

## JUDICIAL COUNCIL ARPA GRANT APPLICATION

Prior to completing this application, please review the **Overview and Instructions** (posted under Quick Links at [jcaoc.georgiacourts.gov/arpa](http://jcaoc.georgiacourts.gov/arpa)). *Please also review the Application Notes on pages 8-10 of this document, which highlight important instructions for certain sections.* 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 (check applicable box):**

- New grant application (no current award)  
 Continue CY 2022 Award with the changes described below  
 Continue CY 2022 Award with no changes

**Judicial Circuit or Appellate Court Name**

Northeastern Judicial Circuit

**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 30501

E-mail Address	Business Phone
kgosselin@hallcounty.org	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	770-532-1895

E-mail Address (application status updates): Katie.mincey@hallcounty.org

**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	770-532-1895

E-mail Address (grant compliance/reporting): Katie.mincey@hallcounty.org

**Grant Reimbursement Official (Fiscal Agent)**

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

First Name		Last Name	
Joy		Walker	
Job Title		Business Phone	
Grants Specialist		770-535-8274	
Street			
P.O. Drawer 1435			
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. The award has been enormously helpful, as it included funding for a total of 14 new full-time positions, and other assistance, across Hall and Dawson counties.*

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

*Administratively, the primary barrier to implementation involved the Judicial Council clarifying grant reporting requirements with the Executive Branch. Significant staff resources were spent initially on procedures and policies that were later revised, amended, or ended. These challenges have receded, thankfully, and reimbursements have been received at a quicker pace. A lesser barrier involved the administrative 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.*

*Looking forward, the Circuit should be much better positioned to take full advantage of any funds awarded in 2023. Only two brand new positions are requested in this application, and all but one current position are presently filled with employees eager to see their roles extend for another year.*

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

**(1) Description of Case Backlogs**

*Strictly speaking, case backlogs have improved over the last 12 months due to record-high clearance rates and fewer cases being indicted or accused in Hall County. Current pending casecounts across both counties are only 2% higher than pre-pandemic levels, or approximately 74 cases. New civil filings are also down 20% from pre-pandemic numbers.*

*Most relevantly, the circuit has seen a 148% clearance rate of serious felonies in 2022, as the courts have prioritized those cases for trial and disposition. Currently there are 83 pending serious felony cases, which is in line with pre-pandemic numbers. The oldest of these cases was first indicted in 2017.*

*A truer picture of the backlog, however, is presented only by including pre-indicted cases in casecount numbers. 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. This represented a pending caseload 27% higher than pre-pandemic. **Currently, as of July 1, 2022, the circuit has a backlog of approximately 700 such cases, virtually all of which are criminal.** This represents a caseload 25% higher than pre-pandemic, and is nearly equal in size and scope to the average caseload disposed of annually by each full-time sitting judge.*

*The number of unindicted criminal cases continues to pose unprecedented challenges to the circuit’s dockets. At July 1, 2022, there were 2,485 unindicted cases across Hall and Dawson counties. **Seventy-eight of these are serious felonies**, which are in addition to the 83 indicted cases mentioned above, and over 70% are felony cases. In Hall County, the current unindicted caseload is 78% higher than pre-pandemic levels. These cases continue to sit in the “pipeline” and will continue to move to dockets and trial calendars in 2023.*

*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	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%
8/31/22	3,614	1,264	83	6.6%

*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 – SUPERIOR + STATE COURTS*

Date Range	Number of Jury Trials by Case Type		
	All Cases	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 – 8/31/22	69	34	17

*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	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	107%	120%	83%
1/1/22 - 6/31/22	107%	115%	148%

*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 REQUESTED FROM THE JUDICIAL COUNCIL TO ADDRESS CASE BACKLOGS**

- (1) Overall total ARPA grant funds requested to address case backlogs: \$ 2,000,000.
- (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)): \$ 1,809,545.
- (3) Overall number of new staff positions requested: Twenty-four (24).
  - (a) Overall full time positions: Seventeen (17).
  - (b) Overall part time positions: Seven (7).
- (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)): Twenty-one (21).
  - (a) Full time positions dedicated to serious violent felonies: Fifteen (15).
  - (b) Part time positions dedicated to serious violent felonies: Six (6).

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

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

Yes  No

**(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>Dawson &amp; Hall</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>	\$	\$

**(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: \$ 126,769.**

**(E) REQUESTS UNDER EACH ARPA 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) Subtotal of funds requested for this EC: \$ 1,193,488.

(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): \$ 1,005,033.

(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 personnel costs requested under this EC will be dedicated to serious violent felonies? 84%.

(d) Overall number of new positions requested for this EC: Seventeen (17).

(i) Full time positions: Ten (10).

(ii) Part time positions: Seven (7).

(e) Number of new positions requested for this EC dedicated to serious violent felonies, as defined in OCGA § 17-10-6.1 (a): Fifteen (15).

(i) Full time positions: Nine (9).

(ii) Part time positions: Six (6).

Summary of Request

*The Northeastern Judicial Circuit is comprised of two counties – Hall and Dawson. There are five sitting Superior Court judges handling an annual caseload of approximately 4,200 new filings (excluding probation revocations). The judges are assisted by designated Juvenile judges, Magistrate judges and Senior Judges.*

*This request renews what was previously awarded in 2022 while also seeking funding for one additional full-time Courtroom Deputy and one additional part-time position in the Solicitor General’s Office. Every position requested will be used to prioritize serious violent felonies, with the exception of the Associate Probate Judge and the part-time Solicitor Victims Witness Assistant.*

New 2023 Requests

***Dawson County Deputy Sheriff.*** Dawson County Superior Court has seen more felony case filings in the first half of 2022 than in all of 2021, or any previous year on record. As a result of the volume of new cases, the Dawson County Sheriff has seen an increase of more than fifty (50) additional days scheduled to be in court. Deputies have also been required to transport over 120 more inmates from the detention center to the courthouse than in 2019 (pre-pandemic). With an even more aggressive schedule already planned in 2023, and in anticipation of calling several high security cases that were previously delayed due to the suspension of jury trials, an additional Courtroom Deputy Sheriff is requested. An additional deputy will allow other personnel to be in the “field” serving civil process and arrest warrants – tasks which are currently taking second priority to courthouse security. One hundred percent of this employee’s time will be dedicated to prioritizing serious violent felony cases.



***Solicitor General's Victim Witness Assistant.*** *With the evolution of our calendaring schedule post-COVID (4 calendar calls a day, often overlapping), it is increasingly difficult for our Victim Advocates to communicate with victims in real time for court appearances and scheduling. This request seeks a supplemental amount to take one part time front desk position to a full time status. This will allow victim information/communication to be relayed accurately in real time, a consistent front desk person to be trained in victim rights/responsibilities, and provide someone aware of the nuanced questions and information. This position does not prioritize serious violent felonies.*

*Renewal of 2022 Awards*

*Chief Superior Court Judge Kathlene F. Gosselin first declared a local judicial emergency on March 13, 2020 – one day prior to the statewide order being entered by then-Chief Justice Harold D. Melton. All non-essential proceedings were suspended for a period of 7 weeks until detailed health protocols could be put in place. The Circuit was among the first in the State to resume jury trial proceedings after the statewide suspension was lifted, before they were re-suspended in accordance with Justice Melton's amended order from December 23, 2020 through March 9, 2021. On March 10, 2021, the Circuit once again resumed jury trials and has conducted as many trials as permitted under our still-existing health and safety protocols approved by a local COVID-19 Jury Committee.*

*Since the summer of 2021, the judges of this Circuit have actively engaged stakeholders to plot a way forward and out of the crisis. While carefully monitoring local health conditions, and adapting wherever necessary, the Circuit has made quick and steady progress since the jury suspensions were lifted. However, even at its current pace, the Circuit cannot dispose of its still-growing caseload without additional resources. Chief Judge Gosselin has proposed a two-prong strategy for attending to the backlog, with both prongs dependent upon new judicial officers providing additional days in the courtroom.*

*First, the Circuit appointed an additional juvenile court judge in 2022 with the counties' consent. This juvenile judge has been designated in Superior Court for the duration of the year and tasked with hearing and deciding civil and domestic cases. This plan has allowed the five experienced sitting judges to prioritize criminal cases and, in particular, the serious violent felony cases. Even more specifically, the judges have called for trial those cases where the defendant is presently detained in a county detention center.*

*Second, the Circuit has continued to make regular use of both Senior Judges and qualified judges from other classes of court. In 2021, Senior Judges provided judicial assistance for a total of 89 days. In 2022, thanks to ARPA funding, the Circuit has designated either Senior Judges or other local judges for a total of 194 days of assistance from January through September – a remarkable increase over the 77 days in 2019.*

*This strategy of having more judges available more often has downstream effects and, in order to be successful, requires each stakeholder in the system to be appropriately staffed and resourced. The designated juvenile judge has been asked to carry a caseload as high as any other sitting judge, and asked to dispose of cases at a similar pace. In order to do so, a full-time*

*judicial assistant was hired. A court reporter was also temporarily hired, along with an additional Jury Division Clerk for scheduling, sending notices, and providing jury services. Six additional bailiffs have also been employed at the daily rate established in the two counties.*

*In order to prosecute the cases and handle a more frequent court schedule, the District Attorney has also hired temporary staff, including an ADA, investigator, and administrative assistant.*

*Additionally, the Circuit's Pretrial Services agency has experienced an unprecedented influx of new cases over the last two years. Since 2019, the number of defendants requiring supervision has surged from a monthly average of 775 defendants to almost 1,000 at present. Both Hall and Dawson County officials have approved new officer positions; however, the agency's growth has also required additional administrative support. The Administrative Secretary position has been instrumental in managing the increased caseload of felony defendants, many of which have violent or sexual charges. The department saw almost 50% growth between 2019 and 2022 as a result of the reduction in detention center populations. As cases take more time to process, the average defendant's supervision in 2022 lasts 158 days longer than in 2019.*

*Finally, outside of Superior Court, a full-time Associate Probate Judge in Hall County was previously awarded 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. Based on current numbers, the court will open approximately 925 new estates in 2022. 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. The closure rate has increased in 2022 to 93%. When counting pending objections to petitions to probate or administer an estate or for appointment of a guardian or conservator, there are currently four 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.*

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

*(a) Subtotal of funds requested for this EC: \$ 78,741.*

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

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

*(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): One (1).*

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

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

Summary of Request

*The Northeastern Judicial Circuit is fortunate to have a robust accountability court system operated under the umbrella agency of Treatment Services. **This request renews what was previously awarded in 2022 and includes no new requests.***



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

*Numerically, every defendant evaluated and admitted into our mental health program diverts a case to a non-trial resolution and allows the court to concentrate on and conserve its limited trial weeks for the most serious cases. To date, 58 defendants have entered our mental health programs in 2022, representing over 60 less-serious cases that will be removed from a trial calendar as a result. Program enrollment has grown 78% in 2022, and referrals have increased 278%. One-hundred (100) defendants are projected to enroll in 2023.*

*Renewal of 2022 Award*

*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.*

*As a result of the 2022 grant cycle, a full-time **Human Services Coordinator** was hired 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 clinician assists 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. We aim 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 are 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 request 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.*

*In order to try serious cases, defendants facing less serious charges should be considered for pretrial bond (since the judges of this circuit are prioritizing trials for incarcerated individuals). The mental health services offered by this position are often a critical component of a judge's decision to grant such release, and thus a necessary strategy for shortening the timeframe currently experienced by those awaiting trial on serious charges.*

Further Background

*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 four part-time staff, plus five previously-awarded ARPA positions.*

***The requested position serves the population most directly and severely affected by the case backlog. And every hour of work that this employee devotes to the criminal caseload is an hour spent assisting the court in prioritizing serious violent felonies. Disposing of the current backlog depends upon the support services provided by this request.***

*The personnel and services provided pursuant to this request report directly to the court, are supervised at the direction of the court, and are ultimately overseen by a committee of circuit court judges. It is one-hundred percent court-based.*

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

*(a) Subtotal of funds requested for this EC: \$ 413,407.*

*(b) Overall number of new positions requested for this EC: Five (5).*

*(i) Full time positions: Five (5).*

*(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): Five (5).*

*(i) Full time positions: Five (5).*

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

Summary of Request

*The Northeastern Judicial Circuit is fortunate to have a robust accountability court system operated under the umbrella agency of Treatment Services. This request renews what was previously awarded in 2022, including its four positions, and makes a new request for one additional position. 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 2023, allowing the judges to prioritize serious violent felony trials. This represents approximately 15% of the circuit's projected felony filings. To date, 179 defendants have enrolled in substance use programs in 2022. 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 five 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.*

*New 2023 Request – Clinical Services Director*

*Treatment Services delivers over 6,000 hours of direct clinical services to program participants annually. With over 75 groups facilitated on a weekly basis by certified and licensed staff, our agency is the largest accountability court systems in the state providing therapeutic and case management services to eligible individuals.*

*As our court systems work through a backlog of cases, our programs have experienced a **42% increase in enrollment and program census**. This influx has a direct impact on the operations of our agency and the need for more clinical support and direction. ARPA funds will allow our circuit to hire a full-time Clinical Director to oversee the direction and coordination of all clinical services conducted by our agency. Currently, these duties are spread amongst various staff which has proven to be unsustainable given the continued increase in enrollments and other necessary job duties. We will consolidate all of these applicable responsibilities to one dedicated staff member who can serve all programs.*

*In order to provide the highest level of services, our agency employs **23 clinicians among 6 various accountability courts**. Each clinician is responsible for carrying a caseload of appx. 30 participants, facilitating group and individual therapy sessions, and actively participating in regular supervision sessions. The Clinical Director will be responsible for providing clinical oversight and accountability for all clinicians, ongoing support for clinical staff, ensuring fidelity to curriculum and compliance with State standards, and conducting coaching on clinical skills related to group and individual counseling sessions and clinical documentation. The Clinical Director plays a crucial role in our agency as direct clinical services accounts for the largest service delivered. The creation of this position will allow us to establish a solid avenue for treatment fidelity and quality services. This position will alleviate some duties of other staff allowing for more efficient use of time and resources as our agency continues to grow.*

*Renewal of 2022 Award*

*In addition to the new position above, this application renews our funding request for four positions previously awarded in the 2022 grant cycle. These four positions directly support our drug court programs and the influx of referrals as the backlog of court cases is processed. Current (2022) funding provides two Program Counselors, a Case Manager, and an Intake Specialist.*

***Program Counselors** provide direct clinical services to program participants. Each counselor carries a full caseload and facilitates group and individual counseling sessions and other therapeutic services for program participants.*

*A full-time **Case Manager** is responsible for completing individualized case management plans and needed administrative tasks. This position helps support our current operations as our census grows by 200 participants.*

*The final position is a full-time **Intake Specialist**, who coordinates the growing number of individuals referred to our Drug Court program. There are 20-30 referrals each week. The Intake Specialist follows all program referrals, communicates with court staff regarding case information, follows up for applicable and necessary medical and mental health records, and ensures timely enrollment in our accountability court. This helps ease the burden to our local jail by preparing individuals to be released at a quicker pace and assists our court system by coordinating prompt enrollment in our program and moving their case from other court dockets.*

*Further Background*

*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, plus 6 previously-awarded ARPA positions.*

***The requested positions serve the population most directly and severely affected by the case backlog.** And every hour of work that these employees devote to the criminal caseload is an hour spent assisting the court in prioritizing serious violent felonies. Disposing of the current backlog depends upon the support services provided by this request.*

*The personnel and services provided pursuant to this request report directly to the court, are supervised at the direction of the court, and are ultimately overseen by a committee of circuit court judges. They are one-hundred percent court-based.*

**(4) Court-Based Eviction Prevention and Diversion (EC 2.2; 31 CFR § 35.6 (b) (3) (ii) (A) (1), (5))**

- (a) Subtotal of funds requested for this EC: \$ \_\_\_\_\_.*
- (b) Overall number of new positions requested for this EC: \_\_\_\_\_.*
  - (i) Full time positions: \_\_\_\_\_.*
  - (ii) Part time positions: \_\_\_\_\_.*

*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) Subtotal of funds requested for this EC: \$ \_\_\_\_\_.

(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-Eligible Administrative Expenses** (EC 7.1; 31 CFR § 35.6 (b) (3) (ii) (E) (3)-(4))

(a) Subtotal of funds requested for this EC: \$ 314,363.

(b) Number of new positions requested for this EC: One (1).

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

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

The primary use of these funds will provide a grants administrator as hired pursuant to the current (2022) award. Although previously funded at a part-time level, this request modifies that award by seeking funding for full-time work status.

Additionally, other expenditures are summarized on the attached Budget Form and include:

(1) Mandatory law enforcement equipment issued to a new Dawson County Sheriff's Deputy:

Training Uniform Polo's	\$33.58 x3	\$100.74
Class A L/S Shirt	\$73.11 x3	\$219.33
Class B S/S Shirt	\$67.69 x3	\$203.07
Black Uniform Pants	\$59.99 x3	\$179.97
Tru Spec Vector Pants	\$62.28 x3	\$186.84
RIGGER BELT	\$106.97	\$106.97
GRIP PADDED BELT	\$55.62	\$55.62
Body Armor W/ CARRIER	\$990.00	\$990.00
Duty Holster	\$151.00	\$151.00
Back Up Holster	\$60.00	\$60.00
Glock 45 MOS	\$500.50	\$500.50
Glock 45 Magazines	\$29.95 x3	\$89.85
Glock 43X	\$388.00	\$388.00
Glock 43X Magazine	\$29.95	\$29.95
Magazine Holder (HSG)	\$23.80 x2	\$47.60
Smith & Warren Badge	\$98.00	\$98.00
Badge Holder	\$27.95	\$27.95
Collar Brass/ Rank	\$16.00	\$16.00
Pepper Spray	\$12.92	\$12.92
Pepper Spray holder	\$30.00	\$30.00
Expandable Baton	\$140.40	\$140.40
Expandable Baton Holder	\$41.00	\$41.00
Search Gloves	\$30.00	\$30.00
Handcuffs	\$24.60	\$24.60
Handcuff case (HSG)	\$33.31	\$33.31
Handcuff Key	\$11.41	\$11.41



<i>Portable Radio (2019 price)</i>	\$930.00	\$930.00
<i>Dell Ruggid Latitude Laptop</i>	\$3,545.00	\$5,345.00
<i>Portable Radio Holder</i>	\$46.45	\$46.45
<i>Rain Coat (if needed)</i>	\$51.50	\$51.50
<i>Winter Coat</i>	\$253.30	\$253.30
<i>Traffic Vest</i>	\$26.00	\$26.00
<i>Traffic Gloves (Haltz)</i>	\$37.00	\$37.00
<i>Colt Patrol Rifle</i>	\$1,200.00	\$1,200.00
<i>Patrol Rifle Magazines</i>	\$15.00	\$15.00
<i>Aimpoint Patrol Rifle Optic</i>	\$450.00	\$450.00
<i>Remington 870 Shotgun</i>	\$400.00	\$400.00
<i>Digital Camera</i>	\$149.00	\$149.00
<i>Cell Phone</i>	\$350.00	\$350.00
<i>Digital Recorder</i>	\$62.00	\$62.00
<i>Taser x26p</i>	\$1,200.00	\$1,200.00
<i>Taser x6p Cartridges</i>	\$40.00 x2	\$80.00
<i>Taser 7 Holster</i>	\$57.00	\$57.00
<b>TOTAL =</b>	<b>\$15,627</b>	
 (2) <i>Supplies and Materials:</i>		
<i>Office supplies needed for various positions. These items include paper, pens, pencils, notepads, etc. - \$500.00</i>		
 (3) <i>Travel – Senior Judges:</i>		
<i>Travel which includes hotel stays, mileage and meals - \$7,200</i>		
 (4) <i>Travel – Employee:</i>		
<i>Registration and lodging for CLE conferences for the juvenile judge as well as the associate probate judge - \$3,000</i>		
 <i>New employee training, travel, and educational registrations for Program Counselors, Intake Specialist, Case Manager, and Clinical Director - \$12,000</i>		
 (5) <i>Juror Expenses:</i>		
 <i>The projected increase in jury trials will result in a significant increase in the costs of summoning jurors. This request will be utilized in both Hall and Dawson Counties, and will enable the circuit to summon 1,500 additional juror days in 2023 (at \$40 per day). The judges of this circuit are prioritizing serious violent felony cases for trial. For context, this circuit typically summons over 15,000 jurors per year. - \$60,000</i>		
 (6) <i>Court Reporter Transcripts:</i>		
 <i>The strategy of having more judges available more often has downstream effects, increasing a dramatic increase to total court reporter fees billed across both counties. - \$70,000</i>		

*(6) Interpreter Services:*

*The strategy of having more judges available more often has downstream effects and, in order to be successful, requires each stakeholder in the system to be appropriately staffed and resourced as well. In 2021, 1,421 requests for an interpreter were received in the circuit; requests in 2022 are on pace to exceed 2,000. - \$48,402*

*(6) CLE, Bar Dues for Attorney Positions:*

<i>Assistant District Attorney</i>	<i>\$1,000</i>
<i>Associate Probate Judge</i>	<i>\$1,000</i>
<i>Juvenile Judge</i>	<i>\$1,000</i>

**(F) SUPPORTING DOCUMENTATION AND BUDGET**

Check this box if supporting documentation (other than the required budget form) is attached to the application. Applicants *must* attach: (1) a completed **ARPA Budget Form** in an Excel spreadsheet file format (available under Quick Links at [jcaoc.georgiacourts.gov/arpa](http://jcaoc.georgiacourts.gov/arpa)); and (2) copies of any correspondence to and from county governments requesting ARPA funds for trial courts (except municipal courts), prosecutors, and related agencies within the circuit.

**(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 U.S. Treasury and Governor’s Office of Planning and Budget reporting requirements, audits, and recoupment if put toward impermissible uses. 31 CFR § 35.10.

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

Printed Name: Kathlene F. Gosselin

Title: Chief Superior Court Judge

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

**(H) SUBMIT APPLICATION**

E-mail a pdf of your completed, certified, and signed application (with a completed **ARPA Budget Form** in an Excel spreadsheet file format and any supporting documentation) to [ARPA@georgiacourts.gov](mailto:ARPA@georgiacourts.gov).

## APPLICATION NOTES

**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.

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

All applicants must objectively demonstrate that case backlogs exist to qualify for ARPA grant funds. 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. If statistics do not demonstrate the full picture of an applicant’s case backlog, other facts may be included in the description, e.g., space constraints or other factors. Applicants should also identify what portion of case backlogs are serious violent felony cases, as defined in OCGA § 17-10-6.1 (a).

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

**Applicants (except appellate courts) must 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.

As used in this section, “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).

### **(E) REQUESTS UNDER EACH ARPA EXPENDITURE CATEGORY (EC)**

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

**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.

## **(2) Court-Based Mental Health Diversion**

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.

## **(3) Court-Based Substance Use Diversion**

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.

## **(4) Court-Based Eviction Prevention and Diversion**

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.

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## **(6) ARPA-Eligible Administrative Expenses**

### *Grant Administration Payroll*

The following clarifications have been provided by OPB regarding reimbursement for ARPA grant administration payroll expenditures only:

- **Current hourly** employees performing ARPA grant administration duties may be paid from ARPA funds for time spent (including overtime) if the time is documented with timesheets.
- **Current salaried** employees performing ARPA grant administration duties may not be paid extra from ARPA funds for added duties, but an **employer** may be reimbursed from ARPA funds for time spent by those employees performing ARPA grant administration duties if the time is documented with timesheets. To be clear, current employees performing ARPA grant administration duties may not be given a supplement or a raise to be paid from ARPA funds.
- **New part-time** employees (hourly or salaried) may be paid from ARPA funds for time spent working on grant administration duties if the time is documented with timesheets.
- **New full-time** employees (hourly or salaried) may be paid from ARPA funds for time spent working on grant administration duties if the time is documented on a timesheet, labor report, and a Personnel Action or Periodic Certification Form upon hire and a chart of accounts for ARPA funding is provided. See ARPA Fiscal Team for details.

Grant administration includes costs related to disbursing payments of ARPA funds and managing ARPA grant programs. 87 Fed. Reg. 4,435-4,436; 4,444 (Jan. 27, 2022).

### *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, 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** (available under Quick Links at [jcaoc.georgiacourts.gov/arpa](http://jcaoc.georgiacourts.gov/arpa)). Grant recipients should rent equipment (if possible, practical, and cost-effective) to avoid violating the prohibition on purchasing permanent infrastructure.

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

The **ARPA Budget Form** 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.

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## **(H) SUBMIT APPLICATION**

Please ensure that an **ARPA Budget Form** (in an Excel spreadsheet file format and not a .pdf) 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 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 revise or withdraw a submitted application.