

**Medical-Legal Partnerships Program  
Grant Application Instructions**

**Award Period**

July 1, 2023 – June 30, 2024

**Deadline**

All applications are due by 11:59 p.m. on May 31, 2023

**Grant Funds to be Distributed**

\$194,000\*

The Georgia General Assembly appropriated funds to the Judicial Council of Georgia for a grant to provide civil legal services to patients and families with low incomes who are being treated at Georgia hospitals through Medical-Legal Partnerships.

The Judicial Council Standing Committee on Grants plans to award these funds starting July 1. Grant proposals will be considered from non-profit organizations registered and in good standing with the State of Georgia with demonstrated experience providing civil legal services. Applicants must show broad community support and the support and cooperation of local hospitals and other health-related service providers. Allocation of grants will seek to maximize the return to state government, local government, and clients.

A full description of the grant program is attached, and we urge you to read it before applying.

Applications must include the following:

Cover page: The cover page for your application should include the title of the program, the name and address of the agency submitting the application, the name and address of the agency contact person, the amount requested, the agency's tax ID number, and the month the agency's fiscal year ends.

Introduction: A description of the agency and the establishment of eligibility for applying for and carrying out the grant.

Program Narrative: The application must describe exactly how the agency will implement and address specific program requirements. The program narrative (including the introduction and evaluation) should be no more than 8 double-spaced pages with one-inch margins. Pages should be numbered. The type-size must be at least 12 point.

Evaluation: The application should describe exactly how the activity and its effectiveness will be monitored, measured, and reported. No grants will be made unless the Committee has approved the evaluation process. Grantees will be required to report to the Administrative Office of the Courts every six months detailing how the grant funds were specifically used to assist families of indigent patients throughout Georgia. The required reporting form will be supplied by the

Administrative Office of the Courts and will be posted at <https://jcaoc.georgiacourts.gov/entity/standing-committee-on-grants/>.

Budget: The application should include a budget narrative and budget for the grant. The budget should list the amount requested, the category (i.e., attorneys, specific services to provide), how the budget will be managed, any in-kind contributions to the program, and define direct and indirect costs. The budget narrative should explain each line item of the budget. If the agency previously received a grant from the Committee, any outstanding balance should be indicated. Furthermore, the agency's total budget and other sources of funding should be listed.

Funding Limitations: Please refer to the grant description for permitted uses of the grant funds.

Letters of Support: The agency must submit letters of support and cooperation with the application. These letters may be from local programs and community partners which provide services for indigent patients. Letters from judges and members of the General Assembly are also helpful. Agencies should limit the number of letters of support to no more than 5 letters per application.

Non-profit Status: Agencies must attach a copy of the IRS letter indicating non-profit status, a statement indicating that they are registered and in good standing with the State of Georgia, and utilize E-Verify.

Submission: Applications must be submitted electronically as a PDF file to the Judicial Council/Administrative Office of the Courts at [grants@georgiacourts.gov](mailto:grants@georgiacourts.gov).

Deadline: Applications and attachments must be submitted electronically by 11:59 p.m. on **May 31, 2023**.

***\*Please note:*** Grant funds are appropriated by the State of Georgia and award amounts are subject to change, without prior notice, based on state budget amendments.

If you have questions, please email us at [grants@georgiacourts.gov](mailto:grants@georgiacourts.gov) or call (404) 656-5171.

**DESCRIPTION OF GRANT PROGRAM  
OFFICIAL COMPILATION OF THE RULES AND REGULATIONS  
OF THE STATE OF GEORGIA  
OFFICE OF THE SECRETARY OF STATE**

I. Name of Grant Program: Civil Legal Assistance to Families of Indigent Patients Program (Short name: Medical-Legal Partnerships Program).

II. Legal Authority: O.C.G.A. §15-5-24 and Supreme Court of Georgia Order of January 15, 1981 relating to the duties of the Judicial Council/Administrative Office of the Courts.

III. Definition: This is a statewide program designed to provide civil legal services to indigent hospitalized patients, particularly medically fragile children, and their caregivers.

IV. Scope: According to the National Center for Medical-Legal Partnerships (2020), about 60% of a person's health is determined by social factors, including household income, education, employment, and family stability. Georgia ranks 38th in the nation in child and family well-being, according to the 2021 Kids Count Data Book. According to the American Health Rankings' state findings for 2021, the overall health outcomes for children in Georgia ranked 33rd in the nation, with socioeconomic factors (38th in the nation), economic resources (44<sup>th</sup> in the nation), and children in poverty (33<sup>rd</sup> in the nation) being significant factors for poor outcomes. Similarly, a 2018 report from Voices for Georgia's Children regarding barriers to healthcare stated that Georgia had the 7th highest rate for uninsured children and determined that the key barriers to healthcare that children faced were poverty, health literacy, and system navigation.

Patients with access to medical-legal partnerships see improvements in health outcomes, reductions in healthcare expenditures, and increased access to government benefits. An analysis of clients served by Georgia's Health Law Partnership (HeLP) from 2006 to 2018 found that, through the program, 657 children with neurodevelopmental disabilities were able to have their legal concerns addressed and obtained and retained benefits exceeding 4.9 million; these services also resulted in improved access to education resources, as well as short- and long-term financial cost savings for both families and the healthcare system. Studies around the country have found similar results.

V. Purpose: The purpose of this program is to support civil legal services for patients and families with low incomes who are being treated at Georgia hospitals through Medical-Legal Partnerships. Medical-Legal Partnerships (MLPs) combine the health care expertise of hospital professionals with the legal expertise of attorneys to reduce health disparities and address social determinants of health. Lawyers are embedded in hospitals to facilitate seamless access to both healthcare and legal assistance; MLPs foster collaboration between healthcare and legal professionals, improve health outcomes for patients, and result in

lower costs to hospitals as a result of uncompensated care and Medicare readmission penalties.

VI. Grant Specifics:

- A. Eligible Services: This program focuses on serving indigent patients and their caregivers by providing funds to non-profit organizations for attorneys to support medical-legal partnerships (MLPs), which combine the health care expertise of hospital professionals with the legal expertise of attorneys to improve the health of patients in Georgia.
- B. Excluded Services: Certain services are specifically excluded from this program to include the following:
  - 1. Class action suits;
  - 2. Criminal defense;
  - 3. Deportation proceedings;
  - 4. Juvenile delinquency;
  - 5. Indirect legal services such as attorney training;
  - 6. Matters to be adjudicated in courts outside of Georgia; and
  - 7. Other proceedings not related to client safety, stability, or economic security.
- C. Eligible Clients: Patients and caregivers in need of civil legal service and whose income does not exceed 200% of federal poverty guidelines.
- D. Eligible Grantees:
  - 1. Eligible grantees must be non-profit organizations registered and in good standing with the State of Georgia with demonstrated experience providing civil legal services.
  - 2. Recipients must also demonstrate they have the personnel and expertise necessary to deliver the services required, that their service delivery structure can adequately provide coverage throughout the geographical area for which the services are proposed, and that they have sufficient administrative recordkeeping capabilities to fulfill reporting requirements necessary for the evaluation of their grant services.
  - 3. Community partnerships are critical to achieving success with this program. The applicants must show broad community support and the support and cooperation of local hospitals and other health-related service providers. Letters of support or other evidence establishing these relationships should accompany applications.

VII. General Terms and Conditions: Grants will be awarded for a one-year term. The amount of funds available for distribution to grantees may change each year based on the amount of funds appropriated to the Judicial Council/Administrative Office of the Courts and the cost of the administrative oversight of these funds. The grant awards are generally announced in July.

Grantees will be required to report to the Judicial Council/Administrative Office of the Courts every six months detailing how the grant funds were specifically used to assist patients and their caregivers throughout Georgia.

VIII. Criteria for the Award of Grants:

- A. Grants shall be awarded to eligible providers as defined in VI.D.1.
- B. Preference will be given to providers with experience delivering medical-legal partnership services.
- C. Preference will be given to proposals including documented commitments from local partners for the contribution of resources (fiscal or in kind) to the proposal.
- D. Preference will be given to proposals connected to healthcare providers serving populations with higher rates of indigency/poverty.
- E. Allocation of grants will seek to maximize the return to state government, local government, and clients.

IX. Directions and Deadlines for Application: Applications for grant funds **must be submitted via email** to the Judicial Council/Administrative Office of the Courts at [grants@georgiacourts.gov](mailto:grants@georgiacourts.gov).

Comments may be submitted to the Judicial Council/Administrative Office of the Courts at [grants@georgiacourts.gov](mailto:grants@georgiacourts.gov) or (404) 656-5171.