shows that 20.2 million American adults suffer from substance use disorders with another 43.6 million suffering from mental health issues. Incarceration rates for individuals with SUD is markedly high with 65% of all US inmates meeting criteria for SUD. With \$80 billion dollars spent on incarceration in the United States annually, this trend is one that accountability courts fight to remedy. As part of criminal justice reform efforts, accountability courts are proven to be the single most successful intervention for assisting individuals with substance use or mental health disorders to move out of the cycle of the criminal justice system and into lives of meaningful recovery and stability.*

*Research tells us that one of the greatest indicators for sustained recovery and reduction in addiction setbacks are length of time in treatment. Accountability courts refer more people to treatment than any other intervention in America and are designed to following individuals for an extended period of time to ensure stability. According to the National Association of Drug Court Professionals, the average national completion rate for treatment courts is nearly 60% -*

*approximately two-thirds higher than probation and more than twice the rate of probationers with SUD.*

*Not only do the accountability courts provide resources to proven treatment and a significant reduction in recidivism rates, they also provide a substantial cost-savings to the local taxpayers. Treatment Services established their first accountability court in 2001 adding various programs throughout the years. Over the past two decades, Hall and Dawson Counties have benefited from millions of dollars in cost-savings due to the efforts of accountability courts. Based on research by the Carl Vinson Institute and Council of Accountability Court Judges, treatment court graduates provide an economic impact of \$22,129 to the state in diverted incarceration costs, employment tax base, reduction in medical costs, etc. compared to individuals who receive incarceration sentences for non-violent drug related offenses. In 2020, Treatment Services provided over \$3 million in economic impact directly to our local and state systems.*

*Throughout the COVID-19 pandemic, Treatment Services ensured continuity of care and deliverable services to all program participants by transitioning to a virtual platform from March – June 2020. Since July 2020, services resumed in-person with **an overall increase of deliverables by 9.5%**. Annually, our agency facilitates nearly 4,000 treatment groups and approximately 6,000 hours of direct clinical services to an average of 500 participants in our circuit. In addition to our accountability courts, our agency oversees a Drug Testing Laboratory which collects and analyzes an average of 47,000 drug screens and a referral and evaluations program conducting approximately 790 evaluations annually. Currently, all of this is made possible by 35 full-time and 4 part-time staff.*

*While we experienced a decrease in program census during the height of the pandemic, **our referral and intake numbers continually rise as court operations resume**. Court days and case dispositions are already driving up our participant numbers, but we have recently had to slow down admissions because of a lack of resources for the record number of new entrants. **While our older phases are not overwhelmed, the new phases are at and above capacity**. We are seeking funding for four positions to directly support our accountability court programs and the influx of referrals as the backlog of court cases in our circuit is processed.*

*Requested funding will support two full-time counselors who will provide direct clinical services to program participants. Each counselor will carry a full caseload and will facilitate group and individual counseling sessions and other therapeutic services for program participants.*

*Additionally, funding will support a full-time case manager whose responsibilities include completing individualized case management plans and completing needed administrative tasks. This position will help support our current operations as we prepare for **census growth of 200 participants**.*

*The final position requested is a full-time Intake Specialist who will coordinate the growing number of individuals referred to our Drug Court program. We are receiving 20-30 referrals each week, which demands a great deal of time from our Program Coordinator ultimately*



*taking her away from other duties. The Intake Specialist will follow all program referrals, communicate with court staff regarding case information, follow up for applicable and necessary medical and mental health records, and ensure timely enrollment in our accountability court. This will help ease the burden to our local jail by preparing individuals to be released at a quicker pace and assist our court system by **coordinating prompt enrollment in our program and moving their case from other court dockets**. Primarily, these positions will be assigned to Hall County Drug Court and Dawson County Treatment Court as both programs continue to experience the greatest rate of growth.*

***These positions serve the population most directly and severely affected by the case backlog.** And, as stated in our previous application, the judges of this circuit are prioritizing criminal cases where the defendant is being detained while awaiting trial.*

*Note:* Per Executive Branch limitations, ARPA funds for court-based substance use diversion services must be used in a manner that prioritizes and expedites the resolution of cases involving serious violent felonies. Accordingly, for purposes of this expenditure category, grant recipients must provide an estimate in the description above of the staff hours and resources court-based substance use diversion services will conserve so staff may respond to serious violent felonies. 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.

**(4) Court-Based Eviction Prevention and Diversion (EC 2.5; [FAQ](#) 2.21; 31 CFR § 35.6 (b) (8))**

(a) Subtotal of funds requested for this EC: \$ N/A.

(b) Overall number of new positions requested for this EC: \_\_\_\_\_.

(i) Full time positions: \_\_\_\_\_.

(ii) Part time positions: \_\_\_\_\_.

N/A

*Note:* Per Executive Branch limitations, ARPA funds for court-based eviction prevention and diversion services must be used in a manner that prioritizes and expedites the resolution of cases involving serious violent felonies. Accordingly, for purposes of this expenditure category, grant recipients must provide an estimate in the description above of the staff hours and resources court-based eviction prevention and diversion services will conserve so that staff may respond to serious violent felonies. Please also note that ARPA funds allocated to the Judicial Council may not be used for direct payments to landlords or tenants.

**(5) Temporary Facilities or Workspace to Respond to Case Backlogs (EC 7.1; Treasury [FAQs](#) 2.19, 10.2; 31 CFR § 35.6 (b) (10))**

(a) Subtotal of funds requested for this EC: \$ N/A.

(b) Amount of subtotal for this EC dedicated to addressing the backlog of serious violent felonies, as defined in OCGA § 17-10-6.1 (a): \$ \_\_\_\_\_.

N/A

**(6) ARPA Grant Administration** (EC 7.1; Treasury [FAQs](#) 10.2, 10.5; 31 CFR § 35.6 (b) (10))

(a) Subtotal of funds requested for this EC: \$ 34,414.

(b) Number of new positions requested for this EC: N/A.

(i) Full time positions: \_\_\_\_\_.

(ii) Part time positions: \_\_\_\_\_.

*These expenditures are detailed on the attached Budget Form and include: (1) computers, (2) printers, (3) scanners, (4) judicial robe, (5) travel and training required by Uniform Superior Court Rules, (6) bar dues as paid for existing personnel, (7) office furnishings and supplies for the additional judicial office, and (8) other miscellaneous set up expenses.*

*Note:* ARPA funds may not be used for the reimbursement of payroll for **existing** personnel performing ARPA grant administration as an added duty. This restriction also applies to expenditures characterized as an **indirect** cost or a percentage rate charged for ARPA grant administration, e.g., a certain percentage of the total grant to compensate a person or an entity for grant administration or fiscal agent costs. All personnel expenses for **existing** staff to perform grant administration, whether directly charged to the grant or characterized as an indirect rate, are prohibited.

ARPA funds are authorized for supplies, furniture (valued at under \$5,000), and equipment (valued at under \$5,000) that are necessary for personnel to respond to the case backlogs or perform ARPA grant administration (e.g., computers, software licenses, phones, and printers). Such expenses are generally classified as non-capital permitted expenditures and should be listed here and in the Administrative/Indirect Costs section of the ARPA Budget Form. Grant recipients should rent high-cost equipment (if possible, practical, and cost-effective) to avoid violating the prohibition on purchasing permanent infrastructure or preclear such purchases with the Governor's Office of Planning and Budget to ensure reimbursement.

**(7) ARPA Grant Evaluation and Data Analysis** (EC 7.2; Treasury [FAQs](#) 10.2, 10.5; 31 CFR § 35.6 (b) (10))

(a) Subtotal requested for this EC: \$ \_\_\_\_\_.

(b) Number of new positions requested for this EC: \_\_\_\_\_.

(i) Full time positions: \_\_\_\_\_.

(ii) Part time positions: \_\_\_\_\_.

N/A

*Note:* ARPA funds may not be used for the reimbursement of payroll for **existing** personnel performing ARPA grant administration as an added duty, including grant evaluation and data analysis. This restriction also applies to expenditures characterized as an **indirect** cost or a percentage rate charged for ARPA grant administration, e.g., a certain percentage of the total grant to compensate a person or an entity for grant administration or fiscal agent costs. All personnel expenses for **existing** staff to perform grant administration, whether directly charged to the grant or characterized as an indirect rate, are prohibited.



**(E) SUPPORTING DOCUMENTATION AND BUDGET**

☒ Check this box if supporting documentation (other than the required budget template form) is attached to the application. Applicants *must* complete and attach an **ARPA Budget Form** (available under Quick Links at [jcaoc.georgiacourts.gov/arpa](http://jcaoc.georgiacourts.gov/arpa)). *Notes: (1) The ARPA Budget Form must be submitted in an Excel spreadsheet format and not a pdf file format; and (2) please attach a cover letter indicating that this application seeks to amend an existing award (if applicable).*

**(F) 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** ("Interim Final Rule"). I understand that the use of ARPA grant funds is subject to U.S. Treasury and Governor's Office of Planning and Budget reporting requirements and recoupment if put toward impermissible uses.

  
\_\_\_\_\_  
Chief Judge Signature

Printed Name: Kathlene F. Gosselin

Title: Chief Judge, Northeastern Judicial Circuit

Date: \_\_\_\_\_

**(G) SUBMIT APPLICATION**

E-mail a pdf of your completed, certified, and signed application to [ARPA@georgiacourts.gov](mailto:ARPA@georgiacourts.gov).

*Note:* Please ensure that an **ARPA Budget Form** is attached, as well as any other supporting documentation the ARPA Committee will need to sufficiently and efficiently review your application. The ARPA Grants Team will confirm receipt and follow up with you regarding any issues or problems with your application and next steps. Applications that are not timely completed during the application window may need to be considered by the ARPA Committee in a subsequent grant cycle. Promptly notify the ARPA Grants Team at [ARPA@georgiacourts.gov](mailto:ARPA@georgiacourts.gov) if you need to amend or withdraw a submitted application to ensure your application is removed from the review process. Please also attach a cover letter indicating that this application seeks to amend an existing award, if applicable.



## JUDICIAL BRANCH ARPA GRANT BUDGET TEMPLATE

Circuit: Northeastern

Submitted by: Katie Mincey

Date: 1/18/22

**Note: Please ensure that the salary amount includes salary and fringe benefits. Also, upload the budget form as an excel worksheet, not a pdf file.**

Budget Categories			Calendar Year 2022
<b>Personnel Services</b>	<b>Salary + Fringe</b>	<b>Quantity</b>	<b>Total</b>
<b>Grant Administration and Clerical (include in application section (D) (6) or (7) as applicable)</b>			
<i>(Insert, remove, or adjust titles as needed)</i>	\$ -		\$ -
	\$ -		\$ -
	\$ -		\$ -
<b>Total Grant Administration and Clerical Costs</b>	\$ -		\$ -
<b>Personnel Directly Responding to Case Backlog (include in application section (D) (1))</b>			
Judge, Probate Court	\$ 162,718	1	\$ 162,718
Judicial Assistance (Senior Judges and/or Designation)	\$ 573	60	\$ 34,380
<i>(Insert, remove, or adjust titles as needed)</i>	\$ -		\$ -
	\$ -		\$ -
	\$ -		\$ -
<b>Total Personnel Directly Responding to Case Backlog</b>	\$ 163,291	61	\$ 197,098
<b>Personnel Court-Based Mental Health Services Program (include in application section (D) (2))</b>			
Human Services Coordinator	\$ 75,431	1	\$ 75,431
Physician, Part-time	\$ 92,560	1	\$ 92,560
	\$ -		\$ -
<b>Total Court-Based Mental Health Services Progr Costs</b>	\$ 167,991	2	\$ 167,991
<b>Personnel Court-Based Substance Use Services Program (include in application section (D) (3))</b>			
Program Counselor	\$ 75,431	2	\$ 150,861
Case Manager	\$ 70,542	1	\$ 70,542
Intake Specialist	\$ 70,542	1	\$ 70,542
	\$ -		\$ -
<b>Total Court-Based Substance Use Services Progr Costs</b>	\$ 216,514	4	\$ 291,945
<b>Personnel Court-Based Eviction Prev. and Div. Program (include in application section (D) (4))</b>			
<i>(List employee title)</i>	\$ -		\$ -
	\$ -		\$ -

Budget Categories			Calendar Year 2022
	\$ -		\$ -
Total Court-Based Eviction Prev. & Div. Program Cost	\$ -		\$ -
Total Personnel Costs:	\$ 547,796	67	\$ 657,033

Administrative/Indirect Costs:	Amount		Total
Grant Administration (include in application section (D) (6))			
Contracts	\$ -		\$ -
Equipment < \$5,000 (Computers & Printers for add'l staff)	\$ 2,500	6	\$ 15,000
Furniture	\$ 2,500	6	\$ 15,000
Supplies and Materials	\$ 500	1	\$ 500
Travel – Employee	\$ 3,000	1	\$ 3,000
Professional Dues	\$ 914	1	\$ 914
<i>(Insert, remove, or adjust administrative items as needed)</i>	\$ -		\$ -
	\$ -		\$ -
	\$ -		\$ -
Total Admin/Indirect Costs	\$ 9,414		\$ 34,414
Temporary Facilities or Workspace (include in application section (D) (5))			
Real Estate Rentals	\$ -		\$ -
Real Estate Rentals	\$ -		\$ -
Total Temporary Facilities/Workspace	\$ -		\$ -
Total Administrative Costs:	\$ 9,414		\$ 34,414

<b>TOTAL OVERALL BUDGET</b>	<b>\$ 691,447</b>
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JC/ARPA-5 (12/2021)