

**PARTNERSHIP GRANT FUNDING HISTORY CHART
PROPOSALS FOR GRANT YEAR 2021**

PROGRAM	PROJECT	COUNTY	FUNDING HISTORY		
			GRANT YEAR	AMOUNT REQUESTED	GRANT AWARDED
Bay Area Legal Aid	Alameda County Consumer Rights Clinic	Alameda	2021	\$74,000	WITHDRAWN
Bet Tzedek Legal Services	Self-Help Elder and Dependent Adult Restraining Order Clinic	Los Angeles	2017	\$80,000	\$80,000
			2018	\$80,000	\$80,000
			2019	\$80,000	\$80,000
			2020	\$80,000	\$80,000
			2021	\$80,000	
Central California Legal Services	Guardianship Project	Fresno	2016	\$57,320	\$25,000
			2017	\$50,000	\$50,000
			2018	\$59,851	\$60,000
			2019	\$80,000	\$70,000
			2020	\$70,533	\$70,000
			2021	\$73,000	
Central California Legal Services	Tenant/Landlord Housing Law Project	Fresno	2015	\$114,238	\$75,000
			2016	\$74,825	\$50,000
			2017	\$62,000	\$41,000
			2018	\$75,000	\$75,000
			2019	\$70,000	\$70,000
			2020	\$71,042	\$71,000
			2021	\$71,000	
Central California Legal Services	Tulare County Unlawful Detainer Workshop	Tulare	2020	\$69,443	\$70,000
			2021	\$70,000	
Community Legal Aid - SoCal	Orange County Community Court Clinic	Orange	2020	\$29,379	\$29,000
			2021	\$35,000	
Community Legal Aid - SoCal	Orange County Consumer Debt Workshop	Orange	2019	\$47,260	\$47,000
			2020	\$47,988	\$48,000
			2021	\$23,000	
Community Legal Aid - SoCal	Unlawful Detainer Workshop at Norwalk	Los Angeles	2018	\$66,356	\$66,000
			2019	\$60,789	\$60,000
			2020	\$59,271	\$59,000
			2021	\$70,000	
Elder Law & Advocacy	Imperial County Unlawful Detainer/Elder Abuse Restraining Order Self-Help Clinic	Imperial	2016	\$80,000	\$65,000
			2017	\$65,000	\$65,000
			2018	\$68,800	\$68,000
			2019	\$69,000	\$68,000
			2020	\$68,000	\$68,000
			2021	\$71,000	
Family Violence Law Center	Domestic Violence Pro Per Project	Alameda	2019	\$25,000	\$23,000
			2020	\$25,000	\$25,000
			2021	\$25,000	
Housing and Economic Rights Advocates	Probate Clinic	San Mateo	2021	\$42,000	

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Inland Counties Legal Services	Consumer Clinic Partnership	San Bernardino	2021	\$294,000	
Justice & Diversity Center of The Bar Association of San Francisco	FLASH-CARE	San Francisco	2016 2017 2018 2019 2020 2021	\$65,000 \$63,450 \$65,000 \$66,057 \$60,000 \$60,000	\$20,000 \$63,000 \$65,000 \$50,000 \$50,000
Justice & Diversity Center of The Bar Association of San Francisco	Shriver-SASH Self-Help	San Francisco	2018 2019 2020 2021	\$108,959 \$105,708 \$110,000 \$74,000	\$103,000 \$80,000 \$70,000
LACBA Counsel for Justice	Domestic Violence Legal Services Project	Los Angeles	2019 2020 2021	\$90,370 \$91,196 \$97,000	\$90,000 \$91,000
Legal Access Alameda	Alameda County Family Law Day of Court Project	Alameda	2016 2017 2018 2019 2020 2021	\$80,395 \$65,293 \$65,000 \$65,000 \$30,000 \$30,000	\$60,000 \$65,293 \$64,231 \$30,000 \$30,000
Legal Access Alameda	Family Law Status Conference Project	Alameda	2019 2020 2021	\$65,000 \$65,000 \$65,000	\$65,000 \$65,000
Legal Aid Foundation of Los Angeles	Torrance Self-Help Center	Los Angeles	2020 2021	\$100,000 \$100,000	\$100,000
Legal Aid Foundation of Santa Barbara County	Legal Resource Center Partnership	Santa Barbara	2020 2021	\$114,587 \$126,000	\$110,000
Legal Aid of Marin	Community Court Expansion	Marin	2019 2020 2021	\$80,000 \$80,000 \$80,000	\$80,000 \$80,000
Legal Aid Society of San Bernardino	Caregivers Accessing Justice	San Bernardino	2018 2019 2020 2021	\$124,928 \$124,825 \$85,000 \$100,000	\$82,000 \$85,000 \$85,000
Legal Aid Society of San Diego	Name Change & Gender Marker Change Self-Help Clinic	San Diego	2019 2020 2021	\$120,000 \$85,000 \$85,000	\$85,000 \$85,000

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			GRANT YEAR	AMOUNT REQUESTED	GRANT AWARDED
Legal Aid Society of San Diego	Unlawful Detainer Clinic Expansion (Shriver)	San Diego	2018	\$120,000	\$103,000
			2019	\$120,000	\$100,000
			2020	\$100,000	\$80,000
			2021	\$80,000	
Legal Assistance for Seniors	Partnership to Assist Guardianship Litigants	Alameda	2017	\$65,789	\$65,000
			2018	\$65,375	\$65,000
			2019	\$65,000	\$65,000
			2020	\$65,000	\$50,000
			2021	\$65,000	
Legal Assistance for Seniors	Partnership to Assist Limited Conservatorship Litigants	Alameda	2020	\$98,041	\$60,000
			2021	\$65,000	
Legal Services of Northern California	Small Claims and Guardianship Self-Help Project	Yolo	2019	\$82,000	\$82,000
			2020	\$85,000	\$85,000
			2021	\$62,000	
Legal Services of Northern California - Mother Lode	Mother Lode Pro Per Project	Amador, Calaveras, El Dorado, Placer, Nevada, Sierra	2017	\$60,000	\$60,000
			2018	\$60,000	\$60,000
			2019	\$85,000	\$85,000
			2020	\$85,000	\$98,000
			2021	\$95,000	
Neighborhood Legal Services	Consumer Technology Project	Los Angeles	2021	\$126,000	
Neighborhood Legal Services	Housing Cases Continuum of Services	Los Angeles	2021	\$113,000	
Neighborhood Legal Services	Stabilizing Families	Los Angeles	2021	\$113,000	
Public Counsel	Guardianship Clinic	Los Angeles	2014	\$76,339	\$60,000
			2015	\$60,000	\$60,000
			2016	\$60,000	\$55,000
			2017	\$60,000	\$60,000
			2018	\$60,000	\$60,000
			2019	\$60,000	\$45,000
			2020	\$60,000	\$30,000
			2021	\$60,000	
Public Law Center	De Facto & Adoptive Parent Assistance Project	Orange	2020	\$50,000	\$50,000
			2021	\$50,000	

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PROGRAM	PROJECT	COUNTY	FUNDING HISTORY		
			GRANT YEAR	AMOUNT REQUESTED	GRANT AWARDED
Public Law Center	Orange County Courthouse Guardianship Clinic	Orange	2018	\$60,000	\$60,000
			2019	\$60,000	\$60,000
			2020	\$60,000	\$30,000
			2021	\$60,000	
Riverside Legal Aid	Small Estates Assistance Program	Riverside	2016	\$37,712	\$37,000
			2017	\$59,211	\$59,000
			2018	\$68,000	\$68,000
			2019	\$103,177	\$90,000
			2020	\$105,005	\$105,000
			2021	\$105,000	
San Diego Volunteer Lawyer Program, Inc.	Central Division Restraining Order Clinic	San Diego	2019	\$100,000	\$100,000
			2020	\$100,000	\$100,000
			2021	\$130,000	
San Luis Obispo Legal Aid Foundation	Sal Luis Obispo County Rental Clinic	San Luis Obispo	2021	\$100,000	

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Bet Tzedek Legal Services			
Project Name	Self-Help Elder and Dependent Adult Restraining Order Clinic			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$114,394.00	\$80,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No	Pending	Yes	No	
Project Abstract	<p>Elder abuse is a public health epidemic, but services to assist survivors of abuse are grossly insufficient to meet increasing needs. The senior population is growing rapidly -- by 2036, nearly one in four California residents will be 65 years of age or older -- and the National Center on Elder Abuse estimates that 1 in 10 seniors are abused annually.</p> <p>To address this growing problem, Bet Tzedek expanded its elder abuse services by launching the first Self-Help Elder and Dependent Adult Restraining Order Clinic in Los Angeles County. Now in its fourth year, the clinic is established as a vital self-help resource for abuse survivors. In 2021, we will continue to build capacity, implement comprehensive evaluation strategies to assess and improve clinic processes, and work to sustain the project beyond our fifth and final year of Partnership funding. The clinic, which is staffed by Bet Tzedek attorneys and volunteers, is available to litigants at the downtown Los Angeles Stanley Mosk Courthouse on Mondays and Thursdays from 8:00am-1:00pm.</p> <p>Core components:</p> <p>Capacity-building:</p> <ol style="list-style-type: none"> 1) Explore remote service options 2) Incorporate the Justice Partner Portal 3) Work with APS social workers to file on behalf of incapacitated victims 4) Assist 150 pro per litigants <p>Streamlining and evaluating clinic processes and services:</p> <ol style="list-style-type: none"> 1) Analyze litigant surveys 2) Compile court file reviews 3) Track courtroom observations 4) Maintain open communication with court staff <p>Sustaining Program:</p> <ol style="list-style-type: none"> 1) Explore other funding sources 2) Utilize general operating support for clinic operations as needed 3) Continue volunteer recruitment efforts 			
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Los Angeles	Stanley Mosk Courthouse	111 North Hill Street, Los Angeles, CA 90012	M/Th 8:00am-1:00pm	40

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Directing Attorneys	0.1	0.08
	Staff Attorneys	0.51	0.41
		0	0
	Lawyers Total	0.61	0.49
Paralegals		0	0
		0	0
	Paralegals Total	0	0
Other	Administrative Assistant	0.05	0.04
	Legal Secretary	0.05	0.04
	Other Total	0.1	0.08

Goals and Objectives	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	150	0	0
Information on Court Procedures and Hearing Preparation	150	0	0
Document Preparation and Review	150	0	0
Filing or Services Assistance	150	0	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	150	0	0
Other	0	0	0

Explain Other	<p>The overarching goal of Bet Tzedek’s Self-Help Elder and Dependent Adult Restraining Order Clinic is to expand access to justice for self-represented litigants seeking assistance with elder and dependent adult abuse restraining orders. In 2021, the objectives of this project are to continue building capacity, implement comprehensive evaluation strategies to assess and improve clinic processes, and work to sustain the project beyond our fifth and final year of Partnership funding.</p> <p>As noted in the Project Abstract, additional goals for the Clinic are as follows:</p> <p>Capacity-building:</p> <ol style="list-style-type: none"> 1) Explore remote service options 2) Incorporate the Justice Partner Portal 3) Work with APS social workers to file on behalf of incapacitated victims 4) Assist 150 pro per litigants <p>Streamlining and evaluating clinic processes and services:</p> <ol style="list-style-type: none"> 1) Analyze litigant surveys 2) Compile court file reviews 3) Track courtroom observations 4) Maintain open communication with court staff
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	<p>Sustaining Program:</p> <ol style="list-style-type: none"> 1) Explore other funding sources 2) Utilize general operating support for clinic operations as needed 3) Continue volunteer recruitment efforts
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Community Engagement – Outreach	Key agencies and providers serving seniors and adults with disabilities will continue to receive targeted outreach to communicate the availability of services, including Adult Protective Services, Los Angeles County Elder Abuse Forensic Center, law enforcement, and local hospitals. We will increase community awareness of the Clinic through trainings and presentations throughout California, thanks in part to the hiring of an Elder Abuse Awareness Outreach Coordinator whose entire focus is educating community members as to the dangers of elder abuse and services such as the EARO clinic. In addition, information on our Clinics is posted on our website at www.betzdedek.org and on the California Courts website at www.courts.ca.gov .
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	As a self-help clinic operating within the courthouse, Bet Tzedek has made a commitment to the Court to serve all litigants who request assistance so long as the request is within its scope of services.
Alternative Services	For those litigants whose cases are more legally complicated, who are deemed ineligible, or who cannot self-represent due to disability, meaningful referrals will be made to Bet Tzedek's in-house Elder Law Program or the Los Angeles County Bar's Legal Referral and Information Service. Clinic staff will provide referrals and information regarding other services (probate, conservatorship, etc) in person when litigants are seen at the Clinic.
Court's Role	Per our MOU established in 2017, the Court provides a room at the Stanley Mosk Courthouse on Mondays and Thursdays for Bet Tzedek's Clinic.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Central California Legal Services		
Project Name	Guardianship Project		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2021	\$76,677.00	\$73,000	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No	Pending	Yes	No

Project Abstract	<p>The Guardianship Project assists eligible self-represented litigants in Fresno County (mostly rural) to obtain guardianships for minor children, many voluntarily placed with family members or referred by Child Protective Services. Staff from the Fresno Superior Court' Probate Division, the Fresno County Public Law Library and CCLS staff participate in the two monthly workshops presented on the first and third Friday mornings at the B.F. Sisk Courthouse in downtown Fresno. The CCLS offices are located within walking distance from the courthouse.</p> <p>The required court forms are projected onto the conference room's white wall and explained as each participant follows along with their own forms where they can fill in the required information on their own form during the workshop and/or use the "post-it" notes distributed to each attendee to complete the forms at a later time. This allows the presentation to proceed within the workshop's time frame, leaving sufficient time to respond to questions litigants may have. After the workshop and once forms are completed, they may contact CCLS (if eligible) and/or Probate Court staff for final review before making copies and submitting to the court for filing. This ensures forms are properly completed. Both sides are served by the project, those opposing the guardianship rarely attend or inquire about services.</p> <p>The Court is supportive of the partnership and values the direct benefit provided for those navigating the guardianship process. Participants save time, money and frustration with the accurate completion of the forms and the successful filing of documents.</p>
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County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Fresno County Superior Court	B. F Sisk Courthouse	1130 "O" Street, Fresno, CA 93721	1st & 3rd Fridays from 8:30am til 12:30pm	8 hours clinic, & time for the individual assistance

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Supervising Atty	0.03	0
	Lawyers Total	0.03	0
Paralegals	Paralegal	0.75	0.75
	Paralegals Total	0.75	0.75
	Other Total	0	0

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	70	23	200
Information on Court Procedures and Hearing Preparation	70	23	200
Document Preparation and Review	70	23	70
Filing or Services Assistance	60	0	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	60	0	0
Other	0	0	0
Explain Other	No other project goals.		

Community Engagement – Outreach	<p>Informational flyers are available at the Court’s Self-Help Center, Office of the Family Law Facilitator, the Fresno County Library, the Public Law Library and distributed to several community-based organizations. Residents of Fresno County that contact our Legal Advice and Referral Line (LAL) are referred to the guardianship workshops. Other referrals come from law enforcement, Child Protective Services, (CPS), Juvenile Court, Fresno County Victim Services, Central Valley Regional Center (CVRC), foster family agencies and foster parents.</p> <p>To further reach out to other low-income residents, especially in these rural communities, the staff works with multiple community partners where legal educational sessions are presented on rights and responsibilities on various topics such as tenants’ rights, utility concerns, health care, protective orders and senior concerns. This past year, CCLS entered into a partnership with the Fresno County Library system to make available self-help materials with training provided to the librarians. Other CCLS staff (not project funded) conduct the vast majority of the program’s outreach activities and distribute informational materials on the Guardianship project at various sites such as health fairs, cultural events, community forums and through other venues.</p>
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	<p>At the start of the workshop, each self-represented litigant is required to complete a Guardianship Eligibility Screening Slip to determine income eligibility (125% FPL) for the project’s services. The purpose of the screening slip is explained to them and they must list all sources of monthly income for each household member. Project staff reviews each one to determine eligibility. Everyone who qualifies for the project services is also eligible to obtain a fee waiver, which is signed under the penalty of perjury. Additionally, each matter is reviewed for subject matter eligibility and only those whose income and subject matter falls within the project’s scope receive assistance from the project staff.</p>

<p>Alternative Services</p>	<p>Those determined not eligible for the project's services are referred to the Fresno County Bar Association's Attorney Referral Service, the Fresno County Public Law Library, and the Court's Probate Division staff and provided information available through on-line resources. The Court's Probate Examiners are available to assist those who attended the workshops and do not qualify for the project services. Other community providers include the United Way's 211 Referral Assistance to obtain information regarding relevant community resources, including cash assistance, public benefits, etc.</p>
<p>Court's Role</p>	<p>Provided as in-kind support from the Court, a conference room and a small office can be used for the Guardianship Project. At the Self-Help Center, located at the B.F. Sisk Courthouse in Fresno, the conference room is used for guardianship workshops on the first and third Friday of each month from 8:00 am to 12:00 pm. A small office is also available to meet with litigants privately. The office and conference room have a copier, fax machine, and phone for quarterly partner meetings.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Central California Legal Services		
Project Name	Tenant/Landlord Housing Law Project		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2021	\$71,000.00	\$71,000	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No	Pending	Yes	Yes
Project Abstract	<p>The Tenant/Landlord Housing Law Project provides legal information and self-help assistance to self-represented litigants in Unlawful Detainer (UD) matters in partnership with the Fresno County Superior Court. Project services are provided on-site at the courthouse, litigants are screened for eligibility before receiving group and/or individual assistance from project staff. Self-represented litigants - tenants and landlords - obtain assistance completing the required Judicial Council forms and legal information about tenant/landlord rights and responsibilities, the UD court process, how to prepare for court, and referrals to other legal and social service providers. The project's clinics inform litigants about housing rights and the eviction process, resulting in improved self-advocacy during settlement and in court at trial.</p> <p>The project offers four weekly clinic sessions held on Tuesdays and Thursdays, two each in the mornings and two more in the afternoons at the B. F. Sisk Courthouse. The Thursday afternoon session is for trial-preparation and available for both tenants and landlords scheduled for trial. This past year, the packet of information on Rights and Responsibilities was updated for distribution at the clinic and community-wide in partnership with the county library system and community-based organizations.</p> <p>This project supports the Court's neutral role and provides to both landlords and tenants access to legal information and self-help assistance in a clinic setting, so all parties better understand the technical requirements and short time frames of the summary unlawful detainer process, expanding access to the court system and the legal resources available.</p>		

County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Fresno County Superior Court	B. F Sisk Courthouse	1130 "O" Street, Fresno, CA 93721	Tuesdays & Thursdays 4-two hours clinics weekly	32 hours

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Housing Team	0.28	0.28
		0	0
		0	0
	Lawyers Total	0.28	0.28
Paralegals	Paralegal	0.57	0.57
		0	0
	Paralegals Total	0.57	0.57
Other		0	0

Updated as of 05/13/2020

		0	0
	Other Total	0	0

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	525	208	525
Information on Court Procedures and Hearing Preparation	525	208	525
Document Preparation and Review	525	208	525
Filing or Services Assistance	525	208	525
Supervised Settlement Services	0	0	0
Post-hearing Assistance	0	0	0
Other	0	0	0
Explain Other	A goal incidental to the grant application, is that the Tenant/Landlord Housing Law Project serves as part of the “continuum of housing legal services” offered to low-income tenants by CCLS, and through its partnerships with the Court and other service providers. The CCLS Legal Advice and Referral line offers free legal advice on limited housing issues, but does not help with completing forms. This project helps fill an identified service gap for low-income individuals (landlords and tenants) who need legal information and self-help assistance with court forms, and who otherwise would remain unserved.		

Community Engagement – Outreach	<p>Informational flyers are available at the Court’s Self-Help Center, Office of the Family Law Facilitator, the Fresno County Library, the Public Law Library and distributed to several community-based organizations. Residents of Fresno County that contact our Legal Advice and Referral Line (LAL) are referred to the housing law clinic.</p> <p>To further reach other low-income residents, the staff works with multiple community partners where legal educational sessions are presented on rights and responsibilities on various topics such as tenants’ rights, utility concerns, health care, protective orders and senior concerns. This past year, a formal partnership was formed with the Fresno County Library system to make available self-help materials with training was provided to the librarians. Other CCLS staff (not project funded) conduct many of the outreach activities and distribute informational materials on the project at various sites such as health fairs, cultural events, community forums and through other venues.</p> <p>Litigants with cases requiring higher levels of legal services including those who need attorney representation, receive appropriate referrals. Landlords may be referred to the BBB which provides self-help assistance with UD Complaints. The Fresno County Bar Association’s (FCBA) Attorney Referral Service offers low-cost attorney consultations for landlords only (effective 2020 they no longer have tenant attorneys on panel). Tenants may be referred to CCLS’ Legal Advice and Referral Line (LAL) for legal advice and possible attorney representation.</p>
Attorney-Client Relationship	No

Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	Each self-represented litigant is required to complete an Eligibility Screening Slip to determine their income eligibility (at or below 125% FPL) for the project's services. The purpose of the screening slip is explained to them and they must list all sources of monthly income for each household member. Project staff reviews each one to determine eligibility for services. Everyone who qualifies for services is also eligible to obtain a fee waiver, which is signed under the penalty of perjury. Additionally, each litigant seeking clinic services is reviewed for subject matter eligibility and only those whose income and subject matter falls within the project's scope receive assistance from the project staff.
Alternative Services	Those determined not eligible for the project's services are referred to the Fresno County Bar Association Attorney Referral Service (for landlords only), the Fresno County Public Law Library, the Better Business Bureau staff (located in the Court's Self-Help Center) and provided information regarding on-line resources. Other providers include the United Way's 211 Referral Assistance to obtain information regarding relevant community resources, including cash assistance, public benefits, etc. Depending upon a tenant's specific housing needs, they may be referred to the various homeless assistance providers for emergency shelter, case management and other supportive services.
Court's Role	The Court provides facilities and in-kind support including use of the B.F. Sisk Courthouse first floor conference room and another office space for project staff and equipment. Court staff also participate in the quarterly partner meetings and interact as needed with CCLS staff to ensure efficient and quality project services.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Central California Legal Services		
Project Name	Tulare County Unlawful Detainer Workshop		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2021	\$70,000.00	\$70,000	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No	Pending	Yes	Yes

Project Abstract	<p>CCLS undertakes this collaborative project with the SHC, to amplify the SHC's assistance to self-represented litigants (both tenants and landlords) in unlawful detainers (UDs) who meet the requirements for low-income assistance. A CCLS attorney and part-time paralegal will offer trial preparation workshops to litigants who have a scheduled court hearing. The SHC will identify and refer litigants to the project. This project will deliver classes in Visalia and Porterville, training litigants to prepare for their UD trials: how to successfully present their cases, proffer evidence, use exhibits, and elicit witness testimony. Training will ensure litigants learn how to make best use of the Court's mediation process, which represents the first step of any UD trial in Tulare County.</p> <p>CCLS will offer six trial preparation sessions monthly, four at the Porterville courthouse (one each week) and two in Visalia at the SHC. The partners will jointly prepare materials and schedule sessions. The Court will provide staff to check in participants who have signed up for the class, and data surveys/questionnaires for completion while they wait for the workshop to begin. The Court will also provide the space in which to conduct the Workshops.</p> <p>SHC staff provide an information sheet on the UD process and an Answer Packet for self-represented litigants (tenants) with a similar packet for landlords. This project builds on existing services by helping self-represented litigants prepare for trial. The project will assist self-represented litigants to achieve fairer outcomes, and will save court personnel and judicial officers significant time otherwise expended in refereeing proceedings in which novice pro per litigants attempt to navigate the unlawful detainer process.</p>
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County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Tulare County Superior Court	South County Justice Center	300 E. Olive Ave., Porterville, CA 93257	Four 2-hr. workshops/monthly	8 hours
Tulare County Superior Court	Visalia Division	3400 W. Mineral King, Ste. C Visalia, CA 93291	Two 2-hr. workshops/monthly	4 hours

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Lawyer	0.6	0.6
		0	0
		0	0
	Lawyers Total	0.6	0.6
Paralegals		0	0

		0	0
	Paralegals Total	0	0
Other	Legal Secretary	0.25	0.25
		0	0
	Other Total	0.25	0.25

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	0	70	490
Information on Court Procedures and Hearing Preparation	0	70	490
Document Preparation and Review	0	0	0
Filing or Services Assistance	0	0	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	0	0	0
Other	0	0	0
Explain Other	While CCLS and SHC have not currently identified other goals, we anticipate that the workshops will help us to identify additional and necessary services to be delivered. With a recent change in court rules, we anticipate an increased volume of UD cases in Porterville, and as this collaboration evolves, additional needs may become apparent, with additional and in particular innovative service delivery initiatives for self-represented litigants through enhanced technology platforms.		

Community Engagement – Outreach	<p>When the answer to the UD is filed, the clerks provide workshop information. CCLS and the SHC will work together to create the informational flyer that will be distributed regarding the availability of the project’s trial preparation workshops. They will distribute the flyers with the UD packets they provide through their existing services at the SHC. CCLS Legal Advice Line advocates and the receptionist also refer litigants to the workshops; informational flyers will be available at the CCLS' offices.</p> <p>In addition to distribution through SHC, informational flyers will be posted at the county library branches, including the public law library, and placed throughout the community with partners that serve low-income residents. CCLS staff works with multiple community partners where legal educational sessions are presented on rights and responsibilities on various topics such as tenants’ rights, utility concerns, health care, protective orders and senior concerns. Other staff (not project funded) conduct the majority of the program’s outreach activities and distribute informational materials on the workshop project at various sites such as health fairs, cultural events, community forums and at other venues.</p>
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A

<p>Income Eligibility Guidelines</p>	<p>At the start of each workshop, all self-represented litigants are required to complete an Eligibility Screening Slip to determine their income eligibility (125% FPL) for the project's services. The purpose of the screening slip is explained to them and they must list all sources of monthly income for each household member. Project staff reviews each one to determine eligibility. Everyone who qualifies for services is also eligible to obtain a fee waiver, which is signed under the penalty of perjury. Additionally, each matter is reviewed for subject matter eligibility and only those whose income and subject matter falls within the project's scope receive assistance from the project staff.</p>
<p>Alternative Services</p>	<p>Those determined not eligible for the project's services are referred to the Law Library, the Better Business Bureau staff (located at the SHC) and provided with information regarding on-line resources. Other service providers may include the United Way's 211 Referral Assistance to obtain information regarding relevant community resources, including cash assistance, public benefits, etc. Depending upon a tenant's specific housing needs, they may be referred to the various homeless assistance providers for emergency shelter, case management and other supportive services.</p> <p>CCLS just recently learned the Fresno County Bar Association's Attorney Referral Services which serves Tulare County residents, no longer provides information and assistance on tenant related issues. Project staff will work with the SHC to identify additional resources in Tulare County to refer individuals not eligible for project services.</p>
<p>Court's Role</p>	<p>Through the SHC, the Court is providing classroom space for the four monthly workshops at the courthouse in Porterville and the two monthly workshops at the SHC in Visalia. As SHC staff assist UD litigants, they will provide a flyer with each UD packet they distribute alerting the litigants to the trial preparation workshops. On the dates workshops are scheduled, SHC clerks will pre-screen and register workshop participants, and provide them with the workshop materials. The Managing Attorney for the Family Law Facilitator's Office will participate with project staff in the preparation of the workshop materials.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Community Legal Aid SoCal		
Project Name	Orange County Community Court		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2021	\$75,000.00	\$35,000	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No	Yes	No	Yes

Project Abstract	<p>Orange County's "problem solving" Community Court includes dockets that address underlying issues in the lives of persons who come before the court on criminal matters. While Community Legal Aid SoCal's (CLA SoCal's) staff have had a presence at the Community Court since its inception, the Court asked CLA SoCal in 2018 to expand and formalize our role in addressing the Courts' civil legal services gap. CLA SoCal, along with other service providers, provide holistic services to Court participants to help them graduate and maintain their lives outside of the justice system moving forward.</p> <p>CLA SoCal seeks support to continue two sessions per month at the Community Court for Court participants and members of the public who visit the Court. These sessions will help self-represented litigants identify and respond to civil legal issues that may be having negative impacts on their lives and could be hampering their efforts to graduate and achieve self-sufficiency.</p> <p>This project includes three components: 1) a legal "checkup" and screening; 2) an informational session for self-represented litigants; and 3) referral if more extensive services are needed. EAF Partnership funds will underwrite the checkup and screening component, and discussion of legal information for those who are not referred. An attorney-client relationship will not be formed at the sessions. Non-indigent participants, and participants who have needs that fall outside of the scope of the state Superior Court will be served using non-Partnership Grant funds.</p> <p>CLA SoCal works with the Pro Bono Committee of the Orange County Bar Association on this project.</p>
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County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Orange	Orange County Community Court	909 N. Main Street, Santa Ana, CA 92705	First Tuesday and Third Wednesday, 1:30-4:30	40

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Directing Attorney	0.05	0.03
	Staff Attorney	0.25	0.15
	Other Attorneys	0.08	0
	Lawyers Total	0.38	0.18
Paralegals	Staff Paralegal	0.28	0.15
		0	0
	Paralegals Total	0.28	0.15

Other	Evaluator	0.01	0
		0	0
	Other Total	0.01	0

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	50	0	50
Information on Court Procedures and Hearing Preparation	50	0	50
Document Preparation and Review	25	0	25
Filing or Services Assistance	35	0	35
Supervised Settlement Services	0	0	0
Post-hearing Assistance	5	0	5
Other	0	0	0

Explain Other	<p>Clarification of hours: While the workshop operates six hours per month at the Community Court, hours include travel time for Staff Attorney and Paralegal to and from Court to CLA SoCal's Santa Ana Office; it also include time for prep and cleanup at the Court, and data entry from intake forms and surveys = between 15 hours per month. it includes 3.5 hours of supervision per month by Directing Attorneys, and 10 hours per month from our Pro Bono staff, including meetings with the the Orange County Bar Association Pro Bono Committee. It also allows time for coordination, prep, travel to, and participation in quarterly meetings with the Court, as well as internal evaluation and reporting meetings with CLA SoCal's Grants Manager.</p>
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Community Engagement – Outreach	<p>After three months of operation, CLA SoCal staff are working together with other service providers at the Court, who have proven to be our most significant sources of referrals. These service providers and case managers steer their clients who may have civil legal issues to our staff on project days.</p> <p>In addition, CLA SoCal is shifting its homeless outreach from the temporary Courtyard shelter near the Courthouse to the Homeless Court. For several months, our paralegals have been notifying both homeless residents of the Courtyard and Courtyard managers about the move. Members of the public can access services from the Community Court even if they are not enrolled in a program through the Court.</p> <p>One of the unique aspects of this project as compared to our other Court-based workshops is that individuals are enrolled in a multi-month program and must attend Court numerous times in order to successfully graduate. This allows us to have more frequent contact with some individuals than might otherwise be expected, particularly with homeless individuals, with whom it is sometimes difficult to maintain contact.</p>
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A

<p>Income Eligibility Guidelines</p>	<p>This project will assist pro per individuals, including those who qualify as indigent, as defined under Business and Professions Code section 6213(d): ““Indigent person” means a person whose income is (1) 125 percent or less of the current poverty threshold established by the United States Office of Management and Budget, or (2) who is eligible for Supplemental Security Income or free services under the Older Americans Act or Developmentally Disabled Assistance Act.</p> <p>As required by the Court, CLA SoCal staff and volunteers will provide legal information to all pro per litigants regardless of income earned. Equal Access Funds will be utilized for indigent individuals. Pro per litigants who do not meet the State Bar's income eligibility guidelines may be supported by funding provided by the Legal Services Corporation (LSC) or unrestricted funds.</p>
<p>Alternative Services</p>	<p>The workshop will provide legal information to all pro per litigants regardless of income earned. Equal Access Fund Partnership monies will be utilized for indigent individuals. Pro per litigants who do not meet the State Bar's income eligibility guidelines may be supported by funding provided by the Legal Services Corporation (LSC). Additionally, referrals will be provided to CLA SoCal, its Lawyer Referral Service, or other legal services programs in Orange County.</p>
<p>Court’s Role</p>	<p>The Community Court provides space for CLA SoCal staff to interact with individuals seeking civil legal assistance, as well as wireless access.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Community Legal Aid SoCal			
Project Name	Orange County Consumer Debt Workshop			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$25,503.00	\$23,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No	Yes	No	Yes	
Project Abstract	<p>In 2019, Community Legal Aid SoCal (formerly the Legal Aid Society of Orange County-Community Legal Services) began a partnership with the Orange County Superior Court to conduct a Consumer Debt Workshop at the Central Justice Center in Santa Ana. The Workshop provides information to a range of pro per litigants, from those who are at the earliest stage of a debt collection matter (such as the receipt of a letter demanding payment on a defaulted debt) to litigants who have been served with a collection lawsuit. Attendees include litigants who are subject to actual collection/enforcement activities following entry of a debt collection judgment.</p> <p>This Workshop is provided twice per month. While the Workshop is open to all, it is designed to help low-income litigants who are opposed by a party represented by counsel. In this way, the project increases the community's access to the justice system and will help bridge the gap of unmet needs of low-income individuals and families.</p> <p>The Debt Collection Workshop educates, informs, and assists self-represented litigants who have questions about debt collection practices; litigants who have been sued in court on debt collection issues; and litigants who have had a debt collection judgment entered against them. The objective of this program is to make the debt collection legal process more accessible and comprehensible to pro per litigants and guide them through this process no matter the stage they seek assistance.</p>			
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Orange	Central Justice Center	700 W. Civic Center Dr., Santa Ana, CA 92701	Second and Fourth Wednesdays of month, 1-4	6

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Directing Attorney	0.02	0.02
	Staff Attorney	0.1	0.1
		0	0
	Lawyers Total	0.12	0.12
Paralegals	Staff Paralegal	0.1	0.1
		0	0
	Paralegals Total	0.1	0.1
Other	Grant Evaluators	0.01	0.01
	Administration	0.01	0.01
	Other Total	0.02	0.02

Updated as of 6/10/2020

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	0	23	60
Information on Court Procedures and Hearing Preparation	0	23	60
Document Preparation and Review	0	23	60
Filing or Services Assistance	0	23	60
Supervised Settlement Services	0	0	0
Post-hearing Assistance	0	0	0
Other	0	0	0

Explain Other	<p>In the vast majority of these cases, the debt collector is represented by counsel, and well-versed in debt law; defendants typically are not represented, and not knowledgeable about legal processes. The goal of the Workshop is to narrow the justice gap by helping pro per litigants understand their rights and responsibilities, as well as the options available to them, so they can make informed decisions about how to proceed.</p> <p>In addition to producing more informed litigants who are able to make an educated decision about whether or not to answer their lawsuit, this Workshop aims to help the Court remove the cases that can be resolved before trial from the court's calendar.</p> <p>Clarification of hours: while the hours on Form A reflect 3 hours per workshop, actual time spent by staff at the workshop includes time after official close of workshop when staff are helping litigants to finalize paperwork; travel time; prep and cleanup; administration and evaluation including quarterly meetings; and publicity efforts and translation by staff attorney + paralegal X 2 workshops/month = 28 hours/month. Includes 2.5 hours/month for supervision and travel/participation in quarterly meetings by Directing Attorney; 1.5 hours/month for grants staff to coordinate, prep, travel to and participate in quarterly meetings per year plus assist in evaluation and reporting.</p>
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Community Engagement – Outreach	Information concerning the debt collection workshop will be available on the Orange County Superior Court's Self-Help website; staff at the Court's Self-Help Centers will also refer litigants to the Workshop with a Court-produced flier for the workshop. Information on the Debt Collection workshop is available on CLA SoCal's website. CLA SoCal will continue to use our social media channels to help advertise our State Bar Partnership workshops.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A

<p>Income Eligibility Guidelines</p>	<p>This project will assist pro per individuals, including those who qualify as indigent, as defined under Business and Professions Code section 6213(d): ““Indigent person” means a person whose income is (1) 125 percent or less of the current poverty threshold established by the United States Office of Management and Budget, or (2) who is eligible for Supplemental Security Income or free services under the Older Americans Act or Developmentally Disabled Assistance Act.</p> <p>The Workshop will provide legal information to all pro per litigants regardless of income earned. Equal Access Funds will be utilized for indigent individuals. Pro per litigants who do not meet the State Bar's income eligibility guidelines may be supported by funding provided by the Legal Services Corporation (LSC).</p>
<p>Alternative Services</p>	<p>The workshop will provide legal information to all pro per litigants regardless of income earned. Equal Access Fund Partnership monies will be utilized for indigent individuals. Pro per litigants who do not meet the State Bar's income eligibility guidelines may be supported by funding provided by the Legal Services Corporation (LSC). Additionally, referrals will be provided to CLA SoCal, its Lawyer Referral Service, or other legal services programs in Orange County.</p>
<p>Court's Role</p>	<p>The Central Justice Center will continue to provide space for the workshop, as well as access to a TV monitor and a copy machine for use by CLA SoCal staff.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Community Legal Aid SoCal		
Project Name	Unlawful Detainer Workshop at Norwalk Superior Courthouse		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2021	\$77,179.00	\$70,000	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No	No	No	Yes

Project Abstract	<p>Without some sort of legal assistance, families face dire outcomes from eviction cases. Many litigants often have insufficient information about the UD process and the laws affecting their rights. Unable to present or defend their case effectively, self-represented litigants are often denied equal access to the justice system. For tenants, this can result in serious consequences for themselves and their families: not only can they be removed from their homes, but a judgement on their record can make it incredibly difficult for them to obtain new housing for years to come. Unrepresented landlords may be unable to evict dangerous or destructive tenants.</p> <p>Funding will allow Community Legal Aid SoCal (CLA SoCal) to continue to serve pro per tenants and landlords with UD matters in Los Angeles County. This project will increase the community's access to the justice system and help bridge the gap of unmet needs of low-income individuals by offering a much-needed service to assist pro per litigants at a convenient location. CLA SoCal will continue to offer the workshops three times each week, twice for tenants and once for landlords, in order to provide timely assistance to pro per litigants seeking to file required Unlawful Detainer court documents and other pleadings with the court.</p> <p>Staffed by a CLA SoCal staff attorney and volunteers, the workshops will provide pro per litigants an overview of the eviction process and assistance in completing appropriate forms. Referrals to other organizations and agencies will be made as appropriate. The workshops serve both landlords and tenants.</p>
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County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Los Angeles	Norwalk	12720 Norwalk Blvd., Norwalk CA 90650	1-4 Mondays and Thursdays (tenant) + 1-4 Wednesdays (landlord)	120

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Directing Attorney	0.03	0.03
	Staff Attorney	0.33	0.33
		0	0
	Lawyers Total	0.36	0.36
Paralegals	Staff Paralegal	0.33	0.33
		0	0
	Paralegals Total	0.33	0.33

Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	400	149	400
Information on Court Procedures and Hearing Preparation	400	149	400
Document Preparation and Review	0	149	0
Filing or Services Assistance	0	149	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	0	149	0
Other	0	0	0

Explain Other	<p>Clarification of hours: hours reflect 3 hours per workshop, time after official close of workshop when staff are helping SRLs to finalize paperwork, travel time, prep and cleanup, and administration and evaluation for staff attorney + paralegal X 12 workshops/month = 110 hours/month. Includes 6 hour for coordination, prep, travel and participation in quarterly meetings by Directing Attorney + 8 hours by Grants Manager per year; 1 hour of supervision by Directing Attorney per month; and 8.5 hours month to collect, enter, prepare and report on data.</p> <p>RE: question about when the Court will provide a letter of support and MOU, we are scheduling a quarterly meeting with Court staff for June, and will inquire at that time. The Court's Self-Help Manager is aware that these items are required, but has asked for patience while Presiding Judge Brazile is conducting emergency operations.</p>
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Community Engagement – Outreach	Self-Help Center staff at the Norwalk Courthouse are aware of the program, and make referrals. In addition, the Norwalk Courthouse lists the UD workshop on its website under self-help services, and Sheriff's Office volunteers distribute a flier at their information desk at the Norwalk Courthouse. Finally, CLA SoCal staff share information about the workshop with social service agencies and other entities among the cities of the service area of the Court. Attendees are also referred through CLA SoCal's Hotline.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A

<p>Income Eligibility Guidelines</p>	<p>This project will assist pro per individuals, including those who qualify as indigent, as defined under Business and Professions Code section 6213(d): ““Indigent person” means a person whose income is (1) 125 percent or less of the current poverty threshold established by the United States Office of Management and Budget, or (2) who is eligible for Supplemental Security Income or free services under the Older Americans Act or Developmentally Disabled Assistance Act.</p> <p>The Workshop will provide legal information to all pro per litigants regardless of income earned. Equal Access Funds will be utilized for indigent individuals. Pro per litigants who do not meet the State Bar's income eligibility guidelines may be supported by funding provided by the Legal Services Corporation (LSC).</p>
<p>Alternative Services</p>	<p>The workshop will provide legal information to all pro per litigants regardless of income earned. Equal Access Fund Partnership monies will be utilized for indigent individuals. Pro per litigants who do not meet the State Bar's income eligibility guidelines may be supported by funding provided by the Legal Services Corporation (LSC). Additionally, referrals will be provided to other Los Angeles County-based legal services programs for those who require extended legal services beyond the capacity of CLA SoCal at the workshop.</p>
<p>Court's Role</p>	<p>The Norwalk Superior Courthouse will continue to provide space for the workshop, as well as access to a secure computer and printer for use by litigants. CLA SoCal is allowed to leave fliers for the workshop at the Court's volunteer-staffed information desk, which is open in the mornings. Self Help staff refer litigants to the workshops as well.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Elder Law & Advocacy		
Project Name	Imperial County Unlawful Detainer Clinic		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2021	\$73,430.00	\$71,000	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No	Yes	Yes	Yes

Project Abstract	<p>The project will continue to serve self-represented unlawful detainer litigants, including those who are limited or non-English speakers, and will offer services at the central Imperial County Superior Court. The goal for each participant is that they will be sufficiently educated about relevant aspects of their unlawful detainer matter, and sufficiently prepared for the court process, to successfully address their case.</p> <p>Clinics, staffed by two attorneys and two assistants, will be held Tuesday mornings from 8:30-11:00, and Wednesday afternoons from 1:00-4:00. Participants will receive an overview of the unlawful detainer process, direct assistance with filling in their forms and organizing evidence, and their procedural questions will be answered.</p> <p>Elder Law & Advocacy (EL&A) and California Rural Legal Assistance (CRLA) will work together to serve residents of this geographically large, diverse and underserved county. Meetings between EL&A, CRLA and the Court result in changes benefiting self-represented litigants, (for example court notices translated into Spanish), and will consist of in-depth discussions of matters affecting ongoing clinic operations.</p> <p>Prior to the Clinic's opening in 2016, there was very limited assistance available for unlawful detainer self-represented litigants in Imperial County. The project has been, and continues to be, an effective model for providing services to this underserved community. The Court experiences more prepared self-represented litigants; the low-income mono- and bilingual community benefits by having a legal resource where there was none previously; the senior service safety net is able to refer older community members for clinic assistance, all at no cost to the community.</p>
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County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Imperial County Superior Court	El Centro Courthouse	939 West Main Street, El Centro, CA 92243	Tuesdays 8:30-11:30; Wednesdays 1:00-4:00	24

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Lead Attorney	0.3	0.3
	Executive Director/Supervising Attorney	0.03	0.03
	Director of Legal Services	0.04	0.04
	Lawyers Total	0.37	0.37
Paralegals		0	0

		0	0
	Paralegals Total	0	0
Other	Program Assistant	0.2	0.2
		0	0
	Other Total	0.2	0.2

Goals and Objectives	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	350	96	350
Information on Court Procedures and Hearing Preparation	350	96	350
Document Preparation and Review	150	96	150
Filing or Services Assistance	20	96	20
Supervised Settlement Services	0	0	0
Post-hearing Assistance	0	0	0
Other	0	0	0
Explain Other			N/A

Community Engagement – Outreach	<p>EL&A and CRLA currently and regularly participate in community education and outreach events as part of their legal services programs, and will continue to offer information about the ICUD clinic through those events. The Imperial County Superior Court's Access Center will continue to have information available about project services, as will the civil court clerks, and both will act as referral sources. Project partners will continue to work together to prepare and disseminate outreach materials during the course of the year.</p> <p>EL&A and CRLA will continue to contact government agencies and community service providers in the region to inform them about ICUD clinic services which are available to their clients, and to request that they assist in publicizing the availability of clinic services. Court personnel are aware of clinic services and can and will continue to give details to self-represented litigants about how and when the clinic operates. As a project partner, it is anticipated that they will continue to direct potential clients to the clinic.</p>
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A

<p>Income Eligibility Guidelines</p>	<p>Participants must be residents of Imperial County and have a current or potential residential unlawful detainer matter. They must be willing to sign the project's disclosures and conditions notice document which includes items such as project limitations, time constraints for unlawful detainer actions, and no attorney-client relationships formed.</p> <p>Self-represented litigants who seek clinic assistance will be asked to complete an intake form which requests information about income, including gross monthly income, number of persons per household, sources of income benefits such as General Relief, CalFresh, SSI, etc. Potential participants will also be asked their age to determine whether they are eligible services under Older Americans Act guidelines.</p>
<p>Alternative Services</p>	<p>Potential clinic participants will be asked to fill in a questionnaire which asks for information about the subject matter(s) of their case. Project attorneys will review the questionnaire to determine whether client's matter is suitable for clinic assistance. Ineligible self-represented litigants will be offered clinic resource materials, including citations to online resources, may also be directed to the law library located within the courthouse and may be given information to contact lawyer referral service organizations.</p>
<p>Court's Role</p>	<p>EL&A has maintained a collaboration with the Imperial County Superior Court at the courthouse location since 2009, with the establishment of a Partnership Grant-supported conservatorship/guardianship clinic. The Imperial County Superior Court has agreed to provide space for the clinic within the courthouse, participate in ongoing partnership clinic meetings, and refer clients for project services. The courthouse itself is readily accessible by public transportation, is wheelchair accessible and nearby parking is free. Bailiffs and civil clerks direct participants to the clinic site and the site is easy to locate and access by participants.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Family Violence Law Center			
Project Name	Domestic Violence Pro Per Project			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$25,000.00	\$25,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No	No	Pending	Yes	
Project Abstract	<p>The Domestic Violence Pro Per (DVPP) Project is a collaborative project of Family Violence Law Center (FVLC), Legal Access Alameda (LAA, formerly Volunteer Legal Services Corporation of the Alameda County Bar Association (VLSC)), and the Self-Help Center of the Superior Court of California, County of Alameda (SHC). The DVPP project aims to increase access to legal services for pro per litigants in South Alameda County by serving self-represented litigants from across South Alameda County in Domestic Violence Prevention Act restraining orders via services offered at the Hayward Hall of Justice. Project partners will meet the needs of self-represented litigants, including those with limited English proficiency, in domestic violence and family law matters by implementing the following objectives: 1) FVLC and LAA will hold a joint weekly (Tuesdays, 9:30-1:30) Domestic Violence Petitioner Clinic for DVPA petitioners at the Hayward Hall of Justice, staffed by a FVLC attorney, FVLC pro bono attorneys and law clerks, and LAA pro bono attorneys; 2) SHC will continue to provide assistance to both DVPA respondents and petitioners, and LAA will continue to provide assistance through an existing LAA family law clinic; and 3) LAA and FVLC will continue to accept referrals from SHC and the clinics for possible legal representation as resources allow.</p>			
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Alameda County Superior Court	Hayward Hall of Justice	24405 Amador Street, Hayward, CA 94544	Tuesday 9:30-1:30	16-20

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Executive Director	0.02	0.02
	Managing Attorney	0.06	0.06
	Staff Attorneys	0.14	0.14
	Lawyers Total	0.22	0.22
Paralegals		0	0
		0	0
	Paralegals Total	0	0
Other	Finance Director	0.02	0.02
		0	0
	Other Total	0.02	0.02

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	75	50	75
Information on Court Procedures and Hearing Preparation	75	50	75
Document Preparation and Review	75	50	75
Filing or Services Assistance	0	0	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	0	0	0
Other	0	0	0
Explain Other			N/A

Community Engagement – Outreach	<p>The DVPP clinic will be advertised via vigorous outreach to the community. Participants will be referred to the clinic by SHC in Hayward, by FVLC (which operates a 24-hour crisis line and conducts legal screenings for any victim in Alameda County), by the family law bench and court staff, and by LAA, which also serves Alameda County and conducts intake and referral through the Alameda County Bar Association Lawyer Referral Service.</p> <p>The clinic will be publicized to other county agencies who serve DVPA petitioners, including Bay Area Legal Aid, Asian Pacific Islander Legal Outreach, and the county's domestic violence shelters.</p>
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	<p>When FVLC and LAA conduct legal screenings, they obtain information about family size, financial background, and domestic violence history, and they use this information to determine financial and subject matter eligibility for appropriate assistance through each agency's clinics. FVLC has a well-established legal screening process where relevant information is gathered by trained staff in order to assess eligibility for services. During legal screenings, staff obtains information about family size, financial background - including the source of income (i.e., financial dependence on abuser) and eligibility for CalWORKs, and domestic violence history; this information is used by FVLC's Managing Attorney to determine eligibility for appropriate assistance based on specific grant parameters.</p>

<p>Alternative Services</p>	<p>Project partners FVLC and LAA have well-established legal screening processes and already interact with individuals seeking DVPA orders or needing to respond to a DVPA petition. As indicated above, when FVLC and LAA conduct legal screenings, they obtain information about family size, financial background, and domestic violence history, and use this information to determine financial and subject matter eligibility for appropriate assistance through each agency’s clinics. All project partners will have informational materials available for any participant, both petitioners and respondents, and will provide meaningful referrals to the relevant project for assistance. In addition, all project partners will have complete lists of referrals for other legal services, for litigants with subject matter ineligibility, and for services outside the county, if the litigant must file his or her case elsewhere.</p>
<p>Court’s Role</p>	<p>While FVLC and LAA will provide staffing for the DVPP Project, the court will provide physical space for provision of services. Specifically, the Hayward Hall of Justice houses project partner SHC, who provides paperwork preparation assistance to respondents in DVPA matters. SHC refers petitioners as walk-ins to the Petitioner clinic, space for which is provided by the court in a private room within the Hayward Hall of Justice, facilitating convenient referrals for litigants. In addition, the Hayward Hall of Justice Children’s Waiting Room offers free childcare for parents and guardians who have court business, and this service is available to parties served by the DVPP Project.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Housing and Economic Rights Advocates			
Project Name	Probate Clinic- San Mateo County			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$46,000.00	\$42,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No	Yes	Yes	Yes	
Project Abstract	HERA proposes to partner with the Superior Court of California, San Mateo County, at the Redwood City Courthouse and South San Francisco Courthouse, to provide in pro per services for pro se litigants regarding guardianships. HERA's services will facilitate the flow of guardianship cases through the court, easing the process for pro se litigants and the court, by advising the public on the legal process itself as it relates to their individual case, types of forms to be used and how to complete them, and steps to take in responding to court requests. HERA will also provide guardianship workshops for the public at the Redwood City Law Library three Thursdays during 12 months of grant, 2:30 p.m. to 4:30 p.m..			
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
San Mateo County	Redwood City	400 County Center	1st Thursday, 9 a.m. to 2 p.m.	5
San Mateo County	South San Francisco	1050 Mission Rd.	Third Thursday, 9 a.m. to 2 p.m.	5
San Mateo County	Law Library, Redwood City	710 Hamilton St.	three Thursdays during 12 months of grant, 2:30 p.m. to 4:30 p.m.	2

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Aeyoung Kim	0.14	0.1
		0	0
		0	0
	Lawyers Total	0.14	0.1
Paralegals		0	0
		0	0
	Paralegals Total	0	0
Other	administrative assistant	0.1	0.1
		0	0
	Other Total	0.1	0.1

Goals and Objectives	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	60	27	60

Information on Court Procedures and Hearing Preparation	60	27	60
Document Preparation and Review	30	27	30
Filing or Services Assistance	36	27	36
Supervised Settlement Services	0	0	0
Post-hearing Assistance	12	27	12
Other	0	0	0
Explain Other			

Community Engagement – Outreach	HERA will publicize the new clinic through multilingual flyers emailed to service providers throughout San Mateo County, focusing on social services, housing related, health, legal services, and other community-based organizations in Redwood City and South San Francisco, to inform them of the court's expanded services as a result of this Partnership Grant. HERA will also conduct a multilingual social media campaign to spread the word, in Spanish, Tagalog and English. Through working with the court, court staff will be able to refer in pro per litigants on the same day to the on-site clinics that HERA will provide under this grant. The court has Justice Corps members who can support on Spanish and Tagalog interpretation.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	HERA staff will ask pro per litigants to provide proof of income. If applicants do not have income documents, we will permit them to self-certify as to income eligibility. HERA will also screen for residency in San Mateo County. HERA will not use income to turn away pro pers needing assistance from the Clinic but will only report income eligible pro pers under the Partner Grant. For residents who need to file a response in a court outside of San Mateo County, HERA staff will refer the resident to the correct courthouse and any self-help center available in the correct county. For services requested where a conflict of interest arises, HERA will refer residents to the county bar association's lawyer referral service or, where possible, Legal Aid Society of San Mateo County. HERA has unrestricted funds from our fee for service contract work that enables us to serve a certain number of residents each year who are not indigent. The vast majority of HERA's clients are indigent.
Alternative Services	HERA will refer residents to the county bar association's lawyer referral service or, where possible, Legal Aid Society of San Mateo County..
Court's Role	The San Mateo County Superior Court will: <ol style="list-style-type: none"> 1. provide access to both their Redwood City and South San Francisco Self-Help Center offices for HERA's guardianship clinics. 2. Provide court personnel to assist with interpretation in languages personnel are available to cover, as needed. 3. Refer pro se litigants to the clinic for assistance. 4. Help publicize the clinic to the public in the county.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Inland Counties Legal Services		
Project Name	Consumer Rights Clinic		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2021	\$311,700.00	\$294,000	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No	Yes	Pending	No

Project Abstract	<p>The Consumer Rights Clinic is a collaborative effort between Inland Counties Legal Services (“ICLS”) and the San Bernardino Superior Court to provide legal assistance to unrepresented indigent clients in debt collection lawsuits, to facilitate settlement of cases and to reduce the number of default judgments entered against pro per clients. The project will fund 1.0 FTE attorney, 1.0 FTE paralegal and a vendor who is an expert in Docassemble document automation. This project will create a smart phone app that will allow defendants in debt collection lawsuits to complete eligibility, prepare a response to the suit, propound discovery, and a meet and confer letter.</p> <p>The court will provide a space for ICLS to operate the clinic and make referrals to the clinic. Onsite presence at the court will increase access to legal services to eligible clients. Project staff will be in the court on a regular schedule meeting with defendants to prepare responsive pleadings and settlement offers to opposing counsel. Staff will communicate with opposing counsel and attempt to settle cases as soon as possible, building on existing relationships with opposing counsel to expedite the disposition of cases.</p> <p>ICLS will work with the court and local bar associations to create volunteer attorney involvement to resolve many of the eligible cases. The ICLS attorney will not represent the client on the record and will not appear in court on behalf of the client. Through counsel and advice and document preparation, the goals are to increase access to justice for clients and alleviate the demand of these cases on the court’s time by resolving them expeditiously.</p>
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County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
San Bernardino Superior Court	Justice Center	247 West Third St., San Bernardino, CA 92415	M/W/F 9:00 am - 4:00 pm	72 hrs/mo

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Staff Attorney	1	1
	Practice Group Director	0.05	0
		0	0
	Lawyers Total	1.05	1
Paralegals	Paralegal	1	1
		0	0
	Paralegals Total	1	1

Other	Legal Secretary	0.1	0
		0	0
	Other Total	0.1	0

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	500	130	500
Information on Court Procedures and Hearing Preparation	500	130	500
Document Preparation and Review	500	130	500
Filing or Services Assistance	500	130	500
Supervised Settlement Services	500	130	500
Post-hearing Assistance	0	0	0
Other	0	0	0
Explain Other		Not Applicable	

Community Engagement – Outreach	<p>(1) Informational flyers will be provided to court clerks to distribute at all court locations.</p> <p>(2) Financial education presentations will be made as part of the Consumer Financial Protection Bureau’s (CFPB) Your Money Your Goals cohort.</p> <p>(3) The ICLS website and ICLS’s social media presence will promote the Consumer Rights Clinic.</p> <p>(4) Informational flyers will be developed and distributed through community partners such as Community Action Partnership of San Bernardino County.</p> <p>(5) Other advertising media as funding permits, such as newspaper and radio.</p>
Attorney-Client Relationship	Yes

<p>Conflict of Interest Protocols</p>	<p>The project will establish an attorney/client relationship, however there will be a clear understanding that that the ICLS attorney will not make any court appearances on behalf of the client and will not appear as the attorney of record for any client's case that is funded under this grant. The ICLS attorney will screen the client for other legal issues in which a referral to another ICLS practice group may be appropriate.</p> <p>ICLS uses the LegalServer CMS to record all clients and opposing parties with identifying information which allows for a comprehensive check for conflicts of interest based on prior representation. the Project attorney and paralegal will be have remote access to the CMS database from the court location to determine the existence of any conflicts of interest. If there is a conflict the client will be referred to:</p> <ol style="list-style-type: none"> (1) Local Attorney Referral Services. (2) Attorney Referral Services in neighboring counties. (3) The Law Help Interactive website that provides numerous self-help forms. (4) The National Association of Consumer Attorney website. <p>ICLS uses a limited scope retainer agreement. This will be modified to address the limited assistance of the Consumer Rights Clinic and will very clearly indicate that the attorney will not appear in court on behalf of the client on this case nor will the attorney become the Attorney of Record on the case. The Project attorney and paralegal will go over the limitations in the retainer agreement carefully with each applicant prior to the provision of any services.</p>
<p>Income Eligibility Guidelines</p>	<p>ICLS will use the following criteria to establish eligibility for litigants to use this program:</p> <p>For all cases funded under this project ICLS will record in its database the applicant's eligibility for services, including income, citizenship status and whether or not there are any conflicts of interest. An applicant's income must be at or below 125% of the Federal Poverty Limit (FPL) or who is eligible for Supplemental Security Income or free services under the Older Americans Act or Developmentally Disabled Assistance Act. Applicants must also be a United States Citizen, Legal Permanent Resident or meet other criteria under the Legal Services Corporation regulations, 45 CFR 1626.</p> <p>ICLS will also evaluate whether the litigant is being sued for debt collection or some other civil matter. ICLS will review the applicant's pleadings to determine this. Under this Project ICLS will serve only litigants who are being sued for debt collection matters.</p>
<p>Alternative Services</p>	<p>ICLS will refer ineligible applicants to resources including, but not limited to, the following:</p> <ol style="list-style-type: none"> (1) Based on availability, ICLS may be able to provide similar services to applicants ineligible for this project through other available funding. (2) Local Attorney Referral Services. (3) Attorney Referral Services in neighboring counties. (4) The Law Help Interactive website that provides numerous self-help forms. (5) The National Association of Consumer Attorney website. (6) Volunteer attorneys who will take the case on a pro bono basis.

Court's Role	The Court will provide the staff attorney and paralegal a conference room or vestibule outside its courtrooms in order to meet applicants. The court may provide ICLS with a free account to its online docketing system so that ICLS attorneys and paralegals can access case pleadings in order to properly prepare responsive pleadings.
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**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Justice & Diversity Center of the Bar Association of San Francisco		
Project Name	FLASH-Care		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2021	\$118,779.00	\$60,000	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No	No	Pending	Pending

Project Abstract	<p>The Justice & Diversity Center of the Bar Association of San Francisco (JDC) requests a Partnership Grant to continue the Family Law Assisted Self Help/Case Resolution (FLASH-CARE) project, which provides legal assistance to indigent Self-Represented Litigants (SRLs) at the San Francisco Superior Court (Court), via the ACCESS (self-help) Center. Services will be provided during Court operating hours and will consist of direct legal assistance at two calendars -- the Case Resolution Conference Calendar and Status Setting Calendar – as well as individual appointments with SRLs throughout their cases for legal information and guidance.</p> <p>The purpose of the Case Resolution Conference Calendar is to move inactive family law cases toward disposition in a timely manner. The purpose of the Status Setting Calendar is to inform SRLs of various procedures leading up to and in preparation for trial. The project’s work at the calendars is an effective mechanism through which SRLs access one-on-one appointments with the FLASH Attorney.</p> <p>The project also conducts Mandatory Settlement Conference Statement workshops where SRLs are assisted in preparing for their Mandatory Settlement Conferences. All customers are screened for income eligibility and have incomes within 125% of the federal poverty level, qualifying as indigent. The project provides bi-lingual (Spanish/English) services. Services will continue to ensure that family law litigants appearing at Court understand and adhere to Court procedures, navigate the Court system, properly present their cases in Court to enable a fair resolution, have informed expectations, and manage their cases effectively.</p>
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County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
San Francisco	San Francisco Superior Court / ACCESS Center	400 McAllister Street, San Francisco, CA 94102	Monday through Friday, 9:00 am to 5:00 pm	140

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	FLASH Staff Attorney, TDB	1	0.5
	Family Law Supervising Attorney, Antonia More	1	0.02
	Director/Managing Attorney PBLs, Gloria Chun	1	0.01
	Lawyers Total	3	0.53
Paralegals		0	0

		0	0
	Paralegals Total	0	0
Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	120	0	0
Information on Court Procedures and Hearing Preparation	150	0	0
Document Preparation and Review	75	24	50
Filing or Services Assistance	75	0	0
Supervised Settlement Services	30	0	0
Post-hearing Assistance	20	0	0
Other	30	0	0
Explain Other	The "Other" category in the above "Goals and Objectives" table includes miscellaneous legal services provided to SRLs whose cases and legal needs do not fit easily into the other listed categories. For example, we provide more extensive efforts to assist litigants who are unaware of the whereabouts of opposing parties for service of process and guide service of process on parties residing in other countries.		

Community Engagement – Outreach	The Court sends out a Notice of Hearing to litigants whose cases have been inactive for 18 months or more. Eligible litigants receive information with their Notice notifying them that legal assistance is available to them through the ACCESS Center. Family law judges also directly inform litigants of available FLASH-CARE services available through the ACCESS Center. If JDC has not been able to speak with the SRLs prior to the calendar call, litigants are notified of JDC's and ACCESS' services at the hearing.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	JDC and ACCESS staff conduct subject matter and income eligibility screening procedures prior to hearings by checking the Court file for fee waiver and/or Income and Expense Declarations. A second screening is conducted by the FLASH Attorney when she meets with litigants. All customers will have incomes within 125% of the federal poverty level, qualifying them as indigent.

<p>Alternative Services</p>	<p>For litigants who are ineligible for services due to income, subject matter or residency, JDC refers them to other JDC projects as appropriate and to the Bar Association of San Francisco's Lawyer Referral Information Service (LRIS). Referrals are generally made directly from JDC to LRIS to ensure that the litigant does not have to repeat his or her story many times. JDC and LRIS, as part of the umbrella of the Bar Association of San Francisco, have been working together closely for more than 40 years and refer thousands of cases back and forth to each other throughout the year. Customers from other counties are generally referred to agencies in those counties. JDC works closely with these agencies to ensure that it has their most accurate and up-to-date information on file. Cases not income eligible can also be assisted either by workshop or through one-on-one services at the ACCESS Center.</p>
<p>Court's Role</p>	<p>The San Francisco Superior Court provides the in-kind contribution of office space and computer terminals that significantly facilitate JDC's ability to operate the project onsite at the courthouse. Further, the Court sends JDC staff members the case list for each Readiness Calendar day, enabling the FLASH Attorney to preliminarily identify SRLs for potential service provision.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Justice & Diversity Center of the Bar Association of San Francisco		
Project Name	SASH		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2021	\$496,207.00	\$74,000	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No	No	Pending	Pending
Project Abstract	<p>The Justice & Diversity Center (JDC) requests Partnership Grant funding for an integral component of our Sargent Shriver Custody Project (SASH), in operation since October 2011. JDC's overall SASH Project provides legal information, legal representation, and social services to litigants involved in child custody and visitation disputes. This Partnership Grant will support legal information services provided to indigent Self-Represented Litigants (SRLs) at the San Francisco Superior Court's ACCESS Center through the Self-Help component of JDC's SASH Project. Partnership Grant funds will not support legal representation or court appearances on behalf of litigants.</p> <p>The bi-lingual (English/Spanish) SASH Self-Help Attorney provides information and assistance to low-income SRLs filing paperwork for child custody and visitation matters and facilitates settlement efforts. Litigants served by the SASH Self-Help Attorney have incomes at or below 125% of the federal poverty level. ACCESS Center customers who have custody issues and are income-eligible are routed to the SASH Self-Help Attorney. The SASH Self-Help Attorney then provides assistance and information with custody and visitation issues. The customer is then referred for SASH Legal Representation services if the opposing party is represented and one of the litigants is requesting sole physical or legal custody. These direct legal representation services are supported by other funds.</p>		

County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
San Francisco	San Francisco Superior Court / ACCESS Center	40 McAllister Street, San Francisco, CA 94102	Monday through Friday 9:00 am to 5:00 pm	35 hours/week, 140 hours/month

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Staff Attorneys	2	0.65
	SASH Supervising Attorney	1	0.05
	Director/Managing Attorney PBLs, Gloria Chun	0.15	0
	Lawyers Total	3.15	0.7
Paralegals	SASH Paralegal	1	0
		0	0
	Paralegals Total	1	0
Other	Director of Social Services	0.05	0
		0	0
	Other Total	0.05	0

Updated as of 05/15/2020

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	350	0	0
Information on Court Procedures and Hearing Preparation	450	0	0
Document Preparation and Review	325	0	0
Filing or Services Assistance	300	0	0
Supervised Settlement Services	20	0	0
Post-hearing Assistance	20	0	0
Other	0	0	0
Explain Other			N/A

Community Engagement – Outreach	SRLs are referred to SASH Project services by the Court’s bench officers, ACCESS staff, Court clerks, JDC intake staff, JDC’s free legal clinics for the community, the Bar Association of San Francisco’s Lawyer Referral and Information Service, fellow legal services organizations, and the private bar. Also, when the Court sends out a Notice of Hearing to litigants, they are informed of the services available at the ACCESS Center which include SASH Self-Help services.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	ACCESS Center staff conduct subject matter and income eligibility screenings prior to referring customers to the SASH Self-Help Attorney, who then performs a second review of income eligibility when s/he meets with the customer. Only individuals with incomes at or below 125% of the federal poverty level will be served by the SASH Self-Help Attorney.
Alternative Services	For litigants who are ineligible for services due to income, subject matter, or residency, JDC refers them to other JDC projects, including JDC programs that provide representation to survivors of domestic violence in their family law cases. JDC also refers litigants to other legal services organizations as appropriate and to the Bar Association of San Francisco’s Lawyer Referral Information Service (LRIS). Referrals are generally made directly from JDC to LRIS to ensure that the litigant does not have to repeat his or her story many times. JDC and LRIS, as part of the umbrella of the Bar Association of San Francisco, have been working together closely for 40 years and refer thousands of cases back and forth to each other throughout the year. Customers from other counties are generally referred to agencies in those counties. JDC works closely with these agencies to ensure that it has their most accurate and up-to-date information on file. Customers who are not income-eligible can also be assisted either by workshops or through one-on-one services at the ACCESS Center.
Court’s Role	The San Francisco Superior Court provides the in-kind contribution of office space and computer terminals that significantly facilitate JDC’s ability to operate the project onsite at the courthouse. The Court also provides JDC with the cases set for each Readiness Calendar so JDC can attend and identify litigants who are self-represented and might need our assistance.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	LACBA Counsel for Justice			
Project Name	LACBA Domestic Violence Legal Services Project			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$165,286.00	\$97,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No	No	Yes	Yes	
Project Abstract	LACBA Domestic Violence Legal Services Project (DVP) has partnered with the Los Angeles Superior Court for over 34 years to provide legal assistance to victims of domestic violence. With a staff of 4, and over 160 volunteers (attorneys, law students, paralegals, and interpreters) the DVP serves over 4,800 litigants annually. The demand for assistance with temporary restraining orders (TROs) is growing each year with nearly 6,000 domestic violence restraining orders filed in the Stanley Mosk courthouse in 2019. By continuing to partner with the Superior Court, and with Partnership funding, the DVP will increase its ability to effectively and efficiently handle the increasing TRO requests.			
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Los Angeles	Stanley Mosk	111 N Hill Street	Monday-Thursday 8:00-12:00; 1:00-4:00, Friday 8:00-12:00	210

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Attorney	0.5	0.5
		0	0
		0	0
	Lawyers Total	0.5	0.5
Paralegals		0	0
	Paralegal	1	1
	Paralegals Total	1	1
Other	Director	0.77	0.05
		0	0
	Other Total	0.77	0.05

Goals and Objectives	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	4850	0	0
Information on Court Procedures and Hearing Preparation	4850	0	0
Document Preparation and	3000	0	0

Updated as of 6/17/2020

Review			
Filing or Services Assistance	3000	0	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	0	0	0
Other	0	0	0
Explain Other			

Community Engagement – Outreach	<p>The DVP has been working closely with LA Superior Court for many years and is located just a few rooms away from the court's Restraining Order Center (ROC). The Superior Court refers litigants to the DVP for assistance with a temporary restraining order (TRO) and makes them aware of all services provided. The DVP is also well connected with other court based legal services providers who refer litigants to the DVP for assistance with TRO's.</p> <p>Outside of the courthouse, the Administrative Director attends and participates in community network meetings and events. Monthly meetings are had with the Los Angeles Police Department and the Los Angeles City Office of the Mayor staff. These meetings provide the opportunity for the community to learn and understand the services that the DVP provides. The DVP also provides printed materials on its services to local law enforcement agencies, hospitals, legal service providers, and community agencies that are normally the first contact for those seeking assistance with a domestic violence situation.</p>
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	<p>The DVP assists all persons in need with regards to domestic violence and elder abuse situations. Every person referred to the DVP speaks with either a paralegal or attorney to determine the best course of action for their situation. Volunteers are provided training in both filling out the petition or a response for a temporary restraining order. Training manuals are provided and monthly tutorials are offered by the Project Attorney on various subject matters. The DVP is staffed with volunteers having diverse backgrounds in many legal fields and DVP staff is always present when volunteers are working with litigants. Litigants referred to the DVP are initially screened by Project staff to determine the litigant's need and pair the litigant with the service adequate to meet their need based on their circumstances. Litigants may be placed on a computer where the program walks them through filling out the forms for a restraining order or may be placed with a volunteer attorney for more extensive help. Income eligibility is also studied to determine what type of help the litigant is eligible to receive.</p>

<p>Alternative Services</p>	<p>The DVP assists victims of domestic violence and elder abuse. Litigants referred to the DVP are initially screened by Project staff to determine the litigant's need and pair the litigant with the service adequate to meet their need. Staffed with volunteers having diverse backgrounds in many legal fields, to the extent a litigant is not eligible for a domestic violence or elder abuse restraining order, the litigant is provided a resource (usually a referral) commensurate with their need. If the litigant requests a restraining order, but not a domestic violence or elder abuse order, the litigant is directed back to the Superior Court Restraining Order Center (ROC) for further assistance. If the litigant requires assistance in another area of law, then the litigant may be directed to a community partner located in the courthouse for further assistance. As attorney-client relationships are not established, seldom will the DVP be unable to assist a litigant involved in a domestic violence or elder abuse restraining order situation. When this does occur, the litigant is referred to a community partner located in the courthouse, or back to the ROC where services may be provided.</p>
<p>Court's Role</p>	<p>The Superior Court provides the DVP with the use of its software program and links to other related Interactive programs. The Superior Court also provides the room space for the DVP as well as phone lines, furniture, and storage cabinets. The DVP is situated close by the court's restraining order center facilitating use by litigants. The Superior Court provides parking for volunteers as well. The Superior Court agrees to continue to provide referrals of litigants requesting domestic violence and elder abuse restraining orders to the DVP out of its Restraining Order Center. The Superior Court also provides access to LACBA's IT support team for any request or needs.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Legal Access Alameda			
Project Name	Family Law Day of Court Program			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$65,000.00	\$30,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No	Yes	Pending	Pending	
Project Abstract	<p>Legal Access Alameda's Family Law Day of Court Clinic (FLDOC) is an in-court clinic where volunteers take referrals directly from the bench on the Family Law Pro Per Request for Order calendars. In Alameda County, self-represented litigants (SRLs) are generally assigned a specific day on each Family Law Department's calendar. Each clinic is staffed by a supervisor, either the FLDOC Supervising Attorney or a Self-Help staff person, and one to three volunteers. Volunteers and clinic staff work very closely with judicial officers and courtroom personnel. The clinic seeks to assist all SRLs set on the calendar who appear for their hearing. The hearings are generally for child custody, visitation, support or temporary spousal support.</p> <p>The clinic provides assistance to the six non-DCSS family law departments at the Hayward Hall of Justice on their pro per calendar days. The FLDOC clinic occurs three mornings each week—Tuesday, Wednesday, and Friday—and offers services to two departments on each of the three mornings. Each clinic generally lasts from 8:45 am to 12noon. FLDOC staff and volunteers meet with the bench officer prior to the bench officer calling any cases to review that morning's calendar. During this meeting, the bench officer will indicate the cases for which they would like assistance from clinic staff and volunteers and note if there are any specific services they believe the litigants need. Clinic staff and volunteers may also meet with the bench officer throughout the clinic if additional unexpected issues come up.</p> <p>The primary goal of the FLDOC clinic is for SRLs to leave court with a signed, clear, and enforceable order in hand. Clinic staff and volunteers take detailed notes during the hearing and then draft the Findings and Order After Hearing immediately after the hearing has concluded and submit the proposed order for the bench officer's signature. FLDOC staff and volunteers also assist SRLs by clarifying the newly-issued orders, explaining legal terms and court procedures, completing necessary paperwork, parentage judgments, and running child and spousal support calculations.</p>			
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Alameda County Superior Court	Hayward Hall of Justice	24405 Amador St., Hayward, CA 94544	TWF 9:00-12:00	36 hours

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	FLDOC Supervising Attorney	0.8	0.44
	Legal Access Director	0.02	0
		0	0
	Lawyers Total	0.82	0.44
Paralegals		0	0
		0	0
	Paralegals Total	0	0
Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	0	0	0
Information on Court Procedures and Hearing Preparation	750	0	0
Document Preparation and Review	1000	0	0
Filing or Services Assistance	1000	0	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	1000	0	0
Other	0	0	0
Explain Other			

Community Engagement – Outreach	Self-represented litigants are referred to the FLDOC clinic directly by the judicial officers hearing the Pro Per RFO calendar. Legal Access and the Self-Help Center also communicate the availability of services to SRLs who call the Legal Access intake line or come in person to the Self-Help Center seeking legal assistance in family law matters.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A

<p>Income Eligibility Guidelines</p>	<p>Legal Access Alameda income guidelines are based on 75% of income for lower income households in Alameda County as defined by Health and Safety Code section 50079.5(a) and Business and Professions Code section 6213(d). This income guideline allows Legal Access to serve the poor and working poor in Alameda County -- individuals and families who often have regular incomes but do not make enough to afford legal assistance. This guideline is also used for the FLDOC program.</p> <p>The FLDOC program assists all self-represented litigants (SRLs) who are referred by judicial officers on a pro per RFO calendar. In Alameda County, self-represented litigants are generally assigned to days in which the six non-DCSS family law departments have Pro Per RFO calendars. The FLDOC clinic takes place on all six of these pro per RFO calendars. All clients are asked to declare their gross monthly income to track which clients are income eligible for services funded by the partnership grant. Litigants are asked to sign the intake that the statements they have made about income are correct. The Court requires all SRLs appearing on the pro per RFO calendar be provided services regardless of income. Therefore, Income ineligible clients are served by the FLDOC supervising attorney on time paid for by money provided by the Court: .4 FTE of the FLDOC Supervising Attorney's salary. The position is only at .8 FTE total, so this accounts for half the position's time. Because the Court requires all SRLs be given services regardless of income, they are willing to provide additional funding to ensure those SRLs who may be over the income guidelines are served as well.</p> <p>In 2019, the Legal Access staff worked with the Self-Help Center Managing Attorney and the Supervising Judge for Family Law to create income and asset restrictions for case eligibility for FLDOC assistance specifically with support calculations. These new limits ensure the highest earners appearing on the Pro Per RFO calendars do not use the FLDOC clinic services and take staff/volunteer time away from litigants eligible for services.</p>
<p>Alternative Services</p>	<p>Since the FLDOC program assists nearly all self-represented litigants who are referred by judicial officers during the clinics, there are no alternative resources or referrals provided to those litigants who are over the income eligibility guidelines. Clinic staff and volunteers provide information to other legal, governmental, and social services agencies, when appropriate, to all SRLs. Legal Access staff has given Family Law Bench Officers alternatives those individuals who are ineligible for assistance with support calculations, such as the bench officer running the calculation themselves, using the resources at the law library or hiring an attorney on a limited scope basis to complete the calculation.</p>
<p>Court's Role</p>	<p>The Court provides a desk and shared office space for the FLDOC Supervising Attorney, a contractor's badge to key into secure areas of the courthouse, desk and laptop computers, access to their case management system, Essential Forms software for drafting the necessary orders and judgments, and DissoMaster for computing support calculations. The Court also provides IT support as well as language access resources, including interpreters. The Self Help Center staff supports the FLDOC Supervising Attorney and Legal Access volunteers with one Self Help Center staff attorney designated as the point person to the FLDOC program. The FLDOC Supervising Attorney works closely with that designated Self Help Center staff attorney as well as the Self Help Center Managing Attorney.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Legal Access Alameda			
Project Name	Family Law Status Conference Project			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$90,760.00	\$65,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No	Yes	Pending	Pending	
Project Abstract	<p>Legal Access Alameda seeks to renew funding for the Family Law Status Conference Clinic (FLSC). This project offers support to self-represented litigants who appear on certain Family Law Status Conference calendars at the Hayward Hall of Justice, Alameda County Superior Court. All clinics take place in the Court's department dedicated to Family Law Settlement Conferences and Self-Represented Family Law Status Conferences on Tuesday and Thursday afternoons, and some Friday mornings. This project brings a Legal Access staff attorney (the FLSC Attorney) on-site to provide expanded services to litigants and oversight and support to the volunteer attorneys in collaboration with the Self-Help Center Attorneys.</p> <p>The FLSC clinic assists with Petitions for Dissolution, Legal Separation, Nullity, and to Establish Parental Relationship. Clinic staff and volunteers help litigants understand their case procedure and to complete or correct necessary forms, with the ultimate goal of assisting litigants in moving their cases to a final resolution, either by completing a judgment or referring the case for trial setting. This helps the court with the status conference compliance requirement under California Rule of Court 5.83(c)(2) and facilitates more efficient support to the self-represented litigants by the court who are able to receive on the spot assistance without making another trip to the courthouse or other legal service provider. This clinic helps self-represented litigants who have been otherwise not made much progress in their family law case by providing information and catch issues early on the in process.</p> <p>Each clinic is staffed by the FLSC Attorney, a Self-Help Center Staff Attorney, and a volunteer attorney, who all work in collaboration with the bench officer and courtroom staff to provide services. The most common issues clinic staff and volunteers assist with are: amending Petition and Summons, information on responding, information on proper service and service options, preliminary financial disclosure forms, reviewing property declarations, drafting stipulations, drafting judgments, and dismissals. At the clinic, staff and volunteers meet with the litigants one-on-one to discuss and assist with (if possible) the next step in their case. Staff can also provide direct sign-ups for workshops and private appointments with the Self-Help Center.</p>			
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Alameda County Superior Court	Hayward Hall of Justice	24405 Amador St., Hayward, CA 94544	weekly 1:00-4:00 T& Th; monthly 1:00-4:00 Friday	27 hours

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	FLSC Managing Attorney	1	0.87
	Legal Access Director	0.02	0
		0	0
	Lawyers Total	1.02	0.87
Paralegals		0	0
		0	0
	Paralegals Total	0	0
Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	0	0	0
Information on Court Procedures and Hearing Preparation	285	0	0
Document Preparation and Review	665	0	0
Filing or Services Assistance	665	0	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	0	0	0
Other	0	0	0
Explain Other			n/a

<p>Community Engagement – Outreach</p>	<p>Litigants are informed of the availability of the FLSC clinic services in a number of ways. Some litigants are also referred to the FLSC clinic by the clerk’s office for an Initial Family Law Status Conference. The notice that is sent out to parties regarding their Initial Family Law Status Conference that is set by the clerk’s office states the parties may receive assistance at their status conference. Self-represented litigants who are referred for the FLSC clinic directly by the family law bench officers are provided information about the assistance available on the referral form they are given with the date of the FLSC clinic. Self-Help Center Staff also inform litigants who come to their center for assistance about the FLSC clinic. Legal Access and Self-Help Staff will continue to work with the Family Law Bench Officers, particularly the new bench officers, about the availability of the FLSC clinic, how to refer cases to the clinic, and which cases are appropriate for referral.</p> <p>Legal Access Alameda will also communicate the availability of the services to self-represented litigants who call the Legal Access intake line. Self-Help Center’s staff will share FLSC clinic services with some litigants who come in person to the Court’s Self-Help Center seeking legal assistance in family law matters.</p>
<p>Attorney-Client Relationship</p>	<p>No</p>
<p>Conflict of Interest Protocols</p>	<p>N/A</p>
<p>Income Eligibility Guidelines</p>	<p>Legal Access Alameda income guidelines are based on 75% of income for lower income households in Alameda County as defined by Health and Safety Code section 50079.5(a) and Business and Professions Code section 6213(d). This income guideline allows Legal Access to serve the poor and working poor in Alameda County -- individuals and families who often have regular incomes but do not make enough to afford legal assistance. These income eligibility guidelines are used in the FLSC program as well.</p> <p>The FLSC Managing Attorney, Self-Help Staff Attorney and volunteers will assess each litigant’s financial eligibility by conducting an intake for each litigant, which includes gathering pre-tax income information and age. Litigants are asked to sign the intake that the statements they have made about income and age are correct. The Court requires income ineligible self-represented litigants set on this calendar are also provided services and the Court has provided additional funding to cover some of the FLSC Managing Attorney’s time (25%) to reflect that.</p> <p>Additionally, the FLSC Managing Attorney reviews all cases set on the clinic calendars at least two weeks before the schedule is to confirm that each case is the correct type of cases (dissolution, legal separation, nullity or parentage), that there has not already been a final judgment entered and that there are no attorneys in the case. The FLSC Managing Attorney brings any ineligible cases to the attention of the clerk in Department 504 who will take the matter off the FLSC clinic calendar.</p>

<p>Alternative Services</p>	<p>The court requires that all litigants who are set on the FLSC clinic calendars are eligible for at least some services, however, if high earning self-represented litigants are referred to the clinic by the family law bench officers, clinic staff will limit the services offered to those litigants. Clinic staff will refer those high income litigants to the Lawyer Referral Service of the Alameda County Bar Association and not set those cases for a second FLSC clinic.</p>
<p>Court's Role</p>	<p>The FLSC Managing Attorney is provided with a desk and an office with the Self-Help Center staff at the Hayward Hall of Justice. The Court has also provided access to a computer with the court's case management system so the FLSC Managing Attorney can review and prepare all cases. The FLSC attorney also has access to software needed to assist these cases, DissoMaster and Essential Forms. Finally, the court has permitted the FLSC Managing Attorney with a court contractor badge so they may access restricted areas of the courthouse.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Legal Aid Foundation of Los Angeles			
Project Name	2021 - Torrance Self-Help Center			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$307,242.00	\$100,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No	Pending	Pending	Yes	
Project Abstract	<p>Since 2003, Legal Aid Foundation of Los Angeles has staffed Self-Help Legal Access Centers and has provided self-help assistance in Los Angeles County. Once more, LAFLA requests support for its Self-Help Legal Access Center located at the Torrance Courthouse. Equal Access Partnership funds would be used to provide over 11,000 self-represented litigants with a full range of family law assistance. Litigants are assisted both individually and through workshops where they can prepare sufficient pleadings/forms in marriage dissolution and paternity cases from petition to judgement, as well as domestic violence, civil harassment and elder abuse restraining orders.</p>			
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Los Angeles County Superior Court	Torrance Self Help Legal Access Center	825 Maple Ave., Room 160 Torrance, CA 90503	Monday-Thursday 8:30 a.m.- noon, 1:30-4:00 p.m.; Friday 8:30 a.m.-noon	140

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers		2	0.9
		0	0
		0	0
	Lawyers Total	2	0.9
Paralegals		1	0
		0	0
	Paralegals Total	1	0
Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	10830	130	1880
Information on Court Procedures and Hearing	0	0	0

Updated as of 05/13/2020

Preparation			
Document Preparation and Review	0	0	0
Filing or Services Assistance	0	0	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	0	0	0
Other	0	0	0
Explain Other			N/A

Community Engagement – Outreach	Through outreach activities, the center will distribute pamphlets onsite in different languages to litigants and the community about legal information that is available on the website. The outreach will primarily focus on community leaders, organizations and churches in the Torrance area and surrounding communities that work with underserved and LEP populations. There will be additional outreach through participation in community events, resource fairs and cultural celebrations.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	The self-help portal of LAFLA's website provides information regarding the services offered online and at the Center regardless of income and residency. Those litigants who visit the center after visiting the website will be screened by intake screeners for subject matter eligibility and provided information on the types of services in which the center can assist self-represented litigants. Prior to receiving services, walk-in litigants receive an intake form through which to provide information about income, gender, number of people within the household, ethnicity, language spoken and education level. Intake forms are collected by staff and volunteers, and entered into a database for tracking service delivery.
Alternative Services	If the center is not able to assist, the intake staff will provide referral information for those individuals whose needs the Center cannot meet directly due to resource limitations or other restrictions. Center staff will spend time with every litigant who must be turned away in order to determine the nature of the litigant's problem and, therefore, the most appropriate referral entity. The Center has developed a list of areas in which it does not service, and distributes referral sheets. On the website, self-represented litigants who are unable to visit the Center and need assistance with matters that the Center does not handle will have access to a referral list of nonprofit and government agencies.
Court's Role	The Center works closely with Court Staff and the Court is very supportive of the Center & its operations. The Court provides the underlying space, several computer terminals, the "Hot Docs" software (to help litigants prepare their paperwork), internet/phone access, printers & printer supplies, utilities, security and the center's furniture.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Legal Aid Foundation of Santa Barbara County			
Project Name	Legal Resource Center Partnership			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$362,851.00	\$126,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No			Pending	
Project Abstract	LAFSBC seeks to continue Partnership funding for the self-help attorney who splits time between the Lompoc and Santa Barbara Superior Courts at the Legal Resource Centers. Until the hiring of the 3rd attorney, the staffing level of the Legal Resource Centers had not increased for at least 15 years. In 2020, the hiring of the 3rd attorney allowed us to shift personnel to increase bilingual, self-help services in Santa Maria from 3 days per week to 5 days per week, which is needed because Santa Maria is now the largest city in the county. In FY 18-19, the LRCs served 6,750 customers.			
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Santa Barbara	Santa Barbara		M, T, F 9am-12pm, 1:30pm-4pm	66
Santa Barbara	Lompoc		W, Th 9am-12pm, 1:30pm-4pm	44

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	LRC Lawyer	3	1
	LRC Lawyer	0.03	0.03
	Director of Litigation	0.15	0.05
	Lawyers Total	3.18	1.08
Paralegals		0	0
		0	0
	Paralegals Total	0	0
Other	LRC Bilingual Assistant	0.27	0.27
		0	0
	Other Total	0.27	0.27

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	1500	0	0
Information on Court Procedures and Hearing Preparation	1500	0	0
Document Preparation and Review	1000	0	0
Filing or Services Assistance	1000	0	0

Updated as of 05/15/2020

Supervised Settlement Services	0	0	0
Post-hearing Assistance	0	0	0
Other	0	0	0
Explain Other	We are continuing to explore the partnership with Butte County through SHARP Tech Connect. Additional work on this partnership is ongoing.		

Community Engagement – Outreach	Current LRC services are advertised on the Legal Aid and Superior Court website and expanded service info would be posted there as well. Potential LRC litigants are referred for LRC services by Legal Aid intake coordinators, court staff, local government agencies, other non-profits, and more. Since the LRC Partnership attorney provides an expanded set of services that LAF already provides, we do not anticipate that we will need to do a large amount of outreach to raise awareness about the expanded services. Demand remains high at all LRC locations.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	We would propose to keep LRC procedures consistent across the program despite source of funding. We prioritize a low barrier procedure for services because the service is provided on a first-come, first-served basis and at this time, no intake staff is available to assist LRC attorneys. All SRLs sign an intake form which explains the limited scope of service. The LRC attorney will see as many SRLs (self-represented litigants) as time allows
Alternative Services	It is not anticipated that litigants will be turned away due to ineligibility. Family Law SRLs will be referred to the Family Law facilitator, and in North County, individuals with Guardianships or Conservatorships will be referred to the Probate Facilitator. Litigants needing legal representation may be referred to Legal Aid, California Rural Legal Assistance, or the Santa Barbara County Bar Association Lawyer Referral Service.
Court’s Role	The court agrees to provide the space for the Legal Resource Center attorney to conduct self-help services and to participate in quarterly meetings regarding the project. The Court staff, especially filing clerks and others interfacing with the public, also provide helpful feedback to Legal Aid regarding LRC services.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Legal Aid of Marin			
Project Name	Community Court Expansion			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$143,750.00	\$80,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No	Yes	Yes	No	
Project Abstract	<p>March 2020 marks the nine-year anniversary of the Marin Community Court, which began as a pilot collaborative with representatives of Legal Aid of Marin, Marin Superior Court, and Saint Vincent de Paul Society. Together, they identified a problematic trend: a vicious cycle wherein “quality of life” infractions, and resulting fines, created barriers to employment and worsened problems relating to homelessness in Marin. The project addresses legal needs of a population that is often overlooked in one of the wealthiest Counties in the nation. Court is held in a low-barrier environment – Saint Vincent de Paul’s dining room. Pre-screened participants meet with volunteer attorneys who help present requests for fines to be vacated upon completion of mandated community services hours, education, or engagement with services tailored to the individual’s need. Ideally each person leaves the court with fines vacated and where relevant, a registered, insured vehicle. Services expanded in 2017 to the County Jail, and again fifteen months ago with Partnership Grant support. This request seeks to continue 2019 and 2020-funded work allowing Legal Aid of Marin to (1) bring Court intake to eligible populations that had not well utilized it; (2) refine intake modes to facilitate easy, trauma-informed access, and ready identification of underlying legal issues; (3) assess longer-term impact of Court participation through new qualitative measures (beyond counting infractions and fines cleared, the initial benchmarks of success); and (4) show a track record of the impact of expansion to attract support in future years for this impactful, transformative Court.</p>			
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Marin	Marin County Superior Court	3501 Civic Center Drive, San Rafael CA 94903	8:00 a.m. to 4:00 p.m. M-F	varies
Marin	Marin County Superior Court	St. Vincent de Paul Dining Hall, San Rafael CA	2 p.m. to 6 p.m. Tue; Thu afternoons	6 (onsite intake & court)
Marin		Legal Aid of Marin, San Rafael CA	9-12:30, 1:30-5:30 M-Thu	varies
Marin		The Phoenix Project, Sausalito/Marin City	11-1 Fridays	8

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Senior Attorney	0.5	0.25
	Pro Bono Director	0.13	0.08
	Executive Director	0.09	0.05
	Lawyers Total	0.72	0.38
Paralegals	Community Court Coordinator	0.5	0.35
		0	0
	Paralegals Total	0.5	0.35
Other	Supervising Attorney	0.04	0.02
		0	0
	Other Total	0.04	0.02

Goals and Objectives	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	0	0	0
Information on Court Procedures and Hearing Preparation	200	20	300
Document Preparation and Review	200	0	0
Filing or Services Assistance	25	0	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	0	0	0
Other	0	0	0
Explain Other			

<p>Community Engagement – Outreach</p>	<p>Legal Aid of Marin has developed deep connections to community organizations in order to communicate the availability of services. In 2019, to expand access to and information about the Court, LAM conducted 14 outreach sessions to homeless service organizations, instructing over 100 service providers how to enroll participants in and how to support them through the process. We train case managers/social workers throughout Marin County on how to fill out intakes for their clients and support them through the Community Court process.</p> <p>Legal Aid of Marin has also started a new community-based Community Court intake/outreach site at The Phoenix Project in Marin City – an area of high need and geographic isolation, and home to the majority of African American residents who live in the County. Here, we held 31 community-based intake sessions in 2019, one of the highlights of the program year. This resulted in an over 100% increase in African American participants in the Court.</p> <p>Finally, LAM has partnerships with organizations serving the immigrant community. We distribute information about services at the Canal Alliance in the predominately Latino immigrant Canal neighborhood of San Rafael. LAM staff also regularly attend monthly meetings of the West Marin Collaborative in Point Reyes Station, home to many Latinx agricultural workers.</p>
<p>Attorney-Client Relationship</p>	<p>Yes</p>
<p>Conflict of Interest Protocols</p>	<p>The Community Court is strictly post-sentencing. No evidentiary hearings occur and there is no opposing side. Volunteer attorneys who assist Community Court participants do so on a limited scope basis for the Court. Forms provided to participants explain the limited scope of the service, and that service ends with the resolution of the case when community service (or other alternate sentence) is completed. When Community Court participants have additional legal needs that are not met through the Court, they are referred to Legal Aid of Marin where a new intake will be taken including conflicts checks where applicable.</p>
<p>Income Eligibility Guidelines</p>	<p>Participants supported by the Partnership Grant must be indigent as defined by Business & Professions Code section 6213(d). Participants fill out a Legal Aid of Marin intake and attest to their income. Many participants are referred by homeless service providers who have identified that an infraction is a barrier to housing or employment, resolution of which would help the participant to remove such barriers. The Community Court Coordinator reviews the intake for eligibility. The Community Court Coordinator then communicates with the Community Court Clerk to ascertain eligibility for the Court. Criteria include that the Court has jurisdiction over the infraction, and that, with limited exceptions, the participant has not previously received relief from the Community Court.</p>
<p>Alternative Services</p>	<p>Litigants who are not eligible for the project's services due to Court jurisdiction or substantive eligibility are referred to local legal services including New Beginnings Law Center (e.g. expungements) and Legal Aid of Marin's in-house services (e.g. FasTrak fines). Litigants who are not eligible due to income, but who have a license suspension, are referred to Marin Superior Court traffic court for assistance.</p>

<p>Court's Role</p>	<p>In-kind space for the Court is provided at St. Vincent de Paul Society (in the dining hall) and the Marin County Jail. Marin Superior Court Judge Beverly Wood presides over the Court, with support from a volunteer bailiff. The Community Court's clerk is supported by a small grant through the Marin Superior Court. Legal Aid of Marin staff notify the Court's clerk when there is a new applicant to the Community Court; the Court's Court clerk researches the infractions in need of resolution; the Court shares the docket of new and returning cases with Legal Aid of Marin staff, and coordinates the docket with Legal Aid of Marin staff (for example when a participant needs more time to complete service, Legal Aid of Marin will notify the court so that the participant's return can be moved to a later court date). As noted, the Court is intentionally located outside of the courthouse, at a location that is more accessible to predominantly homeless participants who access the Court. The Community Court also is provided directly at the Jail for similar reasons, to reduce the barrier for incarcerated persons to resolving fines.</p>
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**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Legal Aid Society of San Bernardino			
Project Name	CAREGIVERS ACCESSING JUSTICE			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$157,585.00	\$100,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No	Yes	Pending	Yes	
Project Abstract	<p>We will continue to help Pro Se litigants on Probate Guardianship and Conservatorship cases through a clinic offered 5.5 hours per day, four days per week, in the San Bernardino Justice Center. Services will be available in English and Spanish for Pro Se litigants who financially qualify under B&P Code Section 6213(d), who need to litigate actions for Guardianship or Conservatorship within the San Bernardino County Superior Court. All clients will complete an Application for Service which includes a statement acknowledging that no attorney-client relationship will be formed. All qualifying litigants, whether petitioning or responding, may secure services. Legal Aid will staff the clinic with a supervising attorney and legal assistants. The staff attorney will supervise the project, oversee the volunteers, and speak with clients regarding procedures, etc. Likewise, volunteer attorneys will not form an attorney-client relationship unless the inquiring client voluntarily decides to hire counsel rather than proceed In Propria Persona.</p> <p>In the event a client expresses the need for advice, or the clinic staff determines advice and counsel are necessary in light of issues, concerns, etc., clients will first be referred to outside sources to seek advice and invited to return if they then decide to pursue some form of Pro Se litigation.</p> <p>Staff will review documents filed by litigants, review Probate Notes, accept referrals from members of the bench, speak with the client to determine their request, then prepare the needed documents and assist with procedures to conclude the litigation.</p>			
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
San Bernardino	Justice Center	247 W. Third St., 10th Floor, Next to Dept. S37	9AM-Noon and 1:30-4:00	352

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Project attorney: oversee project; speak with clients; train/oversee volunteers	0.77	0.77
	Cover for project attorney during his off hours	0.23	0.23
		0	0
	Lawyers Total	1	1
Paralegals	1 supervising caseworker: receive, screen, interview clients and prepare documents	1	0.81
	2.5 caseworkers: receive, screen, interview clients and prepare casework	1	0

	Paralegals Total	2	0.81
Other	Exe. Dir., recruit, oversee, prepare and host stakeholder mtgs; communicate with stakeholders	0.04	0
	Database Mngr: .03; Admin Asst .01	0.04	0
	Other Total	0.08	0

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	150	200	150
Information on Court Procedures and Hearing Preparation	300	200	300
Document Preparation and Review	300	200	300
Filing or Services Assistance	50	200	50
Supervised Settlement Services	0	0	0
Post-hearing Assistance	300	200	300
Other	0	0	0
Explain Other	Our 2021 goal is to recruit, train and engage the help of 12 new, volunteer attorneys to assist with this project; and to implement an improved methods of gathering outcome information for the clients served.		

Community Engagement – Outreach	CAJ services are promoted on the LASSB website, the Court's websites, on news releases, on flyers distributed by LASSB, the Court's Self-Help Centers, the Probate clerks and courts, and through various non-profit service agencies.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	All clients served through this project must: 1) Be pursuing or seeking to pursue legal action regarding Probate Conservatorship or Guardianship actions within San Bernardino County; 2) Have a gross, household income within 125% of the current poverty threshold established by the U.S. Office of Management and Budget; or, 3) Be eligible for Supplemental Security Income or free services under the Older Americans Act or Developmentally Disabled Assistance Act. It should be noted that if the client seeking services is disabled, their income shall be determined after deducting the costs of medical and other disability-related special expenses.

<p>Alternative Services</p>	<p>Clients who do not qualify for services through this project will be referred to our San Bernardino County Bar Association referral system, or if applicable, to the High Desert Bar Association, the West End Bar Association or the Riverside County Bar Association and to www.courts.ca.gov, www.lawhelpca.org, www.Calegaladvocates.org. Inquiring clients who reside in such counties will also be provided information on the Bar Associations of Orange and Los Angeles County. Local Legal Aid organizations provide services to families who have a gross monthly income at or below HUD's annually published poverty-level. Thus, we have learned through past experience that providing referrals to such organizations mere frustrates those clients who do not financially qualify for services through this CAJ project.</p>
<p>Court's Role</p>	<p>The Court provides the space for this project. A Court agent meets with staff to unlock the room at the onset of each day. The Court also provides the security and custodial service for the project, as well as allowing us access to ACIS to review case records as needed, and a technician to correct any problems with access to their internet service. One of the probate judges donated a printer for our use and one of our most dedicated and knowledgeable volunteer attorneys has provided a computer set-up, complete with specialized software, for our use at the CAJ site. Member of the Probate bench, their courtroom staff, and the probate filing clerks refer inquiring or needful clients to the project.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Legal Aid Society of San Diego		
Project Name	Name Change & Gender Marker Change Self-Help Clinic		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2021	\$133,297.00	\$85,000	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No			Yes
Project Abstract	<p>In partnership with the San Diego Superior Court, LASSD seeks funding to operate the Name Change & Gender Change Self-Help Clinic in 2020. This project fills a gap in San Diego County self-help services, as there are no court-based projects providing services related to this substantive legal area. The aim of the project is to help indigent, self-represented litigants to fully participate in the legal system when in need of a name and/or gender marker change by providing facilitator-like one-on-one assistance to participants, including document preparation and information on the court process. Providing services to self-represented litigants in this area will not only help and educate the litigant, but will also help the court by cutting down clerk and court time spent on litigants navigating the court process without assistance. The advent of the Real ID in California has increased the need for assistance with Name Changes. People are discovering that not all their documents match and need assistance obtaining a decree of name change in order to obtain the Real ID.</p>		

County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
San Diego Superior Court	Hall of Justice	330 W. Broadway, San Diego, CA 92101	Monday-Friday 8:30am - 3:30 pm	140

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Staff Attorney	1	0.65
	Senior ATorney	0.14	0.14
		0	0
	Lawyers Total	1.14	0.79
Paralegals		0	0
		0	0
	Paralegals Total	0	0
Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	450	0	0
Information on Court Procedures and Hearing Preparation	450	0	0
Document Preparation and Review	350	0	0
Filing or Services Assistance	0	0	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	0	0	0
Other	0	0	0
Explain Other			

Community Engagement – Outreach	We communicate our services to the public through flyers at the courthouses, law libraries, and organizations serving our target populations. LASSD's hotline also gets more than 90,000 calls a year and directs individuals to services such as this project. Many of our referrals also come directly from the court clerks and judicial officers. LASSD staff conduct community outreach presentations at senior centers, disability fairs, local schools and other community organizations. LASSD's website and the San Diego Superior Court's website also directs litigants to the clinic.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	Participants are screened for eligibility when they sign into the clinic. Each participant completes an application for services which inquires as to income, subject matter and jurisdiction/geographic eligibility. Eligibility for partnership-funded project services require the litigant to be a San Diego County resident, income eligible and requesting assistance for name and/or gender marker change petition or objection.
Alternative Services	Those who are ineligible due to subject matter or jurisdiction/geographic eligibility will be referred to other clinics, service providers and lawyer referral service. Those who are ineligible due to income will be assisted using court funding and other funding sources.
Court's Role	<p>The court provides a large office to LASSD where self-help services are provided. The court also provides security for the clinic in connection with regular security provided at the courthouse. The court provides utilities and telephone services and provides internet access with IT infrastructure to support secure, third-party internet access. The court also provides access to the courthouse to authorized LASSD personnel by providing a court badge.</p> <p>In 2019, the court recognized a need to improve self-help clinic spaces. The court had grant funds available for a one-time provision of furniture and equipment. This provision of furniture and equipment consisted of new computers, copies, printers, furniture and other office equipment. The property remains the ownership of the court for use in providing self-help clinic services.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Legal Aid Society of San Diego		
Project Name	Unlawful Detainer Clinic Expansion Project		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2021	\$123,537.00	\$80,000	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No	Yes	Pending	Yes
Project Abstract	<p>LASSD seeks funding for a fourth year of operation of the Unlawful Detainer Expansion Project in 2021. LASSD is requesting funding to continue to provide services to indigent, self-represented litigants who need assistance in connection with an Unlawful Detainer action at the Hall of Justice, the central division of the San Diego Superior Court. This vital project is necessary to meet the ever increasing demand for self-help UD services. The Project also serves a very important function for the Shriver Housing Project, providing daily, walk-in, emergency one-on-one assistance to both plaintiffs and defendants. This project assists that team by allowing their staff to be litigation centered and accept clients who have filed their initial documents. The goal of the UD Clinic Expansion Project remains the same in the fourth year, namely to provide quality, self-help UD services to indigent residents who reside in San Diego's North County, East, South and Central San Diego regions.</p>		

County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
San Diego County	Hall of Justice	330 W. Broadway, San Diego, CA 92101	M-F 8:30am - 3:30 pm	140

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Staff Attorney	1	0.79
		0	0
		0	0
	Lawyers Total	1	0.79
Paralegals		0	0
		0	0
	Paralegals Total	0	0
Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	4000	0	0
Information on Court Procedures and Hearing Preparation	3400	0	0
Document Preparation and Review	3400	0	0
Filing or Services Assistance	0	0	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	0	0	0
Other	0	0	0
Explain Other			n/a

Community Engagement – Outreach	We communicate our services to the public through flyers at the courthouses, law libraries, and organizations serving our target populations. LASSD's hotline also gets more than 90,000 calls a year and directs individuals to services such as the NC Clinic. Many of our referrals also come directly from the court clerks and judicial officers. LASSD staff conduct community outreach presentations at senior centers, disability fairs, local schools and other community organizations. LASSD's website and the San Diego Superior Court's website also directs litigants to the clinic.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	Participants are screened for eligibility when they sign into the clinic. Each participant completes an application for services which inquires as to income, subject matter and jurisdiction/geographic eligibility. Eligibility for partnership-funded project services require the litigant to be a San Diego County resident, income eligible and requesting assistance related to an Unlawful Detainer case.
Alternative Services	Those who are ineligible due to subject matter or jurisdiction/geographic eligibility will be referred to other clinics, service providers and lawyer referral service. Those who are ineligible due to income will be assisted using court funding and other funding sources.
Court's Role	<p>The court provides a large office to LASSD where self-help services are provided. The court also provides security for the clinic in connection with regular security provided at the courthouse. The court provides utilities and telephone services and provides internet access with IT infrastructure to support a secure, third-party internet access. The court provides access to the courthouse to authorized LASSD personnel by providing a court badge.</p> <p>In 2019, the court recognized a need to improve self-help clinic spaces. The court had grant funds available for a one-time provision of furniture and equipment. This provision of furniture and equipment consisted of new computers, copies, printers, furniture and other office equipment. The property remains the ownership of the court for use in providing self-help clinic services.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name		Legal Assistance for Seniors		
Project Name		Partnership to Assist Guardianship Litigants		
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$70,873.00	\$65,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No	Yes	No	No	
Project Abstract		<p>The Partnership to Assist Guardianship Litigants is a collaborative effort of Legal Assistance for Seniors (LAS), Legal Access Alameda of the Alameda County Bar Association ((LAA) formerly VLSC) and the Alameda County Superior Court. The Partnership will provide legal assistance to low income, pro per litigants in guardianship cases. The goal is to assist litigants with the complex procedural requirements in probate guardianships. Partners will assist with all aspects of these cases including temporary petitions, general petitions, objections, adding or removing co-guardians, petitions for visitation and petitions for termination. The partners will develop new sample documents and instructions designed to fill in any potential gaps caused by the reduction in court services, including reduced filing hours and the elimination of Probate Examiner phone hours. The Partnership will hold weekly workshops on Monday afternoons from 1:30-4 at the Oakland Self Help Center staffed by LAS advocates and Self Help attorneys. One of the weekly workshops will be dedicated to the complex notice requirements that often result in continuances for the litigants. This will be held at LAS. LAA volunteers and LAS will provide day of court assistance twice a month. The day of court assistance includes explaining the procedural deficiencies keeping the cases from being heard, providing blank forms allowing the litigants to draft declarations to address the procedural issues and assisting with filing documents to be reviewed by the Court. The day of court is held on the first and third Fridays of the month from 9:00am to 1pm.</p>		
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Alameda County Superior Court	Berkeley Courthouse	2120 Martin Luther King, Jr. Way, Berkeley, CA 94704	3rd and 4th Fridays 9-1	10
Alameda County Superior Court	Wiley W. Manuel Courthouse	661 Washington St., Oakland, CA 94607	A 94607 M 1:30-4:30 (except 3rd held at LAS)	20
Alameda County Superior Court	Hayward Hall of Justice	24405 Amador St, Hayward, CA 94544	Pick up paperwork/make appointment	as needed

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Managing Attorney	0.01	0.01
	Sr. Staff Attorney	0.04	0.04
	Sr. Staff Attorney	0.09	0.09
	Lawyers Total	0.14	0.14
Paralegals	Advocate	0.36	0.36
	Advocate	0.21	0.21
	Paralegals Total	0.57	0.57
Other	Executive Director	0.01	0.01
	Admin Asst/Intake	0.01	0.01
	Other Total	0.02	0.02

Goals and Objectives	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	250	60	0
Information on Court Procedures and Hearing Preparation	250	60	0
Document Preparation and Review	150	60	0
Filing or Services Assistance	100	60	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	120	60	0
Other	0	0	0
Explain Other			

Community Engagement – Outreach	<p>The availability of these services will be communicated to litigants and the community in multiple ways across several formats. First, the workshops and Day of Court clinics are well established with the court staff (clerks, probate examiners, Judges) within the probate department and staff often recommend that any pro per litigant who has filed paperwork should consider using the workshop. There is also a flyer which is distributed at various courthouses and other locations around Alameda County which provides information about the workshop. All the websites of the partnership members (LAS, LAA and Self-Help) have information posted about the program. All the partners in the project also take calls directly from the community and all the staff are trained to identify and refer anyone who would qualify for the workshop. The partnership has a wide range of community partners and contacts and use that network to make sure that anyone who qualifies for the services of the workshop has the information they need to take advantage of the services provided.</p> <p>These communication methods have been effective as many of the individuals who come to the workshop go to the courthouse to obtain the proper documents to fill out and learn about the workshop there.</p>
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Attorney-Client Relationship	Yes
Conflict of Interest Protocols	<p>The Self-Help staff and LAA volunteers will not establish an attorney-client relationship. LAS attorneys may agree to establish an attorney-client relationship and represent a pro per litigant from this project if the litigant is over the age of 50, their case is complicated or the litigant needs additional assistance. LAS staff performs a conflict check prior to assisting any application through this project. If there is a conflict, the litigant is assisted by Self Help Staff or a LAA volunteer. If a litigant is identified as needing more assistance and is over the age of 50, Self-Help staff or LAA volunteers may refer the litigant to LAS for further assessment. LAS staff providing services at the workshop or the clinics may also refer the litigant internally. This referral can occur at any step in the guardianship process from the initial workshop to after a hearing is continued for procedural deficiencies. If the LAS attorney agrees to provide legal advice (other than procedural advice with no legal analysis) or representation to the litigant, the client will be asked to sign a client-service agreement defining the scope of the services. The services LAS provides can range from simple legal advice and more substantive procedural assistance to substituting into the case to represent the litigant.</p>
Income Eligibility Guidelines	<p>The litigants are screened for subject matter and residence eligibility when they contact any of the partners for assistance, meaning the litigant must be preparing to file a guardianship petition, or already has a pending guardianship matter, in Alameda County probate court. The petition may be to obtain a guardianship, for visitation, or to modify, object to, or terminate a guardianship. The litigant must also be unrepresented. Screening questions are given during the first point of contact with one of the partners, when a potential workshop participant calls to inquire or reserve a space in the workshop.</p> <p>Currently, there are no income restrictions officially stated for the workshop and clinic. If the volume of the work provided by the project became unmanageable and persons needed to be turned away from the workshop or clinic, the restriction placed on eligibility would be income based. During our work together, we have found that most the litigants seeking assistance through this program are low income so ineligibility due to income has not been an issue. If there is a conflict, the project has the ability to refer litigants to another partnering agency or to outside organizations should the matter require more complex assistance. Individual litigant information is not shared between the partners except for identification so a conflict determination can be made. LAS includes income information in our client database used to run reports for our finance department in order to insure that Partnership Funds are only used to assist indigent clients.</p>
Alternative Services	<p>If the litigants are ineligible due to subject matter or residency, the partners will attempt to find appropriate referrals. The most common type of the request that cannot be met are concerns about a child's care and safety not in the care of the potential guardian. A referral to Department of Family and Children Services or to local law enforcement may be appropriate rather than a referral to another legal organization. We also refer litigants with significant assets or those seeking guardianship of the estate to the private bar.</p>

Court's Role	The court provides the space for the weekly workshops (with the exception of the notice workshop that his held once a month at LAS) and a room for the day of court assistance. The Self Help Center has a copier so copies can be made of the litigants forms for filing. The court provides access to a copier on the day of court to allow volunteers to make copies of declarations and supporting documents for the litigants' records. Court staff has worked with the partners to work out a system for the ICWA filings which are mailed by the court.
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**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Legal Assistance for Seniors			
Project Name	Partnership to Assist Limited Conservatorship Litigants			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$78,625.00	\$65,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No	Yes	No	No	
Project Abstract	<p>The Partnership to Assist Litigants petitioning for Limited Conservatorships is a collaborative effort of Legal Assistance for Seniors (LAS), Legal Access Alameda of the Alameda County Bar Association (LAA) and the Alameda County Superior Court.</p> <p>The Partnership provides legal assistance to low income, pro per litigants in limited conservatorship cases. These cases have complex procedural requirements that are often daunting to pro per litigants who are typically more focused on providing and coordinating the care needed for their loved one. Many of the litigants in Alameda County do not speak English and have trouble navigating the legal system, which can lead to delays in their ability to provide adequate care. Prior to this project, there were no other services available for these litigants.</p> <p>The goal is to assist with temporary petitions and general petitions, and to develop new sample documents and instructions to assist litigants with local rules and the complicated procedural process. The partners have worked together to successfully assist pro per litigants in guardianship cases and use their experience working together to assist with limited conservatorship cases. A weekly workshop staffed by an LAS attorney and advocate, Self Help Attorneys and LAA volunteers will be held at the Self Help Center in Oakland. One workshop a month dedicated to notice requirements will be held at LAS. The court agreed to set the pro per cases on the same calendar once or twice a month so LAS and LAA volunteers can assist pro pers on those days of court.</p>			
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Alameda County Superior Court	Berkeley Courthouse	2120 Martin Luther King, Jr. Way, Berkeley, CA 94704	Once a month 9 - 1	4
Alameda County Superior Court	Wiley W. Manuel Courthouse	661 Washington St., Oakland, CA 94607	TBD once a week	20
Alameda County Superior Court	Hayward Hall of Justice	24405 Amador St, Hayward, CA 94544	Pick up paperwork/make appointment	as needed

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Managing Attorney	0.02	0.01
	Sr. Staff Attorney	0.35	0.3
		0	0
	Lawyers Total	0.37	0.31
Paralegals	Advocate	0.38	0.38
		0	0
	Paralegals Total	0.38	0.38
Other	Executive Director	0.01	0
	Admin Asst/Intake	0.01	0
	Other Total	0.02	0

Goals and Objectives	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	75	30	0
Information on Court Procedures and Hearing Preparation	75	30	0
Document Preparation and Review	60	30	0
Filing or Services Assistance	60	30	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	40	30	0
Other	0	0	0
Explain Other			

Community Engagement – Outreach	The availability of these services will be communicated to litigants and the community in multiple ways across several formats. The court staff alert litigants who may qualify for the workshop. There is also a flyer distributed at various courthouses and other locations around Alameda County which provides information about the workshop. All the websites of the partnership members (LAS, VLSC and Self-Help) have information posted about the program. All the partners in the project also take calls directly from the community and all the staff are trained to identify and refer anyone who would qualify for the workshop. The partnership has a wide range of community partners and contacts and will use that network to make sure that anyone who qualifies for the services of the workshop has the information they need to take advantage of the services provided. We will also provide the Regional Center with updated information about our workshops so they can refer litigants.
Attorney-Client Relationship	Yes

<p>Conflict of Interest Protocols</p>	<p>The Self Help Staff and LAA volunteers will not establish an attorney-client relationship. LAS represents dependent adults in elder abuse cases so will need to do a conflict check prior to assisting petitioners. If LAS has a conflict, the litigant will be assisted by Self Help Staff or a LAA volunteer. LAS will not be providing representation to these litigants but because confidential information is gathered during the course of assisting with the paperwork, LAS will enter litigants assisted into their client database. This will insure LAS avoids conflicts with potential representation of the dependent adult in an elder abuse case.</p> <p>Prior to services, litigants will be asked to sign an agreement stating that they understand that they are receiving assistance with the procedural requirements but no legal advice about their specific case will be given.</p>
<p>Income Eligibility Guidelines</p>	<p>The litigants will be screened for subject matter and residence eligibility when they contact any of the partners for assistance, meaning the litigant must have filed or is preparing to file a petition for limited conservatorship in Alameda County probate court. The litigant must also be unrepresented.</p> <p>Screening questions are given during the first point of contact with one of the partners, usually over the phone when a potential workshop participant calls to inquire or reserve a space in the workshop. The partners are all trained to understand the difference between limited conservatorships, LPS conservatorships and conservatorships so litigants seeking assistance for matters other than limited conservatorships can be referred appropriately.</p> <p>Currently, there are no income restrictions officially stated for the workshop and clinic. If the volume of the work provided by the project became unmanageable and persons needed to be turned away from the workshop or clinic, the restriction placed on eligibility would be income based. Partnership Grant Funds will only be used for indigent individuals.</p>
<p>Alternative Services</p>	<p>Litigants who are seeking limited conservatorship of the estate or would like to be represented will be referred to the private bar. We refer to the Alameda County Lawyer's Referral Service. There is a lot of confusion with the name "limited conservatorship" which leads litigants seeking guardianship of a minor or a general conservatorship to believe that a limited conservatorship is for a limited period of time or for a limited purpose. Those seeking guardianship of a minor will be referred to our other partnership program. Those seeking general conservatorship will be referred to the private bar and will be provided with information about how to obtain the Conservator's Handbook.</p>
<p>Court's Role</p>	<p>The court provides space for the weekly workshops (with the exception of the notice workshop that is held once a month at LAS) and a room for the day of court assistance. The Self Help Center has a copier so copies can be made of the litigants' forms before they are filed. The court provides access to a copier on the day of court to allow volunteers to make copies of declarations and supporting documents for the litigants' records.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Legal Services of Northern California			
Project Name	Mother Lode Pro Per Project			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$191,487.00	\$95,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No	Yes	Yes	Yes	
Project Abstract	<p>The Mother Lode Pro Per Project has operated for the past eight years with partnership funding, serving Nevada, Sierra, Amador, Calaveras, El Dorado and Placer Counties. The grant will provide half of the funding for a full time attorney and paralegal, with the other half coming from the Courts and other funding sources. It will provide services in all areas of civil law, assisting individual consumers prepare the paper work and understand the judicial procedures for their specific case. This year the project will expand to provide criminal expungement assistance and consultation regarding the new AB 1482 tenants rights. The project serves a primarily rural area of Northern California where the need for services is great due to geographical isolation, lack of resources, and the formidable barrier of the Sierra Nevada Mountains dividing these counties.</p> <p>Nevada and Sierra counties will have clinics twice weekly at the Nevada County courthouse, with additional telephone service for Sierra residents. El Dorado county will have all day clinics in Placerville on Tuesdays and Fridays, and a half day clinic in South Lake Tahoe on Tuesdays. Calaveras and Amador residents are served weekly at a clinic in Jackson. In Placer county, the grant funds one weekly clinic in Auburn, serving the rural part of the county, and three days per week in Roseville. The partnership funding will allow us to continue to anchor the self help services in these rural counties.</p>			
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Amador Superior Court	Amador Superior Court	500 Argonaut Lane, Jackson, Ca.	Wednesday, all day	Minimum of 20
Nevada Superior Court	Nevada Superior Court	201 Church St., Nevada City, Ca.	Monday & Wednesday, all day	Minimum of 60
Calaveras Superior Court	Amador Superior Court	500 Argonaut Lane, Jackson, Ca.	Wednesday, all day	Minimum of 20
El Dorado Superior Court	El Dorado Superior Court, Tahoe Division	1354 Johnson Blvd., South Lake Tahoe	Tuesday, half day	Minimum of 12
El Dorado Superior Court	El Dorado County Law Library	550 Main St., Placerville, Ca.	Tuesday & Friday, all day	Minimum of 44
Placer Superior Court	Sparks Law Library	1532 Lincoln Way, Auburn, Ca.	Thursday, all day	Minimum of 60
Placer Superior Court	Santucci Justice Center	10820 Justice Center Drive, Roseville, Ca.	Tuesday, Thursday, Friday, half days	Minimum of 44
Sierra Superior Court	Nevada Superior Court	201 Church St., Nevada City, Ca.	Monday & Wednesday, all day	Minimum of 60

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Peter Punongbayan	1	0.59
	Eric R. Acevedo	0.11	0
		0	0
	Lawyers Total	1.11	0.59
Paralegals	Sheri Duncan	1	0.45
		0	0
	Paralegals Total	1	0.45
Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	200	0	0
Information on Court Procedures and Hearing Preparation	750	0	0
Document Preparation and Review	750	0	0
Filing or Services Assistance	40	0	0
Supervised Settlement Services	5	0	0
Post-hearing Assistance	25	0	0
Other	0	0	0
Explain Other	None at this time, however, as our response to the coronavirus crisis demonstrates, the MLPPP is in a position to quickly adjust to new developments and disasters to maintain services in the remote rural areas.		

Community Engagement – Outreach	Each respective Court clerks office will be given flyers that detail the times and dates of the respective clinics. In addition, each Court website currently includes details and contact information promoting the MLPPP clinics. Together with our partnership with the Family Law Facilitator’s offices, referrals for civil assistance will be made between the two partners. We will develop new outreach materials highlighting the availability of criminal record remedies and AB1482 tenant protections for distribution to social service agencies serving our consumers throughout our service area. Additionally, the Mother Lode Regional Office and the LSNC Health Project conduct ongoing outreach efforts throughout the MLRO service area and promote the availability of the MLPPP. Calls to the main Legal Services office will be referred to the appropriate MLPPP county clinic as needed. Also, LSNC serves as the small claims advisor for each of the counties, and the small claims contacts are referred to the MLPPP.
Attorney-Client Relationship	No

Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	<p>Before services are delivered at the clinics all consumers will fill out and sign an intake sheet and waiver form, which is used to screen for income eligibility under the strict guidelines of Business and Professions Code 6213 (d), and to gather statistical information.</p> <p>Consumers who are not income eligible are not served with Equal Access Partnership funds. Ineligible litigants may served through the use of other grant funding such as court grants, if available, and not EA funds. If no grant funding from any source is available for ineligible litigants, they are referred to the private bar or appropriate agency, if available.</p>
Alternative Services	<p>Before services are delivered at the clinics, all consumers will fill out an intake sheet and waiver form, which is used to screen for income eligibility and gather statistical information.</p> <p>Consumers are not turned away due to residency restrictions. If consumers are over income, they will be served pursuant to supplementary grants from the courts and other funders, if available and/or referred to the law library or to a list of attorneys who have agreed to do low cost initial consultations. Since we are part of LSNC, if there are any cases we deem suitable for follow up consultation due to subject matter, a referral will be made to the home LSNC offices.</p> <p>If subject matter is too complex or not appropriate, we also work closely with the law librarians in Placer and El Dorado counties to let consumers use computer research or access to Nolo Press books as warranted. The MLPPP has also prepared a wide variety of pro per packets, both in family law and in housing matters which we hand out when appropriate.</p>
Court's Role	<p>The Amador, El Dorado, Nevada, and Placer Courts provide space at the courts for consumers to be seen. In Amador the space is provided at the main court house in Jackson. In El Dorado the space is provided at the South Lake Tahoe Division. In Nevada and Placer space is provided in the Self-Help Centers of the Nevada City and Santucci Center courts. In addition, each court provides computer access, printers, and supplies. The Placer Court provides the additional support of the court's self help center, which includes an email appointment system, reception system, and access to court data.</p> <p>All courts also publicize that availability of the pro per project.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Legal Services of Northern California			
Project Name	Small Claims and Guardianship Self-Help Project			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$62,000.00	\$62,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No	Yes	Yes	Yes	
Project Abstract	<p>Legal Services of Northern California’s Yolo County office (LSNC) and the Yolo County Superior Court propose to provide free legal assistance to low-income persons in small claims and guardianship cases. Targeted at the 48,465 Yolo County residents living below 125 percent of the federal poverty level, the project concentrates on the unmet need for legal assistance in small claims and guardianship cases. Low-income litigants with language, literacy, or technology barriers in this rural region need legal assistance in these matters because they have difficulty accessing and navigating the court. 22.2 percent of the population speak only Spanish, 37.1 percent speak English less than “very well,” and 15.9 percent lack basic literacy skills. 1,255 low-income persons reside in the rural regions where internet services are limited.</p> <p>Now in its fourth year, the project has already made a positive impact on self-represented litigants’ access to the court. Small claims filings have increased, although the total filings are still lower than the statewide average. The project is unique to the region and fills a gap in services for self-represented litigants.</p> <p>Two bilingual project attorneys, who share a 47 percent full time equivalent position, staff the project by providing private consultations in small claims matters twice a week, weekly small claims workshops, and twice a month guardianship workshops. The project reduces court clerk time spent with self-represented litigants, promotes judicial economy, and ensures that self-represented litigants continue to have equal access to the court.</p>			
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Yolo		1000 Main Street, Woodland, CA 95695	TTH 12:30-3:30; F 8:30-12:30; W 8:30-12:30 twice a month	51

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Managing Attorney	0.04	0.04
	Staff Attorney	0.47	0.47
		0	0
	Lawyers Total	0.51	0.51
Paralegals		0	0
		0	0
	Paralegals Total	0	0
Other		0	0

		0	0
	Other Total	0	0

Goals and Objectives				
		Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options		260	0	0
Information on Court Procedures and Hearing Preparation		260	74	246
Document Preparation and Review		195	74	246
Filing or Services Assistance		52	24	60
Supervised Settlement Services		0	0	0
Post-hearing Assistance		25	0	0
Other		0	0	0
Explain Other	The project anticipates holding 24 guardianship workshops for 96 people and 50 small claims workshops for 150 people.			

Community Engagement – Outreach	Project staff will provide flyers to court clerks describing the availability of services. Project staff will also distribute bilingual (English/Spanish) flyers at the kiosk at the Self-Help Center, at the law library, and at community-based organizations that serve the target population. LSNC staff also attends numerous meetings throughout the county with other service providers, where staff have the opportunity to share information about LSNC’s services, including the project. Project staff will also attend outreach events, like the annual Yolo County Fraud Fair, Senior Resource Fairs, and farmworker outreach events, where staff are able to distribute flyers concerning the project.
Attorney-Client Relationship	Yes
Conflict of Interest Protocols	<p>For project clients with whom an attorney-client relationship may be established, LSNC-Yolo will use its secure web-based case management system, PIKA, to enter potential clients’ names to check for conflicts before the potential client receives services from the project. If a conflict arises, project staff will refer the conflicted-out person to the Sacramento County Bar Association’s Lawyer Referral Service program and the Yolo County Bar Association web site, which lists attorneys by practice area. Project staff will also refer individuals for whom a conflict is identified to the Court’s Self Help Center. Project staff will provide handouts on project topics to litigants who are ineligible for services due to income or residency.</p> <p>LSNC does not enter into an attorney-client relationship with litigants participating in the guardianship and small claims workshops. Project staff make litigants aware of the scope of services provided and that no attorney-client relationship is established at the workshops through a disclosure statement provided to the attendees.</p>

<p>Income Eligibility Guidelines</p>	<p>The project attorneys are ultimately responsible for screening potential project clients. Litigants are deemed ineligible for services if they do not meet the indigency requirements outlined in Business and Professions Code Section 6213(d), if they need assistance in a subject matter outside the scope of the project, and/or if they do not meet residency requirements. Project staff interview clients seeking one-on-one assistance and complete a longer intake form that the project attorney reviews before the small claims one-on-one appointments. Project staff use a sign in sheet through which participants self-report eligibility information at the court-based workshops, which project staff review to determine eligibility for the project.</p>
<p>Alternative Services</p>	<p>The project will utilize many of the existing handouts previously developed using Partnership Grant funds pertaining to small claims court and guardianship actions. The handouts include using the small claims court to recover security deposits, a guide to using the small claims court to recover unpaid wages, a guidebook entitled "How to File for Probate Guardianship," and "Four Steps to Filing a Small Claims Lawsuit." Staff will provide these handouts to eligible project participants and individuals who are not eligible.</p> <p>Staff will also refer ineligible individuals to the Court's Self-Help Center, co-located with the project staff at the Courthouse site, to the Yolo County Bar Association's web site listing attorneys by practice area, and to the Sacramento County Bar Association's Lawyer Referral Service.</p>
<p>Court's Role</p>	<p>The Court will provide general oversight of project staff while at the courthouse site, in-kind space in the workshop room for project services, in-kind security services, in-kind use of the copier and workshop room computers, and an in-kind waiting area for project clients and participants. The court also provides data, as needed and available, to the managing attorney for use in assessing the quality and impact of the project's services.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Neighborhood Legal Services			
Project Name	Consumer Technology Project			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$346,525.00	\$126,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No	No	Yes	No	
Project Abstract	<p>NLSLA proposes to develop a consumer technology project in its Chatsworth Consumer Clinic. NLSLA has developed educational materials and a power point presentation which has become part of the menu of services at the Chatsworth Courthouse. Back in 2014, at the request of the Court, NLSLA shared its educational curriculum and power-point with the Department of Consumer and Business Affairs who were asked by the Court to present the same workshop at the Norwalk Courthouse. NLSLA did share its materials and provided technical support to DCBA when it began doing its workshops.</p> <p>Today, NLSLA envisions a technology project that will avoid litigants having to travel within the County of Los Angeles to either the Chatsworth Courthouse or the Norwalk Courthouse to receive education and possible services. NLSLA's vision is that technology – the video can be seen at any Self-Help Center (operated by either legal aid or the Court) and then only the litigants who desire to file an Answer will need to make an appointment to prepare an Answer. NLSLA seeks funding to 1) develop a video educating the consumer litigant about the lawsuit, what it means to be “judgment proof” and options to file or not file an Answer and 2) develop a document assembly project that will be able to produce an Answer to a Consumer lawsuit for a self-represented litigant.</p>			
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Los Angeles	Chatsworth Courthouse	9425 Penfield Ave., Chatsworth, CA 91311	M- Friday 8:30 - 4:30 Friday morning service only; afternoon is administrative time and training time.	151.55/Month

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Attorney	2	1
	VP Access to Justice Programs	0.08	0
	Supervising Attorney Self-Help	0.08	0
	Lawyers Total	2.16	1
Paralegals	Coordinator Access to Justice Programs	0.13	0.05
	Intake Screener	1	0
	Paralegals Total	1.13	0.05
Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	250	52	156
Information on Court Procedures and Hearing Preparation	250	52	156
Document Preparation and Review	250	52	156
Filing or Services Assistance	150	52	156
Supervised Settlement Services	0	0	0
Post-hearing Assistance	0	0	0
Other	0	0	0
Explain Other			

Community Engagement – Outreach	NLSLA will provide informational flyers to Court staff, Justice Partners and Community based organizations to inform them of the availability of the assistance at the Chatsworth Courthouse. Additionally, we will list the services on the Court website, and NLSLA website along with other legal websites like LAAC's CAlegaladvocates.org and other such resources.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	<p>All litigants are asked to fill out an intake form modeled after the form used by the other SHLACs supervised by NLSLA - which includes a non-verified self-declaration of income level. All litigants assisted through this grant are indigent as is required; however this Center also serves all litigants regardless of income as is required by the LASC and the County who funds the service. The Court feels very strongly that all users of the Court should be able to benefit from the assistance provided at a court based self-help center. Most users of the Self-Help Centers (91%) operated by NLSLA are at or below the poverty line and are LSC eligible to receive free legal services.</p> <p>All litigants will be interviewed by the Intake Paralegal to determine if they meet the subject- matter eligibility. If not, the individual will be given the appropriate referral</p>
Alternative Services	<p>The primary objective of the NLSLA Self-Help Center is, whenever feasible, to provide people access to direct legal representation through existing programs and providers in the Community. In addition, when an issue can be effectively addressed through other existing community resources, staff will refer litigants to these programs as well.</p> <p>NLSLA has developed a list of referrals for a variety of legal matters not covered at the Self- Help Center such as bankruptcy and immigration matters. When feasible, litigants are referred to NLSLA itself. Other referrals include other non-profit legal agencies and the bar association lawyer referral services. No referrals are made directly to individual private attorneys. NLSLA believes that a continuum of services can be achieved by appropriate referrals and collaboration.</p>

<p>Court's Role</p>	<p>The Courthouse in Chatsworth house this partnership grant project. Currently the space designed for self-help services is on the 2nd floor and meets all ADA requirements and city codes. At some point in 2020, The Center will move to a bigger and reconfigured location to be able to provide more services to litigants. We are looking forward to this upgrade.</p> <p>To meet the needs of Los Angeles' diverse population, all of the information available in the clinics is in English, Armenian and Spanish. NLSLA will produce materials in other languages as needed. This Center will also rely upon the widely diverse NLSLA staff for interpreter services as well. In addition to staff, NLSLA contracts with Language Line to provide translation services to the Self-Help Centers via telephone or in person. NLSLA continues to strive to be culturally sensitive and competent in all of the services it provides to the community.</p>
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**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Neighborhood Legal Services			
Project Name	Housing Cases Continuum of Services			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$135,708.00	\$113,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No	No	Yes	No	
Project Abstract	<p>NLSLA proposes to establish its project in Pasadena Courthouse to maintain assistance with UD Answers and serve as a triage on cases that should be place on the continuum of services for the San Gabriel Valley. The California Governor has made Housing the State's number one priority and has called on all leaders – both state and local to step up and provide services including homelessness prevention. Both Los Angeles County and Los Angeles City have visualized a Right to Counsel project and the Pasadena Courthouse is not covered by any of the areas where the Right to Counsel will be launched. Although the Court does provide educational workshops for Landlords in Pasadena – the daily flow of tenants in need of assistance with Answers – due in 5 days of receiving the summons – will be affected and curtailed. It is responsible for NLSLA to continue to fund a lawyer to help maintain the continuum of services for Housing cases at the Pasadena Courthouse 4 days each week.</p>			
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Los Angeles	Pasadena Courthouse	300 E. Walnut, Pasadena, CA 91101	M-F 8:00 a.m. - 4:00 p.m; Firday morning session only	151.55/month

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Attorney	0.8	0.8
	VP Access to Justice Programs	0.05	0
	Supervising Attorney Self-Help	0.05	0
	Lawyers Total	0.9	0.8
Paralegals	Coordinator Access to Justice Programs	0.05	0
		0	0
	Paralegals Total	0.05	0
Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	8000	90	270
Information on Court Procedures and Hearing Preparation	8000	90	270
Document Preparation and Review	8000	90	270
Filing or Services Assistance	8000	90	270
Supervised Settlement Services	0	0	0
Post-hearing Assistance	0	0	0
Other	0	0	0
Explain Other			

Community Engagement – Outreach	NLSLA will provide informational flyers to Court staff, Justice Partners and Community based organizations to inform them of the availability of the assistance at the Pasadena Courthouse. Additionally, we will list the services on the Court website, and NLSLA website along with other legal websites like LAAC's CAlegaladvocates.org and other such resources.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	<p>All litigants are asked to fill out an intake form modeled after the form used by the other SHLACs supervised by NLSLA - which includes a non-verified self-declaration of income level. All litigants assisted through this grant are indigent as is required; however this Center also serves all litigants regardless of income as is required by the LASC and the County who funds the service. The Court feels very strongly that all users of the Court should be able to benefit from the assistance provided at a court based self-help center. Most users of the Self-Help Centers (91%) operated by NLSLA are at or below the poverty line and are LSC eligible to receive free legal services.</p> <p>All litigants will be interviewed by the Intake Paralegal to determine if they meet the subject- matter eligibility. If not, the individual will be given the appropriate referral.</p>
Alternative Services	<p>The primary objective of the NLSLA Self-Help Center is, whenever feasible, to provide people access to direct legal representation through existing programs and providers in the Community. In addition, when an issue can be effectively addressed through other existing community resources, staff will refer litigants to these programs as well.</p> <p>NLSLA has developed a list of referrals for a variety of legal matters not covered at the Self- Help Center such as bankruptcy and immigration matters. When feasible, litigants are referred to NLSLA itself. Other referrals include other non-profit legal agencies and the bar association lawyer referral services. No referrals are made directly to individual private attorneys. NLSLA believes that a continuum of services can be achieved by appropriate referrals and collaboration.</p>

Court's Role	<p>The Courthouse in Pasadena will house the Partnership Grant Project. Currently the space designed for self-help services is on the 2nd floor and meets all ADA requirements and city codes. To meet the needs of Los Angeles' diverse population, all of the information available in the clinics is in English, Armenian, Chinese and Spanish. NLSLA will produce materials in other languages as needed. This Center will also rely upon the widely diverse NLSLA staff for interpreter services as well. In addition to staff, NLSLA contracts with Language Line to provide translation services to the Self-Help Centers via telephone or in person. NLSLA continues to strive to be culturally sensitive and competent in all of the services it provides to the community.</p>
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**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Neighborhood Legal Services		
Project Name	Stabilizing Families		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2021	\$135,708.00	\$113,000	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No	No	Pending	Yes
Project Abstract	<p>NLSLA proposes its "Stabilizing Families" project to support self-represented litigants in probate guardianship cases. NLSLA will hire a lawyer who will rotate through the California Superior Courts in Van Nuys and Lancaster (approximately 2.5 days per week at each site) to assist self-represented litigants petition for guardianship for a minor child or children. The attorney will primarily assist litigants in complying with notice requirements, preparing Letters and orders, clearing issues identified by the court, and preparing for related hearings. The Stabilizing Family Project also hopes to develop tools for educating the public on the issue of guardianship. We hope that with our emphasis on the process - the families will arrive at a stable place sooner with our support and assistance. We also will have educational classes for the guardians to go over the Letters and understand their powers and responsibilities as it relates to the child or children.</p>		

County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Los Angeles	Michael Antonovich Courthouse	42011 4th St. West Lancaster, CA 93534	M-Fri 8:30 - 4:30 Friday morning session only	17.5 hours
Los Angeles	Van Nuys Courthouse	6230 Sylmar Ave., Van Nuys, CA 91401	M-Fri 8:30 - 4:30 Friday morning session only for services	17.5 hours

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Attorney	1	1
	VP Access to Justice Programs	0.05	0
	Supervising Attorney Self-Help	0.05	0
	Lawyers Total	1.1	1
Paralegals	Coordinator Access to Justice Programs	0.05	0
		0	0
	Paralegals Total	0.05	0
Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	1250	125	1000
Information on Court Procedures and Hearing Preparation	1250	125	1000
Document Preparation and Review	1250	125	1000
Filing or Services Assistance	1250	125	1000
Supervised Settlement Services	0	0	0
Post-hearing Assistance	50	50	100
Other	0	0	0
Explain Other	Not Applicable		

Community Engagement – Outreach	NLSLA will provide informational flyers to Court staff, Justice Partners and Community based organizations to inform them of the availability of the assistance at the Antelope Valley Courthouse and the Van Nuys Courthouse for self-represented litigants involved in Guardianship cases. Additionally, we will list the services on the Court website, and NLSLA website along with other legal websites like LAAC's CAlegaladvocates.org and other such resources.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	<p>All litigants are asked to fill out an intake form modeled after the form used by the other Self-Help supervised by NLSLA - which includes a non-verified self-declaration of income level. All litigants assisted through this grant are indigent as is required; however this Center also serves all litigants regardless of income as is required by the LASC and the County who funds the service. The Court feels very strongly that all users of the Court should be able to benefit from the assistance provided at a court based self-help center.</p> <p>All litigants will be interviewed by the Intake Paralegal to determine if they meet the subject- matter eligibility. If not, the individual will be given the appropriate referral.</p>
Alternative Services	<p>The primary objective of the NLSLA Self-Help Legal Access Center is, whenever feasible, to provide people access to direct legal representation through existing programs and providers in the Community. In addition, when an issue can be effectively addressed through other existing community resources, staff will refer litigants to these programs as well.</p> <p>NLSLA has developed a list of referrals for a variety of legal matters not covered at the Self- Help Center such as bankruptcy and immigration matters. When feasible, litigants are referred to NLSLA itself. Other referrals include other non-profit legal agencies and the bar association lawyer referral services. No referrals are made directly to individual private attorneys. NLSLA believes that a continuum of services can be achieved by appropriate referrals and collaboration.</p>

Court's Role	<p>NLSLA has worked with the LASC on collaborative projects for over eighteen (19) years. Moreover, NLSLA has worked extensively with Court personnel in the planning and coordination of the SHLACs. SHLAC has benefited from the years of planning and collaboration between these partners. This solid partnership will continue to guide the growth of the self-help project into new areas of collaboration.</p> <p>a. Assurance of the Court's Impartiality and Independence - NLSLA is confident that our SHLACs are operated in a manner that respects and adheres to all ethical responsibilities of the partners. Since no attorney-client relationship is created between SHLACs and the litigants who use its services, both sides of a matter can be assisted by NLSLA at a Self-Help Center.</p> <p>b. Ongoing Coordination - NLSLA meets regularly with Superior Court staff to discuss issues of mutual concern. Vice President of Access to Justice Initiatives Ana Maria Garcia and Trinidad Ocampo meet multiple times each month with Kathleen Dixon, Janice Shurlow and other leadership staff to discuss the operation of the SHLACs and the self-help services and any issues that may arise get addressed immediately. NLSLA also meets regularly with the bench officers, clerks and Court self-help staff at all the branch courts in which it operates to discuss any substantive issues or problems.</p> <p>c. Clear Distinction Between Parts of Delivery System - Litigants are informed that all services are being provided by an agency independent of the court, NLSLA. The Partnership Grant will be advertised as a joint project with the LASC with the financial support of the Legal Services Trust Fund Partnership Grant award. The intake sheets signed by litigants it will have the name of the self-help center and are used by NLSLA to collect data to help evaluate the services and any needed improvements. Any unexpected problems that may arise can be addressed quickly through the regular meetings between court staff, judges and administrative personnel and NLSLA.</p> <p>d. Services Provided, Information and Referrals – NLSLA and the Court have been involved in the determination of the nature of services provided at the self-help Centers. Clear operational protocols have been developed and are in place at each SHLAC Center and they will be at this new proposed SHLAC as well.</p> <p>e. Logistics</p> <ul style="list-style-type: none"> • Security – As the Center is located within the courthouse, security is provided by Los Angeles Superior Court and the Los Angeles County Sheriffs. • Location/Hours - The Center will operate during Court business hours. The Center operates Monday through Thursday from 8:30 a.m. until 4:30 p.m. and on Fridays the Center will be open from 8:30 a.m. until 12:30 p.m. The Friday Afternoon session will be closed to allow for administrative duties and other trainings for staff to attend. • Equipment/Supplies - NLSLA absorbs all costs for supplies and equipment. • Equipment will be provided by the Los Angeles Superior Court. If NLSLA Does provide any equipment – it will be clearly marked so that there is no confusion. If there is any change in this arrangement, the partners will make an appropriate plan to address any arising issues.
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**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Public Counsel		
Project Name	Guardianship Clinic		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2021	\$387,638.00	\$60,000	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No	Pending	Yes	Yes

Project Abstract

Established in 2001, Public Counsel's Pro Per Guardianship Clinic provides legal information, pro per assistance, and referrals to pro per litigants from throughout LA County who are seeking guardianships or other actions in the probate court. The Clinic assists over 1,900 individuals annually by providing:

- * Information about guardianships and other probate issues;
- * Screening to ensure that the litigant's legal matter is appropriate for filing in probate court;
- * Access to comprehensive needs assessments to identify any additional issues, followed by appropriate referrals;
- * Assistance in preparing pleadings; and
- * User-friendly guides in English and Spanish to assist litigants with guardianship proceedings, including form pleadings, filing instructions, notice requirements, and advice on appearing in court.

The Clinic is open from 9:30 a.m. to 3:30 p.m. Monday through Wednesday at the Stanley Mosk Courthouse in Downtown LA. All services are available in both English and Spanish. Services are provided by on-site staff attorneys and pro bono volunteers, including law students, trained by Public Counsel. More complex cases are handled in-house by a staff social worker, pro bono attorneys, and law students.

Clinic staff work closely with the court to ensure our services meet litigants' needs. We communicate informally with the clerk's office on an almost weekly basis. We also try to meet with the presiding judge at least once per year.

Our ultimate goal is to provide the litigants we serve with the tools they need to understand their case and to obtain the outcome they hope for.

County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Los Angeles Superior Court	Stanley Mosk Courthouse	111 N Hill St, Los Angeles, CA	MTW 9:30-3:30 PM	72 hours

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Directing Attorney	0.05	0
	Supervising Staff Attorney	1	0.08
		0	0
	Lawyers Total	1.05	0.08
Paralegals	Paralegal 1	1	0.49
	Paralegal 2	0.5	0

	Paralegals Total	1.5	0.49
Other	Social Worker	1	0.13
		0	0
	Other Total	1	0.13

Goals and Objectives	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	0	0	0
Information on Court Procedures and Hearing Preparation	0	0	0
Document Preparation and Review	1900	1	10
Filing or Services Assistance	0	0	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	0	0	0
Other	0	0	0

Explain Other	<p>Additional goals for the project include the following:</p> <ul style="list-style-type: none"> * Alleviate pressure on Court staff caused by improper Probate Filings by screening pro per applicants to ensure that their legal matter is appropriate for filing in probate court, assisting pro per litigants with properly completing forms necessary for filing for guardianship, and guiding pro per litigants through the court process. * Identify litigants with matters that are too complex for pro per representation and make appropriate referrals to our pro bono partners or agencies that can provide additional legal assistance. * Recruit and train pro bono volunteers to assist pro per litigants at the Clinic. * Update guardianship instruction manuals as needed to assist pro per litigants with guardianship proceedings, including form pleadings, filing instructions, notice requirements, and advice on appearing in court. * Provide Spanish to English interpretation services when necessary in the Clinic.
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Community Engagement – Outreach	Information about the Guardianship Clinic, including its hours and available services, is available on Public Counsel’s website and lacourt.org. The Clinic’s location and hours are also clearly marked in the Los Angeles Superior Court building. Additionally, the information desk at the Stanley Mosk Courthouse hands out Guardianship Clinic fliers.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	Public Counsel has established protocols for the Clinic in accordance with current IOLTA guidelines for financial eligibility. We ask that each litigant fill out an intake sheet, the first page of which asks for income information. When we review each intake sheet, we record whether or not the litigant meets the Income Eligibility Guidelines.

<p>Alternative Services</p>	<p>We assist pro per litigants who come to our Clinic by preparing their guardianship forms. We also offer a comprehensive needs assessment to all litigants who attend the Clinic. This assessment helps us identify any additional issues the litigant has, such as access to government benefits, special education advocacy, support groups, and nutrition. If the issue is one that Public Counsel can assist with, we refer the litigant in-house or to a pro bono attorney. If the issue is one that Public Counsel cannot assist with, we refer the litigant to another organization. We routinely refer litigants to the Family Law Resource Center, Maynard Toll Center of the Legal Aid Foundation of Los Angeles, and the Restraining Order Center, all of which are located in the Stanley Mosk Courthouse. If the issue is a conservatorship matter, we refer the litigant to the Law Library across the street from Stanley Mosk, where Bet Tzedek holds clinics to assist with conservatorship petitions.</p> <p>If a litigant asks for an attorney to assist them, depending on their income and issue, we: 1) assess them for referral to a pro bono attorney through Public Counsel; 2) refer them to other local public interest law firms, such as The Alliance for Children’s Rights and Bet Tzedek, if they meet the IOLTA guidelines for financial eligibility; or 3) refer them to the Los Angeles County Bar Association Referral Service if they do not meet the IOLTA guidelines for financial eligibility.</p>
<p>Court’s Role</p>	<p>The Los Angeles Superior Court supports Public Counsel’s Pro Per Guardianship Clinic and is an ongoing collaborator with us in this work.</p> <p>The court is committed to continuing to support the Clinic by providing a centrally located space, equipment, and supplies necessary for the Clinic to operate; providing information about the Clinic on the court’s website; referring pro per litigants to the Clinic for assistance; and having open channels of communication with the Clinic staff to improve the quality of service to pro per litigants.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Public Law Center		
Project Name	De Facto & Adoptive Parent Assistance Project		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2021	\$54,900.00	\$50,000	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No	Yes	Pending	Yes

Project Abstract

The Orange County Superior Court seeks to continue this project partnership to support de facto and adoptive parents in Juvenile Court proceedings, so the Court can use limited funds for contract attorneys for minor/parent representation. Without this project (and the complementary pro bono placement services PLC's Family Law Unit will provide), de facto parents in Dependency Court termination of parental rights proceedings are at risk of becoming the only parties unrepresented by counsel. De facto parents often become adoptive parents and likewise could go through that process without counsel. PLC's De Facto & Adoptive Parent Assistance Project provides guidance and resources to unrepresented de facto parents and adoptive parents. Where appropriate, the Project also informs litigants about the benefits and options for finding counsel, whether paid or pro bono. As appropriate they will be referred out of the Project to PLC's Family Law Unit for placement with trained pro bono counsel.

County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Orange	Lamoreaux Justice Center	341 The City Drive S., Orange CA	Tuesday/3 hours	12-15

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Director of Litigation & Pro Bono	0.05	0.05
	Supervising Attorney	0.1	0.1
	Staff Attorney	0.3	0.3
	Lawyers Total	0.45	0.45
Paralegals	Paralegal	0.25	0.25
		0	0
	Paralegals Total	0.25	0.25
Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	100	0	0
Information on Court Procedures and Hearing Preparation	100	0	0
Document Preparation and Review	100	0	0
Filing or Services Assistance	100	0	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	0	0	0
Other	100	0	0
Explain Other			N/A

Community Engagement – Outreach	Outreach mechanisms for this Project are built into the partnership with the Court, which can readily identify litigants eligible for project services and refer them to PLC. PLC will also publicize the services through existing outreach channels at the Courts, service centers, partner organizations, and at PLC’s Santa Ana offices.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	PLC will track litigants' financial eligibility. PLC will also screen for financial eligibility those petitioners who may be paired with pro bono attorneys. Should an over-income individual for the purposes of Partnership Grant Fund reporting be given services, she or he will not be included in Partnership Grant Fund reporting.
Alternative Services	Parties are highly unlikely to be ineligible due to the Court’s role in determining de facto status and referring litigants to our project. Due to restrictions of the Partnership Grant program, the project will only assist litigants up to the point of pro bono placement by our Family Law Unit. PLC will provide disclosures and additional information in an accessible manner.
Court’s Role	The Court provides space, supplies, and access necessary for PLC to implement this project. The Court has also agreed to continue to meet with PLC on a quarterly basis to identify ways the project can be improved. To inform self-represented litigants of the limitations on the scope of services provided, signs will be posted outside the courtroom set aside for the Project. The Orange County Superior Court website provides notice of the Project, including time, location and eligibility requirements.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Public Law Center			
Project Name	Orange County Courthouse Guardianship Clinic			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$96,750.00	\$60,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No	Yes	Pending	Yes	
Project Abstract	<p>PLC's Guardianship Clinic offers self-represented parties pro bono assistance dealing with the legal process surrounding guardianship proceedings. It is held at the Orange County Superior Court Central Justice every Monday (except holidays), coinciding with the Superior Court's weekly calendar for guardianship hearings. Bilingual (English/Spanish) PLC staff and trained volunteers provide legal information and assist self-represented litigants in filling out court forms. Beginning in 2018, and with funding from the Partnership Fund, PLC expanded the long-running guardianship clinic to focus on the emerging needs of undocumented persons who seek to protect their minor U.S. citizen or LPR children. Due to shared concerns with the Courts regarding possible ICE activities at Courthouses, select project services are provided at PLC's offices within walking distance from the Courthouse.</p> <p>Attorney client relationships are not established. Any party requiring representation by a lawyer who are income eligible are referred internally for pro bono services to PLC. If income ineligible they are referred to the Orange County Bar Association's Lawyer Referral and Information Service. PLC utilizes "Know Your Rights" presentations and materials for community leaders and members to publicize the Guardianship Clinic and ensure undocumented individuals feel comfortable seeking PLC's assistance.</p>			
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Orange County Superior Court	Central Justice Center	700 W Civic Center Drive, Santa Ana, CA 92701	M, 1 pm to 4 pm	12-15

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Directing Attorney	0.15	0.1
	Supervising Attorney	0.15	0.1
	Staff Attorney	0.5	0.4
	Lawyers Total	0.8	0.6
Paralegals	Paralegal	0.5	0.25
		0	0
	Paralegals Total	0.5	0.25
Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	900	45	450
Information on Court Procedures and Hearing Preparation	900	45	450
Document Preparation and Review	900	45	450
Filing or Services Assistance	900	45	450
Supervised Settlement Services	0	0	0
Post-hearing Assistance	900	45	450
Other	0	0	0
Explain Other			N/A

Community Engagement – Outreach	PLC will publicize its services through existing outreach channels at the Courts, service centers, partner organizations, and at PLC's Santa Ana offices. In addition, PLC will utilize the Know-You—Rights presentations to communicate the availability of services to litigants and the community.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	PLC will track litigants' financial eligibility. PLC will also screen for financial eligibility those petitioners who may be paired with pro bono attorneys. Should an over-income individual seek services at the clinic, she or he will not be served using Partnership Grant funds nor will they be included in Partnership Grant Fund reporting. Rather, they will be served using non-Partnership Grant Funds.
Alternative Services	Referrals are made primarily for legal issues not covered by the Guardianship Clinic and were directed toward Court-based assistance. During the previous grant period, less than 10 participants were abusive and/or combative such that they threatened the safety of of their participantsand staff. They were not assisted at the clinic and were provided forms and referrals to the self help center (including the Probate Notes Workshop, if applicable) and the Lawyer Referral and Information Service. Additionally, less than five participantswere referred out due t o known legal conflicts.
Court's Role	The Court has agreed to provide basic space, supplies, and access necessary for PLC to implement this project. The Court has also agreed to continue to meet with PLC on a quarterly basis to identify ways the project can be improved. To informself-represented litigants of the limitations on the scope of services provided, signs are posted outside the courtroom set asidefor the Orange County Courthouse Guardianship Clinic notifying users that the volunteer attorneys are present to help them with their paperwork and provide general legal information and will not establish an attorney-client relationship. The Orange County Superior Court website also provides notice of the Guardianship Clinics including time, location and eligibility requirements.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Riverside Legal Aid		
Project Name	Small Estate Assistance Program		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2021	\$105,000.00	\$105,000	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No	Pending	Yes	No

Project Abstract

Our target population is indigent litigants with probate administration and summary proceedings. We answer general questions relating to decedents' estates and assist with preparation of paperwork. We are staffed 2 half days at each of 3 courts per month. We prepare forms, fee waivers, give procedural information, family allowances, probate homestead and family set aside proceedings, among others. The clinics provide services for drafting and reviewing paperwork for filing. We also explain or clarify minute orders and probate notes, coach with service requirements and answer general questions. The program also offers monthly public probate accounting workshops, assisting litigants with the lengthy, complex local accounting forms. The program also funds an extra in-office day for a paralegal to take calls and prepare paperwork for clients we can assist in our office with volunteer attorneys. We subscribe to TLO-xp which assists in locating persons required to have notice of hearings prior to initial hearings and utilize it frequently for this and occasionally other purposes. A new staff attorney will soon be participating in all of these services in addition to contract attorneys and volunteers.

County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Riverside	Riverside Historic Courthouse	4050 Main St. Riverside, CA 92501	1st & 3rd Wednesdays 8:30-12:00	14
Riverside Superior Court	Temecula Courthouse	41002 County Center Dr.#100, Temecula, CA 92591	1st & 3rd Tuesdays, 8:30-12:00	14
Riverside Superior Court	Palm Springs Courthouse	3255 E. Tahquitz Canyon Way, Palm Springs, CA 92262	2nd & 4th Tuesdays, 8:30-12:00	14
Riverside Superior Court	Riverside Legal Aid	4129 Main Street, Suite 101	1st Tuesday or Thursday of each month	4

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	executive director	0.1	0.1
	clinic lawyers	0.13	0.13
		0	0
	Lawyers Total	0.23	0.23
Paralegals	paralegals	1.25	1.25
		0	0
	Paralegals Total	1.25	1.25

Other	data entry clerk	0.1	0.1
		0	0
	Other Total	0.1	0.1

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	250	12	100
Information on Court Procedures and Hearing Preparation	250	12	100
Document Preparation and Review	100	12	100
Filing or Services Assistance	0	0	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	30	0	0
Other	0	0	0
Explain Other			none

Community Engagement – Outreach	The service is promoted on RLA's and Court's websites and on flyers distributed in the court's self-help center, probate courtrooms, RLA officer, law library, Public Administrator's Office, Court Probate Clerk's office and offices of other legal services providers. New fflyers are being aggressively distributed at all courthouse locations and promoted by probate judges. The clinics are close to where the probate courts operate.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	The guidelines used for eligibility are IOLTA and LSC guidelines (currently they are similar at the 125% level) and also the above poverty guideline alternative used in certain cases.
Alternative Services	There are no other legal aid organizations in this area that do this type of work. Non eligible litigants are referred to the Riverside County Bar Association Lawyer Referral Services. Also referrals to self help and the Riverside Law Library are made.
Court's Role	3 locations in 3 courthouses are used for the clinics. All 3 locations are located in the courthouses. All of them are ADA compliant. All have computer access facilitating access to files, forms, and other materials necessary for filing and clients.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	San Diego Volunteer Lawyer Program			
Project Name	Central Division Restraining Order Clinic			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2021	\$198,578.00	\$130,000		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No	Yes	Yes	Yes	
Project Abstract	<p>The Central Division Restraining Order Clinic (CDROC) is a collaboration between San Diego Volunteer Lawyer Program, Inc. (SDVLP) and the San Diego Superior Court to assist domestic violence victims and victims of elder abuse in obtaining legal protection and referrals for counseling, shelter, support, and ongoing legal services, as appropriate. The CDROC employs the clinic model of service delivery whereby SDVLP staff and volunteers provide legal advice and assistance to victims in completing a Domestic Violence Restraining Order or an Elder or Dependent Adult Abuse Restraining Order (DVRO) application which they file in pro per. The days and hours of operation are Monday through Friday, 8:30 a.m. to 5:00 p.m., excluding court holidays. The CDROC is located at 1100 Union Street, San Diego, CA 92101.</p> <p>The CDROC sees a high volume of litigants seeking assistance with restraining orders. The project serves over 1500 victims annually utilizing a volunteer panel comprised of attorneys and law students who donated more than 2,000 hours of their time in 2019. The CDROC is the primary location in downtown San Diego for victims seeking assistance with DVROs.</p>			
County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
San Diego Superior Court	Central Courthouse	1100 Union Street, San Diego, CA 92101	M-F 8:30 - 5:00	Average 172 hours/month

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	CEO 0.03, Supervising Atty 0.08	0.11	0
	Staff Attorney	1	0.9
	Pro Bono Mgr & Suprvsng Atty	0.05	0
	Lawyers Total	1.16	0.9
Paralegals		0	0
		0	0
	Paralegals Total	0	0
Other	Legal Admin Assistant 1.05	1.05	0.9
	Admin: PB Adm Cord 0.05, Sr Mgr 0.05, Lead Op Adm 0.08, Acct 0.05	0.23	0
	Other Total	1.28	0.9

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	1200	0	0
Information on Court Procedures and Hearing Preparation	1200	0	0
Document Preparation and Review	1200	0	0
Filing or Services Assistance	1200	0	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	25	0	0
Other	0	0	0
Explain Other			N/A

Community Engagement – Outreach	SDVLP's CDROC has been in operation in downtown San Diego since 1984. Litigants who come to the courthouse seeking assistance with a DVRO are directed to the CDROC clinic. Law enforcement routinely refer victims to the CDROC, as do other DV service providers and social service agencies. Detailed information regarding these services is posted on our website, with other social service providers (such as 211), on the CDROC flyer, and the clinic location and hours are listed on the self-help services section of the San Diego Superior Court's website.
Attorney-Client Relationship	Yes
Conflict of Interest Protocols	<p>The CDROC establishes an attorney-client relationship with its clients. A conflict check on each potential client is performed prior to providing legal advice. The CDROC has direct, on-line access to SDVLP's database for conflict check purposes.</p> <p>SDVLP has an agreement with the San Diego County Superior Court and the FLF wherein all conflicts are referred to the FLF and such clients receive priority access to the FLF. The FLF's office is located on the same floor as the CDROC, and does not inconvenience the party requesting assistance. SDVLP provides a referral slip to the requesting party, so that the FLF is aware of the source and reason for the referral.</p>

<p>Income Eligibility Guidelines</p>	<p>SDVLP adopted the State Bar of California's Income Guidelines for Pro Bono Programs and applies this criteria program-wide in determining an applicant's eligibility for services. Potential clients are required to complete a brief initial intake form which collects the basic information necessary for clinic staff to determine if there is a conflict. After a determination that there is no conflict, applicants complete an application for legal services which documents the amount and source of their gross monthly income and other basic demographic information. In certain exigent situations in which the applicant requires immediate assistance, SDVLP will waive the financial eligibility test. In instances where there is not an emergency, applicants who do not fall within these financial eligibility guidelines will be given relevant legal educational materials, referrals to the local bar association lawyer referral service, and/or may be provided services under the aegis of another SDVLP program.</p> <p>Clients are screened to ensure that the subject matter falls within the statutory guidelines for DVROs. Intake personnel are trained on screening. Eligible clients who qualify for a DVRO, but are in the wrong venue, will still be assisted in the preparation of the necessary documents, as statutorily, a DVRO may be filed at any courthouse, regardless of venue.</p> <p>Finally, SDVLP does not assist individuals who already have an attorney of record. These individuals will be referred to their attorneys for assistance.</p>
<p>Alternative Services</p>	<p>In circumstances where applicants do not fall within financial eligibility guidelines, a conflict of interest exists, or when someone needs a service not provided at the clinic, SDVLP staff has prepared a list of referrals, which includes the FLF, LASSD, and the San Diego County Bar Association. Other appropriate legal and non-legal resources are also included. Such hand-outs include information about self-help resources, preparing their own paperwork, safety plans, dealing with telephone harassment, obtaining a copy of a police report, and contact information for other relevant agencies, such as Adult Protective Services, law enforcement, specialty legal providers, and the local law school legal clinics. At least twice a year SDVLP updates its referral lists and documents and contacts the listed programs to confirm that assistance with the types of matters referred is currently available and the nature of the assistance currently being provided.</p> <p>Additionally, SDVLP has an agreement with the San Diego County Superior Court and the FLF wherein all conflicts are referred to the FLF and such clients receive priority access to the FLF. The FLF's office is located on the same floor as the CDROC. Being referred to the FLF's office does not inconvenience the party requesting assistance. SDVLP provides a referral slip to the requesting party, so that the FLF is aware of the referral source, and the reason for the referral.</p>
<p>Court's Role</p>	<p>The Court provides office space, signage, security, and utilities at the Central District courthouse. The court also utilizes the CDROC as the primary legal resource for DVRO litigants.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	San Luis Obispo Legal Assistance Foundation		
Project Name	San Luis Obispo County Rental Clinic		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2021	\$100,000.00	\$100,000	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No	Yes	Yes	Yes

Project Abstract

The goal of the Rental Clinic is to provide necessary legal information and assistance to indigent residents faced with housing problems in order to increase access to justice and prevent homelessness whenever possible. The clinic will provide information and assistance to eligible self-represented tenants and landlords on the eviction process, types of notices required, unlawful detainer complaints, summons, responses, fee waivers, requests for trial, timeline of unlawful detainer cases, defenses, and security deposits. The target constituency is low-income self-represented landlords and tenants. Participants needing more assistance than the clinic can provide will be referred to SLOLAF and CRLA. SLOLAF intends to staff the Clinic with an English-Spanish bilingual paralegal working under the supervision of SLOLAF's Legal Director, Stephanie Barclay. The full-time paralegal will run the clinic five days per week in both county courthouses (San Luis Obispo and Paso Robles) with time set aside for preparation, follow-up, meetings and community outreach. The Court will provide convenient, accessible space for the clinic within each courthouse as well as telephone and wifi access. The Court will also provide referrals to the clinic and will meet with SLOLAF staff quarterly to provide feedback, discuss any concerns, assess whether the clinic is meeting short-term and long-term goals, project challenges, and make recommendations regarding logistics, staffing, and opportunities for additional future funding. The Clinic seeks to provide a holistic approach to housing and will offer other community resources and referrals, housing applications and information beyond just legal information.

County	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
San Luis Obispo	San Luis Obispo	1050 Monterey Street, San Luis Obispo, CA 93408	Mondays, Wednesdays and Thursdays 9:00 - 12:00 and 1:00 - 4:00	72 hours/month
San Luis Obispo	Paso Robles	901 Park Street, Paso Robles, CA 93446	Tuesdays 9:00-12:00 and 1:00 - 5:00 and Fridays 9:00-12:00	40 hours/month

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Legal Director	0.12	0.12
	Staff Attorney	0.04	0.04
	Lawyers Total	0.16	0.16
Paralegals	Clinic Paralegal	1	1
	Paralegals Total	1	1
Other	Reporting	0.02	0.02
	Other Total	0.02	0.02

Goals and Objectives				
		Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options		700	0	0
Information on Court Procedures and Hearing Preparation		400	0	0
Document Preparation and Review		300	0	0
Filing or Services Assistance		300	0	0
Supervised Settlement Services		50	0	0
Post-hearing Assistance		200	0	0
Other		500	0	0
Explain Other	"Other" identified above includes referrals and resources provided to ineligible individuals who are not indigent and therefore cannot receive direct assistance but can still receive referrals and resources from the Clinic. "Other" also includes informational materials and referrals to wrap-around services for indigent participants who are served by the Clinic but need information about subsidized housing or government benefits or other referrals and resources that will help them remain housed.			

Community Engagement – Outreach	<p>SLOLAF will develop a flyer in English and Spanish to promote the clinic. The flyer will include dates, times and locations of the clinic, a phone number to call for more information, briefly summarize the services available and eligibility. The flyer will also notify the consumer that legal assistance is provide but not legal representation. SLOLAF will update its web site to include information about the clinic. SLOLAF's programs are listed throughout the County on United Way's 211 web site and phone hotline, in senior centers around the County, on the San Luis Obispo County Bar Association's web site and on the Court's Legal Resource List that is widely distributed. The only other legal aid provider in the County, CRLA, will refer to the clinic. The Court staff will refer to the clinic.</p> <p>SLOLAF also regularly conducts community education and participates in outreach events and community fairs around the County and will be able to offer information about the Rental Clinic at these community events. SLOLAF participates in regular meetings with community housing service providers and other agencies that serve those in need (e.g., Department of Social Services, Long-Term Care Ombudsman, Commission on Aging, Alzheimer's Association, Meals on Wheels, local hospital staff, the Sheriff's Office) and will be able to share information about the rental clinic at those meetings. SLOLAF intends to send the clinic paralegal to community meetings such as the Court Community Partners Self-Represented Litigants meeting so that information can be shared and appropriate referrals can be made.</p>
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A

<p>Income Eligibility Guidelines</p>	<p>The only eligibility requirements for services would be: (1) self-represented; (2) San Luis Obispo County resident; and (3) indigent under State Bar guidelines. Whether the participant meets these criteria will be determined when they check in and fill out the intake questionnaire. If they are not eligible, they will be provided resources and referrals but not assistance. Eligibility guidelines will also be provided on SLOLAF's web site, the Legal Resources List, the Court's web site and promotional materials.</p>
<p>Alternative Services</p>	<p>Many resources will be available for litigants who are not eligible for direct services including: a tenant's unlawful detainer packet providing instructions, sample answer and fee waiver and sample form interrogatories, a landlord's packet on filing an unlawful detainer, including instructions, a sample 3-day, 30-day and 60-day notice, sample complaint and fee waiver forms, preparing for trial, what to expect a trial, settlement information, help finding housing information, Legal Resource List, and a list of private attorneys who take housing cases as well as Lawyer Referral & Information Services information.</p>
<p>Court's Role</p>	<p>The Court will provide space for the Clinic at both its San Luis Obispo and Paso Robles courthouses. The Court will provide access to a telephone to the clinic's paralegal. If available, the Court will also provide internet access for two desktop computers that will be made available to participants at each location. If internet access is not available through the Court, SLOLAF will provide it. SLOLAF will need to purchase two desktop computers for each location (four total), as well as one printer for each location (two total).</p> <p>Court staff will refer consumers to the clinic. Court staff will participate in quarterly meetings with SLOLAF to provide observations and feedback. Court staff will also provide filing data to SLOLAF to be used in evaluating outcomes from the clinic.</p>