

**OFFICE OF THE DISTRICT ATTORNEY
MIDDLE JUDICIAL CIRCUIT**

**Tripp Fitzner
District Attorney**

**Post Office Drawer 590
Swainsboro, Georgia 30401**

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (“MOU”) is entered into this _____ day of _____, 20____, by and between the Office of the District Attorney for the Middle Judicial Circuit of Georgia and _____ located in _____ County, Georgia. The purpose of this agreement is to formalize and clarify expectations between both parties for the purposes of the Early Intervention Program of the District Attorney’s Office. For the purpose of this MOU, Collaborative Organization is defined as a church, a faith-based organization, or other entity providing services to individuals 17 years of age or older who are participants in the Early Intervention Program of the District Attorney’s Office.

RESPONSIBILITIES OF THE COLLABORATIVE ORGANIZATION

- Provide a designated person who is responsible for supporting and maintaining the Early Intervention Program. This individual shall be the point of contact between the District Attorney’s Office and the Collaborative Organization (“CO”).
- Accept individuals for mentorship upon screening. In addition, the CO shall determine the number of individuals it shall mentor and will not be penalized in any way for refusing a prospective candidate.

- Shall not solicit nor accept any money or in-kind contributions from any participant, but can require the fulfillment of the participant’s community service hours in service to the CO provided that the activities are not political in nature.
- Attend court when requested by the prosecutor assigned to the participant’s case and be prepared to give the Court and the Assistant District Attorney an update on the progress of the participant in the program.
- Notify the Assistant District Attorney of a participant’s failure to abide by the terms of his/her Early Intervention Agreement.
- Will provide the following services which are unique to the CO:

RESPONSIBILITIES OF THE DISTRICT ATTORNEY’S OFFICE

- Will provide a designated individual(s) to communicate with the CO and who is responsible for supporting and maintaining the Early Intervention Program on behalf of the District Attorney’s Office.
- Will provide the CO with copies of all the requisite paperwork the CO needs in order to ensure the participant is in compliance with the terms of the Early Intervention Program.

- While the District Attorney's Office will not be bound to accept any particular individual advocated for on behalf of a CO, the District Attorney's Office will screen any eligible individual advocated for on behalf of a CO and communicate a response to the CO within a reasonable amount of time.

This MOU shall be effective upon the signatures of both parties and shall be in effect until termination by one of the parties. Either party has the right to terminate this MOU at any time.

Name of CO: _____

Signature: _____

Date: _____

District Attorney

Date: _____