

**DAWSON COUNTY BOARD OF COMMISSIONERS  
VOTING SESSION AGENDA - THURSDAY, AUGUST 18, 2016  
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM  
6:00 PM**

---

**A. ROLL CALL**

**B. OPENING PRESENTATIONS**

Don Brown- Veterans Affairs of Dawson County  
Charlie Auvermann- Development Authority Presentation

**C. INVOCATION**

**D. PLEDGE OF ALLEGIANCE**

**E. ANNOUNCEMENTS**

**F. APPROVAL OF MINUTES**

[Minutes](#) of the Voting Session held on July 21, 2016  
[Minutes](#) of the Special Called Meeting held on July 27, 2016  
[Minutes](#) of the Special Called Meeting held on August 11, 2016

**G. APPROVAL OF AGENDA**

**H. ALCOHOL LICENSE**

**I. ZONING**

1. ZA 16-03 - Kapaka Properties, LLC has made a request to rezone 4.869 acres from C-PCD (Commercial Planned Comprehensive Development) to RMF (Residential Multi-Family) for a townhouse development. The property is located at TMP 106-055-001.

**J. PUBLIC HEARING**

1. 2016 Millage Rate and Property Tax (*2nd of 3 hearings. First hearing was held on August 11, 2016. Next hearing will be held on August 25, 2016*)

**K. UNFINISHED BUSINESS**

**L. NEW BUSINESS**

1. Consideration of Request for Juvenile Court Budget Increase
2. Consideration of 2017 VAWA Grant Application
3. Consideration of Special Event Permit - *Bootlegger Triathlon*
4. Board Appointment:
  - a. **Dawson County Library Board of Trustees**
    - i. Wendi Bock (Term: July 2016 through June 2020)
5. Consideration of support for a 5th judgeship in the Northeastern Judicial Circuit

**M. PUBLIC COMMENT**

**N. EXECUTIVE SESSION**

**O. ADJOURNMENT**

**Backup material for agenda item:**

Minutes of the Voting Session held on July 21, 2016

**DAWSON COUNTY BOARD OF COMMISSIONERS**  
**VOTING SESSION MINUTES – JULY 21, 2016**  
**DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM**  
**25 JUSTICE WAY, DAWSONVILLE**  
**6:00PM**

---

**ROLL CALL:** Those present were Chairman Berg; Commissioner Fausett, District 1; Commissioner Swafford, District 2; Commissioner Hamby, District 3; Commissioner Nix, District 4; County Attorney Homans; County Manager Dowling; County Clerk Yarbrough and interested citizens of Dawson County.

**OPENING PRESENTATION:**

Nancy Stites- Dawson County Family Connection

**INVOCATION:** Chairman Berg

**PLEDGE OF ALLEGIANCE:** Chairman Berg

**ANNOUNCEMENTS:**

- Chairman Berg announced that due to lack of business, the work session on July 28 and the voting session on August 4, had been cancelled.
- Chairman Berg also announced that Michele Hester would be retiring soon and thanked her for her years of service to the community.
- Last, Chairman Berg announced that County Manager Randall Dowling had submitted his resignation, and in accordance with Section 13 of his contract, had provided a 60 day notice.

**APPROVAL OF MINUTES:**

Motion passed 3-0 to approve the minutes from the Voting Session held on July 7, 2016. Nix/Fausett- Commissioner Swafford abstained.

**APPROVAL OF THE AGENDA:**

Motion passed unanimously to approve the agenda as written. Swafford/Hamby

**PUBLIC COMMENT:**

None

**ALCOHOL LICENSE HEARINGS:**

*New Alcohol License (Retail Consumption on Premises of Beer, Wine & Distilled Spirits)- Brinker Georgia, Inc. D/B/A Chili's Grill & Bar*

Motion passed unanimously to approve the New Alcohol License (Retail Consumption on Premises of Beer, Wine & Distilled Spirits) - Brinker Georgia, Inc. D/B/A Chili's Grill & Bar. Nix/Hamby

*Alcohol License Transfer (Retail Package Sale of Beer, Wine & Distilled Spirits) - Dawson Liquor D/B/A War Hill Package*

Motion passed unanimously to approve the Alcohol License Transfer (Retail Package Sale of Beer, Wine & Distilled Spirits) – Dawson Liquor D/B/A War Hill Package. Hamby/Nix



**ZONING:**

None

**PUBLIC HEARING:**

None

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

*Consideration of request to add a full-time Appraiser III position*

Motion passed unanimously to approve the request to add a full-time Appraiser III position.

Fausett/Hamby

*Consideration of Bid #280-16 RFP State Route 53 Overlay District Development & Design Guidelines*

Motion passed unanimously to award Bid #280-16 RFP State Route 53 Overlay District Development & Design Guidelines to the most responsive, responsible bidder, B+C Studios from Atlanta, Georgia in the amount of \$46,000. Hamby/Swafford

*Consideration of Board Appointment:*

**1. Dawson County Library Board of Trustees**

- a. Mary Tanner- *Replacing Angela Harben* (Term: July 2016 through June 2020)

Motion passed unanimously to approve the board appointment of Mary Tanner to the Dawson County Library Board of Trustees. Nix/Fausett

*Consideration of 2016 Millage Rate and Property Tax*

Motion passed 3-1 to move forward with three public hearings on the 2016 Millage Rate and Property Tax. Hamby/Nix- Commissioner Swafford voted against the motion.

**PUBLIC COMMENT:**

Jane Graves

**EXECUTIVE SESSION:**

Motion passed unanimously to go into Executive Session. Hamby/Nix

Motion passed unanimously to come out of Executive Session. Hamby/Nix

Motion passed unanimously to appoint Chief Financial Officer Vickie Neikirk as interim County Manager beginning July 22, 2016. Hamby/Nix

**ADJOURNMENT:**

APPROVE:

ATTEST:

\_\_\_\_\_  
Mike Berg, Chairman

\_\_\_\_\_  
Danielle Yarbrough, County Clerk

**Backup material for agenda item:**

Minutes of the Special Called Meeting held on July 27, 2016

**DAWSON COUNTY BOARD OF COMMISSIONERS  
SPECIAL CALLED MEETING MINUTES – JULY 27, 2016  
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM  
25 JUSTICE WAY, DAWSONVILLE  
6:00PM**

---

**ROLL CALL:** Those present were Chairman Berg; Commissioner Fausett, District 1; Commissioner Swafford, District 2; Commissioner Hamby, District 3; Commissioner Nix, District 4; County Attorney Homans; Interim County Manager Vickie Neikirk; County Clerk Yarbrough and interested citizens of Dawson County.

**APPROVAL OF THE AGENDA:**

Motion passed unanimously to approve the agenda as written. Nix/Fausett

**NEW BUSINESS:**

*County Government Management Positions*

Motion passed unanimously to appoint Bill Tanner as Interim County Manager effective July 28, 2016. Hamby/Nix

**ADJOURNMENT:**

APPROVE:

ATTEST:

---

Mike Berg, Chairman

---

Danielle Yarbrough, County Clerk

**Backup material for agenda item:**

Minutes of the Special Called Meeting held on August 11, 2016

**DAWSON COUNTY BOARD OF COMMISSIONERS  
SPECIAL CALLED MEETING MINUTES – AUGUST 11, 2016  
DAWSON COUNTY GOVERNMENT CENTER ASSEMBLY ROOM  
25 JUSTICE WAY, DAWSONVILLE  
4:00PM**

---

**ROLL CALL:** Those present were Chairman Berg; Commissioner Fausett, District 1; Commissioner Swafford, District 2; Commissioner Hamby, District 3; Commissioner Nix, District 4; County Attorney Homans; Interim County Manager William D. Tanner; County Clerk Yarbrough and interested citizens of Dawson County.

**APPROVAL OF THE AGENDA:**

Motion passed unanimously to approve the agenda with the following additions:

- Consideration of FY2017 K9 Grant Application
- Consideration of Family Connection DBHDD Grant
- Consideration of Special Event Permit – *Revenuers Run 5K/10K*

Nix/Swafford

**PUBLIC HEARING**

*2016 Millage Rate and Property Tax (1st of 3 hearings. Next hearings will be held on August 18, 2016 and August 25, 2016)*

Chairman Berg opened the hearing and asked if there was anyone present who wished to be heard on the 2016 Millage Rate and Property Tax.

The following spoke in opposition of rolling back the millage rate:

- Charlie Tarver, *Dawsonville, Georgia*

The following spoke in favor of rolling back the millage rate:

- Hugh Stowers, *Dawsonville, Georgia*
- Weldon Sheriff, *Dawsonville, Georgia*

Chairman Berg asked if there was anyone else wishing to be heard, and hearing none, closed the hearing.

**NEW BUSINESS:**

*Consideration of FY2017 K9 Grant Application*

Motion passed unanimously to approve the FY2017 K9 Grant Application. Swafford/Fausett

*Consideration of Family Connection DBHDD Grant*

Motion passed unanimously to approve the Family Connection DBHDD Grant. Hamby/Nix

Consideration of Special Event Permit – Revenuers Run 5K/10K

Motion passed unanimously to approve the Special Event Permit – Revenuers Run 5K/10K.  
Nix/Fausett

**EXECUTIVE SESSION:**

Motion passed unanimously to go into Executive Session. Hamby/Nix  
Motion passed to come out of Executive Session. Hamby/Nix

**ADJOURNMENT:**

APPROVE:

ATTEST:

\_\_\_\_\_  
Mike Berg, Chairman

\_\_\_\_\_  
Danielle Yarbrough, County Clerk

DRAFT

**Backup material for agenda item:**

1. ZA 16-03 - Kapaka Properties, LLC has made a request to rezone 4.869 acres from C-PCD (Commercial Planned Comprehensive Development) to RMF (Residential Multi-Family) for a townhouse development. The property is located at TMP 106-055-001.

# DAWSON COUNTY REZONING APPLICATION

\*\*\*This portion to be completed by Zoning Administrator\*\*\*

ZA 16-03 / VR16-14 Tax Map & Parcel # (TMP): 106-055-001  
Submittal Date: 6/9/16 Time: 9:30 am/pm Received by: PB (staff initials)  
Fees Assessed: \$350.00 Paid: \$350.00 Commission District: \_\_\_\_\_  
Planning Commission Meeting Date: JULY 19, 2016  
Board of Commissioners Meeting Date: AUGUST 18, 2016

## APPLICANT INFORMATION (or Authorized Representative)

Printed Name: KAPAKA PROPERTIES, LLC  
Address: 33 PARKSIDE CIRCLE, DAWSONVILLE, GA 30534

Phone:  Listed  Unlisted Email:  Business  Personal com  
Status:  Owner  Authorized Agent  Lessee  Option to purchase

*Notice: If applicant is other than owner, enclosed Property Owner Authorization form must be completed.*

I have  /have not  participated in a Pre-application meeting with Planning Staff.  
If not, I agree  /disagree  to schedule a meeting the week following the submittal deadline.  
Meeting Date: 6-7-16 Applicant Signature: Billy H. II.

## PROPERTY OWNER/PROPERTY INFORMATION

Name: REO FUNDING SOLUTIONS II, LLC  
Street Address of Property being rezoned: N/A

Rezoning from: C-PCD to: RMF Total acreage being rezoned: 4.869

Directions to Property: FROM GA 400 & DAWSON Forest Rd. - HEAD west  
ON Dawson Forest ROAD FOR 1.1 miles. Riley Place Dr. is on  
the right - The entrance to our proposed development is the next  
right - Our entrance has brick signs that state "Riley Place"  
As well.



Subdivision Name (if applicable): RILEY PLACE Lot(s) #: \_\_\_\_\_

Current Use of Property: PROPERTY IS VACANT

Any prior rezoning requests for property? YES if yes, please provide rezoning case #: ZA 99-37

**\*\*\*Please refer to Dawson County's Georgia 400 Corridor Guidelines and Maps to answer the following:**

Does the plan lie within the Georgia 400 Corridor? NO (yes/no)

If yes, what section? \_\_\_\_\_

**SURROUNDING PROPERTY ZONING CLASSIFICATION:**

North C-PCD South VCR East VCR West C-PCD

Future Land Use Map Designation: PLANNED RESIDENTIAL COMMUNITY

Access to the development will be provided from:

Road Name: DAWSON FOREST ROAD Type of Surface: PAVED

**REQUESTED ACTION & DETAILS OF PROPOSED USE**

Rezoning to: RMF  Special Use Permit for: \_\_\_\_\_

Proposed Use: TOWNHOUSES

Existing Utilities:  Water  Sewer  Gas  Electric

Proposed Utilities:  Water  Sewer  Gas  Electric

**RESIDENTIAL**

No. of Lots: 35 Minimum Lot Size: 0.04 ACRES (acres) No. of Units: 35

Minimum Heated Floor Area: 1350 sq. ft. Density/Acre: 8 UNITS | ACRE

Type:  Apartments  Condominiums  Townhomes  Single-family  Other

Is an Amenity Area proposed: NO; if yes, what? \_\_\_\_\_

**COMMERCIAL & INDUSTRIAL**

Building area: \_\_\_\_\_ No. of Parking Spaces: \_\_\_\_\_

**PROPERTY OWNER AUTHORIZATION**

I/we, REO FUNDING SOLUTIONS II, LLC, hereby swear that I/we own the property located at (fill in address and/or tax map & parcel #):

106 055 001

as shown in the tax maps and/or deed records of Dawson County, Georgia, and which parcel will be affected by this request.

I hereby authorize the person named below to act as the applicant or agent in pursuit of the rezoning requested on this property. I understand that any rezone granted, and/or conditions or stipulations placed on the property will be binding upon the property regardless of ownership. The under signer below is authorized to make this application. The under signer is aware that no application or reapplication affecting the same land shall be acted upon within six (6) months from the date of the last action by the Board of Commissioners.

Printed Name of applicant or agent: Billy G Hughes  
Signature of applicant or agent: Billy G Hughes Date: 05/31/2016

\*\*\*\*\*

Printed Name of Owner(s): REO FUNDING SOLUTIONS II, LLC  
Signature of Owner(s): Judd Gilats Date: 03 JUN 2016  
Vice President  
Mailing address: 1170 Peachtree St NE, Suite 1150  
City, State, Zip: Atlanta, Ga 30309  
Telephone Number: Listed 404-477-6800  
Unlisted

Sworn and subscribed before me this 3RD day of JUNE, 2016.

Bonnie Lynn Wold  
Notary Public

My Commission Expires: 1.31.2020



{Notary Seal}

(The complete names of all owners must be listed; if the owner is a partnership, the names of all partners must be listed; if a joint venture, the names of all members must be listed. If a separate sheet is needed to list all names, please identify as applicant or owner and have the additional sheet notarized also.)

ZA \_\_\_\_\_

TMP#: \_\_\_\_\_

**List of Adjacent Property Owners**

It is the responsibility of the Applicant to provide a list of adjacent property owners. This list must include the name and mailing address of anyone who has property touching your property or who has property directly across the street from your property.

**\*\*Please note this information should be obtained using the Tax Map & Parcel (TMP) listing for any parcel(s) adjoining or adjacent to the parcel where a variance or rezone is being requested.**

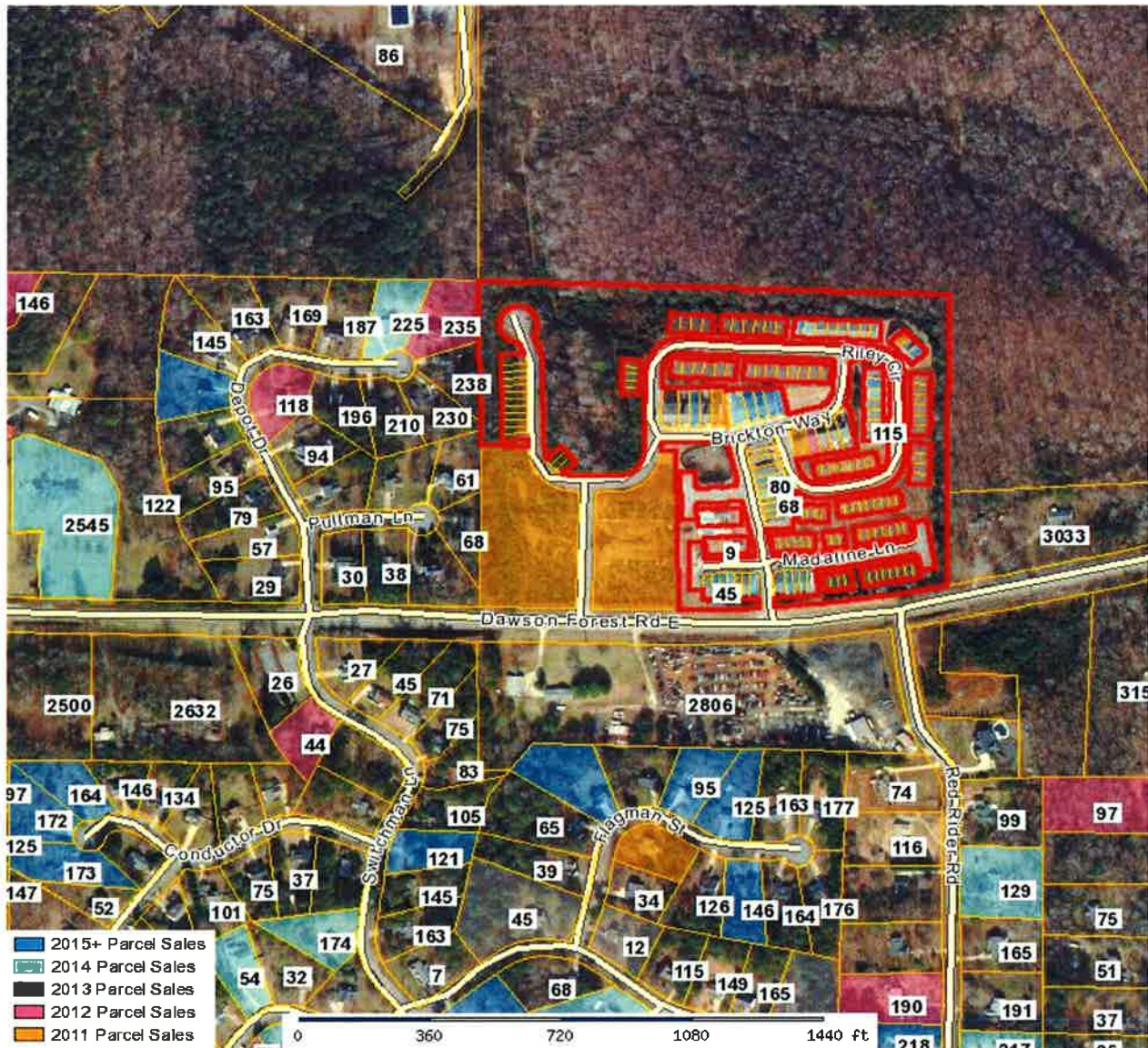
Name

Address

- TMP 106 055 002 1. ALA RILEY PLACE, LLC 860 Johnson Ferry Rd., Ste 140-123, Atlanta, GA 30342
- TMP 106 350 2. ROBIN L. TURNER P.O. Box 1116, Dawsonville, GA 30534
- TMP 106 351 3. Richard D. & Eugenia A. THURMOND 68 Pullman Lane, Dawsonville, GA 30534
- TMP 106 352 4. THOMAS & Vicki G. Smith 61 Pullman Lane, Dawsonville, GA 30534
- TMP 106 055 5. Billy & MILDRED CRANE 2806 Dawson Forest Rd. E., Dawsonville, GA 30534
- TMP \_\_\_\_\_ 6. \_\_\_\_\_
- TMP \_\_\_\_\_ 7. \_\_\_\_\_
- TMP \_\_\_\_\_ 8. \_\_\_\_\_
- TMP \_\_\_\_\_ 9. \_\_\_\_\_
- TMP \_\_\_\_\_ 10. \_\_\_\_\_
- TMP \_\_\_\_\_ 11. \_\_\_\_\_
- TMP \_\_\_\_\_ 12. \_\_\_\_\_
- TMP \_\_\_\_\_ 13. \_\_\_\_\_
- TMP \_\_\_\_\_ 14. \_\_\_\_\_
- TMP \_\_\_\_\_ 15. \_\_\_\_\_

Use additional sheets if necessary.





Dawson County Assessor			
Parcel: 106 055 002 Acres: 4.84			
Name:	ALA RILEY PLACE LLC	Land Value	\$69,400.00
Site:	0	Building Value	\$0.00
Sale:	\$1,230,000 on 03-2002 Reason=LM Qual=Q	Misc Value	\$0.00
Mail:	860 JOHNSON FERRY RD	Total Value:	\$69,400.00
	STE 140-123		
	ATLANTA, GA 30342		



The Dawson County Assessor's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll. PLEASE NOTE THAT THE PROPERTY APPRAISER MAPS ARE FOR ASSESSMENT PURPOSES ONLY NEITHER DAWSON COUNTY NOR ITS EMPLOYEES ASSUME RESPONSIBILITY FOR ERRORS OR OMISSIONS --THIS IS NOT A SURVEY--  
 Date printed: 08/23/16 : 11:46:05





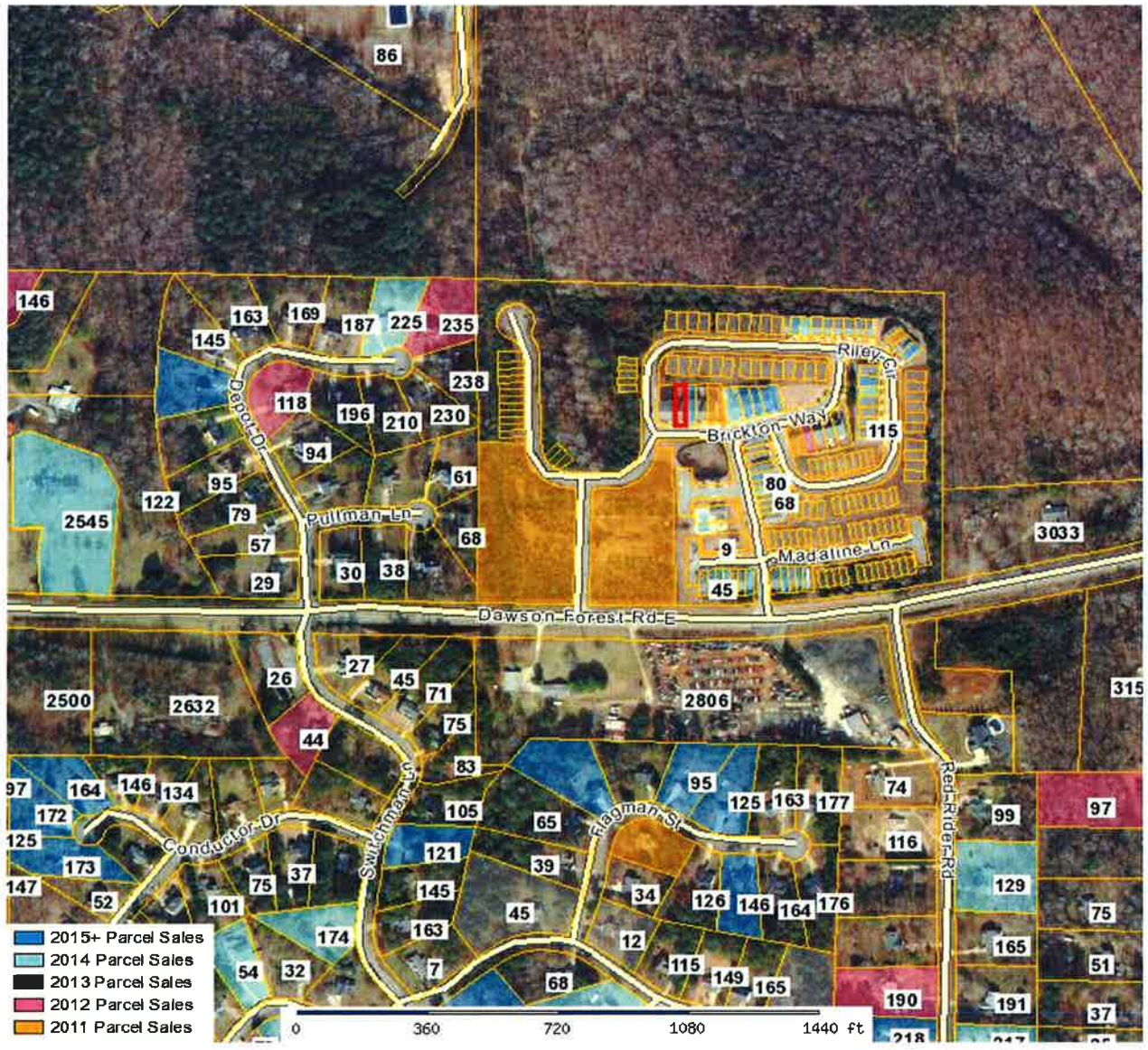
- 2015+ Parcel Sales
- 2014 Parcel Sales
- 2013 Parcel Sales
- 2012 Parcel Sales
- 2011 Parcel Sales

Dawson County Assessor			
Parcel: 106 055 138 Acres: 0			
Name:	BARBARA W ELLETT FAMILY TRUST	Land Value:	\$20,000.00
Site:	26 BRICKTON WAY W	Building Value:	\$118,766.00
Sale:	\$164,900 on 10-2006 Reason=FM Qual=Q	Misc Value:	\$3,186.00
Mail:	26 BRICKTON WAY WEST DAWSONVILLE, GA 30534	Total Value:	\$141,952.00



The Dawson County Assessor's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll. PLEASE NOTE THAT THE PROPERTY APPRAISER MAPS ARE FOR ASSESSMENT PURPOSES ONLY NEITHER DAWSON COUNTY NOR ITS EMPLOYEES ASSUME RESPONSIBILITY FOR ERRORS OR OMISSIONS --THIS IS NOT A SURVEY--  
Date printed: 06/23/16 : 11:47:01



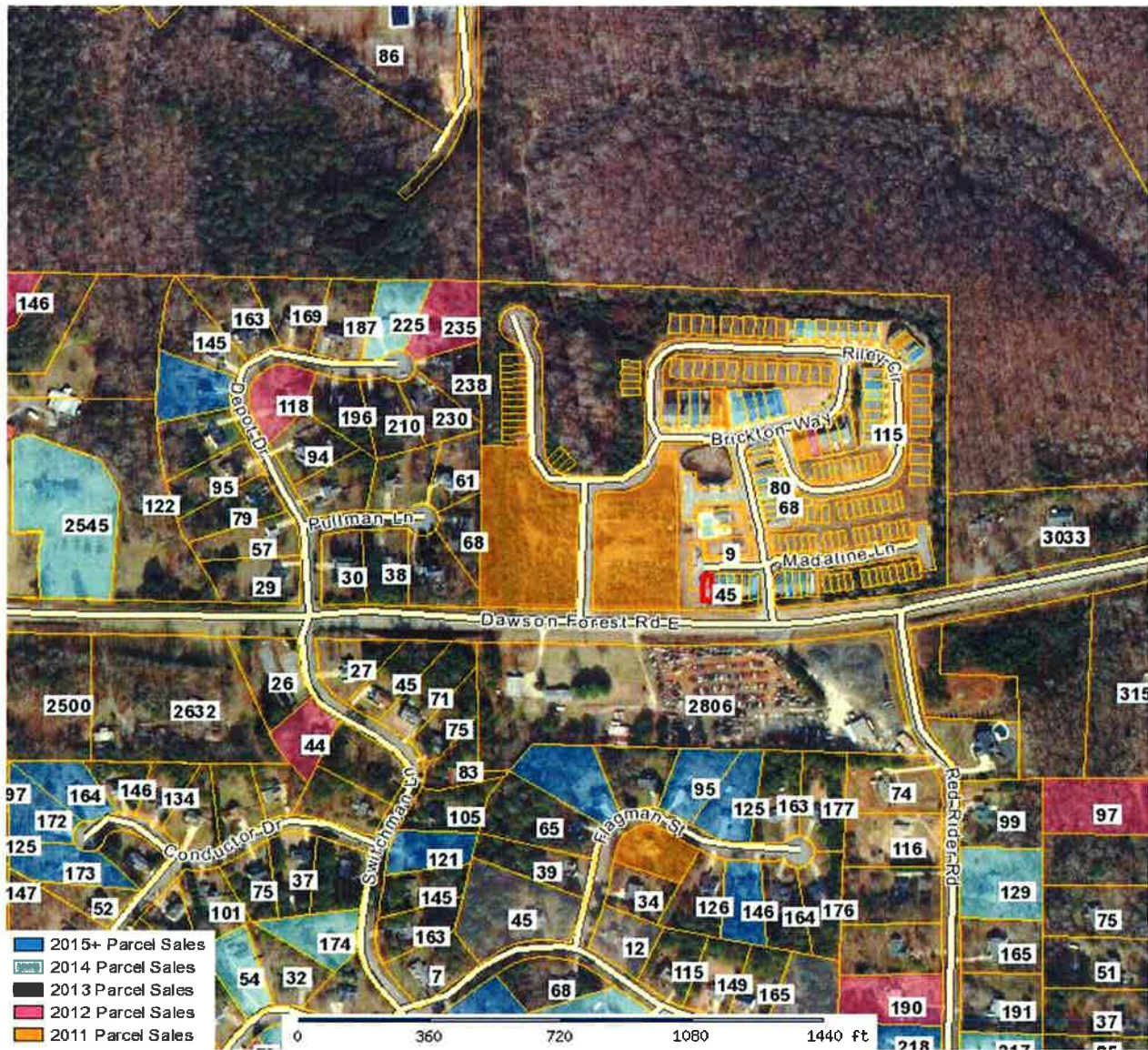


Dawson County Assessor			
Parcel: 106 055 137 Acres: 0			
Name:	POTTINGER JILL GRAHAM	Land Value	\$20,000.00
Site:	22 BRICKTON WAY W	Building Value	\$100,607.00
Sale:	\$125,000 on 06-2009 Reason=FM Qual=Q	Misc Value	\$3,186.00
Mail:	4 WATERFORD PL ROME, GA 30165	Total Value:	\$123,793.00



The Dawson County Assessor's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll. PLEASE NOTE THAT THE PROPERTY APPRAISER MAPS ARE FOR ASSESSMENT PURPOSES ONLY NEITHER DAWSON COUNTY NOR ITS EMPLOYEES ASSUME RESPONSIBILITY FOR ERRORS OR OMISSIONS --THIS IS NOT A SURVEY--  
Date printed: 06/23/16 : 11:47:29





- 2015+ Parcel Sales
- 2014 Parcel Sales
- 2013 Parcel Sales
- 2012 Parcel Sales
- 2011 Parcel Sales

Dawson County Assessor			
Parcel: 106 055 157 Acres: 0			
Name:	LANEY ROGER L III & MARJORIE O	Land Value	\$20,000.00
Site:	49 HIDDEN HICKORY CT	Building Value	\$103,383.00
Sale:	\$93,027 on 07-2013 Reason=BS Qual=Q	Misc Value	\$3,186.00
Mail:	38 APPLING DR DAWSONVILLE, GA 30534	Total Value:	\$126,569.00



The Dawson County Assessor's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll. PLEASE NOTE THAT THE PROPERTY APPRAISER MAPS ARE FOR ASSESSMENT PURPOSES ONLY NEITHER DAWSON COUNTY NOR ITS EMPLOYEES ASSUME RESPONSIBILITY FOR ERRORS OR OMISSIONS --THIS IS NOT A SURVEY--  
Date printed: 06/23/16 : 11:47:55





- 2015+ Parcel Sales
- 2014 Parcel Sales
- 2013 Parcel Sales
- 2012 Parcel Sales
- 2011 Parcel Sales

0 360 720 1080 1440 ft

Dawson County Assessor			
Parcel: 106 055 Acres: 13.86			
Name:	CRANE BILLY & MILDRED	Land Value	\$224,965.00
Site:	2806 DAWSON FOREST RD E	Building Value	\$102,521.00
Sale:		Misc Value	\$48,370.00
Mail:	2806 DAWSON FOREST RD E DAWSONVILLE, GA 30534	Total Value:	\$375,856.00

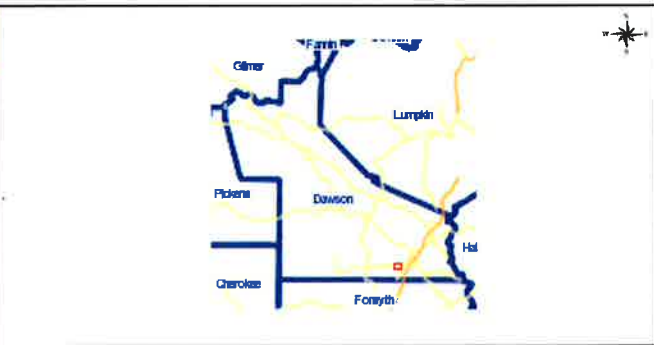


The Dawson County Assessor's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll. PLEASE NOTE THAT THE PROPERTY APPRAISER MAPS ARE FOR ASSESSMENT PURPOSES ONLY NEITHER DAWSON COUNTY NOR ITS EMPLOYEES ASSUME RESPONSIBILITY FOR ERRORS OR OMISSIONS --THIS IS NOT A SURVEY--  
Date printed: 06/23/16 : 11:48:19





Dawson County Assessor			
Parcel: 106 248 Acres: 0.77			
Name:	TIPPINS BASCOM G AKA BASCOM G TIPPINS	Land Value	\$36,000.00
Site:	71 SWITCHMAN LN	Building Value	\$117,216.00
Sale:	\$155,000 on 12-2007 Reason=FM Qual=Q	Misc Value	\$3,844.00
Mail:	71 SWITCHMAN LANE DAWSONVILLE, GA 30534	Total Value:	\$157,060.00



The Dawson County Assessor's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll. PLEASE NOTE THAT THE PROPERTY APPRAISER MAPS ARE FOR ASSESSMENT PURPOSES ONLY NEITHER DAWSON COUNTY NOR ITS EMPLOYEES ASSUME RESPONSIBILITY FOR ERRORS OR OMISSIONS --THIS IS NOT A SURVEY--  
Date printed: 06/23/16 : 11:48:40





Dawson County Assessor			
Parcel: 106 350 Acres: 0.67			
Name:	TURNER ROBIN L	Land Value	\$36,000.00
Site:	58 PULLMAN LN	Building Value	\$103,358.00
Sale:	\$129,000 on 07-2000 Reason=FM Qual=Q	Misc Value	\$4,348.00
Mail:	P O BOX 1116 DAWSONVILLE, GA 30534	Total Value:	\$143,706.00



The Dawson County Assessor's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll. PLEASE NOTE THAT THE PROPERTY APPRAISER MAPS ARE FOR ASSESSMENT PURPOSES ONLY NEITHER DAWSON COUNTY NOR ITS EMPLOYEES ASSUME RESPONSIBILITY FOR ERRORS OR OMISSIONS --THIS IS NOT A SURVEY--  
Date printed: 06/23/16 : 11:48:53



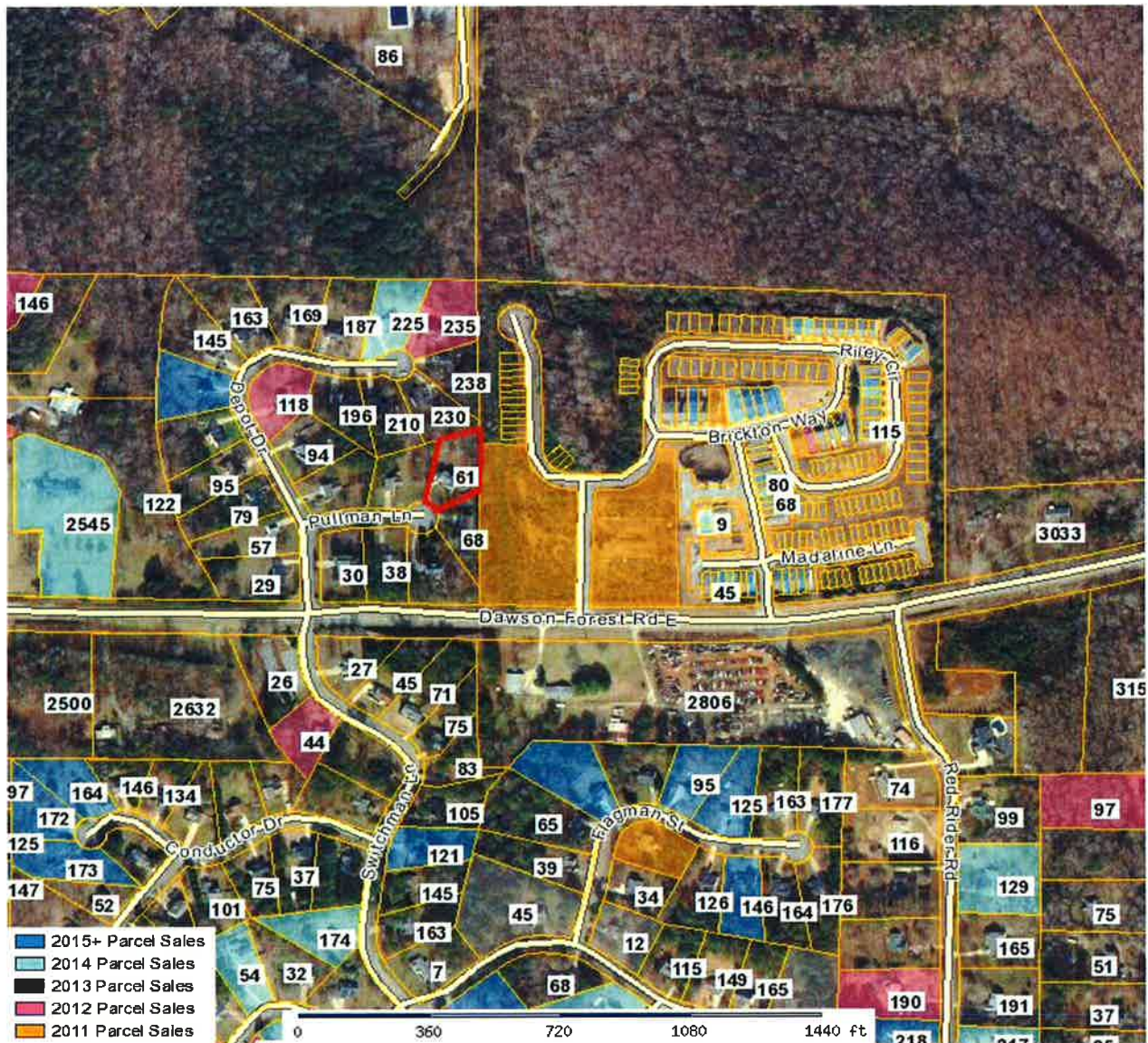


Dawson County Assessor			
Parcel: 106 351 Acres: 0.59			
Name:	THURMOND RICHARD D & EUGENIA A	Land Value	\$36,000.00
Site:	68 PULLMAN LN	Building Value	\$106,158.00
Sale:	\$105,900 on 05-1998 Reason=FM Qual=Q	Misc Value	\$4,012.00
Mail:	68 PULLMAN LANE DAWSONVILLE, GA 30534	Total Value:	\$146,170.00



The Dawson County Assessor's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll. PLEASE NOTE THAT THE PROPERTY APPRAISER MAPS ARE FOR ASSESSMENT PURPOSES ONLY NEITHER DAWSON COUNTY NOR ITS EMPLOYEES ASSUME RESPONSIBILITY FOR ERRORS OR OMISSIONS ---THIS IS NOT A SURVEY---  
Date printed: 06/23/16 : 11:49:07





- 2015+ Parcel Sales
- 2014 Parcel Sales
- 2013 Parcel Sales
- 2012 Parcel Sales
- 2011 Parcel Sales

Dawson County Assessor			
Parcel: 106    Acres: 0.62			
Name:	SMITH THOMAS & VICKI G	Land Value	\$36,000.00
Site:	61 PULLMAN LN	Building Value	\$107,562.00
Sale:	\$105,900 on 11-1997 Reason=FM Qual=Q	Misc Value	\$3,508.00
Mail:	61 PULLMAN LANE DAWSONVILLE, GA 30534	Total Value:	\$147,070.00



The Dawson County Assessor's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The assessment information is from the last certified taxroll. All data is subject to change before the next certified taxroll. PLEASE NOTE THAT THE PROPERTY APPRAISER MAPS ARE FOR ASSESSMENT PURPOSES ONLY NEITHER DAWSON COUNTY NOR ITS EMPLOYEES ASSUME RESPONSIBILITY FOR ERRORS OR OMISSIONS —THIS IS NOT A SURVEY—  
Date printed: 06/23/16 : 11:49:22

## LETTER OF INTENT

7 June 2016

Kapaka Properties, LLC intends to rezone and develop 35 Townhouse lots on 4.869 acres located 1.1 miles west of GA 400 on Dawson Forest Road in Dawson County. The property was formerly rezoned and developed under the C-PCD zoning and this portion of the development was commercial. Our intent is to rezone said property to RMF (Residential Multi-Family) as we do not see a short nor long term commercial use for the property.

We believe the rezoning would enhance the surrounding properties because the property currently sits vacant and untended. Our intended use is consistent with a neighboring development.

AFTER RECORDING RETURN TO  
GEORGE C. CALLOWAY, ESQ.  
SPECIALIZED TITLE SERVICES, INC.  
6133 PEACHTREE DUNWOODY ROAD NE  
ATLANTA, GEORGIA 30328  
(770) 394-7000 STS FILE NO. 1003A, 0169  
110

Filed in Office: 04/11/2011 10:45AM  
Deed Doc: WD  
Bk 00983 Pg 0020-0022  
Georgia Transfer Tax Paid : \$64.10  
Justin Power Clerk of Court  
Dawson County  
0422011000293

LIMITED WARRANTY DEED

THIS INDENTURE, made effective as of this 22<sup>nd</sup> day of March, 2011, by and between **CRM CENTRAL PROPERTIES, LLC**, a Georgia limited liability company ("Grantor"), and **REO FUNDING SOLUTIONS II, LLC**, a Georgia limited liability company ("Grantee").

WITNESSETH:

That for and in consideration of the sum of Ten and No/100 Dollars (\$10.00) and other valuable consideration, the receipt and sufficiency whereof are hereby acknowledged, Grantor has granted, bargained, sold, aliened, conveyed and confirmed and does hereby grant, bargain, sell, alien, convey and confirm unto Grantee all of that certain tract or parcel of land lying and being in Dawson County, Georgia, being more particularly described in Exhibit A attached hereto and by this reference made a part hereof (hereinafter referred to as the "Property").

This conveyance is made subject to (i) the lien of real estate taxes, taxes imposed by special assessment and water, sewer, vault, public space and other public charges which are not yet due and payable, (ii) all applicable laws (including zoning, building ordinances and land use regulations), (iii) all easements, restrictions, covenants, agreements, conditions, or other matters of record, (iv) all matters that may be revealed by a current and accurate survey or inspection of the property, (v) rights of any tenants in possession of all or any part of the property, and (vi) any other matters actually known by Grantee.

TO HAVE AND TO HOLD said Property, together with all and singular the rights, members and appurtenances thereof, to the same being, belonging or in anywise appertaining, to the only proper use, benefit and behoof of Grantee forever IN FEE SIMPLE.

AND THE SAID Grantor shall warrant and forever defend the right and title to said Property unto the Grantee against the lawful claims of all persons claiming by, through or under Grantor but not otherwise.

[SIGNATURES ON THE FOLLOWING PAGE]

SU12400SU9:240195:1:ATLANTA

3

110

IN WITNESS WHEREOF, the Grantor has signed and sealed this Limited Warranty Deed the day and year first above written.

GRANTOR:

Signed, sealed and delivered  
in the presence of:

[Signature]  
Unofficial Witness

[Signature]  
Notary Public

My Commission Expires:

**CRM CENTRAL PROPERTIES, LLC, a  
Georgia limited liability company**

By: **CRM PROPERTIES MANAGER,  
LLC**, a Georgia limited liability company  
Its: Sole Member

By: [Signature]  
Name: John W. Long  
Title: Vice President



Exhibit A to Limited Warranty Deed  
(Legal Description)

4.782 acres at Dawson Forest Road

All that tract or parcel of land lying and being in Land Lot 368 of the South Half of the 13<sup>th</sup> District, 1<sup>st</sup> Section of Dawson County, Georgia and being 26.141 acres as shown on a survey for Tri-Vista Development Group, LLC recorded in Plat Book 44, Page 181 of the Dawson County records and is incorporated herein by reference for a more complete description of said property.

**LESS AND EXCEPT:**

All that tract or parcel of Land Lot 368 of the South Half of the 13<sup>th</sup> District, 1<sup>st</sup> Section of Dawson County, Georgia being a 20.170 acre tract as shown on that certain boundaries survey for R. Millard Bowen by John G. Stubblefield, R.L.S. No. 2599 dated March 2, 2002 and being more particularly described as follows:

Starting at a one-half inch rebar found at the common corner of Land Lots 350, 349, 367 and 368 said district and county; running thence along the Land Lot Line dividing Land Lots 349 and 368 South 87 degrees 53 minutes 49 seconds East a distance of 1292.97 feet to a 19 inch hickory tree found at the common corner of Land lots 349, 348, 368 and 369 said district and county; running thence along the Land Lot Line between Land Lots 368 and 369 South 00 degrees 11 minutes 34 seconds West a distance of 810.11 feet to a three quarter inch crimp top pipe found on the northerly right of way of Georgia Highway 318 also known as Dawson Forest Road; running thence along the northerly right of way of Georgia Highway 318 also known as Dawson Forest Road the following courses and distances: South 78 degrees 40 minutes 32 seconds West a distance of 84.73 feet to a point, running thence along an arc a distance of 639.24 feet to a point said arc being subtended by a cord bearing South 85 degrees 00 minutes 46 seconds West and have a cord distance of 637.93 feet to a point, North 88 degrees 39 minutes 00 seconds West a distance of 7.10 feet to an iron pin set; thence leaving the right of way of Georgia Highway 318 and running North 01 degrees 22 minutes 16 seconds West a distance of 482.86 feet doing iron pin set; running thence North 88 degrees 39 minutes 00 seconds West a distance of 541.88 feet to an iron pin set on the Land Lot Line dividing Land Lots 367 and 368; running thence along the said Land Lot Line between Land Lots 367 and 368 North 01 degrees 22 minutes 16 seconds West a distance of 434.12 feet to the point of beginning.



**Official Tax Receipt**  
**Linda Townley**  
**DAWSON COUNTY Tax Commissioner**

25 Justice Way Suite 1222  
 Dawsonville, GA 30534

Trans No	Property ID/District Description	Original Due	Interest & Penalty	Prev Paid	Amount Due	Amount Paid	Transaction Balance
13213 Year-Bill No 2015 - 10939	106 055 001 / 001 LL 368 LD 13-S  FMV: \$66,516.00	656.74	0.00  Fees 0.00	0.00	656.74	656.74	0.00
						<b>Paid Date</b> 11/5/2015 13:14:38	<b>Current Due</b> 0.00
Transactions:	13213 - 13217 <b>Totals</b>	656.74	0.00	0.00	656.74	656.74	0.00

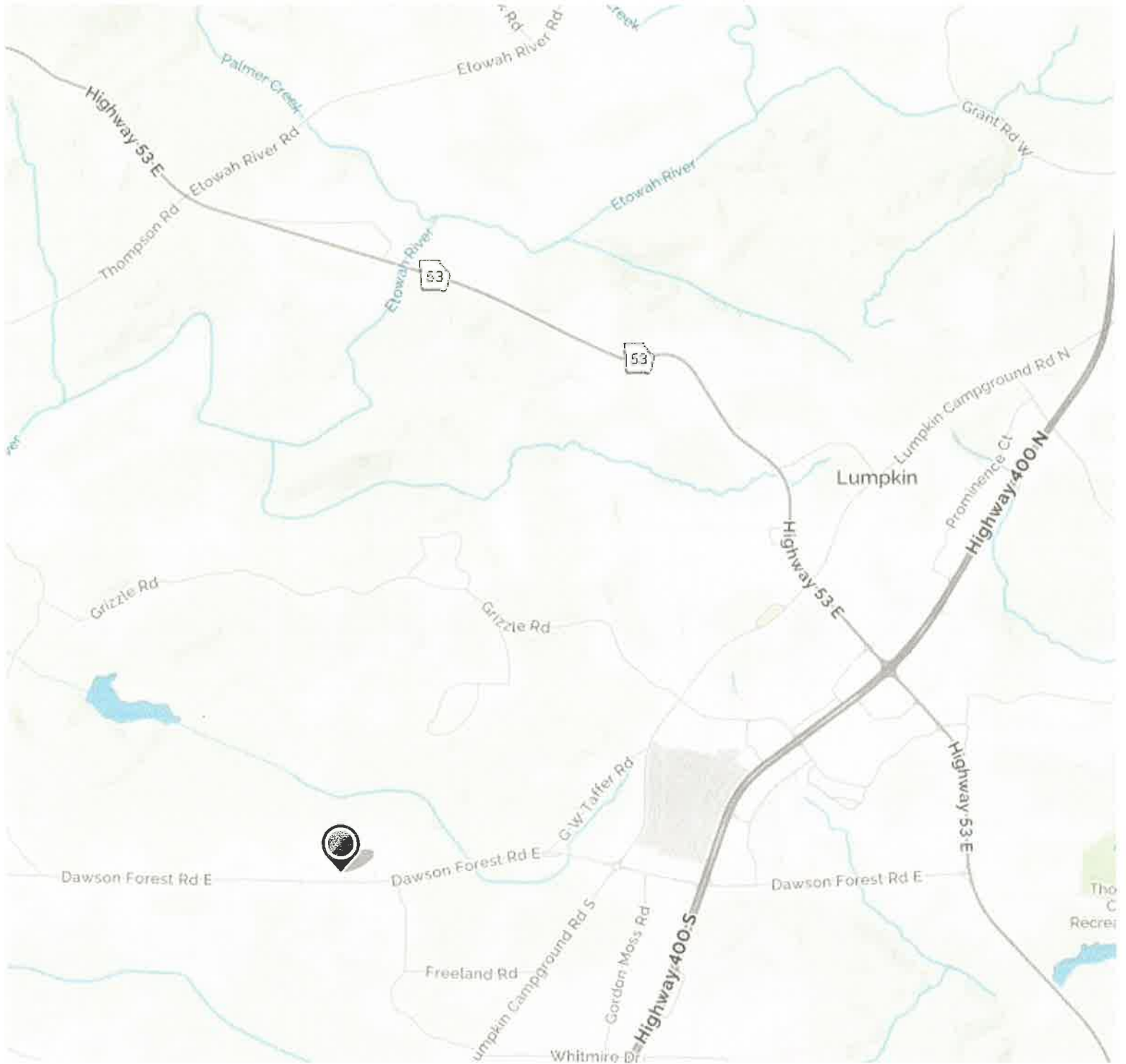
Paid By :

REO FUNDING SOLUTIONS II LLC  
 C/O RYAN LLC  
 P O BOX 56607  
 ATLANTA, GA 30343

TURNSTONE HOLDING LLC  
 REO FUNDING SOLUTIONS II  
 LLC

Cash Amt: 0.00  
 Check Amt: 0.00  
 Charge Amt: 0.00  
 Change Amt: 0.00  
 Refund Amt: 0.00  
 Overpay Amt: 0.00

Check No  
 Charge Acct



## APPLICANT CERTIFICATION

I hereby request the action contained within this application relative to the property shown on the attached plats and site plan and further request that this item be placed on both the Planning Commission and Board of Commissioners agenda(s) for a public hearing.

I understand that the Planning & Development staff may either accept or reject my request upon review. My request will be rejected if all the necessary data is not presented.

I understand that I have the obligation to present all data necessary and required by statute to enable the Planning Commission and the Board of Commissioners to make an informed determination on my request. I will seek the advice of an attorney if I am not familiar with the zoning and land use requirements.

I understand that my request will be acted upon at the Planning Commission and Board of Commissioner hearings and that I am required to be present or to be represented by someone able to present all facts. I understand that failure to appear at a public hearing may result in the postponement or denial of my rezoning of special use application. I further understand that it is my responsibility to be aware of relevant public hearing dates and times regardless of notification from Dawson County.

I hereby certify that I have read the above and that the above information as well as the attached information is true and correct.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Witness \_\_\_\_\_

Date \_\_\_\_\_

---

## WITHDRAWAL

*Notice: This section only to be completed if application is being withdrawn.*

I hereby withdraw application # \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

### Withdrawal of Application:

Withdrawals of any application may be accommodated within the Planning & Development Department if requested before the Planning Commission agenda is set. Therefore, withdrawals may not be made after ten (10) days prior to the scheduled Planning Commission meeting hearing, unless accompanied by written request stating specific reasons for withdrawal. This withdrawal request is to be published in the legal organ prior to the meeting. Following the written request and publication the Planning Commission will vote to remove the item from the agenda at the scheduled hearing. Please note that should the withdrawal be denied, the item will receive deliberation and public hearing with a decision by the Planning Commission. Further, the applicant is encouraged to be present at the hearing to substantiate reasons for withdrawal. Please note that no refund of application fees may be made unless directed by the Board of Commissioners.

# DAWSON COUNTY VARIANCE APPLICATION

**\*\*This portion to be completed by Zoning Administrator\*\***

VR 16-14 Tax Map & Parcel # (TMP): 106-055-001  
Current Zoning: \_\_\_\_\_ Commission District #: \_\_\_\_\_  
Submittal Date: \_\_\_\_\_ Time: \_\_\_\_\_ am/pm Received by: \_\_\_\_\_ (staff initials)  
Fees Assessed: \_\_\_\_\_ Paid: \_\_\_\_\_  
Planning Commission Meeting Date: \_\_\_\_\_

## APPLICANT INFORMATION (or Authorized Representative)

Printed Name: KAPAKA PROPERTIES, LLC (BILLY G. Hughes III)  
Address: 33 PARKSIDE CIRCLE  
DAWSONVILLE, GA 30534  
Phone:  Listed \_\_\_\_\_ Email:  Business juddhughes@yahoo.com  
 Unlisted \_\_\_\_\_  Personal \_\_\_\_\_  
Status:  Owner  Authorized Agent  Lessee  Option to purchase

**Notice: If applicant is other than owner, enclosed Property Owner Authorization form must be completed.**

I have  /have not  participated in a Pre-application meeting with Planning Staff.  
If not, I agree  /disagree  to schedule a meeting the week following the submittal deadline.  
Meeting Date: 6-7-16 Applicant Signature: Billy G. Hughes III

## PROPERTY INFORMATION

Street Address of Property: \_\_\_\_\_  
Land Lot(s): 368 District: 13 Section: 1  
Subdivision/Lot: \_\_\_\_\_ Building Permit #: \_\_\_\_\_ (if applicable)

Directions to the Property: From GA 400 & Dawson Forest Rd - HEAD WEST on Dawson Forest Rd.  
for 1.1 miles. Riley Place Dr. is on the right - THE ENTRANCE to our proposed  
development is the next Right - OUR ENTRANCE has brick signs that  
state "Riley PLACE" as well.

**REQUESTED ACTION**

A Variance is requested from the requirements of Article # \_\_\_\_\_ Section # \_\_\_\_\_ of the Land Use Resolution/Sign Ordinance/Subdivision Regulations/Other (circle one).

If other, please describe: SEE ATTACHED

Type of Variance requested:

- Front Yard  Side Yard  Rear Yard variance of \_\_\_\_\_ feet to allow the structure to:
- be constructed;  remain a distance of \_\_\_\_\_ feet from the: \_\_\_\_\_
- property line,  road right of way, or  other (explain below):

instead of the required distance of \_\_\_\_\_ required by the regulations.

Lot Size Request for a reduction in the minimum lot size from \_\_\_\_\_ to \_\_\_\_\_

Sign Variance for: \_\_\_\_\_

Home Occupation Variance to operate: \_\_\_\_\_ business

Other (explain request): \_\_\_\_\_

If there are other variance requests for this site in past, please list case # and nature of variance: \_\_\_\_\_

Variations to standards and requirements of the Regulations, with respect to open area, setbacks, yard area, lot coverage, height, and other quantitative requirements may be granted if, on the basis of the application, investigation, and other evidence submitted by the applicant, all four (4) expressly written findings below are made:

1. Describe why a strict and literal enforcement of the standards would result in a practical difficulty or unnecessary hardship: \_\_\_\_\_

SEE ATTACHED

2. Describe the exceptional and extraordinary conditions applicable to this property which do not apply to other properties in the same district: \_\_\_\_\_

SEE ATTACHED

3. Describe why granting a variance would not be detrimental to the public health, safety, morals or welfare and not be materially injurious to properties in the near vicinity: \_\_\_\_\_

SEE ATTACHED

4. Describe why granting this variance would support the general objectives within this Resolution: \_\_\_\_\_

SEE ATTACHED

**Submit clear explanation of all four questions above. You may add sheets if necessary.**

(Variances should not be granted if the need arises as a result of action by the applicant or previous owner.)

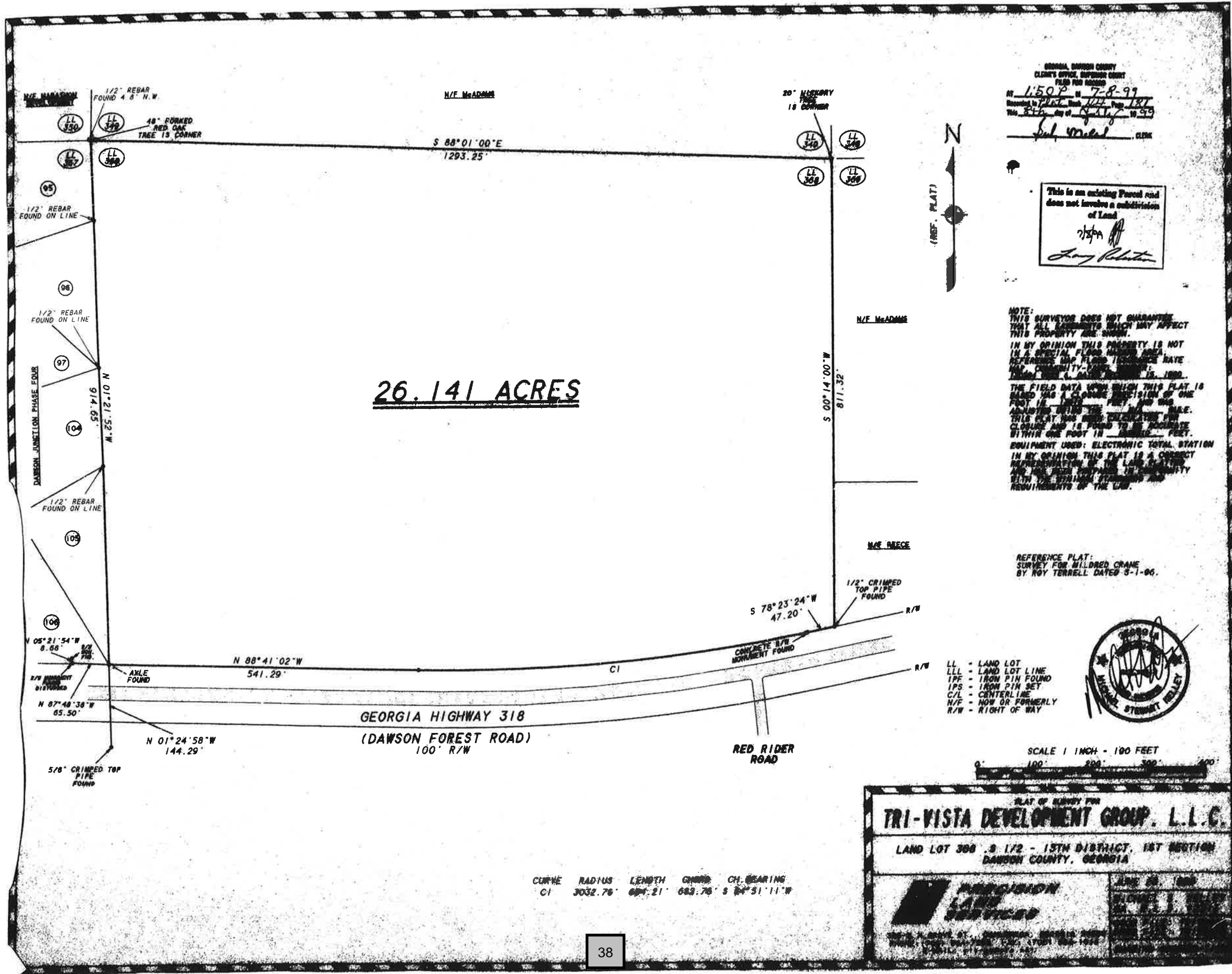
## Variance Requests:

1. RMF-D. 4. **Townhouse Lot Setback.** We are proposing a 6' variance (from 50' to 44') to accommodate Lot #21
  1. Without this variance, Lots 20 and 21 would need to be attached to Lot #19. That would be difficult because there is a curve in the road and the townhomes would not have a consistent look with the rest of the development.
  2. The curve of the existing road makes the conditions to develop Lots 20 and 21 in a uniform manner impossible.
  3. This variance would not be detrimental to public health because the development footprint would be consistent with current zoning regulations.
  4. The overall development footprint would not be affected.
  
2. RMF-C. 8. b. **Buffer.** We are proposing a 0' buffer on the Northern and Eastern portion of the property to accommodate the driveways and extra parking space for Lots 17, 18, 19, 20 and 21.
  1. Without this variance, Lots 17, 18, 19, 20 and 21 would not be possible because the required 10' buffer would not allow for these 5 driveways to be installed.
  2. The fact that the road was installed as part of a larger development makes this area a perfect layout for these 5 lots. It makes sense to continue the consistency of the overall development look and feel. This property was originally zoned and designed for commercial development and we are attempting to change that into a residential "feel". This variance would help to do that because these lots would then front on an existing street.
  3. This would not be detrimental because the street is already installed and these 5 lots would make the development have a more consistent look.
  4. The development is a townhouse development and the addition of these 5 lots would make this have a residential look and feel as opposed to the current commercial zoning.
  
3. RMF-D. 6. **Maximum Units per Building.** We are proposing a variance from 6 units per building to 8 units per building. 8 units per building would be consistent with the approved units per building of the original Riley Place Development.

1. Without this variance, we would lose 4 lots because the current building requirements state that there will be 20 feet separating each building in a townhouse development.
  2. The extraordinary condition applicable to this property is that the adjacent townhouse development was able to build 8 units per building.
  3. The adjoining property has 8 units per building and we do not feel that it has created any detrimental problems for other properties.
  4. The adjoining property was allowed to build 8 units per building.
4. RMF-D. 8. **Maximum Density.** We are proposing a variance from 6 units per acre to up to 8 units per acre. The adjoining Riley Place Development was approved for 10 units per acre.
1. The total number of lots would have to be decreased and this would make this a difficult development.
  2. The adjoining property was actually granted 10 units per acre and we are only asking to vary to 8 units per acre.
  3. The adjoining property was granted 10 units per acre and we do not feel that this has created problems for other properties in the area.
  4. The adjoining property was granted 10 units per acre, which is more than we asking with this variance.
5. RMF-D. 4. **Setbacks.** We are proposing a rear setback variance to 10 feet instead of the required 20 feet.
1. Without this variance, Lots 17, 18, 19, 20 and 21 would not be possible.
  2. We feel that because this property was originally part of the larger development, there are some exceptional conditions. This is one of those conditions because the existing road lends our site to developing these 5 lots to make this development have a more consistent residential feel and look.
  3. This would not be detrimental because we feel it would simply be an extension of the current development.
  4. These lots would be an extension of the current development.
6. This property was originally rezoned in Request ZA99-37. We would ask that the new rezoning stipulations make the existing stipulations null and void.







GENERAL DAWSON COUNTY  
CLERK'S OFFICE, SUPERIOR COURT  
PLAT FOR RECORD  
No. 1502 of 7-8-99  
Recorded by [Signature] Book 107 Page 181  
This is the [Signature] day of July 1999  
[Signature] CLERK

This is an existing Parcel road  
does not involve a subdivision  
of Land  
[Signature]  
[Signature]

NOTE:  
THIS SURVEYOR DOES NOT GUARANTEE  
THAT ALL ENCUMBRANCES WHICH MAY AFFECT  
THIS PROPERTY ARE SHOWN.  
IN MY OPINION THIS PROPERTY IS NOT  
IN A SPECIAL FLOOD HAZARD AREA  
REFERENCE MAP FLOOD INSURANCE RATE  
MAP COMMUNITY - [Signature]  
THIRD CLASS FLOOD ZONING IS 1999.  
THE FIELD DATA UPON WHICH THIS PLAT IS  
BASED HAS A CLOSURE ERROR OF ONE  
FOOT IN [Signature] FEET AND WAS  
ADJUSTED USING THE [Signature] RULE.  
THIS PLAT HAS BEEN CALCULATED FOR  
CLOSURE AND IS FOUND TO BE ACCURATE  
WITHIN ONE FOOT IN [Signature] FEET.  
EQUIPMENT USED: ELECTRONIC TOTAL STATION  
IN MY OPINION THIS PLAT IS A CORRECT  
REPRESENTATION OF THE LAND PLAT  
AND THE FIELD DATA IS IN ACCORDANCE  
WITH THE STATUTE, ORDINANCES AND  
REQUIREMENTS OF THE LAW.

REFERENCE PLAT:  
SURVEY FOR MILDRED CRANE  
BY ROY TERRELL DATED 5-1-06.



- LL - LAND LOT
- LLL - LAND LOT LINE
- IPF - IRON PIN FOUND
- IPS - IRON PIN SET
- C/L - CENTERLINE
- N/F - NOW OR FORMERLY
- R/W - RIGHT OF WAY

SCALE 1 INCH = 100 FEET

CURVE	RADIUS	LENGTH	CHORD	CH. BEARING
CI	3032.76'	684.21'	683.76'	S 84° 51' 11" W







---

---

**DAWSON COUNTY PLANNING COMMISSION MEMORANDUM**

---

---

**DATE:** JULY 11, 2016  
**TO:** DAWSON COUNTY PLANNING COMMISSION  
**FROM:** RACHEL BURTON, PLANNING AND DEVELOPMENT DIRECTOR  
**MEETING:** JULY 19, 2016 @ 6:00 P.M. – DAWSON COUNTY GOVERNMENT CENTER, ASSEMBLY ROOM 2303

---

---

**CASE #:** ZA 16-03  
**APPLICANT:** Kapaka Properties, LLC  
**STATUS OF APPLICANT:** Option to purchase  
**SITE LOCATION:** Dawson Forest Road & Riley Place Drive (TMP 106-055-001)  
**COMMISSION POST:** 4  
**REQUESTED ACTION:** C-PCD (Commercial Planned Comprehensive Development) to RMF (Residential Multi-Family)  
**PROPOSED USES:** Planned Residential Community  
**SURROUNDING ZONING DISTRICTS:** North –C-PCD (Commercial Planned Comprehensive Development) & RMF (Residential Multi-Family)  
South – C-HB (Commercial Highway Business)  
East – C-PCD (Commercial Planned Comprehensive Development) & RSRMM (Residential Sub-Rural Manufactured/Moved)  
West – VCR (Vacation Cottage Restricted)  
**SURROUNDING LAND USES:** North – Vacant Property  
South –Commercial Auto Salvage Property  
East –Residential Property  
West – Residential Property  
**FLUP CLASSIFICATION:** Planned Residential Community  
**SUBJECT PROPERTY HISTORY:** ZA 99-37 – rezoned from RA to C-PCD approved with stipulations  
**ACCESS:** Dawson Forest Road

**ANALYSIS AND COMMENTS:**  
The subject property consists of approximately 4.869 acres (TMP 106-055-001). The subject property is currently zoned C-PCD. Adjacent properties are vacation cottage restricted, residential sub-rural manufactured/moved, C-PCD (townhome community) and commercial highway business.

The 2033 Comprehensive Plan Future Land Use Map recommends the property be Planned Residential Community.

The applicant has notified Dawson County in the letter of intent that he intends to rezone to Residential Multi-Family and develop 35 townhouse lots and be consistent with the neighboring Riley Place townhouse development.

The following observations should be noted with respect to this request:

**A. The existing uses and classification of nearby property.**

The adjacent properties surrounding the subject property are zoned C-HB, C-PCD, RMF, RSRMM and VCR with vacant and occupied residential property.

**B. The extent to which property values are diminished by the particular land use classification.**

The Future Land Use Plan (FLUP) currently recognizes Planned Residential Community for the subject property. The proposed rezoning does align with the FLUP as it is a less intense proposed residential development.

**C. The extent to which the destruction of property values of the applicant promotes the health, safety, morals, or general welfare of the public.**

The rezoning would be in keeping with the welfare of the community and promote the health, safety, morals and general welfare of the public interest.

**D. The relative gain to the public, as compared to the hardship imposed upon the individual property owner.**

The area would be developed residential consistent with the existing townhouse development since the economy has not been supportive of the proposed commercial component of the C-PCD zoning district.

**E. The suitability of the subject property for the proposed land use classification.**

The subject property is suitable for the proposed Residential Multi-Family zoning district.

**F. The length of time the property has been vacant under the present classification, considered in the context of land development in the area in the vicinity of the property.**

The subject property has been vacant since approved for C-PCD rezoning in 1999.

**G. The specific, unusual, or unique facts of each case, which give rise to special hardships, incurred by the applicant and/or surrounding property owners.**

The proposed development is suitable for the proposed rezoning to Residential Multi-Family.

**Photographs of the subject property:**



Existing Mallory Drive on subject property.



View looking east along Dawson Forest Road.



Existing trees on site looking west of Mallory Drive.



Existing vegetation on site, west side of Mallory Drive.



Zoning Sign on Subject Property



Adjacent property that has 8 units per building as applicant has requested in variance VR 16-14.



Adjacent property side setback for townhouse.



Adjacent property front setback for townhouse.

Pertinent County Departments have provided the following comments regarding the proposed development:

- a) **Engineering Department** – High traffic flow, good site distance in both East and West direction; future full depth reclamation and repaving of Dawson Forest Road.
- b) **Environmental Health Department** – No comments necessary.
- c) **Emergency Services** – No comments necessary.
- d) **Etowah Water & Sewer Authority** – Project has been sitting for a few years and water mains out of compliance must be brought up to code. Extensions/additional water mains may be required. Additional comments are pending first plan submittal.
- e) **Dawson County Sheriff’s Office** – No comments necessary.
- f) **Board of Education** – The school system will add teaching staff when necessary due to growth in the community.
- g) **Georgia Department of Transportation** – No comments necessary.

**Recommendation:**

Staff has reviewed the application for rezoning from C-PCD to RMF. Based on the information provided and the surrounding uses staff recommends **APPROVAL** of the rezoning request as applied. The current Future Land Use Plan does align with the proposed RMF zoning request.

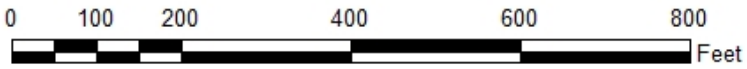
cc: Dawson County Board of Commissioners  
Randy Dowling, County Manager  
Joey Homans, County Attorney  
Danielle Yarborough, County Clerk



# RILEY CIRCLE

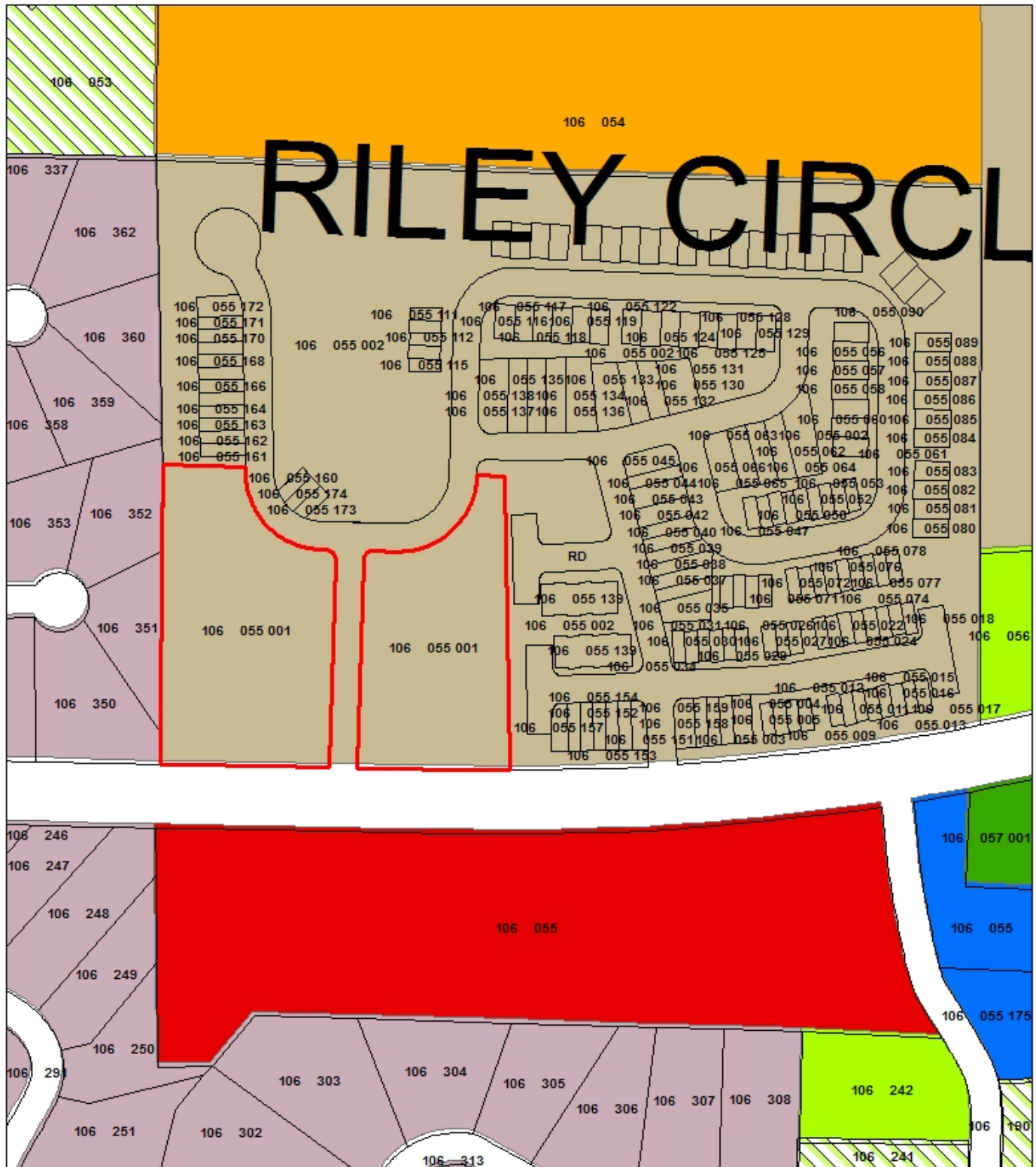


- Parcel
- County Line
- 2 Contours - each
- River & Streams
- Dam/Weir

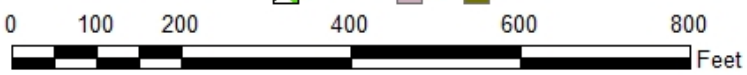


**ZA 16-03/VR 16-14**  
**Aerial w/Topo**

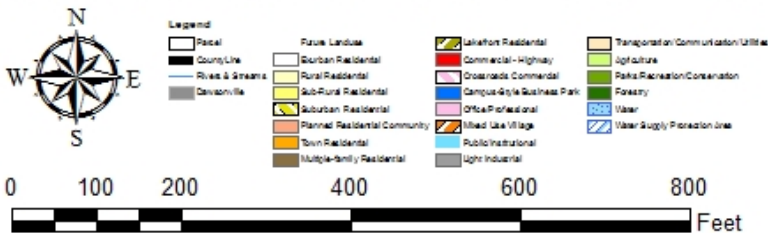
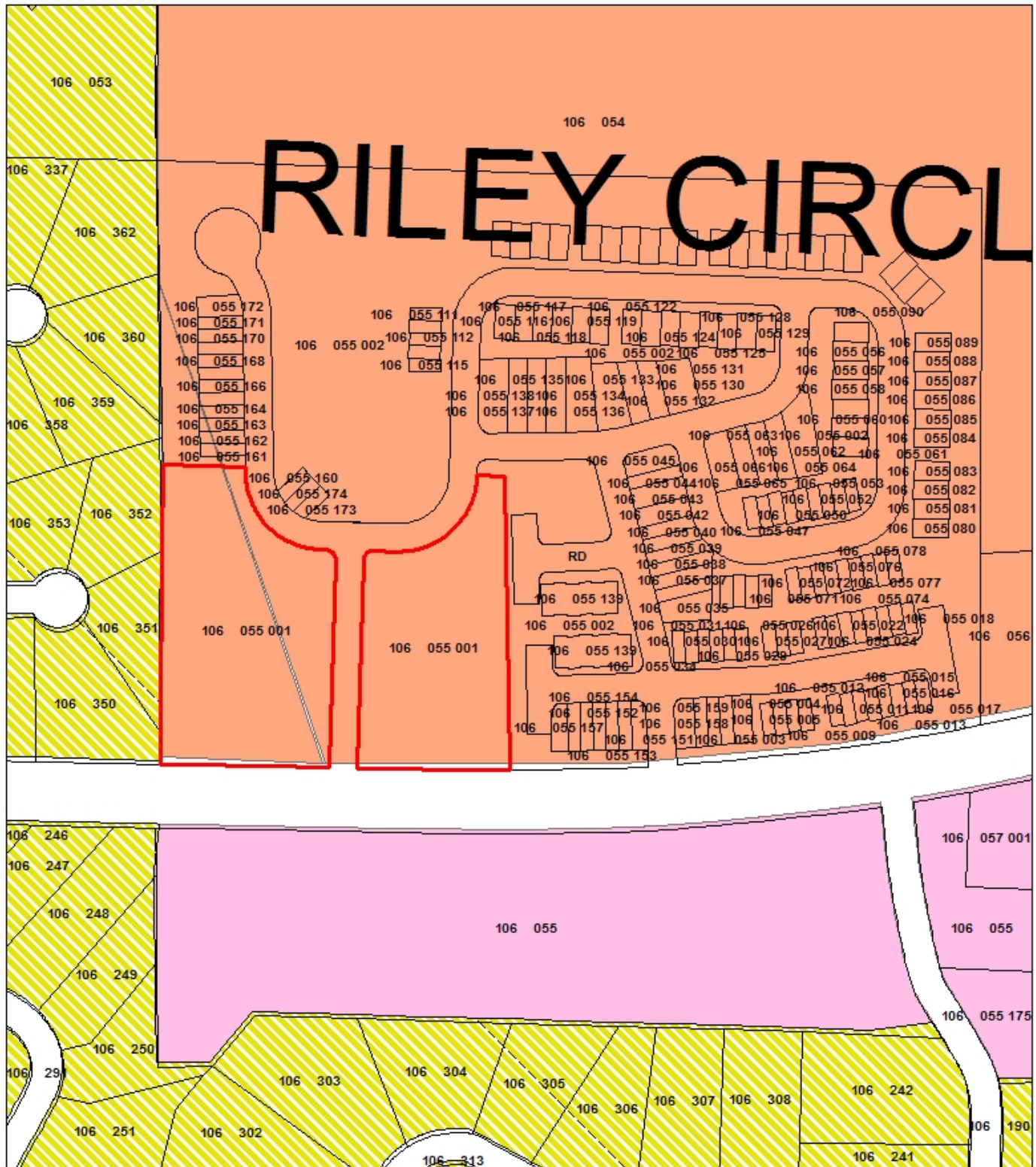




- Legend**
- Parcel
  - County Line
  - Road & Stream
  - Deererville
  - Abutting
  - ADMIN CLASS
  - Neighborhood
  - REZONING VILLAGE
  - RL
  - RPC
  - RR
  - RL
  - RUP
  - RRUP
  - RT
  - RS
  - RRE
  - RRUM
  - VC
  - VCR
  - OO
  - OCS
  - OAS
  - OIR
  - OPCD
  - ORA
  - ORT
  - OT



**ZA 16-03/VR 16-14  
Current Zoning**



**ZA 16-03/VR 16-14  
Future Land Use**

**Backup material for agenda item:**

1. 2016 Millage Rate and Property Tax (*2nd of 3 hearings. First hearing was held on August 11, 2016. Next hearing will be held on August 25, 2016*)

### NOTICE OF PROPERTY TAX INCREASE

The **Dawson County Board of Commissioners** has tentatively adopted a millage rate which will require an increase in property taxes by **4.32** percent.

All concerned citizens are invited to the public hearing on this tax increase to be held in the Commissioners Meeting Room at the Dawson County Courthouse/Administration Building located at 25 Justice Way, Dawsonville, Georgia on **August 11, 2016 at 4:00 pm.**

Times and places of additional public hearings on this tax increase will be held in the Commissioners Meeting Room at the Dawson County Courthouse/Administration Building located at 25 Justice Way, Dawsonville, Georgia on **August 18, 2016 at 6:00 pm, and August 25, 2016 at 4:00 pm.**

The tentative increase will result in a millage rate of **8.138 mills**, an increase of **0.337 mills**. Without this tentative tax increase, the millage rate will be no more than **7.801 mills**. The proposed tax increase for a home with a fair market value of **\$250,000** is approximately **\$33.70** and the proposed tax increase for non-homestead property with a fair market value of **\$200,000** is approximately **\$26.96**.



**Backup material for agenda item:**

1. Consideration of Request for Juvenile Court Budget Increase



## DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Juvenile Court

Work Session: 08/11/2016

Prepared By: Natalie Johnson

Voting Session: 08/18/2016

Presenter: Judge Lindsay Burton

Public Hearing: Yes  No

Agenda Item Title: Request for Additional Funding for Increased Attorney Fees

**Background Information:**

Judge Burton requested and was approved in December 2015 for additional funding for payment of attorneys who represent parents and children in Juvenile Court dependency and termination of parental rights cases. These expenses are related to a State unfunded mandate effective in 2014. The number and length of cases varies and is very unpredictable so the requests were based on best estimates.

**Current Information:**

All funds from both Indigent Defense – Child & Parent have been expensed to pay attorney invoices. In addition, all funds have also been moved from Technical – Court Reporter to cover current attorney invoices that needed to be paid prior to this request. At this time there are no additional funds within Juvenile Court’s budget that can be moved to cover attorney fees through the end of 2016.

Budget Information: Applicable:  Not Applicable:  Budgeted: Yes  No

Fund	Dept.	Acct No.	Budget	Balance	Remaining	Requested
100	2600	521201	\$18,221	\$18,221	\$0	\$15,000
100	2600	521202	\$9,509	\$9,509	\$0	\$8,000
100	2600	521303	\$3,646	\$3,646	\$0	\$1,200

Recommendation/Motion: Move to increase the Juvenile Court budget for Indigent Defense – Child by \$15,000, Indigent Defense – Parent by \$8,000 and Technical – Court Reporter by \$1,200

Department Head Authorization: \_\_\_\_\_

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

Finance Dept. Authorization: Vickie Neikirk

Date: 8/4/16

County Manager Authorization: \_\_\_\_\_

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

County Attorney Authorization: \_\_\_\_\_

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

**Comments/Attachments:**

Recommend moving \$11,754 from Professional Services Contingency (would leave \$0 balance) & \$12,446 from General Contingencies (would leave balance of \$3,075)

**Backup material for agenda item:**

2. Consideration of 2017 VAWA Grant Application



## DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Sheriff's Office

Work Session: 08/11/16

Prepared By: Finance

Voting Session: 08/18/16

Presenter: Ray Goodie

Public Hearing: Yes  No

Agenda Item Title: Presentation of FY 2017 VAWA Grant Application

Background Information:

This is a recurring grant from the Criminal Justice Coordinating Council and is used to fund the VAWA Investigator's salary and benefits.

Current Information:

The grant period is January 1, 2017 through December 31, 2017. The application deadline is September 1, 2016. The grant is 75% Federal dollars and requires a 25% local match (as it has in years past). We have consistently been awarded \$39,589 federal dollars and are required a \$13,196 match. We will budget for this match during the FY 2017 budget process.

Budget Information: Applicable:  Not Applicable:  Budgeted: Yes  No

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining
100	9000	611000	\$52,785		\$13,196 Match	\$39,589 Federal

Recommendation/Motion: Motion to approve the FY 2017 VAWA grant application and allow Chairman to sign grant award contract if awarded.

Department Head Authorization: \_\_\_\_\_

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

Finance Dept. Authorization: Vickie Neikirk

Date: 8/4/16

County Manager Authorization: \_\_\_\_\_

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

County Attorney Authorization: \_\_\_\_\_

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

Comments/Attachments:



NATHAN DEAL  
GOVERNOR



JAY NEAL  
INTERIM EXECUTIVE DIRECTOR

The Criminal Justice Coordinating Council (CJCC) is pleased to announce that it is seeking continuation applications for funding under the Services, Training, Officers, Prosecution Violence Against Women Act (S.T.O.P. VAWA) Grant Program.

## **Services, Training, Officers, Prosecution Violence Against Women Act (S.T.O.P. VAWA) Grant Program 2016 Continuation Request for Applications**

CFDA 16.588

### **Eligibility**

#### *Continuation Funding Only*

Applicants are limited to non-profit, non-governmental, or local government agencies located in Georgia that received FY2015 VAWA awards and that provide services to victims or hold offenders accountable through prosecution, courts, or law enforcement activities. Crimes addressed by S.T.O.P. VAWA are limited to domestic violence, dating violence, sexual assault, and/or stalking.

Applicant agencies should be certified and eligible to receive Local Victim Assistance Program (LVAP) 5% funds. Agencies without certification may apply for funding; however, if funding is awarded the agency will have to complete certification requirements prior to receiving an award.

### **Deadline**

Applications are due at 5:00 p.m. on Thursday, September 1, 2016

### **Award Period**

January 1-December 31, 2017

### **Contact Information**

For assistance with the requirements of this solicitation, contact:

Shontel Wright at 404-657-1961 or [shontel.wright@cjcc.ga.gov](mailto:shontel.wright@cjcc.ga.gov)  
Tiffany K. Williams at 404-657-2081 or [tiffany.williams@cjcc.ga.gov](mailto:tiffany.williams@cjcc.ga.gov)  
Kyra Matthews at 404-654-1778 or [kyra.matthews@cjcc.ga.gov](mailto:kyra.matthews@cjcc.ga.gov)

*In accordance with the Americans with Disabilities Act, the State will provide reasonable accommodation for persons with disabilities. If you need a reasonable accommodation, please contact CJCC at 404-567-1956 or TTY: 404-463-7650 or [shontel.wright@cjcc.ga.gov](mailto:shontel.wright@cjcc.ga.gov).*

**Release Date: August 2, 2016**

# Services, Training, Officers, Prosecution Violence Against Women Act (S.T.O.P. VAWA) Grant Program 2016 Continuation Request for Applications

## Criminal Justice Coordinating Council

The Criminal Justice Coordinating Council (CJCC) is designated by the Governor of Georgia as the State Administering Agency for criminal justice and victims' assistance programs. Created by the General Assembly (O.C.G.A. § 35-6A-2), the Council is comprised of twenty-six members representing various components of the criminal justice system. CJCC is charged with fiscal and programmatic oversight of the Services, Training, Officers, Prosecution Violence Against Women Grant Program.

CJCC is soliciting applications for the VAWA Grant Program. Agencies must submit an application to be considered for funding. Agencies are encouraged to read this entire RFA thoroughly before preparing and submitting their grant application. This application is open to all agencies meeting eligibility guidelines for the VAWA program; decisions about grant awards will be determined through a continuation process.

## Overview

The Office on Violence Against Women (OVW) is a component of the United States Department of Justice (DOJ). Created in 1995, OVW implements VAWA and subsequent legislation as well as provides national leadership on issues of sexual assault, domestic violence, dating violence, and/or stalking. Since its inception, OVW has supported a multifaceted approach to crime response through implementation of grant programs authorized by VAWA. By forging state, local, and tribal partnerships among police, prosecutors, judges, victim advocates, health care providers, faith leaders, organizations that serve culturally specific and underserved communities, and others, OVW grants help provide victims with the protection and services they need to pursue safe and healthy lives while improving communities' capacity to hold offenders accountable for their crimes. By statute, the S.T.O.P. Formula Grant Program supports communities in their efforts to develop and strengthen effective law enforcement and prosecution strategies to combat violent crimes against women and to develop and strengthen victim services in cases involving violent crimes against women.

### 1. Eligibility

Awards are limited to agencies that received a FY2015 S.T.O.P. VAWA Award. **Please note that CJCC has approved individual allocation amounts for this solicitation (please see the Appendix). Any award made pursuant to this solicitation is dependent upon the receipt and availability of federal grant awards and any requirements or conditions attached thereto.**

Awards are limited to agencies that work to combat domestic violence, dating violence, sexual assault, and/or stalking and are operated by a public agency, a nonprofit organization, or a combination of such agencies or organizations in order to be eligible to receive S.T.O.P. VAWA grant funds. These organizations include, but are not limited to: sexual assault and rape treatment centers, domestic violence programs and shelters, community-based organizations, prosecution units, courts, law enforcement units, and universities. Some examples of such organizations include, but are not limited to the following:

- **Criminal Justice Agencies** – Law enforcement agencies, prosecutors’ offices, corrections departments, and probation and paroling authorities are eligible to receive VAWA funds to help pay for victims’ services and Criminal Justice Systems Improvement (CJSI) programs dedicated exclusively to cases involving domestic violence, dating violence, sexual assault, and/or stalking. Criminal Justice agencies must collaborate with victim service providers to ensure victim safety, confidentiality and autonomy, and to promote victims’ economic independence. This collaboration must be documented in a current and valid letter of support or Memorandum of Understanding submitted as an attachment to the application.

Per the 2013 VAWA Reauthorization, CJCC must award at least 25% for law enforcement, 25% for prosecutors, and 5% to state and local (including tribal and juvenile) courts. The “courts” allocation is “to” courts, rather than “for” courts, so the money must be awarded to a court entity.

“Court” is defined in VAWA as “any civil, criminal, tribal and Alaska Native Village, federal, state, local, or territorial court having jurisdiction to address domestic violence, dating violence, sexual assault, and/or stalking, including immigration, family, juvenile, and dependency courts, and the judicial officers serving in those courts, including judges, magistrate judges, commissioners, justices of the peace, or any other persons with decision making authority.” Examples could include a state administrative office of the courts, a state supreme court, a local domestic violence court, a local probation project (in a state where probation is part of the courts). Funds initially awarded to a court can be subcontracted by the subgrantee to other entities for all or part of the grant project.

- **Victim Service Organizations** – Applicants for VAWA Victim Services programs must be a victim service provider as defined in the 2013 VAWA Reauthorization statute. “Victim service provider” means a **nonprofit, nongovernmental or tribal organization or rape crisis center, including a State or tribal coalition, that assists or advocates** for domestic violence, dating violence, sexual assault, and/or stalking victims, including domestic violence shelters, faith-based organizations, and other organizations, with a **documented history of effective work** concerning domestic violence, dating violence, sexual assault, and/or stalking.

Per the 2013 VAWA Reauthorization, CJCC must award at least 30% for victim services of which at least 10% must be distributed to culturally specific community-based organizations.

“Victim services” and “services” mean activities/assistance provided to victims of domestic violence, dating violence, sexual assault, and/or stalking including telephonic or web-based hotlines, legal advocacy, economic advocacy, emergency and transitional shelter, accompaniment and advocacy through medical, civil or criminal justice, immigration, and social support systems, such as: crisis intervention, short-term individual and group support services, information and referrals, culturally specific services, population specific services, and other related supportive services.

- **Culturally Specific Organizations** – “Culturally specific” means “primarily directed toward racial and ethnic minority groups.” The term “racial and ethnic minorities” as defined in section 1707(d) of the Public Health Service Act (42 U.S.C. 300u-6(g)), which means “American Indians (including Alaska Natives, Eskimos, and Aleuts); Asian Americans; Native Hawaiians and other Pacific Islanders; Blacks; and Hispanics<sup>1</sup>.” Culturally specific services means “community-based services that include culturally relevant and linguistically specific services and resources to culturally specific communities.”
- **Community-Based Organizations** - Community-Based Organizations are non-profit, non-

<sup>1</sup> The term “Hispanic” means individuals whose origin is Mexican, Puerto Rican, Cuban, Central or South American, or any other Spanish-speaking country.

governmental, and tribal organizations that serve a specific geographic community.

- **Population Specific Organizations** – “Population specific organization” means a nonprofit, nongovernmental organization that primarily serves members of a specific underserved population and has demonstrated experience and expertise providing targeted services to members of that specific underserved population. “Population specific services” means victim-centered services that address the safety, health, economic, legal, housing, workplace, immigration, confidentiality, or other needs of victims of domestic violence, dating violence, sexual assault, and/or stalking, and that are designed primarily for and are targeted to a specific underserved population.
- **Rape Crisis Centers** – “Rape crisis center” means a non-profit, non-governmental, or tribal organization or governmental entity in a State other than a Territory that provides intervention and related assistance to victims of sexual assault without regard to their age. In the case of a governmental entity, the entity may not be part of the criminal justice system (such as a law enforcement agency) and must be able to offer a comparable level of confidentiality as a non-profit entity that provides similar victim services.
- **Religiously-Affiliated Organizations** – Organizations receiving VAWA funds must ensure that services are offered to all crime victims of domestic violence, dating violence, sexual assault and/or stalking without regard to religious affiliation and that the receipt of services is not contingent upon participation in a religious activity or event. Faith-based and community organizations will be considered for awards as are other eligible applicants and, if they receive assistance awards, will be treated on an equal basis with all other subgrantees in the administration of such awards. No eligible subgrantee will be discriminated against on the basis of its religious character, affiliation, or name. Faith-based and community organizations are required to abide by the same regulations and requirements specifically associated with the program under which they are awarded a grant, as any other agency awarded funding.

## Additional Specific Eligibility Requirements

S.T.O.P. VAWA established eligibility criteria that must be met by **all** organizations receiving funds. These funds are to be awarded to subgrantees only for providing services to victims of crime through their staff. For more information on eligibility, please see the [2016 S.T.O.P. VAWA Frequently Asked Questions](#).

Each subgrantee organization shall meet the following requirements. Failure to meet the federal statutory requirements may jeopardize funding for the entire state of Georgia. Please read the following requirements carefully:

- **Record of effective services (Victim service providers only)** – Demonstrate a record of providing effective services to crime victims. This includes having the support and approval of its services by the community and a history of providing direct services in a cost effective manner and financial support from other sources. For a glossary of terms and services, please refer to the [2016 VSSR Guide](#).
- **Promote community efforts to aid crime victims** – Promote community-based coordinated public and private efforts to aid victims of domestic violence, dating violence, sexual assault and stalking. Coordination may include, but is not limited to: serving on state, federal, local, or Native American task forces, commissions, working groups, coalitions, and/or multi-disciplinary teams. Coordination efforts also include developing written agreements that contribute to better and more comprehensive services to victims of domestic violence, dating violence, sexual assault and stalking.



- **Help victims apply for compensation benefits** – Such assistance may include identifying and notifying victims of domestic violence, dating violence, sexual assault and/or stalking of the availability of compensation, assisting them with the application forms and procedures, educating them on the process, obtaining necessary documentation, and/or checking on claim status to ensure assistance is provided.
- **Comply with federal rules regulating grants** – Applicants must comply with the applicable provisions of S.T.O.P. VAWA, the Program Guidelines, and other requirements outlined in the special conditions to the subgrant award. This includes financial documentation for disbursements, daily time and attendance records specifying time devoted to allowable S.T.O.P. VAWA victim services, client files, the portion of the project supplied by other sources of revenue, job descriptions, contracts for service, and other records which facilitate an effective audit.
- **Comply with CJCC grant requirements** – Agencies must adhere to financial and programmatic guidelines; comply with deadlines; and provide all information to CJCC as requested in a timely manner.
- **Services to victims of federal crimes** – Applicants must provide services to victims of federal crimes on the same basis as victims of state and/or local crimes.
- **Promote victim safety** – CJCC prohibits activities that compromise victim safety, such as requiring victims to meet with offenders. As stated above, Criminal Justice agencies must collaborate with victim service providers to ensure victim safety, confidentiality and autonomy, and to promote victims' economic independence.

Because of the overall purpose of the program to enhance victim safety and offender accountability, grant funds may **not** be used to support activities that compromise victim safety and recovery. The following activities have been found to jeopardize victim safety, deter/prevent physical and/or emotional healing for victims, and/or allow offenders to escape responsibility for their actions:

1. Procedures or policies that exclude victims from receiving safe shelter, advocacy services, counseling, and other assistance based on their actual or perceived age, immigration status, race, religion, sexual orientation, gender identity, mental health condition, physical health condition, criminal record, work in the sex industry, relationship to the perpetrator, or the age and/or gender of dependent children,
2. Procedures or policies that compromise the confidentiality of information and privacy of persons receiving OVW-funded services,
3. Offering perpetrators the option of entering pre-trial diversion programs or placing batterers in anger management programs,
4. Requiring mediation or counseling for couples as a systemic response to domestic violence, sexual assault, or situations in which child sexual abuse is alleged,
5. Requiring victims to report sexual assault, stalking, dating violence, and/or domestic violence crimes to law enforcement or forcing victims to participate in criminal proceedings,
6. Relying on court-mandated batterer intervention programs that do not use the coercive power of the criminal justice system to hold batterers accountable for their behavior, and
7. Supporting policies or engaging in practices that impose restrictive conditions to be met by the victim in order to receive services (e.g., attending counseling or seeking an order of protection).

- **No charges to victims for VAWA-funded services** – Applicants must provide services to crime victims, at no charge, through the VAWA-funded project.
  - With respect to the VAWA requirement concerning costs for criminal charges and protection orders, a state or territory must certify that its laws, policies, and practices do not require:
    - The prosecution of any misdemeanor or felony domestic violence, dating violence, sexual assault, and/or stalking offense in connection with the filing, issuance, registration, modification, enforcement, dismissal, withdrawal, or service of a protection order or petition for a protection order to protect a victim of domestic violence, dating violence, stalking, or sexual assault, or
    - The victim to bear costs associated with the filing of criminal charges against the offender or the costs associated with the filing, issuance, registration, modification, dismissal, withdrawal, or service of a warrant, protection order, petition for a protection order, or witness subpoena, whether issued inside or outside the state, tribal, or local jurisdiction.
  - With respect to the VAWA requirement concerning forensic medical examination payment for victims of sexual assault, applicants must certify that:
    - The state or territory or another governmental entity incurs the full out-of-pocket cost of forensic medical exams for victims of sexual assault,
    - The state or territory coordinates with health care providers in the region to notify victims of sexual assault of the availability of rape exams at no cost to victims, and
    - It will not require a victim of sexual assault to participate in the criminal justice system or cooperate with law enforcement in order to be provided with a forensic medical exam, reimbursement for charges incurred on account of such an exam, or both. *Note:* STOP funds may be used to pay for forensic medical exams performed by trained examiners for victims of sexual assault, except that such funds may not be used to pay for forensic medical exams if victims of sexual assault are required to seek reimbursement for such exams from their insurance carriers. In addition, due to changes in VAWA 2013, states **cannot** reimburse victims for the costs of the exams, but must make the exam available free of charge to the victim. This includes any deductibles or copayments for states that require victims to submit the charges to their insurance carriers.
- **Cooperation with Law Enforcement and the Criminal Justice System – Effective January 5, 2009, an applicant will be ineligible for S.T.O.P. Program funds if victims are required to cooperate with** law enforcement or participate in the criminal justice system in order to receive an exam, payment for the exam, or both. Some victims are unable or unready to decide whether they want to cooperate with law enforcement in the immediate aftermath of the assault. Because evidence is lost as time progresses, such victims should be encouraged to have the evidence collected immediately and decide about reporting the crime at a later date.
- **Judicial notification** – Applicants certify that judicial administrative policies and practices include notification to domestic violence offenders of the requirements delineated in section 922(g)(8) and (g)(9) of Title 18 of the United States Code and any applicable related federal, state, or local laws.
- **Nondisclosure of confidential and private information** – Eligible agencies must have policies and procedures in place that protect the confidentiality of all victim records, contact information,

personally identifying information, and other information considered sensitive as well as the privacy of persons receiving services. Without informed, written, reasonably time-limited consent, agencies must not disclose, reveal, or release any personally identifying information or individual information collected in connection with services requested, utilized, or denied through a subgrantee program regardless of whether the information is encoded, encrypted, hashed, or otherwise protected. The term 'personally identifying information' or 'personal information' means **individually** identifying information **for or about** an individual. This includes information likely to disclose the location of a victim of domestic violence, dating violence, sexual assault, and/or stalking including, but not limited to:

- o First and last name,
- o Home or other physical address,
- o Contact information (including a postal, e-mail, or Internet protocol address or telephone or facsimile number),
- o Social security number, driver license number, passport number, or student identification number, and
- o Any other information including date of birth, racial or ethnic background, or religious affiliation that would serve to identify any individual.

Measures taken to maintain confidentiality of this information must be consistent with applicable federal, state, and local laws regarding privacy and confidentiality. Minors who receive services without parental or guardian consent can authorize the release of information without the consent of their parents or guardians. The federal statute requires subgrantees to **document compliance** with confidentiality and privacy provisions. As stated above, Criminal Justice agencies must collaborate with victim service providers to ensure victim safety, confidentiality and autonomy, and to promote victims' economic independence.

- **5% Local Victim Assistance Program (LVAP) Certification and Eligibility** – Applicant agencies should be certified and eligible to receive 5% funds. Agencies without certification may still submit an application for funding; however, if funding is awarded the agency will have to complete certification requirements prior to receiving an award.
- **Legal assistance** – Under Statutory Purpose Area #5, as amended in the 2013 VAWA Reauthorization, states can now provide a full range of legal services, such as housing, family law, public benefits, and other similar matters. Any subgrantee providing legal assistance must certify that:
  - 1) Any person providing legal assistance with S.T.O.P. funds
    - a. Has demonstrated expertise in providing legal assistance to victims of domestic violence, sexual assault, and/or stalking in the targeted population or
    - b. Is partnered with an entity or person that either has such demonstrated expertise or has completed or will complete training in connection with domestic violence, dating violence, stalking, sexual assault, and/or related legal issues, including training on evidence-based risk factors for domestic and dating violence homicide,
  - 2) Any training program conducted in satisfaction of the requirement of paragraph (1) has been or will be developed with input from and in collaboration with a tribal, state, territorial, or local domestic violence, dating violence, sexual assault, and/or stalking victim service provider or coalition as well as appropriate tribal, state, territorial, and local law enforcement officials,
  - 3) Any person or organization providing legal assistance through the S.T.O.P. program has

informed and will continue to inform state, local, and/or tribal domestic violence, dating violence, and/or sexual assault programs and coalitions as well as appropriate state and local law enforcement officials of their work, and

- 4) The subgrantee's organizational policies do not require mediation or counseling such that offenders and victims physically together in cases where sexual assault, domestic violence, dating violence, and/or child sexual abuse is an issue.
- **Prohibit Polygraph Testing** – With respect to the VAWA requirement prohibiting polygraph testing, the applicant must certify that:
    - Its laws, policies, and/or practices ensure that no law enforcement officer, prosecuting officer, or other government official shall ask or require an adult, youth, or child victim of an alleged sex offense as defined under federal, tribal, state, territorial, or local law to submit to a polygraph examination or other truth telling device as a condition for proceeding with the investigation of such an offense, and
    - The refusal of a victim to submit to a polygraph examination or other truth telling device shall not prevent the investigation, charging, or prosecution of an alleged sex offense.

## 2. Reporting Requirements

CJCC requires that grantees comply with and fully participate in the financial, programmatic, and evaluation reporting for this grant program. CJCC staff provide training and technical assistance to assist subgrantees in accurate data collection and reporting. Assistance may be requested by contacting your assigned grant specialist.

Data submitted on Annual Progress Reports, the Criminal Justice Services Statistical Report (CJSSR), and/or the Victim Services Statistical Report (VSSR) must be prorated to accurately reflect the use of S.T.O.P. VAWA federal AND match funds. Subgrantees are expected to establish data collection and reporting systems to provide CJCC with accurate, prorated data by each applicable deadline. Outcome performance measures (OPM) data is reported regardless of funding source and therefore does not require proration.

Failure to submit any required reports by the deadline specified will significantly delay any and all subgrant expenditure reimbursements (SERs) submitted within the grant period. Repeated failure to comply with deadlines will result in a staff recommendation to Council requesting a reduction in the overall grant award.

**Annual Progress Reports:** As a result of VAWA 2000, all subgrantees are statutorily required to report on the effectiveness of their projects, and the Attorney General must report to Congress on the effectiveness of each grant program. Therefore, grantees funded under this program must collect and maintain data that measures their effectiveness. Subgrantees are required to submit an Annual Progress Report to CJCC.

CJCC staff will send the Annual Progress Report and instructions to subgrantees by January 16, 2017. Subgrantees are required to complete and submit the report to CJCC by **February 16, 2017**. The report covers the previous grant year, January 1-December 31, 2016. CJCC will review and validate the reports and follow up with subgrantees as appropriate. CJCC has until March 30, 2017 to submit the reports to OVW. Forms and instructions can be found at the [Measuring Effectiveness Initiative website](#).

If the Office on Violence Against Women detects any errors (provided in the "Red Flag Report") your agency must supply CJCC with corrected information within **5 business days** of the request for



corrections.

Subgrantees funded under the law enforcement, prosecution, courts, discretionary, or training provision of S.T.O.P. VAWA CJSI grants will complete the CJSSR form. This includes victim service projects that incorporate criminal justice system improvement components such as Coordinated Community Response/Sexual Assault Response Team/Multidisciplinary Team (CCR/SART/MDT) coordination. Effective in 2015, the reporting periods have been changed to an annual basis instead of a semi-annual basis.

<i>CJSSR ANNUAL REPORTS</i>	
<i>REPORTING PERIOD</i>	<i>DUE ON THE FOLLOWING DATES</i>
<i>January 1 – December 31</i>	<i>March 30</i>

All statistical reports must be submitted using CJCC’s online reporting system. CJCC will send subgrantees the link to submit these annual reports by March 1, at which time subgrantees may log in with their username and password to input data. The link will shut down on the last day of the reporting period.

**Quarterly Progress Reports:** All VAWA subgrantees will be required to submit reports on their program outputs supported by VAWA funding on a quarterly basis. VAWA subgrantees must complete the VSSR which details the number of victims (new and existing) served by type of victimization and number of services delivered by type of service. VAWA subgrantees must collect data according to the categories of the VSSR. Victimization and service definitions are provided in the [2016 VSSR Guide](#), which is posted on CJCC’s website. All statistical reports are due 30 days following the end of the quarter.

<i>VSSR QUARTERLY PROGRESS REPORTS</i>	
<i>REPORTING PERIOD</i>	<i>DUE ON THE FOLLOWING DATES</i>
<i>October 1 – December 31</i>	<i>January 30</i>
<i>January 1 – March 31</i>	<i>April 30</i>
<i>April 1 – June 30</i>	<i>July 30</i>
<i>July 1 – September 30</i>	<i>October 30</i>

All statistical reports must be submitted electronically using CJCC’s online reporting tool. Subgrantees will receive the link for the reporting tool, along with a username and password to complete their report, on a quarterly basis.

**Semi-Annual Outcome Reports:** All VAWA victim service subgrantees must use the survey instruments on the CJCC’s website to submit reports on their program outcomes. The instruments are categorized by the type of victim an agency serves. VAWA subgrantees must follow the updated version of the [Outcome Performance Measurement Guide](#). The [surveys](#) are available on the CJCC website along with Excel spreadsheets to compile and aggregate data from individual clients.

Outcome performance data are reported twice per year. Because the outcome survey should be provided to all clients, regardless of whether their services were supported by VAWA funding, the due dates and reporting periods do not correspond to the VAWA grant year. Outcome performance reporting dates for

ALL victim services subgrantees are as follows:

<i>OUTCOME PERFORMANCE MEASURES</i>	
<i>REPORTING PERIOD</i>	<i>DUE ON THE FOLLOWING DATES</i>
<i>November 1 – April 30</i>	<i>May 30</i>
<i>May 1 – October 30</i>	<i>November 30</i>

**Monthly or Quarterly Subgrant Expenditure Requests:** Upon accepting the award, each agency is required to submit Monthly or Quarterly SERs to CJCC. Monthly SERs are due on the 15<sup>th</sup> day of the month immediately following the month in which expenses were incurred; i.e., an SER for expenses incurred in January is due by February 15. Quarterly SERs are due on the following dates for the corresponding financial reporting periods:

<i>QUARTERLY SERs</i>	
<i>FINANCIAL REPORTING PERIOD</i>	<i>DUE ON THE FOLLOWING DATES</i>
<i>October 1 – December 31</i>	<i>January 30</i>
<i>January 1 – March 31</i>	<i>April 30</i>
<i>April 1 – June 30</i>	<i>July 30</i>
<i>July 1 – September 30</i>	<i>October 30</i>

### 3. Other Requirements

#### Program Match Requirement

The purpose of matching contributions is to increase the amount of resources available to the projects supported by grant funds. Law enforcement, prosecution, and court services S.T.O.P. VAWA agencies are required to provide matching contributions of 25% (cash or in-kind) of the total costs of the project (S.T.O.P. VAWA grant funds plus match) which must originate from non-federal sources. *All funds designated as match are restricted to the same uses as the VAWA federal funds and must be expended within the grant period.* Use of match funds must be reported on all financial and programmatic reports as described above. Match must be provided on a project-by-project basis. Non-profit, non-governmental agencies are **not** required to provide match on their S.T.O.P. VAWA award.

The chart below illustrates the match requirements or exemptions by agency type and project type:

Situation	Match is waived for the subgrantee	25% match is required
Award to victim service provider for victim services	X	
Award to victim service provider for another purpose (for example law enforcement training)	X	
Award to tribe	X	
Awards to courts, law enforcement, prosecution		X

### **Volunteers**

VAWA guidelines do not require the use of volunteers as match; however, CJCC encourages the use of volunteers where appropriate. Please note that volunteer hours are valued by the CJCC at \$12.00 per hour by default. Agencies must submit a written request for higher rates to CJCC for specialized volunteers.

### **Fiscal Accountability**

**Commingling of funds on either a program-by-program or project-by-project basis is prohibited.**

The subgrantee's accounting system must maintain a clear audit trail for each source of funding for each fiscal budget period and include the following:

- Separate accountability of receipts, expenditures, disbursements and balances. CJCC recommends creating an account in your accounting system for each grant using the grant number provided by CJCC.
- Itemized records supporting all grant receipts, expenditures and match contributions in sufficient detail to show exact nature of activity.
- Data and information for each expenditure and match contribution with proper reference to a supporting voucher or bill properly approved.
- Hourly timesheets describing work activity, signed by the employee and supervisor, to document hours personnel worked on grant related activities. Match hours must be documented in same manner.
- Maintenance of payroll authorizations and vouchers.
- Maintenance of records supporting charges for fringe benefits.
- Maintenance of inventory records for equipment purchased, rented, and contributed.
- Maintenance of billing records for consumable supplies (i.e., paper, printing) purchased.
- Provisions for payment by check.
- Maintenance of travel records (i.e., mileage logs, gas receipts).
- Lease Agreements, contracts services, and purchases of equipment that adhere to established procurement processes.

### **Office of Civil Rights**

Pursuant to 28 C.F.R. Section 42.302 all subgrantees of federal funds must be in compliance with EEO and Civil Rights requirements. All programs that receive VAWA funds or are subawarded VAWA funds via program agreements are required to conform to the grant program requirements and all applicable civil rights laws. Violations may result in suspension or termination of funding until CJCC determines the subgrantee is in compliance. Information on required biannual agency-wide Civil Rights trainings can be found at <http://ojp.gov/about/ocr/assistance.htm>.

### **Nondiscrimination**

Federal laws prohibit subgrantees of financial assistance from discriminating on the basis of race, color, national origin, religion, sex, or disability in funded programs or activities, not only in respect to employment practices but also in the delivery of services or benefits. Federal law also prohibits funded programs or activities from discriminating on the basis of age in the delivery of services or benefits. Findings of discrimination must be submitted to the Office for Civil Rights and to CJCC.

The S.T.O.P. VAWA 2013 Reauthorization prohibits discrimination based on sexual orientation and gender identity. The VAWA 2013 provision further provides that "If sex segregation or sex-specific programming is necessary to the essential operation of a program, nothing in this paragraph shall prevent any such program or activity from consideration of an individual's sex. In such circumstances, grantees may meet the requirements of this paragraph by providing comparable services to individuals who cannot be provided with the sex-segregated or sex-specific programming." For more information, please see the [2014 FAQs on the Nondiscrimination Grant Condition in the Violence Against Women Reauthorization Act of 2013](#).

### **Limited English Proficiency (LEP) Individuals**

In accordance with Department of Justice Guidance pertaining to Title VI of the Civil Rights Act of 1964, 42 U.S.C. § 2000d, subgrantees of federal assistance must take reasonable steps to provide meaningful access to their programs and activities for persons with limited English proficiency. For more information access <http://www.lep.gov>. CJCC requires subgrantees to have written LEP plans that outline the policies and procedures for ensuring victims have access to necessary forms of written and verbal communication.

### **Equal Employment Opportunity Plans**

The applicant agency must meet the requirements of 28 CFR 42.301 et seq., Equal Employment Opportunity Plans (EEO). The plan must cover the grant period specified in the application. If your agency needs technical assistance in preparing an Equal Employment Opportunity Plan, please contact the Office for Civil Rights Compliance Specialist, Office of Justice Programs, Washington, D.C., (202) 307-0690.

### **Award Acceptance**

To accept the grant award, each applicant must return all award documents and all required forms with original signatures within 45 calendar days of the award date. The applicant will be unable to request funds until all required documents are correctly completed and returned to the CJCC office.

### **Special Conditions**

At the time of the subgrant award, CJCC will assign special conditions for each approved project. Each subgrantee should refer to their award packet for their special conditions. Applicants also agree to comply with all the guidelines set forth by the Criminal Justice Coordinating Council. These guidelines can be found in the Subgrantee Programmatic and Fiscal Compliance Policy on CJCC's website. Any programmatic and fiscal non-compliance may result in a reduction of the award.

### **Other**

Applicants must comply with all forms, assurances, and certifications required by CJCC. This includes maintaining a DUNS number, EIN, active registration with the System for Award Management (SAM), and other federal forms as requested by CJCC in the award packet.

## **4. Application Submission Instructions**

Applications must be submitted online at [cjcc.georgia.gov](http://cjcc.georgia.gov). Agencies with more than one FY2015 award from CJCC **must** submit a separate application for each grant number to receive continuation funding for that award. Applicants will be able to save their entries then log out and log back in once the application is started. CJCC recommends that each applicant compile all information requested in this RFP before beginning the online application, and allowing two to three hours for completion.

Applicants who experience technical difficulties or emergency circumstances should contact Shontel Wright immediately at [shontel.wright@cjcc.ga.gov](mailto:shontel.wright@cjcc.ga.gov) or 404.657.1956.

Applications must be submitted by **5:00pm on Thursday, September 1, 2016. There is no commitment on the part of CJCC to fund an application or to fund it at the amount requested.**

The application must be completed and submitted in accordance with RFP guidelines for submission or the proposal may be disqualified. Applications for funding will undergo reviews by CJCC staff, the Victim Assistance Grants Committee, and the Council. At any point during these reviews, a decision not to fund a project or any part thereof may be made. These decisions are within the complete



discretion of CJCC.

### **Basic Information**

The first section includes basic information about the applicant agency and its main points of contact for the application. Please note that the actual physical address of the agency must be submitted in addition to the mailing address, and that the physical address will be kept confidential and securely stored in CJCC's database. If the applicant agency has an implementing agency as a fiscal sponsor, that agency's name and address must be provided as well.

### **Applicant Agency**

**Applicant Agency Name\***

**Mailing Address\***

City

State

ZIP Code

**+4 Zip Code\***

Last four digits following the basic five-digit zip code

Click [here](#) to lookup your Zip+4.

**Phone\***

**Fax**

**Is the Implementing Agency for this project the same as the Applicant Agency?\***

Yes  No

The implementing agency is defined as the entity actually administering the program or project and/or providing the service(s).

**Is the mailing address the same as the Implementing Agency's physical address?\***

Yes  No

Next, please indicate whether or not your agency has registered with the federal System for Award Management (SAM) and if it is 5% LVAP Certified. You will also be prompted to enter your SAM expiration date. Your agency must be certified to receive 5% funds and have a current SAM registration before drawing down funds. If you do not currently meet this requirement, please submit applications to renew SAM and 5% certification by July 31.

**Is your agency registered in SAM\***

Yes  No

System for Award Management

**Is your agency certified to receive Local Victim Assistance Program (5%) funds?\***

Yes  No

You will then enter your FY2015 VAWA grant number. This seven-digit grant number must be in the format W15-8-999 and will begin with W13-8, W14-8 or W15-8. Failure to indicate your correct grant number may result in a miscategorization of an application and a delay in funds. Remember, if your agency has more than one award through CJCC, you must apply for continuation funding separately using each grant number.

**Current VAWA Subgrant Number\***

example: W13-8-999

**Select your application category type:\***

- Victim Services
- Culturally-Specific Victim Services
- Criminal Justice System Improvement (CJSI)
- Discretionary

*Designation of Grant Officials*

Applications must also complete the Designation of Grant Officials section. Please fill in the name, title, address and phone number for the project director, the financial officer and the authorized official for the grant. No two officials can be the same person.

A. Project Director

This official must be an employee of the applicant agency or from a contractor organization, at the applicant's option, who will be directly responsible for operation of the project. This person will be the primary contact for the application and the post-award phase.

B. Financial Officer

This person must be the chief financial officer of the applicant agency such as the county auditor, city treasurer or comptroller.

C. Authorized Official

This person is the official who is authorized to apply for, accept, decline or cancel the grant for the applicant agency. This person must be the executive director of a state agency, chairperson of the county Board of Commissioners, mayor, or chairperson of the City Council. All official correspondence regarding the grant and the application (assurances, disclosures, certifications, award documentation, subgrant expenditure reports, subgrant adjustment reports) must be signed by the authorized official. Once an award has been made, the authorized official may designate someone to sign this documentation by submitting a letter on agency letterhead to the Council.

## Project Director

Name\*

Prefix First Name

Last Name

Address\*

City

State

ZIP Code

Email\*

Phone\*

Fax

## Financial Officer

Name\*

Prefix First Name

Last Name

Address\*

City

State

ZIP Code

Email\*

Phone\*

Fax

## Authorized Official

Name\*

Prefix First Name

Last Name

Address\*

City

State

ZIP Code

Email\*

Phone\*

Fax

## Application Category

CJCC has established four categories to help identify the appropriate types of funding for your agency. Please select the category that is most appropriate for your agency and its VAWA-funded project: Category 1 – Victim Services; Category 2 – Culturally-Specific Victim Services; Category 3 – Criminal Justice System Improvement (CJSI); and Category 4 – Discretionary.

**Category 1 – Victim Services** is for agencies that want to apply for funding to expand or maintain core services for victims of domestic violence, dating violence, sexual assault and/or stalking. Core services

are based on agency type. For more information on the core service requirements, please see the appendix. If your agency wishes to use VAWA federal or match funds to conduct CJSI-eligible project activities in addition to victim services, you will need to complete a separate application for Category 4 - Discretionary this year. Your agency will also be required to complete *all* required reports described on pp. 6-8.

**Category 2 – Culturally-Specific Victim Services** are eligible if the organization is a nonprofit, nongovernmental organization, or tribal organization that serves a specific geographic community that:

- A. Focuses primarily on domestic violence, dating violence, sexual assault, and/or stalking,
- B. Has established a specialized culturally-specific program that addresses domestic violence, dating violence, sexual assault, and/or stalking,
- C. Has a primary focus on underserved populations (and includes representatives of these populations) and domestic violence, dating violence, sexual assault, and/or stalking, or
- D. Obtains expertise or shows demonstrated capacity to work effectively on domestic violence, dating violence, sexual assault, and stalking through collaboration

AND

- E. Is primarily directed toward racial and ethnic minority groups and
- F. Is providing services tailored to the unique needs of that population.

An organization will qualify for funding if its primary mission is to address the needs of racial and ethnic minority groups or if it has developed a special expertise regarding a particular racial and ethnic minority group as defined on pp. 3-4. The organization must do more than merely provide services to the targeted group; rather, the organization must provide culturally competent services designed to meet the specific needs of the target population. Only six agencies and their VAWA-funded programs are currently eligible for this category and should select it when completing the application:

W14-8-008	Caminar Latino, Inc.
W14-8-009	Catholic Charities of the Archdiocese of
W14-8-011	Cherokee Family Violence Center, Inc.
W14-8-034	International Women's House, Inc.
W14-8-043	Raksha, Inc. ( <i>Victim Services program only</i> )
W13-8-057	New American Pathways, Inc.

**Category 3 – Criminal Justice System Improvement (CJSI)** is for agencies that want to apply for funding to expand or maintain specialized units or programs that address the crimes of domestic violence, dating violence, sexual assault and/or stalking. Examples of projects include law enforcement or prosecution Special Victims Units; probation/parole offender monitoring programs; training on how to address the crimes of domestic violence, dating violence, sexual assault and/or stalking; developing protocols for addressing those crimes; and Multidisciplinary Team support and development. If your agency wishes to use VAWA federal or match funds to provide victim services in addition to a CJSI project, you will need to complete a separate application for Category 4 - Discretionary this year. Your agency will also be required to complete *all* required reports described on pp. 8-10.

**Please note:** Per the 2013 VAWA Reauthorization, training applicants must submit Memoranda of Understanding (MOUs), Letters of Support or other documentation with agencies that employ the training audiences stating that they will collaborate with the agencies providing training to develop the course content and materials.

**Category 4 – Discretionary** is for agencies that want to apply for funding for all other projects that address the crimes of domestic violence, dating violence, sexual assault and/or stalking. Examples include Batterer’s Intervention Programs (BIP) and domestic violence fatality review projects. If your agency wishes to use VAWA federal or match funds to provide victim services in addition to a CJSI project such as training or Coordinated Community Response team coordination must also apply under this category, and complete *all* required reports described on pp. 8-10.

***Application Data and Narratives***

**A. Basic Information**

Please title your project and include the current federal award amount and match, if applicable. Enter the federal and match amount per Appendix E. It is helpful to use a concise and descriptive title that succinctly communicates your project’s main objectives and/or target population. Good examples include:

*Training and Technical Assistance for Law Enforcement Working with Immigrants*

*Georgia Domestic Violence Fatality Review Project*

*Providing Culturally Appropriate Domestic Violence Services for Latinas*

**Project Title**

**Current Award Amount**

\$

**B. Service Area and Congressional District**

Indicate the counties served by your agency regardless of funding source during the January 1-December 31, 2015 VAWA grant year and the Congressional District(s) served by the project. Agencies can look up Congressional Districts at <https://www.govtrack.us/congress/members/GA>. Agencies that serve all counties may check “check all” otherwise, please check each county served. There is also an “out of state” option. The options selected should reflect where the crime occurred; if unknown, select options for where victims reside.



**Counties Served by the Project**

- |                                        |                                    |                                     |                                     |                                     |                                       |
|----------------------------------------|------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|---------------------------------------|
| <input type="checkbox"/> Appling       | <input type="checkbox"/> Clarke    | <input type="checkbox"/> Franklin   | <input type="checkbox"/> Liberty    | <input type="checkbox"/> Richmond   | <input type="checkbox"/> Wheeler      |
| <input type="checkbox"/> Atkinson      | <input type="checkbox"/> Clay      | <input type="checkbox"/> Fulton     | <input type="checkbox"/> Lincoln    | <input type="checkbox"/> Rockdale   | <input type="checkbox"/> White        |
| <input type="checkbox"/> Bacon         | <input type="checkbox"/> Clayton   | <input type="checkbox"/> Gilmer     | <input type="checkbox"/> Long       | <input type="checkbox"/> Schley     | <input type="checkbox"/> Whitfield    |
| <input type="checkbox"/> Baker         | <input type="checkbox"/> Clinch    | <input type="checkbox"/> Glascock   | <input type="checkbox"/> Lowndes    | <input type="checkbox"/> Screven    | <input type="checkbox"/> Wilcox       |
| <input type="checkbox"/> Baldwin       | <input type="checkbox"/> Cobb      | <input type="checkbox"/> Glynn      | <input type="checkbox"/> Lumpkin    | <input type="checkbox"/> Seminole   | <input type="checkbox"/> Wilkes       |
| <input type="checkbox"/> Banks         | <input type="checkbox"/> Coffee    | <input type="checkbox"/> Gordon     | <input type="checkbox"/> Macon      | <input type="checkbox"/> Spalding   | <input type="checkbox"/> Wilkinson    |
| <input type="checkbox"/> Barrow        | <input type="checkbox"/> Colquitt  | <input type="checkbox"/> Grady      | <input type="checkbox"/> Madison    | <input type="checkbox"/> Stephens   | <input type="checkbox"/> Worth        |
| <input type="checkbox"/> Bartow        | <input type="checkbox"/> Columbia  | <input type="checkbox"/> Greene     | <input type="checkbox"/> Marion     | <input type="checkbox"/> Stewart    | <input type="checkbox"/> Out of State |
| <input type="checkbox"/> Ben Hill      | <input type="checkbox"/> Cook      | <input type="checkbox"/> Gwinnett   | <input type="checkbox"/> McDuffie   | <input type="checkbox"/> Sumter     | <input type="checkbox"/> Check All    |
| <input type="checkbox"/> Berrien       | <input type="checkbox"/> Coweta    | <input type="checkbox"/> Habersham  | <input type="checkbox"/> McIntosh   | <input type="checkbox"/> Talbot     |                                       |
| <input type="checkbox"/> Bibb          | <input type="checkbox"/> Crawford  | <input type="checkbox"/> Hall       | <input type="checkbox"/> Meriwether | <input type="checkbox"/> Taliaferro |                                       |
| <input type="checkbox"/> Bleckley      | <input type="checkbox"/> Crisp     | <input type="checkbox"/> Hancock    | <input type="checkbox"/> Miller     | <input type="checkbox"/> Tattnall   |                                       |
| <input type="checkbox"/> Brantley      | <input type="checkbox"/> Dade      | <input type="checkbox"/> Haralson   | <input type="checkbox"/> Mitchell   | <input type="checkbox"/> Taylor     |                                       |
| <input type="checkbox"/> Brooks        | <input type="checkbox"/> Dawson    | <input type="checkbox"/> Harris     | <input type="checkbox"/> Monroe     | <input type="checkbox"/> Telfair    |                                       |
| <input type="checkbox"/> Bryan         | <input type="checkbox"/> Decatur   | <input type="checkbox"/> Hart       | <input type="checkbox"/> Montgomery | <input type="checkbox"/> Terrell    |                                       |
| <input type="checkbox"/> Bulloch       | <input type="checkbox"/> DeKalb    | <input type="checkbox"/> Heard      | <input type="checkbox"/> Morgan     | <input type="checkbox"/> Thomas     |                                       |
| <input type="checkbox"/> Burke         | <input type="checkbox"/> Dodge     | <input type="checkbox"/> Houston    | <input type="checkbox"/> Murray     | <input type="checkbox"/> Tift       |                                       |
| <input type="checkbox"/> Butts         | <input type="checkbox"/> Dooly     | <input type="checkbox"/> Irwin      | <input type="checkbox"/> Muscogee   | <input type="checkbox"/> Toombs     |                                       |
| <input type="checkbox"/> Calhoun       | <input type="checkbox"/> Dougherty | <input type="checkbox"/> Jackson    | <input type="checkbox"/> Newton     | <input type="checkbox"/> Towns      |                                       |
| <input type="checkbox"/> Camden        | <input type="checkbox"/> Douglas   | <input type="checkbox"/> Jasper     | <input type="checkbox"/> Oconee     | <input type="checkbox"/> Treutlen   |                                       |
| <input type="checkbox"/> Candler       | <input type="checkbox"/> Early     | <input type="checkbox"/> Jeff Davis | <input type="checkbox"/> Oglethorpe | <input type="checkbox"/> Troup      |                                       |
| <input type="checkbox"/> Carroll       | <input type="checkbox"/> Echols    | <input type="checkbox"/> Jefferson  | <input type="checkbox"/> Paulding   | <input type="checkbox"/> Turner     |                                       |
| <input type="checkbox"/> Catoosa       | <input type="checkbox"/> Effingham | <input type="checkbox"/> Jenkins    | <input type="checkbox"/> Peach      | <input type="checkbox"/> Twiggs     |                                       |
| <input type="checkbox"/> Charlton      | <input type="checkbox"/> Elbert    | <input type="checkbox"/> Johnson    | <input type="checkbox"/> Pickens    | <input type="checkbox"/> Union      |                                       |
| <input type="checkbox"/> Chatham       | <input type="checkbox"/> Emanuel   | <input type="checkbox"/> Jones      | <input type="checkbox"/> Pierce     | <input type="checkbox"/> Upson      |                                       |
| <input type="checkbox"/> Chattahoochee | <input type="checkbox"/> Evans     | <input type="checkbox"/> Lamar      | <input type="checkbox"/> Pike       | <input type="checkbox"/> Walker     |                                       |
| <input type="checkbox"/> Chattooga     | <input type="checkbox"/> Fannin    | <input type="checkbox"/> Lanier     | <input type="checkbox"/> Polk       | <input type="checkbox"/> Walton     |                                       |
| <input type="checkbox"/> Cherokee      | <input type="checkbox"/> Fayette   | <input type="checkbox"/> Laurens    | <input type="checkbox"/> Pulaski    | <input type="checkbox"/> Ware       |                                       |
|                                        | <input type="checkbox"/> Forsyth   | <input type="checkbox"/> Lee        | <input type="checkbox"/> Putnam     | <input type="checkbox"/> Warren     |                                       |
|                                        |                                    |                                     | <input type="checkbox"/> Quitman    | <input type="checkbox"/> Washington |                                       |
|                                        |                                    |                                     | <input type="checkbox"/> Rabun      | <input type="checkbox"/> Wayne      |                                       |
|                                        |                                    |                                     | <input type="checkbox"/> Randolph   | <input type="checkbox"/> Webster    |                                       |

**Congressional District(s) to be served:**

- 01  02  03  04  05  06  07  08  09  10  11  12  13  14

Primary Service Area(s)

Please click [here](#) look up Congressional Districts.

**C. Agency Description**

Please limit narrative responses to 900 characters including spaces.

- In this section, provide a brief description of your agency. State how long the agency and/or project has been in operation. List any credentials or accolades that have been received that demonstrate expertise in addressing the victimizations or target population of your program.

**Provide a brief description of your agency.**

- List any Multi-Disciplinary Team(s) that your agency’s staff participate on or lead. Please share the name of the MDT as well as the type and the victimizations addressed, and briefly state the extent of staff involvement. Examples may include:

*Smith County Task Force – Domestic violence task force – Staff participate in monthly meetings*

*Justice County Fatality Review Team - Child fatality review team – Executive Director is co-chair*

**List any Multi-Disciplinary Team(s) that your agency’s staff participate on or lead. Please share the name of the MDT as well as the type and the victimizations addressed, and briefly state the extent of staff involvement.**

- Please indicate the languages in which your agency or organization’s staff members are proficient. “Proficiency” indicates that the staff member can appropriately serve a victim or otherwise converse with someone in their native language if they are LEP.

**Please indicate the languages in which your agency or organization’s staff members are proficient. “Proficiency” indicates that the staff member can appropriately serve a victim or otherwise converse with someone in their native language if they are LEP.**

- Please enter the Full Time Equivalent of all paid and volunteer staff, including contractors, who are supported by S.T.O.P. VAWA funds.

Please indicate the number of paid staff, contractors and consultants (full-time equivalents) supported by S.T.O.P. VAWA funds.\*

Please indicate the number of volunteers, interns, (full-time equivalents) used as match.\*

- Select your agency type:

Non-Profit: Non-Governmental (Community-based)

- Hospital
- Rape Crisis
- Religious Organization
- Shelter
- Mental Health Agency
- Population-specific
- Coalition
- Culturally-specific
- Other (Please explain) \_\_\_\_\_

Criminal Justice: Government

- Court
- Law Enforcement
- Prosecution
- Probation
- Other (Please explain) \_\_\_\_\_

Non-Criminal Justice: Government

- Social Services
- Mental Health
- Public Housing
- Hospital
- Other (Please explain) \_\_\_\_\_

- Please provide the total amount of funding allocated to victim services based on your agency's prior year and current fiscal year budget.

Prior Year (PY)

Federal PY\* \$   
Excluding VAWA

State Funds PY\* \$

Other PY1 \$   
Example: Private and/or Foundation Funding

VAWA Funds PY\* \$

Local Funds PY\* \$   
Example: County and/or City Funding

Brief Explanation of "Other PY" Funds\*

Current Year (CY)

Federal CY\* \$   
Excluding VAWA

State Funds CY\* \$

Other CY1 \$

VAWA Funds CY\* \$

Local Funds CY\* \$

Brief Explanation of "Other CY" Funds\*

- Finally, please sign off on the fees and costs certification:

The applicant agency's laws, policies, and practices do not require, in connection with the prosecution of any misdemeanor or felony domestic violence, dating violence, sexual assault, or stalking offense, or in connection with the filing, issuance, registration, modification, enforcement, dismissal, withdrawal or service of a protection order, or a petition for a protection order, to protect a victim of domestic violence, dating violence, sexual assault, or stalking, that the victim bear the costs associated with the filing of criminal charges against the offender, or the costs associated with the filing, issuance, registration, modification, enforcement, dismissal, withdrawal or service of a warrant, protection order, petition for a protection order, or witness subpoena, whether issued inside or outside the state, tribal, or local jurisdiction.

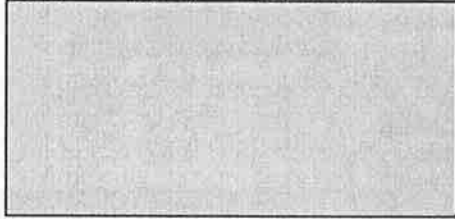
**Fees & Cost Certification\***

My agency agrees to the terms & conditions stated in the fees & cost certification

**4. Project Activities**

- In this section, describe the VAWA-funded project activities, goals and/or services offered. For example, victim service providers should state an estimate of the number of victims that will be served during the grant year, the types of services offered, and the anticipated outcomes framed in terms of OPM data. Training programs should list the topics you anticipate covering, the number of people you will train and the number of trainings you plan to offer. You may base your estimates on the VAWA-funded activities completed last year as reported on the S.T.O.P. VAWA Annual Report, VSSR and/or CJSSR.

**In this section, describe the VAWA-funded project activities, goals and/or services offered. For example, victim service providers should state an estimate of the number of victims that will be served during the grant year, the types of services offered, and the anticipated outcomes framed in terms of OPM data. Training programs should list the topics you anticipate covering, the number of people you will train and the number of trainings you plan to offer. You may base your estimates on the VAWA-funded activities completed last year as reported on the S.T.O.P. VAWA Annual Report, VSSR and/or CJSSR.\***



1500/1500

- Please indicate which of the 20 S.T.O.P. VAWA Purpose Areas your project serves, and briefly describe how it fulfills the purpose area(s).
  1. Training law enforcement officers, judges, other court personnel, and prosecutors to more effectively identify and respond to violent crimes against women, including the crimes of sexual assault, domestic violence, stalking, and dating violence, including the use of nonimmigrant status under subparagraphs (U) and (T) of section 101(a)(15) of the Immigration and Nationality Act (8 U.S.C. 1101(a))
  2. Developing, training, or expanding units of law enforcement officers, judges, other court personnel, and prosecutors specifically targeting violent crimes against women, including the crimes of sexual assault, dating violence, stalking, and domestic violence
  3. Developing and implementing more effective police, court, and prosecution policies, protocols, orders, and services specifically devoted to preventing, identifying, and responding to violent crimes against women, including the crimes of sexual assault, dating violence, stalking, and domestic violence, as well as the appropriate treatment of victims
  4. Developing, installing, or expanding data collection and communication systems, including computerized systems, linking police, prosecutors, and courts or for the purpose of identifying, classifying, and tracking arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women, including the crimes of sexual assault, dating violence, stalking, and domestic violence
  5. Developing, enlarging, or strengthening victim services and legal assistance programs, including sexual assault, domestic violence, stalking, and dating violence programs, developing or improving delivery of victim services to underserved populations, providing specialized domestic violence court advocates in courts where a significant number of protection orders are granted, and increasing reporting and reducing attrition rates for cases involving violent crimes against women, including crimes of sexual assault, dating violence, stalking, and domestic violence
  6. Developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes in dealing with violent crimes against women, including the crimes of sexual assault, dating violence, stalking, and domestic violence
  7. Supporting formal and informal statewide, multidisciplinary efforts, to the extent not supported by State funds, to coordinate the response of state law enforcement agencies, prosecutors, courts, victim services agencies, and other state agencies and departments, to



violent crimes against women, including the crimes of sexual assault, domestic violence, stalking, and dating violence

8. Training of sexual assault forensic medical personnel examiners in the collection and preservation of evidence, analysis, prevention, and providing expert testimony and treatment of trauma related to sexual assault
9. Developing, enlarging, or strengthening programs to assist law enforcement, prosecutors, courts, and others to address the needs and circumstances of older and disabled women who are victims of domestic violence, dating violence, stalking, or sexual assault, including recognizing, investigating, and prosecuting instances of such violence or assault and targeting outreach and support, counseling, and other victim services to such older and disabled individuals
10. Providing assistance to victims of domestic violence and sexual assault in immigration matters
11. Maintaining core victim services and criminal justice initiatives, while supporting complementary new initiatives and emergency services for victims and their families
12. Supporting the placement of special victim assistants (to be known as “Jessica Gonzales Victim Assistants”) in local law enforcement agencies to serve as liaisons between victims of domestic violence, dating violence, sexual assault, and stalking and personnel in local law enforcement agencies in order to improve the enforcement of protection orders
13. Providing funding to law enforcement agencies, victim services providers, and state, tribal, territorial, and local governments (which funding stream shall be known as the Crystal Judson Domestic Violence Protocol Program)
14. Developing and promoting state, local, or tribal legislation and policies that enhance best practices for responding to domestic violence, dating violence, sexual assault, and stalking
15. Developing, implementing, or enhancing Sexual Assault Response Teams, or other similar coordinated community responses to sexual assault
16. Developing and strengthening policies, protocols, best practices, and training for law enforcement agencies and prosecutors relating to the investigation and prosecution of sexual assault cases and the appropriate treatment of victims
17. Developing, enlarging or strengthening programs addressing sexual assault against men, women, and youth in correctional or detention settings
18. Identifying and conducting inventories of backlogs of sexual assault evidence collection kits and developing protocols and policies for responding to and addressing such backlogs, including protocols and policies for notifying and involving victims
19. Developing, enlarging, or strengthening programs and projects to provide services and responses to male and female victims of domestic violence, dating violence, sexual assault, and/or stalking, whose ability to access traditional services and responses is affected by their sexual orientation or gender identity, as defined in section 249(c) of title 18, United States Code

20. Developing, enhancing, or strengthening prevention and educational programming to address domestic violence, dating violence, sexual assault, and/or stalking, with not more than 5 percent of the amount allocated to a state to be used for this purpose

- Please indicate the percentage of funds that are used to address each of the four S.T.O.P. VAWA-eligible victimizations (domestic violence, dating violence, sexual assault and stalking). The total percentage for all service areas must equal exactly 100%.

**Domestic Violence (%)\***

**Dating Violence (%)\***

**Sexual Assault (%)\***

**Stalking (%)\***

**TOTAL PERCENTAGE**

The total percentage must equal exactly 100%

- Please explain the target population for the VAWA-funded project. Include the geographic area targeted, the number of people to be targeted, and the relevant characteristics of those people.

**Please explain the target population for the VAWA-funded project. Include the geographic area targeted, the number of people to be targeted, and the relevant characteristics of those people.\***

1500/1500

- Please check the corresponding boxes to indicate which of the underserved populations your VAWA-funded project addresses.

**Please check the corresponding boxes to indicate which of the underserved populations your VAWA-funded project addresses:\***

- Rural  
  Racial or Ethnic Minority  
  Incarcerated  
  LGBTQQIA  
  Men and Boys  
  Religious Minority  
 Immigrant or Refugee  
  Limited English Proficient  
  Not Applicable  
  Other:

- Describe the need for your VAWA-funded project.

**Describe the need for your VAWA-funded project.\***

1500/1500

- Please describe what data your agency collects for your project, and how data are collected.

**Please describe the data your agency collects for your project, and how the data is collected.\***

1500/1500

- Describe how you define success for your project.

**Describe how you define the success of your project.\***

1500/1500

- Indicate whether or not your project will have changes in scope, activities or services from the previous grant year. Please refer to your 2015 application if you need to determine any change in scope.

**Indicate whether or not your project will have changes in scope, activities or services from the previous grant year.\***

1500/1500

- If applicable, check the victim services provided by this VAWA-funded project through federal AND match funds:
  - Not applicable – this VAWA application is for a CJSI or Discretionary project that does not provide victim services
  - In-person Crisis Counseling
  - Telephone Contact
  - Follow-up
  - Therapy
  - Group Treatment
  - Shelter/Safe House
  - Information & Referral (In-Person)
  - Criminal Justice Support/Advocacy
  - Emergency Financial Assistance
  - Emergency Legal Advocacy
  - Assistance in Completing a Compensation Application
  - Review of Compensation Eligibility Requirements
  - Assistance Gathering Documents for and Submitting an Application
  - Follow-up with the Victims Compensation Program
  - Assistance in Applying for TANF/Social Services
  - Non-Emergency Legal Advocacy
  - Personal Advocacy
  - Assistance Placing Animals in Distress
  - Forensic Interviews
  - Check All
  - Other (Please explain) \_\_\_\_\_

## ***Budget***

All applicants must attach a budget using the Budget Detail Worksheet. All line items within the budget are subject to review and approval. Decisions related to these budget line items are based on allowability of line item costs per VAWA program guidelines, justification of costs in relation to project activities, and reasonableness of costs based on current market rates.

The FY2016 VAWA awards are only for continuation funding. The award amount received in 2015 should remain the same, pending availability of federal funds and compliance with programmatic and fiscal requirements imposed in your special conditions. Your budget should reflect the federal award amount received for the current grant year. Please see the appendix for the list of 2015 awards by grant ID number, which details the agency's name, program type, and federal award amount.

### **CJSI Applicants and Match**

The purpose of matching contributions is to increase the amount of resources available to the projects supported by grant funds. All CJSI projects conducted by agencies **other than victim service providers** must submit a minimum funding match of 25% through cash and/or in-kind contributions. The sources of the match must be identified in the budget section of the application. If you have a discretionary project, please consult the points of contact listed on this RFA to discuss your agency and project to determine whether you will need to provide match.

The requirements and limitations that apply to the use of federal funds also apply to the use of matching funds. Further, matching funds must be used only for the VAWA-funded project during the grant period to support the identified goals, objectives, and activities. That is, the matching funds cannot be used to support activities that are not concurrently supported by VAWA formula funds. Match must be provided on a project-by-project basis. Please see the subsequent pages for the formula used to calculate match relative to the project's budget.

For the purpose of this program, **in-kind match** may include donations of expendable equipment, office supplies, workshop or classroom materials, work space, or the monetary value of time contributed by professionals and technical personnel and other skilled and unskilled labor, if the services they provide are an integral and necessary part of a funded project. The value placed on donated services must be consistent with the rate of compensation paid for similar work in the applicant's organization. If the required skills are not found in the applicant's organization, the rate of compensation must be consistent with the labor market. In either case, fringe benefits may be included in the valuation. The value placed on loaned or donated equipment may not exceed its fair market value. The value of donated space may not exceed the fair rental value of comparable space established by an independent appraisal of comparable space and facilities in privately owned buildings in the same locality.

Subgrantees must maintain records that clearly show the source, the amount, and the period during which the match was allocated. The basis for determining the value of materials, equipment, and space must be documented. Volunteer services used as match must be documented and supported by the same methods used for VAWA funded employees.

All matching contributions must be:

- Verifiable from the subgrantee's records
- Not included as a contribution for any other Federal Funds
- Necessary and reasonable to accomplish the project's goals
- Allowable charges
- Not paid by the applicant from Federally derived funds received under another assistance agreement



- Included in the budget approved by CJCC
- In accordance with all other Federal and State requirements

Formula for Match Calculation

- 1) Total Project Budget x Match Requirement Percentage = Match Requirement
- 2) Total Project Budget – Match Requirement = Amount of Grant Request

Example 1: For a project with a total budget of \$100,000 and a 25% Match Requirement Percentage:

- 1) \$100,000 x 25% = \$25,000 (Match Requirement)
- 2) \$100,000 - \$25,000 = \$75,000 (Amount of Federal Grant Request)

**Program Income**

“Program income” is gross income earned during the funding period by the subgrantee as a direct result of the grant award. As a general rule, the CJCC does not allow VAWA applicants to earn or use program income for services by S.T.O.P. funds.

**Allowable and Unallowable Costs**

A list of unallowable costs is provided in the appendix.

**Supplantation**

Funds must be used to supplement existing funds for program activities and cannot replace or supplant funds that have been appropriated for the same purpose.

***Certification and Completion***

Before you submit, review your application from start to finish to ensure you submit complete and accurate information. To finalize the application, please enter the name of the person submitting the application and initials to certify completion. **Remember to submit the application** when you are finished with this section. Your application is final and cannot be recalled or modified by CJCC if you have submitted in error. However, if more than one application is submitted for the same grant number, CJCC will only accept the most recent application.

**E. ATTACHMENTS**

The required attachments below must be completed and submitted with the application. Please carefully read and follow the instructions on all forms.

- Standard Assurances
- Certifications Regarding Lobbying, Debarment, Suspension and other Responsibility Matters
- Disclosure of Lobbying Activities
- Audit Requirements
- Civil Rights Contact
- If applicable:
  - Non-profit applicants must submit a copy of their 501(c)(3) certificate
  - Non-profit applicants must submit an organizational chart for the entire program and job descriptions for all employees included in the proposed budget
  - Fully executed Memoranda of Understanding and support letters as they demonstrate collaboration and support among stakeholders
  - If grant funds are requested to pay for an IT network or computer system, proof that the system or network blocks pornography
  - Victim service providers must submit blank client intake forms
  - Training applicants must submit MOUs or other proof of collaboration with local victim

- services providers OR state coalitions, unless the applicant is a victim service provider or coalition
- o Copies of contracts, personnel action forms, leases and other documentation to support line-item costs claimed on the grant

**Detailed Budget Worksheet\***

No file chosen

**Certifications Regarding Lobbying, Debarment, Suspension and other Responsibility Matters\***

No file chosen

**Disclosure of Lobbying Activities\***

No file chosen

**Audit Requirements\***

No file chosen

**Civil Rights Contact\***

No file chosen

**Standard Assurances\***

No file chosen

**501(c)3 Certificate**

No file chosen

Non-Profits Only

**Organizational Chart**

No file chosen

Non-Profits Only

**Support Documentation for Budgeted Items**

No file chosen

e.g. salary authorization statements, job descriptions, contractual agreements, etc

**Blank Client Intake Form**

No file chosen

e.g. salary authorization statements, job descriptions, contractual agreements, etc

**Training MOU(s)**

No file chosen

Training applicants must submit MOU(s) unless the applicant is a victim service provider or coalition

**Other 1**

No file chosen

e.g. MOU, Letters of Support, Proof that IT System Block Pornography

**Other 2**

No file chosen

e.g. MOU, Letters of Support, Proof that IT System Block Pornography

**Other 3**

No file chosen

e.g. MOU, Letters of Support, Proof that IT System Block Pornography

## F. SUBMIT APPLICATION

The last step before submitting your application is to fill out the name, title, phone number, and email address of the application's point of contact. This will be the person we contact in the event there are questions about your application.

Please be sure to click submit so that we receive your online application. The application must be submitted by the deadline to be considered for the award amount approved by the Council.

Once submitted, please right click the screen to print and save a .pdf of the confirmation page. The application's point of contact will receive a confirmation email as well.

### Point of Contact For This Application

Name

--	--

First Name

Last Name

Title

--

Phone

--

Applicant Email

--

BY ENTERING MY NAME BELOW, I CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL STATEMENTS AND DATA IN THIS APPLICATION ARE TRUE AND CORRECT, THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE AUTHORIZED OFFICIAL OF THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES.

Name

--	--

First Name

Last Name

## G. APPLICATION AND AWARD TIMELINE

CJCC strives for transparency in its VAWA application and award process. The working timeline for applications and awards is as follows:

Milestone	Target Date
Release RFAs and open application	August 2, 2016
Application closes	September 1, 2016
CJCC sends award packets to subgrantees	October, 2016
Award packet webinars	November, 2016
Award packets due to CJCC	December, 2016
<b>Start of VAWA grant year</b>	<b>January, 2017</b>

### Funding Decisions and Appeals

All funding decisions related to the VAWA grant program from this solicitation are based on the availability of funding and recommendations of the CJCC staff review panel to the Victim Assistance Grants Advisory Committee. The Committee votes to accept or deny staff recommendations, which are subject to the Council's approval.

CJCC informs applicants of funding decisions through grant awards or denial letters. Applicants should not make assumptions regarding funding decisions until they have received official written notification of award or denial that is signed by CJCC's Executive Director. Applicants have the opportunity to **appeal the initial funding decision within fifteen business days of the date on which the denial notice was postmarked**. Appeals should be submitted in the form of a cover letter on the applicant agency's letterhead and any supporting documentation. You may submit an appeal in writing to the Criminal Justice Coordinating Council, ATTN: Shontel Wright, 104 Marietta St. NW Suite 440, Atlanta, GA 30303.

## **G. APPLICATION REVIEW PROCESS**

All applications and attachments are reviewed by CJCC Victim Assistance Unit staff. Applications are primarily reviewed based on three basic criteria: submission of complete and accurate information, programmatic compliance with federal and state guidelines, and financial compliance in that all costs are allowable, reasonable, and justified per the federal and state guidelines.

## **H. APPLICATION TECHNICAL ASSISTANCE**

Applicants may also contact members of the Victim Assistance Unit for technical assistance.

## APPENDICES

### A. Allowable and Unallowable Costs

#### 1. Allowable Costs and Services

- S.T.O.P. funds should be used for projects that serve or focus on adult and youth (age 11-24) women and girls who are victims of domestic violence, dating violence, sexual assault, and/or stalking. In general, victims served with S.T.O.P. funds must be adults or youth. Under a new purpose area created by VAWA 2005, however, S.T.O.P. funds may also support “complementary new initiatives and emergency services for victims and their families.” For example, S.T.O.P. funds may support services for secondary victims such as children who witness domestic violence.
- In VAWA 2014, Congress added two new purpose areas that specifically included men, which means that subgrantees under those purpose areas may have projects that target male victims. The specific purpose areas are purpose area 17 (focusing on programs addressing sexual assault against men, women, and youth in correctional and detention settings) and purpose area 19 (focusing on services and responses targeting male and female victims of domestic violence, dating violence, sexual assault, and/or stalking, whose ability to access traditional services and responses is affected by their sexual orientation or gender identity). S.T.O.P. funds may be used to address child sexual abuse when the victim is now an adult, provided that the abuse occurred or continued when the victim was age 11 or older.
- There is now a specific purpose area for “developing, enlarging, or strengthening programs addressing sexual assault against men, women, and youth in correctional or detention settings.” The services provided, however, may only address the domestic violence, dating violence, sexual assault, and/or stalking victimization experienced by the incarcerated individual, including both such crimes experienced while incarcerated and crimes experienced at other points in their youth and adult lives. Funds should not be used to provide any other types of services, such as rehabilitative services related to the crime committed by the incarcerated individual. Finally, as is the case with the use of all S.T.O.P. funds, states must use those funds to supplement state funds, and not to supplant state funds that would otherwise be available for the activities funded.
- S.T.O.P. funds may be used to cover reasonable transportation costs that would enhance a woman’s safety. This includes costs associated with safely transporting a victim out of state.
- Programs in schools may be supported to the extent that they fit within one or more of the S.T.O.P. program’s statutory program purpose areas. For example, S.T.O.P. funds could be used to provide support groups that meet at school for dating violence victims or to provide information to students about services available to help victims of dating violence.
- Beginning with FY 2007 awards to the states, S.T.O.P. funds may be used for health care providers’ time conducting forensic examinations, if two requirements are met:
  - 1) the examinations are performed by specially trained examiners for victims of sexual assault (such as Sexual Assault Nurse Examiners (SANEs) or Sexual Assault Forensic Examiners (SAFEs)); and 2) the jurisdiction does not require victims of sexual assault to seek reimbursement from their insurance carriers.



- Food provision within the context of victim services (e.g., providing food in shelters) is permissible if the food is necessary or integral to providing services to women to enhance their safety. S.T.O.P. funding may be used to purchase groceries as part of victim services that subgrantees provide to victims. Grantees and subgrantees need to have a process in place to ensure that all items purchased are allowable, reasonable and necessary under applicable state and federal statutes and regulations and used for program purposes. Pursuant to federal regulations, the purchase of any alcohol, tobacco, or related products is strictly prohibited with the use of grant funds.
- Salaries for prosecutors, law enforcement officers, or judges being paid are handling cases involving violence against women. If they are not working full time on violence against women cases, their time must be prorated.
- Operational costs of a facility, such as a shelter, except that if the project is supported with funds from other sources as well (e.g., Victims of Crime Act or Family Violence Prevention and Services Act funds), the rent and operational expenses must be prorated among the different funding sources. In addition, the rent must be reasonable. If, however, the shelter owns its own facility, rent for use of that facility may not be charged to the grant at all; however, related expenses such as utilities and building security may be charged to the grant. As discussed below, renovations and construction may not be supported with S.T.O.P. funds.
- Gift cards are only allowable to the extent that they are used for purposes that are otherwise an allowable use of S.T.O.P. funds, such as to purchase groceries for victims as described in question 16, below. If the grantee or subgrantee determines that use of gift cards is necessary to provide services to victims, they must ensure that effective control and accountability is maintained over gift cards and that those cards are used solely for authorized purposes.
- S.T.O.P. funds can be used to pay victim's first month's rent. Deposits are also allowable if the subgrantee has an agreement in place with the landlord that the full/remaining deposit will be returned to the subgrantee and not the victim at the end of the lease. OVW advises that the subgrantees arrange to pay the first month's rent, rather than a security deposit, to alleviate the need to recover and account for the deposit.
- S.T.O.P. can pay for co-location of services under the purpose area for "maintaining core victim services and criminal justice initiatives, while supporting complementary new initiatives and emergency services for victims and their families." However, if any of the underlying services at the center cannot be funded through S.T.O.P., such as substance abuse counseling, then the staffing for those services still cannot be supported through this purpose area, just the co-location. For example, co-location costs might include a centralized intake person, rent, or security.
- S.T.O.P. Program funds may support the following activities related to SANE/SAFE programs even if the requirements for paying personnel costs are not met:
  - Training for SANE/SAFE personnel
  - Expert testimony of SANE/SAFE personnel
  - Forensic evidence collection kits ("rape kits")
  - Equipment, such as colposcopes, swab dryers, and lights
  - Outreach efforts to inform victims about available services
  - Victim advocate personnel to accompany victims through the forensic examination process
  - On-going counseling services for victims
  - On-call time of the SANE/SAFE personnel
 This list of SANE/SAFE activities that may be funded is not comprehensive and other similar activities may be funded. Please contact the state's grant program specialist with questions.

## **2. Unallowable Costs and Services**

- Personnel-related expenses for an Executive Director and/or Volunteer Coordinator whose functions include recruiting, training, and supervising volunteers who provide direct victim services may be reimbursed for that portion of their functions that are tied to volunteers. Reimbursement for such positions will be pro-rated to exclude that proportion of their time dedicated to agency administrative or support staff responsibilities
- Expenses for positions whose primary responsibilities include staff support (e.g. secretary, administrative assistant, data entry specialist), fundraising, or public relations
- Expenses for positions and related activities, whose primary function is community education and prevention, not outreach to victims
- Purchasing and/or leasing a vehicle
- Building renovations, including minor activities such as painting or carpeting
- Conducting research, which **does not include** pre- and post-testing training subgrantees or conducting victim satisfaction or outcome surveys. In conducting such testing or surveys to assess program effectiveness, sub grantees may not collect, analyze or disseminate any information that may reveal a private person's or victim's identity
- The purchase of law enforcement equipment including uniforms, safety vests, shields, weapons, bullets, and armory or to support chemical dependency or alcohol abuse program that are not an integral part of a court-mandated batterer intervention program
- Substance abuse treatment and services
- Fees for immigration-related matters
- Generally, food at events and conferences. The provision of food and beverages at training events or conferences is governed by the OVW Grants Financial Management Guide. (See <http://www.ovw.usdoj.gov/docs/gfmd-financial-grants-management-guide.pdf>). Please review the requirements carefully in determining if food provision at a particular event is acceptable and contact the state's grant manager if the state has any questions
- S.T.O.P. funds cannot be used to fund any criminal defense work, including defending women who assault, kill, or otherwise injure their abusers
- S.T.O.P. funds may not be used to pay for moving household goods to a new location or acquiring furniture or housing in a new location. However, S.T.O.P. funds may be used to cover reasonable transportation costs that would enhance a woman's safety
- Voucher programs where victims are directly given vouchers for such services as housing or counseling

### **3. Unallowable Activities**

Grant funds under the victim services grant program may not be used for any unauthorized purposes, including but not limited to the following activities:

- Lobbying,
- Fundraising,
- Research Projects, or
- Building Renovations.

#### **B. Priorities Identified by the State for S.T.O.P. VAWA**

At the 2015-2016 S.T.O.P. VAWA Implementation Plan committee meeting, CJCC asked stakeholders to evaluate the state's performance for each of the twenty S.T.O.P. VAWA 2014 Purpose Areas. The participants were asked to assess each purpose area from an agency perspective, then convene in small groups to discuss a statewide assessment and rank each purpose area in order of priority (high, medium, low, not applicable or declined to indicate). The rankings were assigned scores of 3, 2, 1, and 0 respectively. The scores assigned by each group were then averaged for each purpose area (mean score 2.19). The standard deviation was calculated to be 0.63. The scores were then classified as "high priority" if they fell within two standard deviations higher than the mean (3.45), medium priority if they were within one standard deviation of the mean (2.82), or low priority if they were less than the mean. Three purpose areas were identified as "high priority" and an additional nine purpose areas were identified as "medium priority." The remaining eight purpose areas were classified as "low priority." The ranked purpose areas are indicated below, in order of priority.

#### **High Priorities (all tied)**

3. Developing and implementing more effective police, court, and prosecution policies, protocols, orders, and services specifically devoted to preventing, identifying, and responding to violent crimes against women, including the crimes of sexual assault, dating violence, stalking, and domestic violence, as well as the appropriate treatment of victims.

9. Developing, enlarging, or strengthening programs to assist law enforcement, prosecutors, courts, and others to address the needs and circumstances of older and disabled women who are victims of domestic violence, dating violence, stalking, or sexual assault, including recognizing, investigating, and prosecuting instances of such violence or assault and targeting outreach and support, counseling, and other victim services to such older and disabled individuals.

11. Maintaining core victim services and criminal justice initiatives, while supporting complementary new initiatives and emergency services for victims and their families<sup>2</sup>.

19. Developing, enlarging, or strengthening programs and projects to provide services and responses to male and female victims of domestic violence, dating violence, sexual assault, and/or stalking, whose

---

<sup>2</sup> Subgrantees were primarily concerned with sustaining core services. They thought supporting new initiatives was a much lower priority at the moment.

ability to access traditional services and responses is affected by their sexual orientation or gender identity, as defined in section 249(c) of title 18, United States Code.

20. Developing, enhancing, or strengthening prevention and educational programming to address domestic violence, dating violence, sexual assault, and/or stalking, with not more than 5 percent of the amount allocated to a state to be used for this purpose.

#### **Medium Priorities**

(1, 4 and 7 tied)

1. Training law enforcement officers, judges, other court personnel, and prosecutors to more effectively identify and respond to violent crimes against women, including the crimes of sexual assault, domestic violence, stalking, and dating violence, including the use of nonimmigrant status under subparagraphs (U) and (T) of section 101(a)(15) of the Immigration and Nationality Act (8 U.S.C. 1101(a)).

4. Developing, installing, or expanding data collection and communication systems, including computerized systems, linking police, prosecutors, and courts or for the purpose of identifying, classifying, and tracking arrests, protection orders, violations of protection orders, prosecutions, and convictions for violent crimes against women, including the crimes of sexual assault, dating violence, stalking, and domestic violence.

7. Supporting formal and informal statewide, multidisciplinary efforts, to the extent not supported by State funds, to coordinate the response of state law enforcement agencies, prosecutors, courts, victim services agencies, and other state agencies and departments, to violent crimes against women, including the crimes of sexual assault, domestic violence, stalking, and dating violence.

(5, 8, 10, and 14 tied)

5. Developing, enlarging, or strengthening victim services and legal assistance programs, including sexual assault, domestic violence, stalking, and dating violence programs, developing or improving delivery of victim services to underserved populations, providing specialized domestic violence court advocates in courts where a significant number of protection orders are granted, and increasing reporting and reducing attrition rates for cases involving violent crimes against women, including crimes of sexual assault, dating violence, stalking, and domestic violence.

8. Training of sexual assault forensic medical personnel examiners in the collection and preservation of evidence, analysis, prevention, and providing expert testimony and treatment of trauma related to sexual assault.

10. Providing assistance to victims of domestic violence and sexual assault in immigration matters.

14. Developing and promoting state, local, or tribal legislation and policies that enhance best practices for responding to domestic violence, dating violence, sexual assault, and stalking.

#### **Low Priorities**

2. Developing, training, or expanding units of law enforcement officers, judges, other court personnel, and prosecutors specifically targeting violent crimes against women, including the crimes of sexual assault, dating violence, stalking, and domestic violence.



6. Developing, enlarging, or strengthening programs addressing the needs and circumstances of Indian tribes in dealing with violent crimes against women, including the crimes of sexual assault, dating violence, stalking, and domestic violence.

12. Supporting the placement of special victim assistants (to be known as “Jessica Gonzales Victim Assistants”) in local law enforcement agencies to serve as liaisons between victims of domestic violence, dating violence, sexual assault, and stalking and personnel in local law enforcement agencies in order to improve the enforcement of protection orders. Jessica Gonzales Victim Assistants shall have expertise in domestic violence, dating violence, sexual assault, and/or stalking and may undertake the following activities—

- A. developing, in collaboration with prosecutors, courts, and victim service providers, standardized response policies for local law enforcement agencies, including the use of evidence-based indicators to assess the risk of domestic and dating violence homicide and prioritize dangerous or potentially lethal cases;
- B. notifying persons seeking enforcement of protection orders as to what responses will be provided by the relevant law enforcement agency;
- C. referring persons seeking enforcement of protection orders to supplementary services (such as emergency shelter programs, hotlines, or legal assistance services); and
- D. taking other appropriate action to assist or secure the safety of the person seeking enforcement of a protection order.

13. Providing funding to law enforcement agencies, victim services providers, and state, tribal, territorial, and local governments (which funding stream shall be known as the Crystal Judson Domestic Violence Protocol Program) to promote—

- A. the development and implementation of training for local victim domestic violence service providers, and to fund victim services personnel, to be known as “Crystal Judson Victim Advocates,” to provide supportive services and advocacy for victims of domestic violence committed by law enforcement personnel;
- B. the implementation of protocols within law enforcement agencies to ensure consistent and effective responses to the commission of domestic violence by personnel within such agencies such as the model policy promulgated by the International Association of Chiefs of Police (“Domestic Violence by Police Officers: A Policy of the IACP, Police Response to Violence Against Women Project” July 2003); and
- C. the development of such protocols in collaboration with state, tribal, territorial and local victim services providers and domestic violence coalitions.

15. Developing, implementing, or enhancing Sexual Assault Response Teams, or other similar coordinated community responses to sexual assault.

16. Developing and strengthening policies, protocols, best practices, and training for law enforcement agencies and prosecutors relating to the investigation and prosecution of sexual assault cases and the appropriate treatment of victims.

17. Developing, enlarging or strengthening programs addressing sexual assault against men, women, and youth in correctional or detention settings.

18. Identifying and conducting inventories of backlogs of sexual assault evidence collection kits and developing protocols and policies for responding to and addressing such backlogs, including protocols and policies for notifying and involving victims.

### **C. Priorities Identified by the State for the Sexual Assault Set-aside**

Per the S.T.O.P. VAWA Reauthorization of 2013, effective March 2015, at least 20% of funds granted to a state shall be allocated for programs or projects in 2 or more allocations (victim services, courts, law enforcement, and prosecution) that meaningfully address sexual assault, including stranger rape, acquaintance rape, alcohol or drug-facilitated rape, and rape within the context of an intimate partner relationship. In the application, subgrantees must indicate the portion of grant funds spent on projects that meaningfully address sexual assault. These programs must 1) meaningfully address sexual assault, including stranger rape, acquaintance rape, alcohol or drug-facilitated rape, and/or rape within the context of an intimate partner relationship; and 2) adhere to the core service requirements for sexual assault programs outlined in Appendix E. **Pending availability of federal funds and CJCC's distribution of funding to meet the 20% set-aside requirement**, additional funds may be awarded to agencies that demonstrate a sound sexual assault program as described herein.

The following five purpose areas and corresponding goals were identified as state priorities in the 2015-2016 S.T.O.P. VAWA Implementation Plan committee meeting, in order of prioritization:

8. Training of sexual assault forensic medical personnel examiners in the collection and preservation of evidence, analysis, prevention, and providing expert testimony and treatment of trauma related to sexual assault.

Goals:

- Increase training availability and coordination with domestic violence service providers
- Continue to improve training content to be both based on national models and area needs
- Increase availability in rural and south Georgia
- Work with hospitals and other medical providers to encourage attendance and paid staff time to complete trainings

*(15-18 tied)*

15. Developing, implementing, or enhancing Sexual Assault Response Teams, or other similar coordinated community responses to sexual assault.

Goals:

- Provide support and training to SART teams
- Develop innovative means of encouraging judicial presence and top-down support
- Develop protocols for SART establishment and development

16. Developing and strengthening policies, protocols, best practices, and training for law enforcement agencies and prosecutors relating to the investigation and prosecution of sexual assault cases and the appropriate treatment of victims.

Goals:

- Increase training availability
- Develop protocols and implement to ensure consistency

17. Developing, enlarging or strengthening programs addressing sexual assault against men, women, and youth in correctional or detention settings.

Goals:

- Begin to build a foundation to address this purpose area in future implementation plans, including forging relationships with correctional and detention facilities

18. Identifying and conducting inventories of backlogs of sexual assault evidence collection kits and developing protocols and policies for responding to and addressing such backlogs, including protocols

and policies for notifying and involving victims.

Goals:

- Identify areas with backlogs and rank based on size and need
- Develop protocols and policies for addressing backlogs, starting with highest-need areas
- Include protocols for speeding up results from initial testing

**D. Core Services by Agency Type**

The Criminal Justice Coordinating Council (CJCC) strives to be a responsible and exemplary steward of federal funds. In an effort to ensure that limited federal resources pay for basic services for all crime victims in Georgia, CJCC created the core service definitions for various types of programs that the agency typically funds with victim services grant funds.

These standards are based on extant program models across the state and should be revised as the response to victimization evolves and improves. The core service definitions outline the basic level of services agencies of various types should provide to be considered for CJCC Victim Services grant funds. The types of programs defined herein include: Court Appointed Special Advocates (CASA), Child Advocacy Centers (CAC's), Counseling Services, Domestic Violence Shelter & Non-Shelter Programs, Legal Service Programs, Sexual Assault Centers, and Victim Witness Assistance Programs.

These core service definitions are also the basis for any programmatic desk audits or site visits. CJCC grant monitoring staff will have a checklist based on these core service definitions to ensure programs are providing a minimum level of services with CJCC funds.

**Child Advocacy Center (CAC)**

The Criminal Justice Coordinating Council requires that any child advocacy center funded with VOCA, VAWA, or SASP funds must provide the following basic services and meet the following criteria:

- Provide counseling for child abuse victims – either in-house or through a linkage agreement
- Provide referral services to necessary social services
- To be a member of a multi-disciplinary team comprised of law enforcement, prosecution, victim advocates, medical, and child welfare officials
- Notify and assist the victim about his/her eligibility for victim's compensation
- Advocate on the child's behalf for services and expedite case processing
- Review a child's court case(s)
- Track the child's case to ensure that the child is not lost in the criminal justice or other government system(s)
- Provide services to non-offending caregivers and other secondary victims of child abuse
- Provide training to other officials such as law enforcement, prosecutors and judges about the effects child abuse and negligence and strategies for effectively handling such cases
- Obtain a Memorandum of Understanding with agencies with which they partner on the multi-disciplinary team as applicable
- Ensure that all services are available for persons with limited English proficiency or provide referrals for culturally and linguistically services where appropriate
- Advocate staff must have at least 40 hours of initial training specific to providing direct victim services either through the Office for Victims of Crime, Victim's Assistance Training Online, the National Organization for Victim's Assistance (NOVA) or other body that provides training specific to serving crime victims

### Court-Appointed Special Advocates (CASA)

Based on the statutorily mandated minimum standards, best practices in Georgia and nationally, and on training requirements, CJCC defines CASA programs as follows:

- All CASA volunteers must complete at least 30 hours of training before serving in court; additionally, CASA volunteers must complete 12 hours per year of continuing education
- CJCC CASA programs must be affiliates of the state umbrella agency – Georgia Court Appointed Special Advocates (GACASA) – and members of the National Court Appointed Special Advocates Association
- Conduct independent investigations of a child’s case – which may include interviewing the parties in the case, the child’s family, and any social agency employees who work with the child
- Maintain regular contact with the child at least once per month
- Provide written reports to the court for each scheduled hearing
- Advocate on the child’s behalf to have court hearings scheduled so the case can be resolved
- Advocate for judicial review of a child’s case
- Attend at all court hearings about the child’s case
- Work with all parties involved in a deprivation proceeding
- Review court documents pertaining to the child’s case
- Refer, as appropriate and necessary, to other social service agencies
- Notify and assist the victim about his/her eligibility for victim’s compensation
- Ensure that all services are available for persons with Limited English Proficiency (LEP) or provide referrals for culturally and linguistically appropriate services as needed
- Advocate staff must have at least 40 hours of annual training specific to providing direct victim services either through the Office for Victims of Crime, Victim’s Assistance Training Online, the National Organization for Victim’s Assistance (NOVA) or other body that provides training specific to serving crime victims

### Counseling Services

The Criminal Justice Coordinating Council outlines specific requirements for programs providing **therapy or counseling services** in-house or via contract with a **licensed** counselor/therapist:

- The in-house or contract counselor or therapist must have a **Georgia-specific** license.
- If the in-house or contract therapist uses interns or license-eligible therapists to supervise group therapy sessions or provide individual therapy, that person(s) must be supervised by a **Georgia-licensed** therapist or counselor.
- All counselors or therapists must conduct an intake and needs assessment that must include an assessment for acute mental illness, trauma or substance abuse prior to treating any patient. The therapist or counselor should have an up-to-date referral list for patients that he/she cannot treat because their needs are beyond the scope of the therapist’s expertise.
- The organization or contract therapist should have a protocol to ensure that therapy services are available to persons with specific cultural needs and/or physical/mental disability needs. Such a protocol may include a referral list for cultural or language appropriate therapy services.
- Any in-house or contract therapy provider or counselor must attend at least **5 hours** of continuing education per year related to treating or serving crime victims. If the agency provides services via contract with an outside provider, the training requirement must be stipulated in the contract and proof that the contractor has met the annual requirement should be on file with the contracting agency.

**Specific requirements for programs providing peer support groups:**



- The person leading any peer support group must receive training specific to leading such support groups.
- Persons leading support groups must receive at least **5 hours** of continuing education per year related to providing services to crime victims.
- Any support group should have a baseline curriculum with specific goals and objectives toward which members are working. Such a curriculum should be clearly defined, but flexible enough to accommodate the specific needs of various groups.
- Organizations providing support groups should have a protocol to make accommodations to meet the needs of individuals with specific cultural needs and/or physical/mental disability needs. Such a protocol may include a referral list for culturally or language appropriate peer support group services.
- Notifying and assisting the victim about his/her eligibility for victim's compensation
- **Any provider who is only providing peer support groups may not advertise that they offer "therapy or counseling services" per O.C.G.A. § 43-10A.**

### Domestic Violence Programs

The Criminal Justice Coordinating Council (CJCC) funds two types of domestic violence agencies community-based non-shelter programs, and shelter-based domestic violence programs. Below is a list of basic services any domestic violence programs funded with VOCA, VAWA, or SASP funds must provide:

- **Non-Shelter, Community-based agencies:**
  - New direct service volunteers must have 10 hours of training
  - New staff members who will be providing victim services must have 40 hours of training prior to allowing them to serve victims unsupervised
  - Refer to the statewide or national domestic violence hotline provided in the agency's outgoing voicemail for any victim calling after normal business hours
  - Refer to and help with obtaining emergency or safe shelter for victims who qualify and are eligible
  - Refer to services that meet the needs of children who witness or are victims of domestic violence, if the agency does not have a program for child victims
  - Provide or have partnership to provide peer support groups run by a facilitator who is trained to run domestic violence support groups
  - Refer to therapy or counseling by a licensed professional counselor, psychologist, or psychiatrist
  - Assist or have partnerships that assist with filing petitions for temporary protective orders, immigration filings where appropriate, and court accompaniment to hearings
  - Refer to legal help or advocacy related to other civil, criminal or immigration matters where a licensed attorney is required
  - Notify and assist the victim about his/her eligibility for victim's compensation
  - Advocate with social service providers such as TANF agencies, unemployment offices etc.
  - Assist victims with finding permanent or transitional housing or referral to agencies that specialize in these services
  - Inform and refer victims to proper parenting without the use of violence
    - If the agency provides parenting classes in-house, a model or set curriculum should be followed.
  - Provide follow-up services when the client consents to be contacted and it is safe to do so
  - Conduct community outreach and awareness about the effects of domestic violence

- Have a written, publicized policy that the agency serves all victims of domestic violence regardless of sex, race, ethnicity, sexual orientation, age, religion, or immigration status
  - Have a written plan to provide services available to Limited English Proficient victims
  - Conduct a written or verbal, standardized dangerousness and/or lethality assessment that is consistently administered to all clients along with safety planning
- **Shelter-Based Programs**
    - Provide all the services mentioned for non-shelter, community-based agencies above
    - Provide staff 24-hours per day 7 days per week, including holidays, to admit victims into the shelter
    - Be able to ensure any victim contacting the shelter is placed in safe, emergency housing, including:
      - Housing the victim in your shelter
      - Calling other organizations or shelters for the victim to be placed
      - Providing funds for a victim to stay in a hotel, if necessary
    - Have shelter accommodations sufficient to house dependent children of the victims seeking their services
    - Provide services to help victims with dependent children make arrangements with their child's school and other social services
    - Maintain an updated shelter bed availability count in the DHS database
    - Assist with making transportation arrangements for victims who cannot get to the shelter, court hearings, etc.

### Legal Services Providers

Legal Services Providers funded with VOCA, VAWA, or SASP funds must provide the following services. Because some of those activities would overlap with the work of Victim Witness Assistance Programs, CJCC narrowly defines Legal Services and makes the following distinction between legal advocacy and legal services:

#### **Legal Advocacy:**

- Legal Advocacy services may not require the assistance of an attorney barred under the State of Georgia;
- Lay advocates must be trained to assist victims with filing temporary protection orders. Such advocates must be specifically trained and certified to provide such assistance. Acceptable training includes the VAWA-funded Georgia Legal Services Temporary Protective Order training, or other training as approved by CJCC;
- Legal Advocacy thus includes:
  - Assistance with filing the Georgia Crime Victim's Compensation Program
  - Assistance filing a temporary protective order
  - Accompanying the victim to a first appearance and subsequent hearings
  - Assisting the victim with contacting an offender's probation or parole officer – particularly with respect to TPO violations
  - Assisting the victim with advocating for no contact constraints or stay away bond conditions
  - Assisting the victim with obtaining a warrant for an offender's arrest
  - Referring the victim to legal counsel with respect to custody, or divorce or immigration matters
  - Educating the victim about his/her role in the criminal justice process
  - Assistance with and coordination with attorneys or Board of Immigration Appeals-certified advocate for filing T- or U-Visa paperwork, or a VAWA self-petition

- Outreach to underserved communities to identify potential victims of crime and provide services
- Ensure that all services are available for persons with limited English proficiency or provide referrals for culturally and linguistically services where appropriate

**Legal Services:**

- Legal services require assistance from a state barred attorney, or in the case of immigration law, a Board of Immigration Appeals-accredited representative
- Both VOCA and VAWA allow legal services that help ensure the victim’s immediate safety
- Legal Services include:
  - Assistance with completing and filing a T- or U-Visa paperwork, or VAWA self-petition on a victim’s behalf;
  - Legal immigration counsel and/or representation with remedies under the Violence Against Women Act and/or The Victims of Trafficking and Violence Prevention Act before USCIS; ICE; Immigration Court
  - Assistance with divorce or custody legal filings and appearing on the victim’s behalf in court
  - Assistance with eviction proceedings, if the eviction results from the victimization
  - Assistance with filing contempt petitions when a temporary protection order is violated and representation at 2<sup>nd</sup> TPO hearings
  - Drafting demand letters or lawsuits on behalf of victims of financial abuse or fraud to restore lost property
  - Outreach to underserved communities to identify potential victims of crime and provide services
  - Ensure that all services are available for persons with Limited English Proficiency or provide referrals for culturally and linguistically services where appropriate

**Sexual Assault Programs**

The Criminal Justice Coordinating Council requires that any sexual assault center funded with VOCA, VAWA, or SASP funds must provide the basic services below:

**Training for staff and volunteers:**

- Prior to being allowed unsupervised contact with clients, sexual assault center staff must complete 24 hours of training. Staff must maintain their advocacy skills with 10 hours of continuing education per year.
- Prior to being allowed unsupervised contact with clients, volunteers must complete 10 hours of training. Volunteers must maintain their service skills with 10 hours of continuing education per year.
- Advocate staff must have at least 40 hours of training specific to providing direct victim services either through the Office for Victims of Crime, Victim’s Assistance Training Online, the National Organization for Victim’s Assistance (NOVA) or other body that provides training specific to serving crime victims

**Core services include:**

- A 24/7 crisis hotline
- Referrals to and assistance with obtaining social or legal services, where applicable
- Notifying and assisting the victim about his/her eligibility for victim’s compensation
- Accompaniment to medical evaluations, and with client consent or at his/her request, to police interviews, and court hearings

- In-house provision or referral for licensed counseling and/or support groups run by a trained facilitator as requested or necessary
- Community education and awareness about the impact of sexual assault, including outreach about available services to victims and criminal justice professionals
- Participation on Sexual Assault Response Teams (SARTs), if any exist in the center's community
- Ensure that all services are available for persons with limited English proficiency or provide referrals for culturally and linguistically services where appropriate

### **Victim Witness Assistance Programs - Law Enforcement & Prosecution**

The Criminal Justice Coordinating Council requires that victim witness assistance program funded with VOCA, VAWA, or SASP funds must provide the following services: below Georgia's Association of Chiefs of Police and Georgia's Prosecuting Attorneys Council have model policies and minimum service requirements for law enforcement and prosecutor's agencies, respectively (Georgia Association of Chiefs of Police, 2009; Georgia Prosecuting Attorney Council, 2006). The policies and minimum services are based in part on the Crime Victims Bill of Rights. CJCC recommends the core service definitions below for Law Enforcement VWAPs and Prosecutors VWAPS as the minimum requirement, since these are necessary to enforcing the basic rights outlined in the Crime Victims' Bill of Rights:

#### **Law Enforcement VWAP:**

- Educate the victim about his or her role in the criminal justice process and provide a summary of follow-up actions the agency will take
- Notify and assisting the victim about his/her eligibility for victim's compensation
- Notify the victim about victim services within the area
- Provide the victim with contact information for case updates and follow-up, upon the victim's request, and if applicable
- Notify the victim about the status of temporary protective orders and their eligibility to apply for such orders
- Advocate on the victim's behalf with the Sheriff's office or Police Department, or provide training to law enforcement agencies, to ensure that the victim's information is taken so he/she can be notified of the defendant's status – e.g. of arrest, of release from incarceration or on bond, and/or of potential bond conditions
- Make all services available to victims with Limited English Proficiency (LEP)
- Advocate staff must have at least 40 hours of training specific to providing direct victim services either through the Office for Victims of Crime, Victim's Assistance Training Online, the National Organization for Victim's Assistance (NOVA) or other body that provides training specific to serving crime victims

#### **Prosecutor's VWAP:**

- Assist victims with recovering any property taken as evidence or recovered by the police
- Provide referral services to agencies that can provide counseling or other social services the victim might need
- Notify and assist the victim about his/her eligibility for victim's compensation
- Assist victims with obtaining restitution from the accused
- Assist victims with filing a victim impact statement
- Notify victims of any court hearings at which they must or might want to be present
- Educate the victim about his or her role in the criminal justice process
- Notify the victim about any proceeding at which the release of the accused will be considered and provide the victim with the opportunity to express his/her opinion regarding potential release



- If the accused is found guilty and sentenced to jail, connect the victim with the victim services division in the corrections department and assist the victim with registering for offender status notifications
- Advise the victim about his/her right to wait during judicial proceedings in an area separate from the accused
- Serve as the liaison between the victim and the prosecutor assigned to the case
- Provide support to the victim during trial process, in meetings with prosecutor, and at court hearings
- Have a written plan to be ready to provide services to victims who are Limited English Proficient
- Advocate staff must have at least 40 hours of training specific to providing direct victim services either through the Office for Victims of Crime, Victim's Assistance Training Online, the National Organization for Victim's Assistance (NOVA) or other body that provides training specific to serving crime victims

**E. 2015 Allocations**

**Any award made pursuant to this solicitation is dependent upon the receipt and availability of federal grant awards and any requirements/conditions attached thereto.**

Grant ID	Agency	Program	Federal	Match
W12-8-074	Georgia Network to End Sexual Assault	Law Enforcement Training	120,137	40,046
W13-8-056	Grady Health System Rape Crisis Center	Victim Services	69,122	0
W14-8-001	AOC-Judicial Council of Georgia	Court Services	67,118	22,373
W14-8-002	AOC-Judicial Council of Georgia	Court Services	25,000	8,333
W14-8-003	Athens-Clarke County	Court Services	70,000	23,333
W14-8-004	Athens-Clarke County	Law Enforcement	70,000	23,333
W14-8-005	Athens-Clarke County	Prosecution	70,000	23,333
W14-8-006	Atlanta Victim Assistance, Inc.	Victim Services	91,495	0
W14-8-007	Berrien County Board of Commissioners	Prosecution	70,000	23,333
W14-8-008	Caminar Latino, Inc.	Victim Services	39,531	0
W14-8-009	Catholic Charities of the Archdiocese	Victim Services	76,222	0
W14-8-010	Cherokee County BOC	Prosecution	70,000	23,333
W14-8-011	Cherokee Family Violence Center, Inc.	Victim Services	44,843	0
W14-8-012	Clayton County BOC	Prosecution	70,000	23,333
W14-8-013	Crisp County Board of Commissioners	Prosecution	70,000	23,333
W14-8-014	Dawson County BOC	Law Enforcement	39,589	13,196
W14-8-015	DeKalb County Government	Prosecution	50,786	16,929
W14-8-016	DeKalb County Government	Prosecution	50,000	16,667
W14-8-017	DeKalb Rape Crisis Center, Inc.	Victim Services	25,000	0
W14-8-018	Dougherty County BOC	Prosecution	50,000	16,667
W14-8-019	Douglas County BOC	Prosecution	53,849	17,950
W14-8-020	Douglas County Task Force	Victim Services	83,499	0
W14-8-021	F.A.I.T.H. in Rabun County, Inc.	Victim Services	28,323	0
W14-8-022	Family Crisis Center of (WDCC) Counties, Inc.	Victim Services	36,861	0
W14-8-023	Four Points, Inc.	Victim Services	25,000	0

W14-8-024	Georgia Coalition Against Domestic	Undesignated	177,561	59,187
W14-8-025	Georgia Coalition Against Domestic	Undesignated	37,500	12,500
W14-8-026	Georgia Commission on Family Violence	Court Services	60,032	0
W14-8-027	Georgia Legal Services Program, Inc.	Victim Services	28,249	0
W14-8-028	Georgia Mountain Women's Center, Inc.	Law Enforcement Training	23,100	0
W14-8-029	Georgia Public Safety Training Center	Law Enforcement Training	138,990	46,330
W14-8-030	Gwinnett Sexual Assault Center, Inc.	Law Enforcement Training	61,461	0
W14-8-031	Habersham County	Law Enforcement	58,272	19,424
W14-8-032	Henry County BOC	Law Enforcement	70,000	23,333
W14-8-033	Houston County Commissioners	Prosecution	50,000	16,667
W14-8-034	International Women's House, Inc.	Victim Services	60,065	0
W14-8-035	NOA's Ark, Inc.	Victim Services	86,990	0
W14-8-036	Oconee County	Law Enforcement	70,000	23,333
W14-8-037	Oconee County	Prosecution	70,000	23,333
W14-8-038	Partnership Against Domestic Violence	Victim Services	97,750	0
W14-8-039	Paulding County BOC	Prosecution	50,000	16,667
W14-8-040	Pickens County BOC	Prosecution	40,835	13,612
W14-8-041	Piedmont Rape Crisis Center, Inc.	Victim Services	25,000	0
W14-8-042	Project Safe, Inc.	Undesignated	50,141	0
W14-8-043	Raksha, Inc.	Victim Services	66,921	0
W14-8-044	Raksha, Inc.	Law Enforcement Training	25,000	0
W14-8-045	Rape Crisis & Sexual Assault Services	Victim Services	77,168	0
W14-8-046	Refugee Family Services, Inc.	Victim Services	102,302	0
W14-8-047	SAFE Homes of Augusta, Inc.	Law Enforcement Training	23,586	0
W14-8-048	Sexual Assault Center of NW GA, Inc.	Victim Services	32,893	0
W14-8-049	Support in Abusive Family Emergencies	Law Enforcement Training	35,000	0
W14-8-050	Support in Abusive Family Emergencies	Victim Services	25,000	0
W14-8-051	Tapestri, Inc.	Law Enforcement Training	55,994	0
W14-8-052	The Lily Pad SANE Center, Inc.	Victim Services	50,425	0
W14-8-053	The Southern Crescent Sex Assault Center, Inc.	Victim Services	71,427	0
W14-8-054	Tifton Judicial Circuit Shelter, Inc.	Victim Services	55,389	0
W14-8-055	Upson County	Prosecution	50,000	16,667
W14-8-056	Wayne County Board of Commissioners	Prosecution	70,000	23,333
W14-8-057	Whitfield County BOC	Prosecution	57,231	19,077

**Backup material for agenda item:**

3. Consideration of Special Event Permit - *Bootlegger Triathlon*



## DAWSON COUNTY BOARD OF COMMISSIONERS AGENDA FORM

Department: Planning & Development

Work Session: 7/28/2016

Prepared By: Rachel Burton

Voting Session: 8/4/2016

Presenter: \_\_\_\_\_

Public Hearing: Yes  No \_\_\_\_\_

Agenda Item Title: Special Event Permit: Bootlegger Triathlon

Background Information:

Five Star NTP has had numerous races in the last several years approved by the Board of Commissioners.

Current Information:

The Bootlegger Triathlon will take place on September 11, 2016 from 8:00 AM – 10:00 AM. The race will begin and end at Veterans Park. Participants will follow rules of the road. Staff is awaiting comments from GDOT and will submit upon receipt.

Budget Information: Applicable: \_\_\_\_\_ Not Applicable:  Budgeted: Yes \_\_\_\_\_ No \_\_\_\_\_

Fund	Dept.	Acct No.	Budget	Balance	Requested	Remaining

Recommendation/Motion: Director Burton recommends approval of the permit pending comments from GDOT. The required insurance certificate will be submitted and permit fee will be paid upon permit release as has been done in the past.

Department Head Authorization: Rachel Burton

Date: 7/20/2016

Finance Dept. Authorization: Vickie Neikirk \_\_\_\_\_

Date: 8/4/16

County Manager Authorization: \_\_\_\_\_

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

County Attorney Authorization: \_\_\_\_\_

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

Comments/Attachments:

Application is attached.





Dawson County  
Planning & Development  
25 Justice Way, Suite 2322  
Dawsonville, GA 30534  
(706) 344-3500

Permit for  
Parades, Public Assemblies,  
Demonstrations, and Rallies  
In Public Places

Date Received: 6/29/16

**Applicant answers all questions on pages 1-4; attach separate sheet(s) if necessary.**

**Application must be received a minimum of 30 days prior to event and must be complete and legible.**

PARADE  RALLY  PUBLIC DEMONSTRATION  PUBLIC ASSEMBLY  ROAD CLOSING  OTHER

- Name of Event: Bootlegger Triathlon
- Location of Event: ~~Dawsonville City Hall~~ VETERANS PARK TMP # 691-035
- Date(s) of Event: 9/11/2016  
Time of Event: Start: 8:00 am a.m. / p.m. End: 10:00 am a.m. / p.m.

4. Provide information listed below for the **main contact person** responsible for the organization of this event:

Name: <u>Lowell Starr</u>	Title: <u>Event Mng</u>
Organization: <u>Five Star NTP on behalf of Kiwanis Club</u>	Telephone #: <u>770-633-5511</u>
Email Address: <u>lowell@fivestarntp.com</u>	Cell Phone #:
Address: <u>59 Hwy. 9 South</u> City: <u>Dawsonville</u> State: <u>GA</u> Zip Code: <u>30534</u>	

5. Provide information listed below for any **key personnel involved in coordinating this event**. Also, provide information listed below on each officer of the club, organization, corporation or partnership requesting this event. Attach a separate sheet if necessary.

Name:	Title:
Organization:	Telephone #:
Address: City: State: Zip Code:	

Name:	Title:
Organization:	Telephone #:
Address: City: State: Zip Code:	

Name:	Title:
Organization:	Telephone #:
Address: City: State: Zip Code:	

Name:	Title:
Organization:	Telephone #:
Address: City: State: Zip Code:	

6. Expected number of participants: 250
7. Physical description of materials to be distributed: N/A
8. How do participants expect to interact with public? Triathlon bike Race
9. Route of event: (attach a detailed map of the route) see attached

9.a. Number and type of units in parade: N/A

9.b. Size of the parade: N/A

10. Will any part of this Event take place **within** the City Limits of Dawsonville? yes

If YES, do you have a permit for the event from the City? not yet Date Issued: \_\_\_\_\_ \* **Attach Copy**

11. Do you anticipate any unusual problems concerning either police protection or traffic congestion as a consequence of the event? \_\_\_\_\_ Yes XX No If YES, please explain in detail: \_\_\_\_\_

12. List all prior parades or public assemblies, demonstrations or rallies in a public place within Dawson County for which you obtained a permit: (Also include dates – attach separate sheet, if necessary). \_\_\_\_\_

Bootlegger Triathlon 9/2015, Revenuers Run 8/2016

**Details:** Please outline what your event will involve: (number of people / life safety issues / vendors / cooking / tents / rides / handicap parking / egress) – *attach separate sheet if necessary.*

this is the bike portion of a triathlon on GA-9

**Route or Lay Out:** (attach a detailed site plan)

What participation, if any, do you expect from **Dawson County Emergency Services**? None

---

---

---

---

What participation, if any, do you expect from the **Dawson County Sheriff Department**? Traffic Control

---

---

---

---

**Insurance Requirements:**

In compliance with Ordinance Section VII (C), an applicant for a permit shall obtain liability insurance from an insurer licensed in the State of Georgia for the parade, public assembly, demonstration or rally in a public place, if one or more of the following criteria exists:

1. The use, participation, exhibition, or showing of live animals;
2. The use, participation, exhibition, or showing of automobiles of any size or description, motorcycles, tractors, bicycles, or similar conveyances;
3. The use of a stage, platform, bleachers, or grandstands that will be erected for the event;
4. The use of inflatable apparatus used for jumping, bouncing, or similar activities;
5. The use of roller coasters, bungee jumping, or similar activities; or
6. Vendors or concessions.

Does your parade, non-spontaneous private assembly, demonstration, or rally in a public place meet any of the criteria above?  Yes  No If yes, which one(s)? \_\_\_\_\_

Any applicant required to provide insurance shall provide Dawson County with a copy of the Certificate of Insurance from an insurer authorized and **licensed by the State of Georgia**. Dawson County shall be added as an additional named insured for the event on the Certificate of Insurance by the carrier. The minimum policy limits shall be **\$1,000,000.00 per incident** and **\$2,000,000.00 aggregate** for the entire event. All costs for insurance and naming Dawson County as an additional named insured shall be borne solely by the applicant. Such insurance shall protect Dawson County from any and all claims for damages to property and/or bodily injury or death.

Is the Certificate of Liability Insurance attached?  Yes  No  Not applicable to this event

Additional information/comments about liability insurance: \_\_\_\_\_

---

---

---

Additional information/comments about this application: \_\_\_\_\_

---

---

---

---

---

**APPLICANT'S SIGNATURE FOR THE PERMIT APPLICATION; RELEASE & WAIVER OF LIABILITY;  
AND AGREEMENT FOR FINANCIAL RESPONSIBILITY.**

**APPLICATION:**

OATH: I hereby swear and affirm that the information provided with this application for parade, public assembly, demonstration, or rally is true and correct to the best of my knowledge. In addition, I agree to abide by all regulations of the ordinance and to advise all participants of the conditions of the permit.

**RELEASE & WAIVER OF LIABILITY:**

The permit holder shall indemnify and hold Dawson County harmless from any claim, demand, or cause of action that may arise from activities associated with the event. I acknowledge that I understand this Release, and I hereby agree for myself and on behalf of the Applicant to indemnify and hold harmless Dawson County, Georgia and its agents, officers, and employees, individually and jointly, from and against any claim for injury (including, but not limited to, personal injury and property damage), loss, inconvenience, or damage suffered or sustained by any individual, including but not limited to, business owners, patrons, participants of the parade, public assembly, demonstration, or rally, and spectators participating in and/or occurring during the event, unless the claim for injury is caused by intentional misconduct of an individual, agent, officer, or employee of Dawson County.

**AGREEMENT FOR FINANCIAL RESPONSIBILITY:**

The undersigned agrees to be solely responsible for cleaning affected areas littered during the activity, providing sufficient parking and storage areas for motor vehicles, providing temporary toilet facilities, and providing other similar special and extraordinary items deemed necessary for the permitted activity by Dawson County to keep the area of the event safe and sanitary. However, Dawson County shall not require individuals, organizations, or groups of persons to provide personnel for normal governmental functions such as traffic control, police protection, or other activities or expenses associated with the maintenance of public order. If additional requirements are placed upon an applicant and if such requirements are not met, then Dawson County may revoke the issued permit and/or deny any subsequent permit requested by the applicant. Dawson County shall be entitled to recover from the applicant any sum expended by Dawson County for extraordinary expenses not provided by the applicant. The additional expense may include, but not be limited to, Dawson County utilizing off-duty personnel or providing equipment or resources from other areas of the county to supplement equipment or resources already present.

Lowell STARR  
Applicant's Printed Name

Sworn to and subscribed before me  
this 29th day of June 2016.

Lowell Starr  
Applicant's Signature

Margaret A. Honn  
Notary Public, State of Georgia

My Commission Expires:   
GARET A HONN  
Notary Public, Georgia  
Dawson County  
My Commission Expires  
August 12, 2016

**Note to Applicant: Once your permit is processed, Planning & Development will notify you of the meeting dates for the Board of Commissioner's work session and voting session. You are required to attend both meetings.**





Dawson County  
Planning & Development  
25 Justice Way, Suite 2322  
(706) 344-3500

Permit for  
Parades, Public Assemblies,  
Demonstrations, and Rallies  
In Public Places  
**(EMERGENCY SERVICES)**

**EMERGENCY SERVICES: Please complete this sheet and return it to Dawson County Planning and Development. (Please attach additional sheet, if necessary.)**

Name of Event: Bootlegger Triathlon Date(s) of Event: 9/11/2016

Any anticipated problems with proposed route? NO

Any anticipated problems with the designated location for participants to assemble? \_\_\_\_\_

How many personnel will be required for this event? \_\_\_\_\_

Estimated cost for personnel: \_\_\_\_\_

Number and type of vehicles required: \_\_\_\_\_

Type of procedures or equipment needed for the health and safety needs of the participants and the viewing public: \_\_\_\_\_

Estimated cost for equipment: \_\_\_\_\_

Additional comments/concerns: \_\_\_\_\_

Emergency Services: APPROVED  YES  NO (Please also sign off on page 8 of application.)

By: [Signature] Date: 7-15-2016



**Dawson County  
Planning & Development**  
25 Justice Way, Suite 2322  
Dawsonville, GA 30534  
(706) 344-3500

**Permit for  
Parades, Public Assemblies,  
Demonstrations, and Rallies  
In Public Places**  
**(SHERIFF DEPARTMENT)**

**SHERIFF DEPARTMENT: Please complete this sheet and return it to Dawson County Planning and Development. (Please attach additional sheet, if necessary.)**

Name of Event: Bootlegger Triathlon Date(s) of Event: 9/11/2016

Any anticipated problems with proposed route? \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Any anticipated problems with the designated location for participants to assemble? NO

How many officers will be required for this event? \_\_\_\_\_

Estimated cost for officers: \_\_\_\_\_

Number of vehicles required: \_\_\_\_\_

Type of procedures and equipment needed for the health and safety needs of the participants and the viewing public: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Estimated cost for equipment: \_\_\_\_\_

Additional comments/concerns/recommendations: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Sheriff Department: APPROVED:  YES  NO (Please also sign off on page 8 of application.)**  
**By: \_\_\_\_\_ Date: \_\_\_\_\_**



**Dawson County  
Planning & Development**  
25 Justice Way, Suite 2322  
Dawsonville, GA 30534  
(706) 344-3500

**Permit for  
Parades, Public Assemblies,  
Demonstrations, and Rallies  
In Public Places**  
*(Marshal / Public Works / Environmental  
Health / Parks & Recreation)*

**PLEASE PROVIDE COMMENTS AND APPROVALS BELOW (Attach additional sheet if necessary)  
(Please also sign off on page 8 of the application.)**

**MARSHAL:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVED:  YES  NO By: \_\_\_\_\_ Date: \_\_\_\_\_

**PUBLIC WORKS:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVED:  YES  NO By: \_\_\_\_\_ Date: \_\_\_\_\_

**ENVIRONMENTAL HEALTH:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVED:  YES  NO By: \_\_\_\_\_ Date: \_\_\_\_\_

**PARKS & RECREATION:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

APPROVED:  YES  NO By: \_\_\_\_\_ Date: \_\_\_\_\_



**Dawson County  
Planning & Development**  
25 Justice Way, Suite 2322  
Dawsonville, GA 30534  
(706) 344-3500

**Permit for  
Parades, Public Assemblies,  
Demonstrations, and Rallies  
In Public Places**  
**(APPROVALS)**

**Office Use Only:**

If applicable to the event, the following departments have reviewed and approved this event:

Department	Printed Name	Signature for Approval	Date
Sheriff Dept.			
Emergency Services	Tim Satterfield	<i>[Signature]</i>	7/15/2014
Marshal's Office			
Public Works Dept.			
Environmental Health			
Parks and Recreation			
State Park Office			
Georgia Dept. of Transportation			

Dawson County Board of Commissioners:

Work Session Date: 7/28/2014

Voting Session Date: 8/4/2014

Approved:

Attest:

\_\_\_\_\_  
Mike Berg, Chairman  
Dawson County Board of Commissioners

\_\_\_\_\_  
Danielle Yarbrough, County Clerk

cc: (as applicable)

Applicant  
County Attorney  
Sheriff Dept.  
Emergency Services

Marshal Dept.  
Environmental Health  
Public Works  
Parks and Recreation

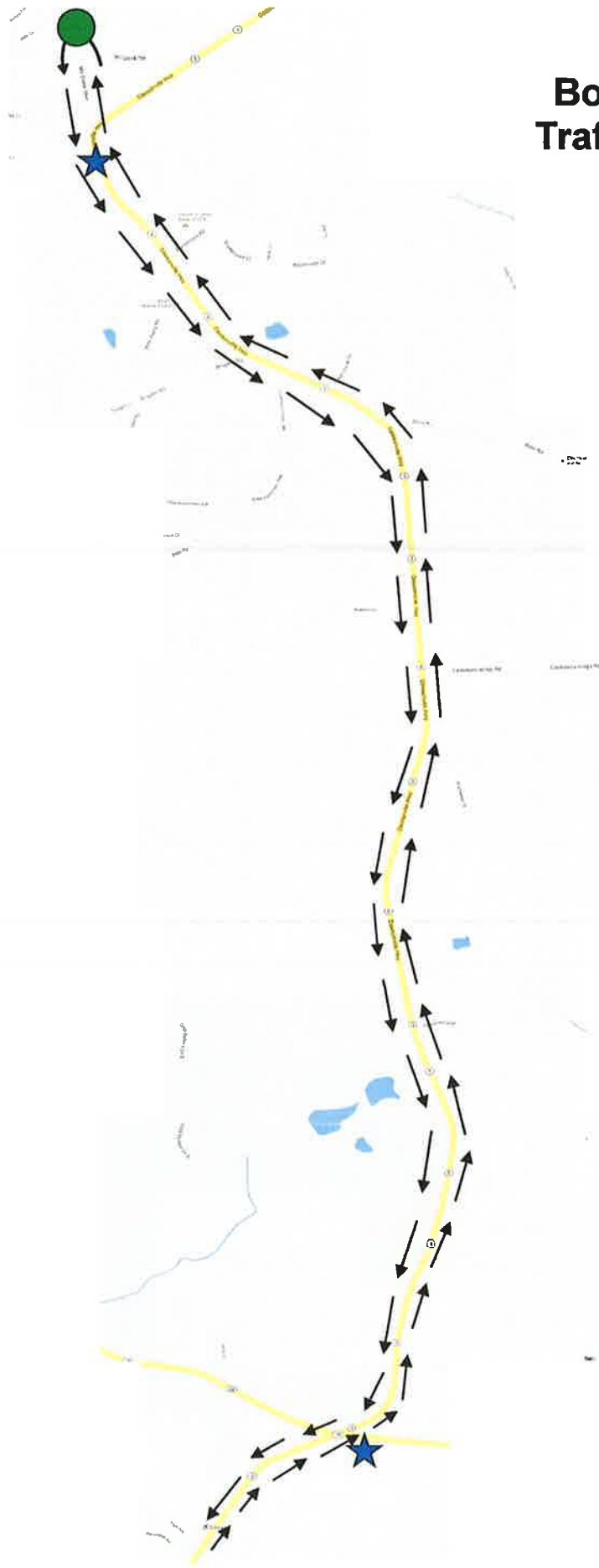
GA DOT (Brent Cook)  
GA State Parks

PERMIT # \_\_\_\_\_

DATE ISSUED: \_\_\_\_\_



# Bootlegger Super Sprint Traffic Plan for Bike Route




## Route

1. Riders will Exit Veterans Park and Turn Left, traveling North on GA-9
2. Riders will turn Left on Mill Creek Spur
3. Riders will turn around at the corner of Mill Creek Spur & Mill Creek Trail
4. Riders will turn Right on GA-9
5. Riders will turn Right into Veterans Park



## Sheriff Points

1. GA-9 @ park exit (Dawson County)
2. Corner of GA-9 & GA-136 (Dawson County) 
3. Corner of GA-9 & Mill Creek Spur (Lumpkin County)

## Volunteer Points

1. Turn around...Corner of Mill Creek Spur & Mill Creek Trail

## Notes

1. Ride will be done as a time trial...no pack riding
2. Riders will follow rules of the road

**Backup material for agenda item:**

5. Consideration of support for a 5th judgeship in the Northeastern Judicial Circuit



**Superior Courts**  
OF THE  
**Northeastern Judicial Circuit**

C. ANDREW FULLER, JUDGE  
P.O. Box 3362  
GAINESVILLE, GEORGIA 30503  
770-531-6861

DAWSON, HALL  
COUNTIES

August 5, 2016

Chairman Mike Berg  
Dawson County Commission  
25 Justice Way, Suite 2313  
Dawsonville, Georgia 30534

Dear Mike:

Please find attached hereto a photocopy of a letter received from the Judicial Council of Georgia dated June 22, 2016 (See Exhibit A). The letter advises the Judges of the Superior Court for the Northeastern Judicial Circuit that the Circuit has qualified for a 5<sup>th</sup> judge position based upon a workload study done when applying the analysis formula approved by the Judicial Council, the General Assembly and the Governor for determining when a judicial circuit is entitled to an additional judgeship based upon caseload. As the result of the analysis of our caseload which was done by the Administrative Office of the Courts, it has been determined that each judge of the Superior Court for the Northeastern Judicial Circuit is currently doing the work which should be done by 5.39 judges. Thus, it is apparent from this number that there is the need for the creation of a 5<sup>th</sup> judgeship in the Northeastern Judicial Circuit.

The Judges of the Northeastern Judicial Circuit respectfully request a letter from the Dawson County Commission which supports the creation of this 5<sup>th</sup> superior court judicial position that I can present to the Judicial Council of Georgia. Although the attached letter requests that the submission of supporting documents be accomplished by August 17, 2016, we would ask that your letter be in my hands by August 30, 2016.

In the event that the Dawson County Commission finds it appropriate to write a letter in support of this 5<sup>th</sup> judge position, then the judges of your judicial circuit will greatly appreciate the same. Although unnecessary, I have taken the liberty of attaching a "Suggestions for Sample Letter" document for what use it may be to you (See Exhibit B).

Although you and I have previously discussed budget impacting issues, if you or any other Commissioner have any questions concerning this matter, please do not hesitate to contact me.

Sincerely,

  
C. Andrew Fuller

CAF/vick  
Attachments



## Judicial Council of Georgia Administrative Office of the Courts

Chief Justice Hugh P. Thompson  
*Chair*

Cynthia H. Clanton  
*Director*

June 22, 2016

Chief Judge Andrew C. Fuller  
Northeastern Circuit of Superior Court Judges  
PO Box 3362  
Gainesville, GA 30503-3362

Dear Chief Judge Fuller:

I am pleased to share that we have completed our analysis of your 2015 caseload to determine the need for an additional superior court judgeship in the Northeastern Circuit. Based on the reported caseload data, the calculation of the workload gives a judge workload value of 5.39 which exceeds the threshold value of 5.32. The judge workload value of 5.39 qualifies the Northeastern Circuit for Judicial Council consideration. The Judicial Council will review your caseload and other relevant data at its August 31, 2016 meeting to determine whether or not to recommend a judgeship to the General Assembly and the Governor.

In accordance with Judicial Council policy, we are seeking any remarks or information you may wish to convey to the Judicial Council in support of a judgeship for the Northeastern Circuit. Such information can include letters of support from interested parties such as legislators, county commissioners, bar association presidents, and other court officials. Please submit the documents to the address below or by email to [judgeships@georgiacourts.gov](mailto:judgeships@georgiacourts.gov) no later than August 17<sup>th</sup>, 2016.

The calculations demonstrating the need for an additional judgeship are attached to this letter. If you have any questions, please contact me or Carla Hardnett, Program Manager, Office of Research and Data Analysis at [carla.hardnett@georgiacourts.gov](mailto:carla.hardnett@georgiacourts.gov) or 404-232-1857.

Thank you and please do not hesitate to contact us should you need any further assistance.

Respectfully,

Cynthia H. Clanton  
Director, Administrative Office of the Courts



Cc: Chief Justice Hugh Thompson  
Judge Jason J. Deal  
Judge Kathlene F. Gosselin  
Judge Bonnie C. Oliver  
Judge David Emerson, Chair, Judicial Workload Assessment Committee  
Steven M. Ferrell, Ninth Judicial District Court Administrator  
Reggie Forrester, Superior Court Administrator

Enc: Northeastern 2015 Workload Calculation