

**Legal Assistance Project
Providers of Civil Legal Services to Kinship Care Families
Grant Application Instructions**

Award Period

July 1, 2024 – June 30, 2025

Deadline

All applications are due by 11:59 p.m. on May 15, 2024

Grant Funds to be Distributed

\$727,500*

The Georgia General Assembly appropriated funds to the Judicial Council of Georgia for a grant to provide civil legal services to kinship care families. The Judicial Council has adopted general guidelines to govern the granting of these funds. It has also delegated to its Judicial Council Standing Committee on Grants the duty of accepting and evaluating grant applications and awarding grants.

The Committee on Grants plans to award these funds starting July 1. Seventy-five percent of the grant funds will be awarded pursuant to the poverty population guidelines, which is based on the most current estimates from the U.S. Census, and twenty-five percent of the grant funds will be awarded to special needs areas. Grant proposals will be considered from non-profit providers with ten or more years of providing civil legal services to kinship care families or similar services. Providers may apply for funds from both categories.

The full description of the grant program and the formula to calculate the poverty population grant amount are attached and we urge you to read them 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 (i.e., special need categories). 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 kinship care

families throughout Georgia. The required reporting form is supplied by the Administrative Office of the Courts and will be posted at <https://jcaoc.georgiacourts.gov/entity/standing-committee-on-grants/>.

Grantees will be required to demonstrate how the civil legal services benefited clients including whether the services prevented children from entering foster care.

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 kinship care families and children. Letters from judges and members of the General Assembly are also helpful. Agencies should limit the amount 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.

Deadline: Applications and attachments must be submitted electronically by 11:59 p.m. on **May 15, 2024**.

****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 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 Services to Kinship Care Families in Georgia (Short name: Kinship Care Project).

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 project designed to provide civil legal services to kinship caregivers and children living with caregivers who need support to maintain stable homes and care.

IV. Scope: Kinship care refers to full-time, non-parental care of children by grandparents, relatives, and sometimes family friends, without the assistance of parents.¹ Studies show that the benefits of kinship care are substantial. A Georgia House of Representatives study committee noted that “[k]inship care families provide a safe, stable, and nurturing home for children suffering from the trauma of parental separation and other hardship.”² It is estimated that informal kinship caregivers save U.S. taxpayers \$4 billion annually by caring for children who would otherwise fall into state custody.³ Many kinship families are low-income households and face complex issues. Relatives and other caregivers often struggle to care and provide for new members of the household, who often arrive in their care following trauma or crisis. This project will provide civil legal services to this target population to help caregivers create safer and more sustainable households and equip caregivers with resources to stabilize the lives of the children in their care.

V. Purpose: The purpose of this project is to provide civil legal assistance to kinship care families. Such legal assistance helps keep at risk children out of the foster care system and supports them in homes by providing holistic civil legal representation. Legal services can help secure legal custody, financial benefits, healthcare support, educational support, and safe housing.

A. Eligible Services

Eligible civil legal services for kinship families include:

1. Formalizing the relationship between the child and the kinship caregiver;
2. Services related to the family’s economic security and stability including housing issues, employment-related issues, problems with access to education, and health care;

¹ *Private Kinship Care: An Underutilized Child Welfare Resource*, Testimony of the National Committee of Grandparents for Children’s Rights and the Empire Justice Center for the June 16, 2011 Ways and Means Hearing Record on Improving Programs Designed to Protect at Risk Youth, available at <https://empirejustice.org/wp-content/uploads/2017/12/private-kinship-care.pdf>

² Final Report of the Georgia House of Representatives Study Committee on Grandparents Raising Grandchildren and Kinship Care, 2015, Report prepared by the Georgia House Budget and Research Office, available at http://www.house.ga.gov/Documents/CommitteeDocuments/2015/Report%20of%20the%20House%20Study%20Committee%20on%20Kinship%20Care_signed.pdf

³ Id.

3. Helping families access home, school, and community-based support for children who are living with disabilities; and
4. Helping families with estate planning to protect the child's stability if the kinship caregiver passes away.

B. Excluded Services

Certain services are specifically excluded from this program, including:

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 the safety, stability, or economic security of the at-risk child or kinship care family.

C. Eligible Clients

Eligible clients are kinship care families in need civil legal services related to the safety, stability, or economic security of the child or kinship care family.

D. Eligible Grantees

1. Eligible grantees for these funds are non-profit corporations registered and in good standing with the State of Georgia with at least ten years of experience providing kinship legal services or similar civil legal services in the State.
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 these projects.
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 programs. Letters of support or other evidence establishing these relationships should accompany applications.

VI. General Terms and Conditions: Grants will be awarded for a one-year term. Each of Georgia's fifty circuits will be included. 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 Administrative Office of the Courts every six months detailing how the grant funds were specifically used to assist kinship care families throughout Georgia.

VII. Criteria for the Award of Grants: The total poverty population in each county served by the grant recipient will be considered. This number is based on the most current estimates from the U. S. Census Bureau.

In no event shall a grantee provide legal services to a client whose income exceeds 200% of the federal poverty guidelines. Special needs categories (such as homelessness, or rural counties with fewer than ten attorneys) will also be considered.

VIII. 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.

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

**CIVIL LEGAL SERVICES TO
KINSHIP CARE FAMILIES GRANT**

FORMULA TO CALCULATE POVERTY POPULATION FY25 GRANT AMOUNT

Total poverty population in county(ies) served by grant applicant ÷
Total persons in poverty in Georgia (see poverty population estimates chart) = % of persons in
poverty in the county(ies).

Allocated grant amount × % of persons in poverty in the county(ies) = Amount allowed under
grant formula

Example: Domestic Violence Shelter serves Glynn and McIntosh counties

Glynn county poverty population =	13,638
McIntosh county poverty population =	<u>2,240</u>
Total poverty population in county(ies) served by grant applicant:	15,878

15,878 ÷ 1,415,573 (total persons in poverty in GA) = .0112166592609495

.011216 × \$545,625 (**75% of total available grant amount**) = \$6,120 (rounded)

Note: 75% of the available grant funds are used for awards based upon the poverty population estimates. The total amount of the available grant is \$727,500 and 75% is \$545,625 (the remaining \$181,875 is awarded to grantees serving special need categories). See the grant notice for more information or contact the Judicial Council/Administrative Office of the Courts at grants@georgiacourts.gov or (404) 656-5171.

Georgia Poverty Population Estimates

County	Poverty Population Level	County	Poverty Population Level	County	Poverty Population Level	County	Poverty Population Level
Appling County	4,577	Dade County	985	Jefferson County	2,925	Richmond County	40,606
Atkinson County	2,266	Dawson County	2,623	Jenkins County	2,163	Rockdale County	10,539
Bacon County	2,278	Decatur County	6,805	Johnson County	1,762	Schley County	727
Baker County	666	DeKalb County	100,326	Jones County	4,016	Screven County	2,511
Baldwin County	8,864	Dodge County	4,090	Lamar County	1,967	Seminole County	1,890
Banks County	2,411	Dooly County	1,942	Lanier County	3,114	Spalding County	12,412
Barrow County	8,009	Dougherty County	21,493	Laurens County	11,823	Stephens County	3,289
Bartow County	11,700	Douglas County	16,579	Lee County	2,802	Stewart County	746
Ben Hill County	4,442	Early County	2,356	Liberty County	9,676	Sumter County	6,666
Berrien County	4,167	Echols County	555	Lincoln County	1,388	Talbot County	1,057
Bibb County	37,641	Effingham County	4,290	Long County	2,594	Taliaferro County	308
Bleckley County	1,906	Elbert County	3,653	Lowndes County	23,507	Tattnall County	3,864
Brantley County	2,933	Emanuel County	4,674	Lumpkin County	4,556	Taylor County	2,211
Brooks County	4,277	Evans County	2,177	McDuffie County	3,430	Telfair County	3,138
Bryan County	3,200	Fannin County	2,973	McIntosh County	2,240	Terrell County	2,589
Bulloch County	16,576	Fayette County	6,226	Macon County	2,651	Thomas County	8,420
Burke County	4,150	Floyd County	16,534	Madison County	6,203	Tift County	8,245
Butts County	3,612	Forsyth County	11,591	Marion County	916	Toombs County	5,760
Calhoun County	1,007	Franklin County	4,162	Meriwether County	4,540	Towns County	1,786
Camden County	8,638	Fulton County	128,777	Miller County	1,411	Treutlen County	1,700
Candler County	1,947	Gilmer County	4,634	Mitchell County	5,658	Troup County	13,008
Carroll County	19,641	Glascocock County	438	Monroe County	3,708	Turner County	1,928
Catoosa County	6,012	Glynn County	13,638	Montgomery County	1,312	Twiggs County	1,232
Charlton County	2,381	Gordon County	8,014	Morgan County	1,715	Union County	2,845
Chatham County	39,871	Grady County	5,121	Murray County	5,165	Upson County	6,007
Chattahoochee County	908	Greene County	2,434	Muscogee County	37,204	Walker County	9,114
Chattooga County	4,593	Gwinnett County	96,291	Newton County	14,935	Walton County	12,597
Cherokee County	17,662	Habersham County	5,942	Oconee County	1,862	Ware County	7,920
Clarke County	31,528	Hall County	27,392	Oglethorpe County	1,646	Warren County	1,175
Clay County	720	Hancock County	1,932	Paulding County	11,309	Washington County	3,045
Clayton County	49,313	Haralson County	3,737	Peach County	5,463	Wayne County	5,150
Clinch County	2,149	Harris County	2,588	Pickens County	4,469	Webster County	655
Cobb County	62,536	Hart County	2,742	Pierce County	2,992	Wheeler County	1,856
Coffee County	8,063	Heard County	1,887	Pike County	1,531	White County	3,561
Colquitt County	11,024	Henry County	20,180	Polk County	7,337	Whitfield County	13,695
Columbia County	11,234	Houston County	15,791	Pulaski County	1,627	Wilcox County	1,608
Cook County	3,694	Irwin County	2,028	Putnam County	3,528	Wilkes County	1,694
Coweta County	12,209	Jackson County	6,198	Quitman County	333	Wilkinson County	1,896
Crawford County	1,987	Jasper County	1,963	Rabun County	2,397	Worth County	3,982
Crisp County	4,648	Jeff Davis County	3,326	Randolph County	1,739		
	Total Poverty Population Estimate: 1,415,573						
Source: U.S. Census Bureau, 2018 - 2022 American Community Survey 5-Year Estimates, Table S1701, Poverty Status in the last 12 Months							