

April 9, 2019

Dear Ms. Moreland:

Congratulations and thank you for applying for a grant from the Administrative Office of the Courts (AOC) Court Security Grant Program in 2018. This initiative is a great example of all three branches of government collaborating to enhance the safety of Tennessee courthouses for you and for all who use them each day.

On November 5, 2018, we approved **Carter County** for the following funds:

Item	Amount Requested	10% Match	Total Approved
X-Ray Inspection System	\$26,977.14	\$24,279.43	
Resistance Panels	\$21,000	\$18,900	
Magnetometers	\$9,990	\$8,991	
			\$52,170.30

It is our understanding that these funds were to be used to improve courthouse security in your county. In April 2019, we received an amendment to your grant request stating that upon starting construction, you realized some of the amounts previously requested were not enough.

**Therefore, additional funds are now approved for Carter County:**

Item	Amount Requested	After 10% Match	Total Approved
Resistance panels	\$4,000	\$3,600	
Magnetometers	\$4,900	\$4,410	
New total			\$60,180

We truly hope that the above purchases will provide greater security for the judges, staff, and citizens who use your courthouse facilities.

This grant has been designated as a reimbursement grant. Therefore, the county must first purchase the security equipment, and then provide the AOC with a receipt and any other supporting documentation.

As stated in the grant application, a 10 percent match is required. Also, you cannot receive more than the "Total Amount Approved From The AOC" for an item. If an item is more than the "Total Amount Approved From The AOC", the county can make up the difference. For example, if you requested \$10,000 for an item, the "Total Amount Approved" would be \$9,000 (your request minus the required 10 percent match). If the final invoice for the item was \$10,500, you would receive \$9,000 from the AOC for reimbursement and would be responsible for the extra

\$500. If the item comes in less than the requested amount, the AOC will pay 90 percent of the final receipt. The county should purchase this equipment and provide the AOC with the invoice and any supporting documentation before **June 15, 2019**. Because this is one-time funding, there will **not** be funds available for ongoing maintenance and replacement equipment.

Final receipts can be submitted to Pam Hancock, AOC Fiscal Services Director, at [pam.hancock@tncourts.gov](mailto:pam.hancock@tncourts.gov), or 615-741-6285 (Fax). Please include a cover letter that includes the remittance address for reimbursement.

If you have questions on the process or require an extension, please let Barbara Peck know as soon as possible. She can be reached at [Barbara.peck@tncourts.gov](mailto:Barbara.peck@tncourts.gov) or (615) 532-6047. We look forward to working with you on your grant!

Thank you again for applying for this year's court security grant. It is our pleasure to provide funding for these important security measures.

A handwritten signature in cursive script that reads "Deborah Taylor Tate".

Deborah Taylor Tate  
Administrative Office of the Courts