

Accountability Court Certification

Application Instructions

December 2, 2020



Why Certify?

- State funding
 - Certification is Required by statute to receive state funding.
- Improve court functioning and outcomes
 - Certification requirements are based on standards and best practices developed from national research.

Certification Application

- The application is designed to follow the *Georgia Standards for Accountability Courts*.
- The next several slides cover each section in depth. The section being discussed will be yellow.

Key Components Adopted Standards Certification Requirements	Suggested Location, if any	Documentation	Mandatory Requirement OR Best Practice
Key Component 1 Drug courts integrate alcohol and other drug treatment services with justice system case processing.			
Adopted Standards Benchmark 1.1 Each drug court shall establish an accountability court team to create a work plan for the court. The work plan shall “address the operational, coordination, resource, information management, and evaluation needs” of the court.			Mandatory Requirement
Certification Requirement 1.1 Ensure both the names and organizational affiliation of the drug court advisory committee, or those persons who are responsible for the ongoing planning of the drug court, clearly listed. (May be constituted by representatives of the accountability court team, although it is recommended to include community partners and evaluation expertise.)	Policy and Procedure Manual, Memoranda(um) of Agreement/Understanding (MOA/MOU)	Does your court meet this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No Is there an attachment(s) to support this requirement? <input type="checkbox"/> Yes <input type="checkbox"/> No Title(s) of the attachment(s) _____ Relevant page number(s) _____	

Key Components

- The key components are taken from national research on best practices.
- There are ten that guide *Georgia's Standards* and the certification application.

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Adopted Standards Benchmarks

- The Standards Benchmarks flow from the key components and provide a more specific goal.
- The numbering matches the *Georgia Standards* for easy reference.

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Mandatory Requirement OR Best Practice

- This box shows whether the Standard Benchmark is required for certification or considered a best practice.
- Mandatory Requirements must be met to achieve full certification.

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Certification Requirements

- The Certification Requirements prescribe what your court should be doing to meet the associated standard.
- You should be able to show that your court meets the requirement or is working towards it.

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Suggested Location

- The Suggested Location provides an option where forms, lists, or documents from the Requirement might be kept.
- In most instances, your court can keep the information stored in another location. However, a thorough and complete policies and procedures manual is recommended.

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Documentation

- Use the Documentation section to mark whether your court meets the Requirement.
- If you mark Yes, please attach supporting documentation and list an appropriate page number.

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Documentation

- If your court does not meet the Requirement, you must mark No and attach an explanation or a plan for meeting the Requirement in the future.
- Again, please include an attachment title and page number.

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Application Notes

- Please remember that not meeting a requirement will not automatically disqualify you from receiving funding.
- Be sure to complete the entire Application and ensure all attachments are clearly marked and easily identified.
- Work with your Drug Court team to complete the Certification Application.

Submitting Your Application

- The application and supporting documents must be uploaded online. Follow the links to submit your application on the CACJ website at <https://cacj.georgia.gov/standards-certification/certification-instructions-applications>.
- Failure to submit the Certification Application on time will compromise the ability to review your submission and provide timely recommendations on certification eligibility.

Need Help?

Drug Courts and Family Treatment Courts:

Jeffrey Holiday – jeffrey.holiday@georgiacourts.gov

Mental Health Courts and DUI Courts:

Sacha Greene – sacha.greene@georgiacourts.gov

Veteran Treatment Courts:

Rachel Gage – rachel.gage@georgiacourts.gov