



The State Bar of California

OFFICE OF ACCESS & INCLUSION

Date: November 6, 2019

To: EAF Homelessness Prevention Committee of the Legal Services Trust Fund
Commission

From: Greg Shin, Senior Program Analyst

Subject: Proposals for EAF Homelessness Prevention (HP) Competitive Grant Funding

EXECUTIVE SUMMARY

Recognizing the need for stable housing for renters, Governor Gavin Newsom included \$20 million in his May Revision to the 2019-2020 budget for grants to legal services organizations to provide legal assistance, including counseling, renter education programs, and eviction prevention to renters with landlord-tenant disputes. The Legislature approved this funding request, and included language in the Budget Act of 2019 (AB 74, 2019 Stats., ch. 23) to effectuate the purposes of the funding and further define the types of services eligible for this new funding. The budget was signed by the Governor on June 27, 2019.

Of the \$20 million identified for these services, \$14,850,000 million (75% of the \$20 million fund less \$150,000 in administrative costs) was earmarked to be distributed via formula to qualified legal services providers and support centers that met specified eligibility requirements; the remaining 25% (\$5 million) was to be disbursed through a competitive grant process.

The purpose of this memo is to provide context for the November 12, 2019 EAF Homelessness Prevention Committee meeting, including a summary of the application review process and the staff's funding recommendations for the \$5 million competitive grant.

BACKGROUND

For additional context, the budget bill language has been included below for reference (**emphasis** added to the section addressing the competitive grant):

Of the amount appropriated [for the Equal Access Fund] . . . \$20,000,000 shall be distributed by the Judicial Council through the State Bar of California pursuant to Provision 1¹ [of budget item 0250-101-0001] to qualified legal services projects and support centers to provide eviction defense or other tenant defense assistance in landlord-tenant rental disputes, including pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Of this amount, \$150,000 shall be available, upon order of the Department of Finance, for administrative costs of the Judicial Council and the State Bar. The remaining funds shall be allocated as follows:

(a) 75 percent shall be distributed to qualified legal services projects and support centers that currently provide eviction defense or other tenant defense assistance in landlord-tenant rental disputes, as set forth in Provision 6. To expedite the distribution of this percentage of the \$20,000,000, eligible programs shall be limited to those found eligible for 2019 IOLTA funding. Each eligible program shall receive a percentage equal to that legal services project's 2019 IOLTA allocation divided by the total 2019 IOLTA allocation for all legal services projects eligible for this funding, except that to ensure that meaningful funding is provided, a minimum amount of \$50,000 shall be allocated to each eligible program unless the program requests a lesser amount, in which case the additional funds shall be distributed proportionally to the other qualified legal services projects. These funds shall be distributed as soon as practicable after the effective date of this act and shall not supplant existing resources.

(b) 25 percent shall be allocated through a competitive grant process developed by the Legal Services Trust Fund Commission of the State Bar to award grants to qualified legal service projects and support centers to provide eviction defense or other tenant defense assistance in landlord-tenant rental disputes, as [defined above] . . . to meet the needs of tenants not addressed by the formula provided in subdivision (a). The grant process shall ensure that any qualified legal service project or support center that received funding pursuant to subdivision (a) may only receive funding pursuant to this subdivision if that qualified legal service project or support center demonstrates that funds received under this subdivision will be not be used to supplant existing resources, and will be used to provide services to tenants not otherwise served by that qualified legal service project or support center. The commission shall make the grant award determinations. In awarding these grants, preference shall be given to qualified legal aid agencies that serve rural or underserved communities and that serve clients regardless of immigration or citizenship status. Any funding not allocated pursuant to this competitive grant process shall be distributed pursuant to subdivision (a), except that there shall be no minimum funding amount for these funds.

¹ Provision 1 identifies how the remainder of the money appropriated in the Equal Access Fund are to be distributed. This is long standing language which has existed in substantially the same form since the creation of the fund and the established protocol for distributing 90 percent pursuant to formula and 10 percent for Partnership Grants.

To facilitate the disbursement of the EAF HP Formula Allocation Fund, on June 21, 2019, staff distributed a brief three-question survey to all 2019 IOLTA Grantees to gauge preliminary interest in potentially receiving funding. In response, 86 grantees expressed interest and/or believed that they were potentially eligible for funding.

On July 9, 2019, the EAF HP Formula Allocation Fund application was released via SmartSimple to these 86 applicants. Applications were due on July 26, 2019 and 64 grantees submitted an application by the deadline.

After a thorough review and vetting process by staff and the Executive Committee of the Legal Services Trust Fund Commission (LSTFC) on August 7, 2019, the Executive Committee voted to approve funding for 61 organizations for formula funding. Three organizations were determined to be ineligible for funding.

Application Review Process - \$5 Million Competitive Grant Funding

Proposals for the \$5 million competitive grant funding were due on Friday, October 18, 2019, and the State Bar received 24 applications requesting a total of approximately \$8.43 million. Staff began the proposal review and evaluation process and pursuant to the RFP, employing the scoring rubric set forth in the RFP to evaluate each proposal. Pursuant to the budget bill language that called for the distribution of Homelessness Prevention funding “as soon as practicable,” staff followed the process approved by the Executive Committee of the LSTFC during its September 6, 2019 meeting and reviewed the proposals and developed funding recommendations for the EAF HP Committee to review and approve.

After the first round of review and the assignment of an initial score for each proposal, staff met to discuss the strengths and weaknesses of the proposals and to gain calibration between staff on the scoring of each proposal.

DISCUSSION

To ensure continuity in the oversight of the EAF HP funding and program monitoring activities, the Executive Committee of the LSTFC created the EAF HP Committee to be comprised of the two immediate past co-chairs and the current Chair and Vice Chair of the LSTFC to make decisions regarding this funding. As its first order of business, the EAF HP Committee will meet on November 12, 2019, to review the funding recommendations. The scores derived from utilizing the scoring rubric (see pages 3 and 4 of the RFP document in Attachment 3) were used as the primary rank ordering mechanism in evaluating and scoring the proposals. For each of the six criteria in the scoring rubric, staff assigned points using the following guidelines and rationale:

Proposal quality (40 possible points)

Staff assessed the proposed project and looked for clear identification of the problem/issue and a structured approach on how to address the need. Higher scoring proposals offered

creative/innovative approaches and presented pertinent details on reporting potential outcomes and effectiveness. Where partnerships were proposed, staff looked for specific details about what the partnering organizations brought to the project along with any history of other successful partnerships or collaborations. Finally, requested funding amounts and associated budgets were reviewed against the organization's size/capacity to gauge ability to effectively execute the proposed program.

Serving rural or underserved communities (20 possible points)

Proposals earning the full 20 points articulated how rural and underserved communities would be served by the proposed program and provided strong supporting explanations/data. Applicants serving either rural or underserved communities received 10 points and partial points were awarded based on the details on service to rural and underserved communities provided.

Serving clients regardless of immigration or citizenship status (20 possible points)

Proposals explicitly stating that clients would be served regardless of their immigration or citizenship status earned 20 points. Conversely, zero points were assigned if there was no mention of serving or ability to serve clients regardless of their immigration or citizenship status. Partial points were awarded based on the details on service to clients regardless of immigration or citizenship status provided.

Historical performance (10 possible points)

Organizations earning the full 10 points had no historical issues within the past three years on other State Bar funded grants in terms of spending down grant funds, meeting grant goals, and timely reporting of results/outcomes. Partial points were awarded based on the specific historical issues/problems identified by staff in these areas.

Potential sustainability (10 possible points)

Points were awarded based on interest in and ability to articulate how proposed services might continue beyond the grant period and the level of details provided on how sustainability might be achieved beyond simply trying to secure additional funding to continue services. Staff sought specific support and information in the proposal to try and assess the viability of the proposed services extending beyond June 30, 2021.

Once criteria scores were assigned and total scores calculated, staff considered several different funding scenarios incorporating different scoring cut-off levels and different funding ranges. Staff's general objective was to try and fully fund high scoring proposals whenever possible and to partially fund other projects that had lower overall scores up to a certain threshold. This process yielded a total score of 50 as the funding level cut-off; staff made recommendations on funding amounts for organizations scoring at or above this level on the rubric. This process led to the funding recommendations which are detailed in Attachment 1.

CONCLUSION

As mentioned above, Attachment 1 lists staff's funding recommendations based on the final score ranking of each project. The Committee will finalize award recommendations at the November 12th meeting.

ATTACHMENTS

1. EAF HP Competitive Grant Funding Recommendations
2. Application responses to RFP Questions
3. EAF HP Competitive Grant RFP
4. 2020 BCSR Recommended Grant Recipients

EAF HP Competitive Grant Funding Recommendations									Scoring Rubric						Area of Service Delivery
	Organization	Project Title	Eligibility Category	Competitive Funding \$ Requested	Competitive Funding \$ Proposed	Proposed Funding Amount as a % of Requested Funding Amount	Formula Funding Received (Y/N)?	Formula Funding Amount Granted	Proposal Quality (40)	Rural Underserved (20)	Immig Citizen Status (20)	Historical Perf (20)	Sustain (20)	Total Score (100)	
Recommended for Funding															
1	Legal Aid Foundation of Santa Barbara County	Homelessness Prevention - Northern Santa Barbara County	LSP	\$283,210	\$280,000	98.9%	Y	\$65,873	25	20	20	10	5	80	Santa Barbara County. Hire a third attorney in Northern Santa Barbara County who will provide legal services to meet the unmet demand and to those who do not fit the priorities of the Shriver program. Also provide community legal education on tenants rights and responsibilities.
2	Legal Aid Society of San Bernardino	Rural Homelessness Prevention for Tenants	LSP	\$327,554	\$250,000	76.3%	Y	\$189,669	25	20	20	5	5	75	San Bernardino and neighboring communities within Riverside County. LASSB will implement these funds to secure a mobile legal aid unit to allow delivery of on-site, comprehensive services to the remote regions. This grant will allow us to bridge the vast time and distance gap to deliver these services to the remote regions where clients have not previously been able to obtain help. These services will be offered to clients who meet the State Bar's 125% of poverty income limits, regardless of whether those clients are citizens or immigrants and irrespective of whether they are documented or non-documented aliens.
3	Legal Aid Foundation of Los Angeles	Los Angeles County Eviction Prevention and Defense	LSP	\$1,900,000	\$1,468,000	77.3%	Y	\$2,657,376	35	5	15	10	10	75	Los Angeles. This proposal is put forth by a consortium of five of the largest and most prominent public interest law organizations in Los Angeles, each with decades of experience providing legal services to people who are homeless or at risk of homelessness. Led by Legal Aid Foundation of Los Angeles (LAFLA), this collaborative, which also includes Bet Tzedek Legal Services, Inner City Law Center (ICLC), Neighborhood Legal Services of Los Angeles County (NLSLA), and Public Counsel, has a long history of working together to better serve our clients and maximize our impact. The sixth collaborative partner is Strategic Action for a Just Economy (SAJE), a decades-old community based non-profit organization committed to building community power and leadership for economic justice and focusing on tenants rights and healthy housing. We propose to leverage the existing infrastructure to dramatically expand our collective ability to serve underrepresented populations throughout the County left without representation by the limitations of the Shriver Housing Project and PEHP program. An innovative and key component of this proposal is the role of Eviction Prevention Specialists, including SAJE, a community based organization with years of tenant advocacy experience. EPS' will conduct outreach and community education, assist legal staff with know your rights presentations and legal clinics. In our collective experience, community based organizations such as SAJE play a vital role by directly interfacing with tenants and creating a conduit between tenants and legal services. The proposed collaborative has the capacity to serve all populations regardless of immigration status.
4	Law Foundation of Silicon Valley	Expanding Housing Legal Aid in Silicon Valley	LSP	\$390,000	\$390,000	100.0%	N	\$0	25	15	20	10	5	75	Santa Clara County including Gilroy, Morgan Hill, and East San Jose. Our proposal would expand our current model by adding one attorney and two part-time Certified Law Clerks who will serve 100 more households through in-person appointments. Our attorneys will work on long-term projects to fight displacement and homelessness, such as affirmative litigation or creating a court-based mediation program. We have had challenges hiring full-time attorneys and believe having Certified Law Clerks will help us assist more clients in an expeditious time frame.
5	Public Law Center	Orange County Homelessness Prevention Project	LSP	\$280,000	\$280,000	100.0%	Y	\$372,466	20	20	20	10	5	75	South Orange County. Address the homelessness prevention legal needs of two specific underserved Orange County communities with two new attorney positions one in south Orange county and the other with vietnamese language skills. PLC will also be able to serve low-income undocumented tenants without restriction in both areas.
6	Legal Aid of Sonoma County	Homelessness Prevention Project (HPP)	LSP	\$165,000	\$165,000	100.0%	Y	\$78,349	30	20	0	10	10	70	Sonoma County is a rural county. The majority of the land is defined as rural according to the California Medical Service Study Area Poverty Map. We have one of the largest wage to housing gaps in the state. [LASC] targets low-income tenants, including seniors, and voucher holders who frequently have disabilities. Many organizations in Sonoma County work with the homeless population, however none of these organizations provides legal services targeted towards this population.

									Scoring Rubric						Attachment 1. EAF HP Competitive Grant Funding Recommendations
	Organization	Project Title	Eligibility Category	Competitive Funding \$ Requested	Competitive Funding \$ Proposed	Proposed Funding Amount as a % of Requested Funding Amount	Formula Funding Received (Y/N)?	Formula Funding Amount Granted	Proposal Quality (40)	Rural Underserved (20)	Immig Citizen Status (20)	Historical Perf (20)	Sustain (20)	Total Score (100)	Area of Service Delivery
7	Family Violence Appellate Project	Homelessness Prevention for Native American and Limited-English-Proficient Domestic Violence Survivors	SC	\$139,420	\$110,000	78.9%	N	\$126,170	25	20	10	10	5	70	Indian County/Tribal land. We will expand this Project to reach specific communities un- or under-served by mainstream legal services organizations by subgranting to organizations directly serving those communities. Our focus will be expanding this Project to advocates serving Native American tribal, urban and rural survivors; and on survivors served by culturally specific and responsive organizations serving limited-English-proficient communities. FVAP's partners will be three subgrantees who already have extensive connections in and understanding of these communities: National Indian Justice Center (NIJC), California Consortium for Urban Indian Health (CCUIH) and WEAVE, a Sacramento-based domestic violence shelter and services organization. This Project will create a compendium of domestic violence-related housing and employment rights that exist in Indian Country and will also provide legal technical assistance, training and tools relating to housing and employment protections to the network of advocates who serve tribal communities in urban areas under the umbrella of Project partner CCUIH, the California Consortium of Urban Indian Health.
8	Riverside Legal Aid	Desert Homelessness Prevention	LSP	\$200,000	\$120,000	60.0%	Y	\$100,318	20	20	20	3	3	66	East Riverside County. Provide eviction defense including court appearances, landlord tenant rental disputes, pre-eviction questions and strategies with those having problems with landlords, habitability issues, unfair or illegal rent increases, presentations regarding legal rights and education of the law to tenant organizations and professionals working with tenants at risk of eviction/homelessness and legal services regarding habitability.
9	Mental Health Advocacy Services	Homelessness Prevention for Tenants with Mental Health Disabilities	LSP	\$200,000	\$150,000	75.0%	Y	\$50,141	25	5	20	8	8	66	Los Angeles. MHAS plans to create a new behavioral health legal partnership with three of the largest mental health service providers in Los Angeles - Didi Hirsch Mental Health Services, Hathaway-Sycamores Child & Family Services, and Mental Health America Los Angeles - wherein MHAS attorneys and staff will conduct clinics, consultations, and education workshops at the partner agency locations in Los Angeles County to prevent homelessness for these clients. MHAS attorneys will then provide deeper representation to a set of those clients that MHAS meets at these locations with the most pressing homelessness prevention legal issues. Clients will be eligible to receive MHAS' legal services through this project regardless of immigration or citizenship status.
10	Justice in Aging	Expanding Housing Advocacy for Older Adults	SC	\$264,650	\$200,000	75.6%	Y	\$126,170	32	5	10	10	5	62	Statewide. Provide legal training, technical assistance, and advocacy support to legal services programs and other advocates across the state to equip them to serve individual clients and advocate for solutions to systemic problems. The project will have two primary components: 1. Training & Technical Assistance and 2. Systemic Advocacy.
11	National Housing Law Project	The New Wave of Tenants' Rights in California	SC	\$250,000	\$175,000	70.0%	Y	\$126,170	25	10	5	10	10	60	Statewide. The National Housing Law Project will conduct a deep legal analysis of these new laws and regulations, conduct extensive training of legal services attorneys, and develop enforcement strategies and litigation (AB 1482, SB 329, Fair Housing Regs from the Dept of Fair Employment and Housing). Train legal aid attorneys on the new laws and regulations through 8-10 webinars and in-person trainings. When appropriate, NHLP will co-counsel with QLSPs around affirmative litigation.
12	Senior Advocacy Network	Veterans and Disabled Homelessness Prevention Program	LSP	\$72,426	\$72,000	99.4%	Y	\$50,109	25	20	0	8	5	58	Stanislaus County. Provide legal services for eviction defense and other tenant defense assistance in landlord-tenant rental disputes to two under-served populations in our county with unmet needs: disabled persons and Veterans in Stanislaus County.
13	Centro Legal de la Raza	Legal Services to Support Implementation of AB 1482 in Underserved Areas of Alameda County	LSP	\$194,103	\$190,000	97.9%	N	\$0	30	10	0	5	10	55	Southern Alameda County. Engage in renter education efforts by coordinating and conducting Know Your Rights workshops at community-based sites, such as schools, community centers, libraries, and places of worship. will provide the opportunity for us to significantly expand our services in southern Alameda County, especially in cities and unincorporated areas of the county that have not previously had strong tenant protections. Goals: renter outreach & education, legal consultations and advice, legal representation.

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14	Legal Aid Society of San Diego	Holistic Homelessness Prevention for At-Risk Tenants	LSP	\$533,033	\$250,000	46.9%	Y	\$510,441	20	20	0	10	5	55	San Diego County. The targeted populations being served are tenants who are at particularly high-risk for homelessness – namely, those who are under 125% of the federal poverty limit and who have a physical or mental disability, are elderly, are members of the immigrant community, and/or are living in rural areas and face logistical barriers to accessing justice. The overall goals for the project are to prevent homelessness by providing holistic services to address the legal and non-legal, immediate and long-term needs of at-risk tenants: conduct outreach and education, provide direct legal services consisting of counsel and advice, brief services, and extended services including investigation and formal representation, travel assistance fund for housing clients, and case management service.
15	Housing and Economic Rights Advocates	Homlessness Prevention- HERA 2019	LSP	\$205,008	\$150,000	73.2%	N	\$0	25	20	0	5	5	55	Solano, Contra Costa, San Joaquin, and Stanislaus Counties. Provide free legal services to prevent homelessness in the counties of Solano, Contra Costa, San Joaquin and Stanislaus. In addition to counseling, advice and consultation to address fair housing abuses which can result in unlawful eviction, legal services to reduce non-rent debt obligations such that tenants’ income is freed up to keep up with rent, as well as legal services to improve credit to help those who are homeless access housing, HERA will provide 17 workshops in each county over the course of the grant period on tenants’ and homeless residents’ pre-eviction rights, focusing on the new state just cause and rent control law, and fair housing rights, including addressing the use of credit as a pretext for wrongful discrimination.
16	California Rural Legal Assistance, Inc.	Housing Legal Advice Line	LSP	\$940,615	\$500,000	53.2%	N	\$0	25	20	0	2	5	52	San Luis Obispo, Santa Barbara, and Ventura counties. “805 Housing Legal Advice Line” serving San Luis Obispo, Santa Barbara, and Ventura counties. Incubating a housing legal advice line (“hotline”) service model, which will enable low-income tenants in some of CRLA’s highest need service areas to speak by telephone to an attorney or skilled paralegal, under attorney supervision, specially trained in eviction defense. Funding will allow CRLA to pilot this service delivery model on a limited basis and test several important factors to consider prior to expansion to help meet the unmet need for eviction defense statewide. These factors include: basic hotline feasibility in a rural context and provided via a regional system, hotline patron satisfaction and follow through, impact on applications for assistance and housing services at field offices, and effectiveness in addressing critical housing issues in rural California including lack of safe and habitable housing, affordable housing, and limited housing stock, etc.
17	Eviction Defense Collaborative	San Francisco Tenant Right to Counsel	LSP	\$291,550	\$175,000	60.0%	N	\$0	20	10	10	5	5	50	San Francisco. EDC is the only legal services organization in San Francisco solely focused on eviction prevention. EDC’s staff of 39 offers San Francisco’s vulnerable populations legal services in response to an eviction, rapid rental assistance for those at risk of displacement, and advocacy for clients in shelters - all under one organizational umbrella. EDC does not have any eligibility requirements. It is the only legal services provider to tenants in San Francisco that serves every tenant regardless of immigration status, race, sexual orientation, age, disability, race, socioeconomic status, or neighborhood. In other words, EDC helps all of San Francisco’s vulnerable communities, with a particular focus on providing emergency rental assistance and legal services to low-income tenants facing eviction.
18	Justice & Diversity Center of the Bar Association of San Francisco	Affirmative Eviction Prevention Project	LSP	\$104,838	\$75,000	71.5%	Y	\$83,498	25	10	0	8	7	50	San Francisco. Will be able to increase the time allocation of one of its part-time Staff Attorneys to focus on pre-eviction tenant legal counsel, advocacy, and dispute resolution, aiming to prevent the filing of Unlawful Detainer cases.

Not Recommended for Funding

19	Alameda County Homeless Action Center	New Ways to Collaborate: Income Security Replaces Housing Insecurity	LSP	\$390,954			N	\$0	5	5	20	5	10	45	Alameda County. This RFP similarly recognizes the role that ensuring receipt of eligible income and safety net benefits can have to improve housing stability and prevent homelessness. The focus of this project is on expanding the use of benefits advocacy as a key tool to improve housing stability by reaching new groups of potential clients who might not otherwise take advantage of these services. It has two components.
20	Legal Assistance to the Elderly	Eviction Defense- Saving Seniors Housing	LSP	\$176,853			Y	\$50,039	15	15	0	10	5	45	San Francisco. Allocating the EAF Homelessness Prevention funds we receive towards an additional attorney who would provide full scope representation to tenants at risk of eviction. Legal Assistance to the Elderly (LAE) provides free legal services to seniors and adults with disabilities who live in San Francisco.
21	Western Center on Law and Poverty	Improving Housing Stability and Preventing Homelessness for California Families and Individuals	SC	\$100,000			Y	\$126,170	15	15	0	10	5	45	Statewide. Western Center will focus on statewide challenges that impact these Californians, living in both urban and rural communities, to expand and improve affordable housing opportunities and prevent homelessness. Our three key goals will include: protecting tenants from eviction and landlord abuse, and ensure access to housing, preserving the existing housing stock, promoting equitable planning and development.

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22	Asian Pacific Islander Legal Outreach	Eviction Prevention in Immigrant Communities	LSP	\$616,472			N	\$0	15	20	0	3	5	43	Bay Area. Provide full-scope attorney representation in unlawful detainer actions to the severely underserved low-income immigrant communities in other target counties such as Alameda, San Mateo, Contra Costa, and San Joaquin. Two main objectives are eviction prevention and educating tenants and service providers through workshops and training.
23	HEART L.A.	Proactively Preventing Homelessness Program	LSP	\$355,000			N	\$0	10	5	20	5	0	40	Los Angeles. Add three additional staff, including two FTE Attorneys and one FTE Paralegal during the fourth quarter of 2019 to provide representation and eviction defense for those in danger of losing their homes (targeted outreach and public education, eviction prevention, and legal representation in unlawful detainers). All of HEART L.A.'s services are provided free of cost to low-income individuals and families regardless of immigration or citizenship status.
24	La Raza Centro Legal	2020 EAF Homelessness Prevention Fund Formula - La Raza Centro Legal	LSP	\$50,000			Y	\$50,124	10	10	5	2	0	27	Alameda County. Rather than focusing on eviction defense court work daily in Superior Court, we propose a shift in priorities for our housing attorney. Specifically, this proposal suggests the housing attorney dedicate the vast majority of their time on: housing clinics, know your rights presentations, full scope legal representation, habitability advocacy efforts.

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23	HEART L.A.	Proactively Preventing Homelessness Program	LSP	\$355,000		N	\$0	10	5	20	5	0	40	Los Angeles. Add three additional staff, including two FTE Attorneys and one FTE Paralegal during the fourth quarter of 2019 to provide representation and eviction defense for those in danger of losing their homes (targeted outreach and public education, eviction prevention, and legal representation in unlawful detainees). All of HEART L.A.’s services are provided free of cost to low-income individuals and families regardless of immigration or citizenship status.
24	La Raza Centro Legal	2020 EAF Homelessness Prevention Fund Formula - La Raza Centro Legal	LSP	\$50,000		Y	\$50,124	10	10	5	2	0	27	Alameda County. Rather than focusing on eviction defense court work daily in Superior Court, we propose a shift in priorities for our housing attorney. Specifically, this proposal suggests the housing attorney dedicate the vast majority of their time on: housing clinics, know your rights presentations, full scope legal representation, habitability advocacy efforts.

\$5,000,000 Proposed Funding

2019 EAF Homelessness Prevention RFP Responses

Organization: Alameda County Homeless Action Center

Project: New Ways to Collaborate: Income Security Replaces Housing Insecurity

Eligibility Category: LSP

Amount Requested: \$390,954

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

The 2019 report by the Bay Area Council Economic Institute, which looked at homelessness as a regional problem, pointed out the value of Supplemental Security Income (SSI) and other federal safety net benefits in preventing homelessness. This RFP similarly recognizes the role that ensuring receipt of eligible income and safety net benefits can have to improve housing stability and prevent homelessness.

Founded in 1990, the Alameda County Homeless Action Center (ACHAC) is a legal services program focused on public benefits advocacy for our homeless and precariously housed neighbors in Alameda County. We have 44 staff attorneys, an office in Berkeley and two offices in Oakland.

ACHAC is skilled in qualifying those living at the poverty level for the basic safety net programs that promote housing stability. These benefits are General Assistance (GA), CalWORKS (aid to families with children), unemployment Insurance, state disability insurance, Medi-Cal, CAPI (monthly cash benefits to aged, blind, and disabled non-citizens who are ineligible for SSI) and Supplemental Security Income (SSI). For people who are precariously housed, solving benefits-related problems can prevent repeated bouts of homelessness due to income insecurity.

Most of ACHAC's legal resources are focused on claims for Supplemental Security Income (SSI). To be eligible for SSI, poverty-level individuals must be age 65 or older or have a severe mental or physical disability that prevents them from working. There is a rigorous five-step test to establish the statutorily required level of disability, a six month wait for an initial decision and if the claim is denied, a cumbersome appeals process. A typical SSI case can take 18 months for resolution. During this long waiting period, we assist clients in keeping their other benefits in place. Although SSI only pays approximately \$900 a month, this amount would qualify the recipient for the monthly rent in many permanent supportive housing units.

The focus of this project is on expanding the use of benefits advocacy as a key tool to improve housing stability by reaching new groups of potential clients who might not otherwise take advantage of these services. It has two components.

First, ACHAC would set up a procedure for regular referrals from legal services programs providing eviction defense that do not have the current capacity to help clients with benefits issues. In our work, we regularly see the advantages our clients have when a housing attorney helps them with evictions, habitability issues, and other housing problems. We would like to strengthen this connection to benefit eviction clients who are at the intersection of a housing problem and disability.

This project component will also include outreach and referral arrangements with other county nonprofits that work with disadvantaged populations such as immigrants and survivors of domestic abuse.

Second, ACHAC will work with the county's three collaborative courts to identify individuals appearing before the courts whose housing stability could be enhanced by access to safety net benefits. The Drug Court, Behavioral Health Court (mentally ill offenders) and Homeless and Caring Court were established to provide alternatives to incarceration for offenders who otherwise could have been jailed. They are called collaborative courts because the judge, district attorney, public defender and probation department work together to assess the offender's needs and develop a treatment plan that can reduce the likelihood of recidivism.

The treatment plan may be for a 12 – 18 month period. Judges often send defendants to job training programs. Housing support and assistance is on the list of potential referral services.

Both youth and adults appear before these courts.

2019 EAF Homelessness Prevention RFP Responses

ACHAC is already skilled at making sure that any work with a potential client is not already covered by one of our other funding sources. ACHAC receives funding from the county's Behavioral Health Care Agency, Social Services Agency, and the Cities of Berkeley and Oakland. We also have IOLTA/EAF funding that enables us to serve a limited number of clients who are not funded by existing contracts. Since we do not presently have working referral relationships with eviction defense providers or the collaborative courts, we anticipate an additional group of clients who are not covered by existing funding sources. Every client referred will first be screened. Benefits advocacy work for any clients charged to this project would have been cleared by this screening process.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

HAC has been providing benefits advocacy services to the most vulnerable members of our community for over 25 years. We already utilize multiple ways to find clients. We offer 25 hours a week of drop in services at all three of our offices. We participate in outreach events sponsored by other agencies. We have teams of attorneys who regularly visit encampments. Our elder outreach team includes a housing case manager who works extensively to improve the housing situations of frail elders in encampments. We work extensively with multiple agencies throughout the county.

Each project component will be managed by a staff attorney (project coordinator) who implements outreach to referring agencies, screens clients who are referred, applies for any basic benefits for which they are eligible and if they are eligible for SSI, refers them inhouse and keeps track of the results both for HAC and for the referring agencies. A managing attorney will make sure that the project is fulfilling its goals and reporting requirements.

Project activities will be subject to the same quality controls that apply to all ACHAC programs. Client data, case activities and outcomes are entered in ACHAC's case management system, Prevail, and monthly reports are generated by the Systems Manager. These reports are reviewed by the managing attorneys. Serious disparities between achievements and goals are also reported by the System Manager to the Deputy Director. The Executive Director, Deputy Director and managing attorneys can implement appropriate corrections, if necessary.

If the program is successful, HAC's development staff will work to ensure adequate funding after the grant runs out.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

The three target populations for this project are individuals in unstable housing situations who are: (1) Working with a housing attorney at one of the county's legal services programs; (2) Receiving assistance from one of the county's nonprofits that works with disadvantaged populations such as immigrants or victims of domestic abuse; or (3) Appearing before one of the county's collaborative courts.

The overall goal is that these referred clients receive a full assessment of what social safety net benefits they are entitled to, apply for and receive these benefits and if they have a viable claim for Supplemental Security Income (SSI) receive full legal representation for as long as it takes to qualify them.

The goal for the Eviction Defense component is at least 60 referrals over a 12-month period and to provide Supplemental Security Income (or CAPI in the case of immigrants) representation to 40-50 clients during that period. The goal of the Collaborative Courts component is at least 40 referrals over a 12-month period and to provide Supplemental Security Income representation to 20-25 clients during the same period. Both components will assist all clients referred to obtain the other applicable safety net benefits. Eligibility assessments and applications for basic benefits will either be carried out by the two project coordinators or, occasionally, through the limited services offered during ACHAC's 75 drop-in hours each week. These services have their own funding.

- **How will you ensure that the target demographic is served?**

ACHAC's plan to ensure that the target demographic is served centers on (1) systematic outreach and information efforts to help referring agencies understand the positive role of benefits advocacy in homelessness prevention as well as (2) mechanisms to simplify and encourage the referral processes.

2019 EAF Homelessness Prevention RFP Responses

In regard to eviction defense providers, five legal services programs in this county provide this service. Eviction Defense Center, Centro Legal de la Raza, and Asian Pacific Islander Legal Outreach do not do benefits advocacy. Bay Area Legal Aid and East Bay Community Law Center do provide benefits advocacy, but we will make sure they know about our program in case they want to use it for some of their clients.

There will also be systematic outreach and information efforts to let non-legal services nonprofits that assist disadvantaged populations such as immigrants and survivors of domestic abuse know how benefits advocacy can assist their clients in unstable housing situations.

There is a similar plan for the collaborative courts. ACHAC's project coordinator will determine the most relevant referral partner from each court. Typically referrals to these courts come from the District Attorney or Public Defender. Although any of the participants could refer a potential client to HAC, it would be important to have working referral partners. The coordinator will also develop criteria for referral to HAC. In some cases, the parents or caretakers of youth before these courts might be eligible for safety net services which could help to stabilize the family's housing situation.

For both components, the coordinators will establish effective referral mechanisms. Our project coordinators can meet with prospective clients in our office or the offices of referring agencies. In addition, we will accept phone, fax and email referrals with clients' contact information so that, if necessary, we can accommodate prospective clients in other locations that work for them.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

In Alameda County, there are two other legal services programs that provide benefits advocacy – East Bay Community Law Center (EBCLC) and Bay Area Legal Aid (BALA). Each of these providers also does eviction defense and housing counseling. Our focus will be on the eviction defense providers and other agencies that work with our target populations and do not provide benefits advocacy. However, we would certainly not decline a referral from EBCLC or BALA, and will reach out to them to make sure they know about the program.

There are many nonprofits which provide non-legal services to vulnerable populations and the agencies working with individuals before the collaborative courts have already been identified. Since this project is about collaboration, the forms of collaborative have been identified and discussed above.

- **Will your project include sub-grants?**
No
- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

HAC provides more than 1,500 limited services each year and in 2018 had 731 extended services clients. 97% of completed extended services cases were SSI claims. Demographic and case activity information including outcomes is entered in HAC's case management system, Prevail. HAC's Systems Manager has years of experience providing data, including main benefits, for funders including the State Bar and Alameda County agencies.

Data entry can be customized to include specific information required for reporting on this project. Additional information that will be recorded includes to track and measure favorable and unfavorable outcomes each project month and appropriately communicate that information to our referring partners. We will also track housing status of each client at the outset and at the time that our work with the client concludes.

Evaluation of the two coordinators' performance will be based on the specific numerical goals and project outputs such as documented referral procedures that are required in the proposal. A managing attorney will supervise the project, perform internal evaluations and prepare required reports.

2019 EAF Homelessness Prevention RFP Responses

Evaluation of benefits advocacy will be subject to the same criteria that ACHAC applies to all its benefits advocacy activities. They are:

- Success in qualifying clients for basic benefits such as General Assistance and Cal-Fresh (food stamps) within 30 days of filing and Medi-Cal within 45 days
- Success rates in achieving SSI for eligible clients.
- Percentage of SSI cases terminated for a reason unrelated to the merits of the case. For example, if a high percentage of clients disappear, then our client engagement strategies need to be reexamined.
- Relationships, if any, between case results and total processing times.

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention - RFP Funding
Budget
January 2020 - June 2021

Organization Name: **Alameda County Homeless Action Center**

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	325,795	1.5 FTE Coordinators; 1.5 FTE SSI Attorneys; .15 FTE Supervising Managing Attorney
Paralegals		
Other Staff		
Sub-Total Salaries & Wages	325,795	
Employee Benefits	65,159	Standard Projected Employee Benefits
Total Personnel	390,954	
Non-Personnel		
Space		
Equipment Rental & Maintenance		
Office Supplies		
Printing and Postage		
Telecommunications		
Technology		
Program Travel		
Training		
Library		
Insurance		
Litigation		
Capital Additions		
Contract Service/Clients		
Evaluation		
Other		
Total Non-Personnel	-	
TOTAL PROGRAM	390,954	
ADMINISTRATION		
Personnel		
Non-Personnel		
TOTAL ADMINISTRATION	-	
GRAND TOTAL	\$390,954	
Administration Percentage	0.0%	
Non-Personnel Percentage	0.0%	

2019 EAF Homelessness Prevention RFP Responses

Organization: Asian Pacific Islander Legal Outreach

Project: Eviction Prevention in Immigrant Communities

Eligibility Category: LSP

Amount Requested: \$616,472

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

The proposed project will build on API Legal Outreach's existing housing legal services and community partnerships to provide full-scope attorney representation in unlawful detainer actions. Project services will include pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Full scope representation will include submitting and responding to discovery, developing the evidence, filing motions to compel, engaging in settlement negotiations, post-settlement representation, and representation at trial. API Legal Outreach's housing project has been developed to provide a full range of community outreach, tenant counseling, and full-scope representation. All project activities will be provided, in a culturally competent manner, in the language of the client's choice. The project strives to empower not only clients, but also other providers to become effective agents for change: workshops include staff training to understand the tenant policies affecting their clients.

Non Supplanting

APILO currently provides eviction prevention legal services in San Francisco County but receives little or no funding for such services in its other target counties such as Alameda, San Mateo, Contra Costa, and San Joaquin. The proposed services using this grant will not supplant existing resources and will be used to provide services to tenants in those counties not otherwise currently served. Further, the grant will be used to provide services to the severely underserved low-income immigrant communities. Current funding levels do not provide enough support to adequately address the needs for housing legal services in the underserved immigrant communities.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

APILO has been successfully providing culturally competent social, legal, educational, and technical assistance services for more than forty years. From its origins as a direct services agency, APILO has always provided full-scope representation for clients. The agency provides services based on a holistic model; the goal for every client is that APILO (together with its partners) can meet every need that she may have, which can include full-scope tenant, immigration, and income maintenance services, for example.

APILO is committed to the sustainability of this project. Currently, the project is funded by local public grants and unrestricted agency funding. The project's partners will continue to collaborate on funding applications and are currently meeting with charitable foundations to explore matching priorities. Further, the project seeks to maximize project funding by developing a pro bono assistance and by supplementing project support in the future with other legal services funding such as for holistic, multidisciplinary legal services utilizing staff, volunteers, and clinical services.

Ten years ago, APILO's housing project originated in the immigrant communities of San Francisco by initiating partnerships with agencies such as Canon Kip, SOMCAN, Chinatown Community Development Center, La Raza Community Resource Center, La Raza Centro Legal, Self Help for the Elderly, and AJ-ALC. Firmly rooted in service to immigrants, the project is currently coordinated by a Project Supervising Attorney (Jason Truong) and 4 bilingual staff attorneys. Quality will be ensured by APILO staff including Managing Attorneys in the East Bay Office (Thomas Lee, 7 years experience providing legal assistance to tenants; and in the San Francisco office (Akiko Takeshita (20 years supervising legal services to tenants) who will provide overall supervision of the legal services. Executive Director, Dean Ito Taylor, also brings to this project more than 30 years of trial experience, including supervising defense work in unlawful detainer cases. Development and Finance Director (Thao Dang Weldy) with 5 years program, contract management, and social services experience, will coordinate contract compliance efforts and oversee progress reporting.

2019 EAF Homelessness Prevention RFP Responses

If the project is funded, APILO will hire 2 additional staff attorneys (at least 1 Cantonese-speaking, 1 Spanish-speaking) and 2 legal assistants to increase our capacity to meet the urgent needs of immigrant tenants. Each partner agency has a social services unit which will work closely with the project in providing complementary outreach and public education services, tenant counseling, and as well as providing other grant activities.

APILO meets frequently with other housing service providers including members of the “tenants’ bar,” an informal collaborative through which agencies share best practices and coordinate resources, and tenant organizing agencies such as Chinatown Community Development Center, Causa Justa, the Ping Yuen Tenants’ Association, El Concillio, Samoan Community Development Center, Pilipino Bayanihan Resource Center, Self Help to the Elderly, Filipino Community Center, Tenants’ Union, and Tenants Together. Best practices are incorporated into the program design through an ongoing process in order to maximize efficacy and efficiency. Client feedback is solicited and welcomed by the management staff.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

LEP Communities

This project will serve low-income tenants but will focus primarily but not exclusively on those hardest hit by the ongoing eviction epidemic: limited or non-English speaking tenants, seniors, single parent families, and adults with disabilities. APILO staff speaks more than twelve languages, including Cantonese, Hindi, Ilocano, Japanese, Korean, Mandarin, Tagalog, Taiwanese, Vietnamese, and Spanish.

The project will utilize a multi-pronged, housing plus approach that builds on the strengths of API Legal Outreach's eviction prevention legal services, coordinates both direct services and pro bono efforts, and promotes broader community partnerships to ensure that the rights of tenants are enforced.

Activities and Outcomes

Objective: Eviction Prevention

Activity 1: Provide one on one legal services for clients at immediate risk of eviction. Deliverable: 220-250 individuals served annually

Project services will include pre-eviction and eviction legal services, counseling, advice and consultation, mediation, representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Full scope representation will include submitting and responding to discovery, developing the evidence, filing motions to compel, engaging in settlement negotiations, post-settlement representation, and representation at trial.

Activity 2: Educate tenants and service providers through workshops and training.

Deliverable: 15 workshops provided reaching 450-600 individuals

APILO will work with other CBOs to identify outreach sites and to provide multi-lingual workshops on topics including what to expect from unlawful detainer actions, what to do if served with court papers, and tenant rights/responsibilities to educate and empower tenants about their legal rights. Training workshops will also be directed at the staffs of nonprofit, social services organizations that assist tenants

Key goals and deliverables:

- 1) Increase in access to and use of project services in at least 70% of project’s consumers;
- 2) increase in knowledge and awareness about the rights and remedies available to prevent eviction in at least 80% of project’s consumers;
- 3) increase in awareness about community resources available for addressing such eviction prevention needs in at least 80% of project’s consumers;
- 4) increase in eviction prevention or other tenant needs in at least 70% of clients; and
- 5) increase in housing stability in at least 70% of clients.

- **How will you ensure that the target demographic is served?**

The program will ensure that the target demographic is served by staffing the project with people and volunteers from the communities served, as well as by working closely with community-based organizations and public agencies that are well established in targeted communities. The project staff and partner agencies will confer monthly to discuss ways to improve outreach, such as community gatherings, festivals, churches/temples, schools, or other community centers.

2019 EAF Homelessness Prevention RFP Responses

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

There are legal organizations providing services throughout the Bay Area and a limited number in the Central Valley but few if any have the cultural and linguistic skills to address the needs of the API community as well as other LEP communities.

The project will collaborate with legal services providers, social services providers, and public agencies who share the same goal of assisting LEP immigrant communities including cross referrals, consultations on best practices, joint outreach activities, and co-counseling.

- **Will your project include sub-grants?**

Yes

- **For each sub-grantee identified above, please state their expertise, staffing, and role in the project. Also include details about their intake/evaluation capacity to ensure compliance, the proposed sub-grant work, any experience working on joint projects, and how their work will supplement and improve the work your organization will provide.**

Lao Family Community Empowerment, Stockton

The Bridge Community Center, Modesto

Filipino Advocates for Justice, Oakland and Union City

All proposed partners are established and trusted social services providers with multilingual staff. All have engaged in housing/tenant outreach work for over 6 years in their respective constituent communities. As partners in this project, each will provide tenant advocates who will engage in community outreach and education, support the work of APILO in organizing workshops and providing tenant counseling, and other eviction prevention activities. Advocates will work closely with project attorneys to ensure intake/evaluation compliance. All serve communities that are particularly underserved.

Project staff will meet monthly with subgrantee partners to review progress toward grant goals, to discuss barriers and changes required, and to share best practices. Clients and client services will be tracked using intake forms and a case management database. A quarterly evaluation will include reporting of service numbers for the grant term as well as a description of the project's methodology; the challenges encountered in service provision; the practices employed to address the challenges and the success of each practice; identification of gaps in services and/or data that contribute to ongoing barriers in the service population; and modifications to address those gaps.

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

Project staff will meet monthly to review progress toward grant goals, to discuss barriers and changes required, and to share best practices. Clients and client services will be tracked using intake forms and a case management database. A monthly evaluation will include reporting of service numbers for the grant term as well as a description of the project's methodology; the challenges encountered in service provision; the practices employed to address the challenges and the success of each practice; identification of gaps in services and/or data that contribute to ongoing barriers in the service population; and modifications to address those gaps.

In addition to the required outcome performance measures, APILO will collect additional measures to determine impact on target population for a final evaluation, such as descriptive statistics of the barriers to housing services, client evaluations, economic benefits, and information on changes in the clients' housing and economic status and stability.

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention - RFP Funding
Budget
January 2020 - June 2021

Organization Name: Asian Pacific Islander Legal Outreach

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	135,000	2 FTE staff attorneys
Paralegals	80,000	2 FTE paralegals
Other Staff	-	
Sub-Total Salaries & Wages	215,000	
Employee Benefits	51,600	24% for FICA, SUI, SDI, Health insurance
Total Personnel	266,600	
Non-Personnel		
Space	11,520	Pro rata share of office space used by project staff
Equipment Rental & Maintenance		
Office Supplies		
Printing and Postage		
Telecommunications		
Technology		
Program Travel		
Training		
Library		
Insurance		
Litigation		
Capital Additions		
Contract Service/Clients	266,400	Subcontracts with 3 community based organizations
Evaluation		
Other	54,452	10% indirect
Total Non-Personnel	332,372	
TOTAL PROGRAM	598,972	
ADMINISTRATION		
Personnel	17,500	Contract Manager
Non-Personnel		
TOTAL ADMINISTRATION	17,500	
GRAND TOTAL	\$616,472	
Administration Percentage	2.8%	
Non-Personnel Percentage	53.9%	

2019 EAF Homelessness Prevention RFP Responses

Organization: California Rural Legal Assistance, Inc.

Project: Housing Legal Advice Line

Eligibility Category: LSP

Amount Requested: \$940,615

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

California Rural Legal Assistance, Inc. (CRLA) helps to fill the need for safe, decent, and affordable housing in the low-income, agricultural, and rural areas it serves across the state by providing low-income clients with a range of housing assistance. However, services are limited due to a lack of sufficient resources and there remains a consistently unmet need for eviction defense and tenant assistance in rental disputes. In the last 3 years, CRLA has rejected on average 800 applicants per year requesting service in Private Landlord/Tenant matters alone and turned away countless others who fell outside of narrow areas of focus implemented to help manage resource limitations. The majority of service applicants are walk-ins to CRLA's 16 field and 3 satellite offices across the state, so the numbers rejected do not fully capture the community need among distressed renters, many of whom are unable to complete the intake process at an office.

CRLA sees the Equal Access Fund Homeless Prevention funding as an opportunity to realize its goal of incubating a housing legal advice line ("hotline") service model, which will enable low-income tenants in some of CRLA's highest need service areas to speak by telephone to an attorney or skilled paralegal, under attorney supervision, specially trained in eviction defense. Housing legal advice line staff can provide answers to hotline patrons' legal questions, analyze patrons' legal problems, and advise patrons of steps to solve problems so that their matters may be resolved efficiently with a phone consultation or soon thereafter. Housing legal advice line staff can also perform brief services when they are likely to solve the problem (such as making phone calls, writing letters or preparing documents on behalf of clients), and make referrals if further legal assistance is necessary. CRLA plans to operate the "209 Housing Legal Advice Line" serving San Joaquin and Stanislaus counties through CRLA's Stockton and Modesto field offices with newly hired staff through the EAF Homeless Prevention formula funding recently received and will provide the State Bar with any needed revisions to the previously submitted project plan and budget.

Securing additional EAF Homeless Prevention funding through the 18-month RFP grant period will allow CRLA to operate the "805 Housing Legal Advice Line" serving San Luis Obispo, Santa Barbara, and Ventura counties through newly hired staff to be located in CRLA's San Luis Obispo and Santa Maria field offices.

Both hotlines will serve patrons at or below 125% of the federal poverty level and initial screening by newly hired support staff will involve income verification. All hotline patrons will have access to Step 1 services by the newly hired hotline advocates – their questions will be answered and information and education on housing rights will be provided, regardless of immigration status, and basic information (name, address, phone number and any required demographics) will be collected to verify unduplicated service numbers. After completing an intake verifying legal residency, hotline patrons can also receive Step 2 assistance – counsel and advice will be provided by a Hotline Staff Attorney or hotline advocate under attorney supervision and Step 3 assistance – a follow up appointment for additional services ranging from further research on more complex issues or brief services to resolve landlord/tenant disputes, to full representation at Unlawful Detainer court proceedings and systemic advocacy to address illegal practices of common bad actors.

EAF Homeless Prevention funding will allow CRLA to pilot this service delivery model on a limited basis and test several important factors to consider prior to expansion to help meet the unmet need for eviction defense statewide. These factors include: basic hotline feasibility in a rural context and provided via a regional system, hotline patron satisfaction and follow through, impact on applications for assistance and housing services at field offices, and effectiveness in addressing critical housing issues in rural California including lack of safe and habitable housing, affordable housing, and limited housing stock, etc.

The vast majority of housing services CRLA provides annually are funded by grants from LSC, State Bar IOLTA/EAF, State Bar Bank Settlement, and housing discrimination funding from HUD. Despite robust and diverse funding sources, CRLA sees a chronic unmet need for assistance in eviction and landlord-tenant disputes. Prior to the EAF Homeless Prevention funding

2019 EAF Homelessness Prevention RFP Responses

opportunities, housing services had been provided via direct services, self-help workshops and clinics, and via impact advocacy. EAF Homeless Prevention funding will be the sole source of support for the hotlines – with a portion of EAF Homeless Prevention Formula funding allocated to operation of the “209 Housing Legal Advice Line” serving the northern San Joaquin Valley by newly hired, local staff and, if successful in the competitive funding round, EAF Homeless Prevention RFP funding supporting the “805 Housing Legal Advice Line” serving the south Central Coast and staffed locally by new hires. This is a new service delivery model, designed to help distressed renters in communities where CRLA sees some of the highest unmet need, and increase access to services for rural Californians who cannot reach CRLA offices because of inadequate public transportation and other barriers. Each hotline will be operated by newly hired advocates and support staff who will work as a team across offices to deliver hotline services in regional models.

CRLA uses unique, grant-specific funding codes to track staff time associated with all services provided, including individual cases and other forms of advocacy, and will assign new, unique funding codes to each hotline and each group of staff operating the hotlines. Actual expenditures and outlays are tracked and reported under each separate funding source. CRLA’s detailed system of formal internal controls effectively and adequately safeguards grant assets to ensure that they are used solely for authorized purposes and, in the instance of Equal Access Fund Homeless Prevention funding, will not supplant other funding sources, including each of the Formula and RFP grants should CRLA be awarded both.

- **Briefly explain your organization’s ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

CRLA is a 501(c)(3) nonprofit formed in 1966 that helps ensure access to justice for California’s low-income, rural communities. CRLA has over 50 years’ experience providing low-income Californians with consultation, self-help clinics and workshops, education and outreach, legal representation, and affirmative litigation for multiple housing issues, including landlord-tenant disputes, housing discrimination, habitability, eviction, relocation assistance, homelessness, housing elements, land-use planning, and foreclosure prevention. Through one-to-one, direct services, CRLA provides legal assistance for thousands of clients per year with specific housing challenges. CRLA offers these services to renters threatened with eviction or loss of subsidy who might be eligible for relocation assistance; low-income residents interested in applying for and maintaining federal rental-assistance benefits, including Section 8 vouchers; homeless Californians threatened with the loss of their encampments; residents displaced by natural disasters; and people requesting information on topics including money and debt management, tenant rights and responsibilities, evictions, rental housing, mobile home parks, and other housing situations.

CRLA is also a Qualified Fair Housing Organization with over 20 years’ experience implementing a specialized, HUD-funded program, requiring well-trained and highly experienced staff conducting a broad-based and full-service project to resolve fair housing and fair lending complaints for underserved populations such as racial and ethnic minorities, immigrants and indigenous populations, LEPs and non-English speakers, linguistically isolated households, persons at risk of homelessness, and persons with disabilities.

CRLA has diverse funding sources, with more than 40 different grants, including core operating support from the Legal Services Corporation and the State Bar’s Trust Fund Program. CRLA has progressively grown its annual budget to approximately \$15 million and actively fundraises from public and private sources alike. If the housing hotline pilot project proves a strong fit with CRLA’s other service delivery models and effectively expands access to eviction defense services as designed, CRLA will proactively fundraise to sustain and expand the service and will consider allocating core support funding from LSC to ensure shorter-term sustainability after June 2021. CRLA considers the long-term sustainability of the project to be a high priority since demand for assistance in housing and eviction matters always exceeds CRLA’s ability to meet community need. In the coming years, CRLA will implement multiple fundraising strategies to continue the project, such as: developing close relationships with private and corporate foundations interested in meeting community reinvestment obligations; identifying and cultivating individual donors potentially aligned with efforts to combat California’s housing crisis; and applying for relevant government funding opportunities at the local, state, and national level.

To ensure quality control, all hotline services by support staff or non-attorney advocates will be provided under attorney supervision, including Step 1 services where questions are answered and information and education on housing rights are provided, through Step 2 assistance where immediate counsel and advice are provided and Step 3 assistance where additional services are provided at a follow up appointment. Where Step 3, additional services, are required, hotline case intakes will go through each field offices’ weekly case review process to ensure legal services provided are high-quality and

2019 EAF Homelessness Prevention RFP Responses

consistent with CRLA priorities, policies, and procedures. During review, hotline staff and CRLA's existing field office staff may work together to create collaborative service plans for particularly complex cases.

CRLA's administrative team has decades of experience managing federal, state and municipal grants, including providing program and financial oversight. The senior program management team, made up of the Executive Director, Deputy Director, Unit Directors, and Directors of Litigation, Advocacy and Training and are also responsible for coordinating, reviewing and/or co-counseling the legal work arising out of the program. CRLA tracks data in LegalServer—a comprehensive, web-based case management system. LegalServer provides secure remote access via the Internet, allowing staff to record activities in real time. Legal services, outreach, community education, and training activities are recorded and tracked via unique ID numbers and mandatory data points ensure accurate geographic tracking of activities and outcomes. CRLA has a two-person data management team that provides customized, in-house training to employees to ensure quality control and data integrity.

CRLA plans to operate its "209 Housing Legal Advice Line" in San Joaquin and Stanislaus counties by newly hired staff in CRLA's Stockton and Modesto field offices utilizing EAF Homeless Prevention Formula funds, and as mentioned above, will be supplying the State Bar with any necessary revisions to its project plan and budget submissions. The "805 Housing Legal Advice Line" will be operated by newly hired staff in CRLA's San Luis Obispo and Santa Maria field offices and will serve San Luis Obispo, Santa Barbara and Ventura counties utilizing EAF Homeless Prevention RFP grant monies if funded.

Both separately funded and region-specific hotlines will be staffed by trained, bilingual attorneys with language capabilities meeting community needs, advocates and support staff, and supervised jointly by a Housing Legal Advice Line Coordinating Attorney. With EAF Homeless Prevention RFP competitive funds, CRLA will hire 2 new Staff Attorneys, 3 new Housing Paralegal/Community Workers, 1 new support staff, and a half-time IT staff member to support the new IT needs for this project. CRLA's field office staff comes from and lives in the rural areas we serve and are personally familiar with the tight housing market and conditions that our diverse client populations face. Coming from these communities ourselves allows us to provide culturally-, linguistically-, and community-responsive approaches to local problems, including California's affordable housing crisis. CRLA's existing supervisory structure employs senior attorneys at both the regional level (Regional Directors of Advocacy) and at the statewide level via a circle of senior litigation directors (Directors of Litigation, Advocacy and Training).

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

CRLA is a leading provider of legal services to the state's most vulnerable communities, including farmworkers, seniors, LGBTQ+ individuals, Indigenous residents, and people with disabilities. All CRLA clients are low-income and the vast majority of clients' incomes do not exceed 125% of the federal poverty level (FPL). The target populations to be served by the "805 Housing Legal Advice Line" to be funded through EAF Homeless Prevention RFP funding, will be low-income, rural tenants along the southern Central Coast struggling with landlord-tenant disputes and facing eviction. The very high cost of housing and high cost of living make this region unaffordable for low-income community members, comprised of the working poor and those subsisting on public benefits assistance, and many are routinely targeted for eviction to make way rent increases.

The overall goals for the "805 Housing Legal Advice Line" are to prevent eviction and improve housing stability in San Luis Obispo, Santa Barbara, and Ventura counties. Additionally, CRLA wishes to pilot the use of hotlines within limited scope projects to test this service model in advance of broader, statewide implementation beyond the immediate EAF Homeless Prevention funding grant terms.

The proposed "805 Housing Legal Advice Line" will have three objectives: 1) to expand access to housing rights information without regard to legal residency status; 2) to increase tenant defense assistance; and 3) to prevent eviction and displacement. CRLA proposes to serve 1,250 patrons of the "805 Housing Legal Advice Line" with at least Step 1 services, including answering questions and providing housing rights information and education. CRLA will track service numbers by collecting the names, addresses and phone numbers, plus any required demographic information, on all hotline patrons. Step 2 assistance, where immediate counsel and advice are provided, and Step 3 assistance where additional and more extended services are provided at a follow up appointment, will be provided to an unduplicated 150 clients of the "805 Housing Legal Advice Line". CRLA will track and report all Main Benefits and Economic Benefits achieved through hotline services. Through planned evaluation efforts, CRLA expects to demonstrate longer term impacts including: preventing loss of current housing, obtaining or preserving access to housing, preventing, ending or obtaining relief from unfair or illegal

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behavior, or otherwise enforcing rights, and enforcing rights to safe and habitable housing or other housing benefits for at least 50% of clients receiving Step 2 and/or Step 3 assistance when survey after case closure.

- **How will you ensure that the target demographic is served?**

The target demographic to be served by the “805 Housing Legal Advice Line” will be tenants residing in San Luis Obispo, Santa Barbara, or Ventura counties facing eviction or needing assistance in landlord-tenant disputes. Step 1 services as discussed above, including getting answers to basic housing questions and information on housing rights, will be provided without regard to legal residency status. But all hotline patrons will be asked for their address to verify service county residency. And all services provided through the hotline and by hotline staff utilizing EAF Homeless Prevention funds will serve indigent persons at or below 125% of the federal poverty level. Income verification will be conducted at the first point of contact with hotline support staff. For hotline patrons completing CRLA’s intake form seeking Step 2 counsel and advice and/or Step 3 brief services or other more extended services, legal residency will also be verified.

CRLA will conduct targeted outreach and a marketing campaign to make San Luis Obispo, Santa Barbara, and Ventura residents aware of the new “805 Housing Legal Advice Line” services. We will prominently include the county residency and low-income requirements in producing these outreach and marketing materials to reinforce and help ensure services are focused on the target demographic at every point of contact.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

There are other legal services providers in the southern Central Coast region that do provide some housing services to low-income people, including the San Luis Obispo Legal Aid Foundation and the Legal Aid Foundation of Santa Barbara, but there are no housing hotline services available. CRLA is aware of lawyer referral services through local bar association “law lines” in the target communities of San Luis Obispo, Santa Barbara, and Ventura counties, but no actual legal services are available through these “law lines” and callers facing eviction or other pressing landlord-tenant disputes are often referred to CRLA.

- **Will your project include sub-grants?**

No

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

CRLA will collect basic information (name, address, phone number and any required demographics) and income verification from all hotline patrons to ensure services are directed to our target population and to assess progress toward our proposed service numbers on at least a quarterly basis. Additionally, hotline patrons will be offered the opportunity to respond to a very brief set of questions to gather overall service satisfaction data. Participation will not be mandatory, but CRLA hopes to collect at least brief feedback from 10% or more of the 1,250 patrons we plan to serve with Step 1 services through the “805 Housing Legal Advice Line.” Quarterly, CRLA will review this feedback and it will inform changes to the service delivery model for the project, as needed.

CRLA will track all hotline cases for Step 2 and/or Step 3 hotline clients who received at least counsel and advice from hotline staff in its online client management database, LegalServer, where Main Benefits and Economic Benefits will be coded at case closure. However, CRLA will also modify its Client Impact Questionnaire to collect additional impact information. CRLA’s goal is to reach 20% of the proposed 150 hotline clients approximately 30 days after case closure to gather information on successful completion on next steps clients were advised to take and longer-term impacts, including prevention of housing loss, relief from unfair or illegal behavior, enforcement of rights to safe and habitable housing, and other housing benefits. CRLA’s goal is for at least 50% of clients receiving Step 2 and/or Step 3 assistance to achieve one of the housing Main Benefits enumerated above and will employ its Client Impact Questionnaire to monitor status on reaching that goal. This data will also be reviewed quarterly and can help identify which types of advice and next steps are most actionable by clients to prevent eviction and which produce the most lasting results, leading to improved housing stability over the longer term.

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In addition, all CRLA clients, including those receiving hotline services, are invited to participate in CRLA's monthly community committee meetings. CRLA staff members are receptive to client feedback and are mindful of this input when making improvements to individual programs and overall organizational priorities, and participation in the community committee meetings, or comités, is a primary way for clients to provide feedback on project or program effectiveness.

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention - RFP Funding
Budget
January 2020 - June 2021

Organization Name: California Rural Legal Assistance, Inc

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	286,431	(1) Coordinating Attorney, (2) Staff Attorneys
Paralegals	132,471	(2) Paralegals
Other Staff	146,861	(2) Support Staff, (0.5) IT Support
Sub-Total Salaries & Wages	565,763	
Employee Benefits	130,125	Payroll taxes and employee benefits at 23% total
Total Personnel	695,888	
Non-Personnel		
Space	67,057	Proportional share of rent, utilities, janitorial, storage
Equipment Rental & Maintenance	6,313	Proportional share of copier, computer, postage machine rental and maintenance
Office Supplies	17,190	Proportional share of general office supplies
Printing and Postage	6,750	Proportional share of printing and postage expense
Telecommunications		
Technology		
Program Travel	2,952	Federal mileage rate for attorneys/paralegals for client meetings and outreach
Training	3,375	\$25/mth x 7.5 FTE x 18 mths
Library		
Insurance		
Litigation		
Capital Additions		
Contract Service/Clients		
Evaluation		
Other		
Total Non-Personnel	103,637	
TOTAL PROGRAM	799,525	
ADMINISTRATION		
Personnel	141,090	Indirect admin costs
Non-Personnel		
TOTAL ADMINISTRATION	141,090	
GRAND TOTAL	\$940,615	
Administration Percentage	15.0%	
Non-Personnel Percentage	11.0%	

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Organization: Centro Legal de la Raza

Project: Legal Services to Support Implementation of AB 1482 in Underserved Areas of Alameda County

Eligibility Category: LSP

Amount Requested: \$194,103

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

With the recent passage of AB 1482, the Tenant Protection Act of 2019 (“Act”), beginning January 1, 2020, hundreds of thousands of tenants throughout Alameda County will have just cause eviction protection and rent control for the very first time. Low-income tenants in these parts of the county (including, but not limited to, Castro Valley, Dublin, Fremont, Pleasanton, San Leandro, San Lorenzo, unincorporated Alameda County, and Union City) have been traditionally underserved in terms of tenant legal services. This grant will allow Centro Legal to hire a staff attorney and a housing advocate who will provide targeted legal services by: (1) conducting intensive renter outreach and renter education, (2) providing legal consultations and advice at community-based drop-in clinics and/or workshops, and (3) providing legal representation services in unlawful detainer actions.

We propose to engage in renter education efforts by coordinating and conducting Know Your Rights workshops at community-based sites, such as schools, community centers, libraries, and places of worship. The team will also work to train community leaders to generate widespread grassroots knowledge of tenants’ rights. One of our central goals is the dissemination of knowledge about tenants’ rights to empower communities to assert their rights themselves, with our support when necessary. The team will conduct outreach to community organizations and grassroots efforts, coordinate and implement Know Your Rights workshops for them, and support them as they integrate the dissemination of tenants’ rights information to their organizations and networks.

This grant will allow us to expand our capacity to provide legal consultations and advice to residents of southern Alameda County at drop-in clinics and/or workshops where low-income tenants can receive services such as review of rent increase notices and eviction notices and letters to their landlords addressing habitability issues, harassment, etc. Providing services in the first stages of a housing issue can prevent the need for more intensive services, such as full-scope eviction defense services.

Moreover, as the Act does not contain explicit enforcement mechanisms, tenants who receive unlawful rent increases or evictions without cause in violation of the Act, will be forced to comply and file an affirmative lawsuit later or to defend themselves in unlawful detainer actions. The grant will allow us to expand our already robust program of eviction defense legal representation services in order to defend and enforce tenants’ rights under the Act, thereby preventing homelessness.

This program will provide the opportunity for us to significantly expand our services in southern Alameda County, especially in cities and unincorporated areas of the county that have not previously had strong tenant protections. The proposed services will not supplant existing resources. The program is designed specifically to ensure that we expand access to our services beyond our existing client base. We have found that increasing our capacity for legal representation and consultations is most effective when combined with renter education and outreach and siting services in affected communities. While we currently receive some support from Alameda County to serve the county as a whole, it is far from sufficient to meet the need for tenant legal services in underserved areas. The program proposed here will expand services to tenants in areas with insufficient access to housing legal services.

- **Briefly explain your organization’s ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

Our Organization

Founded in 1969, Centro Legal de la Raza (Centro Legal) is a cornerstone of justice in the Bay Area. Centro Legal is a comprehensive legal services agency protecting and advancing the rights of low-income populations which include immigrant and diverse communities through bilingual legal representation, education, and advocacy. By combining quality

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legal services with know-your-rights education and youth development, Centro Legal promotes access to justice for thousands of individuals and families each year throughout Northern and Central California.

Centro Legal's multifaceted approach to legal advocacy on behalf of the most vulnerable amongst us is purposefully designed to ensure access to justice. To this end, we pride ourselves in the three key components of our work: creating leadership, empowerment, and equity in our community. We focus on leadership by providing guidance and mentorship to the next generation of attorneys and judges of color through our Youth Law Academy and Diversity Legal Pipeline programs. We incubate community empowerment by advocating for positive change in local and state governments, creating meaningful dialogue on issues through our communications and media strategies, and by engaging in truly collaborative community lawyering. Finally, we ensure equity through high quality bilingual legal services and courtroom advocacy.

Centro Legal ensures access to justice for thousands of low income immigrants, tenants, and workers each year. In the past year alone, Centro Legal provided legal services to over 7,000 people. These services foster equity, stability, and economic prosperity. Our legal services are available to all low-income individuals regardless of citizenship status. In addition to the diverse makeup of our client community, our staff is itself highly diverse linguistically and culturally.

Experience implementing similar programs

Centro Legal's Tenants' Rights Practice was founded in 2003 and has distinguished itself as a leader in the provision of free legal services to low-income tenants in the Bay Area. The provision of such services strives to ensure access to safe, healthy, stable, affordable housing for low-income renters throughout Alameda county and beyond. We do this by providing legal consultations and legal representation for tenants facing unlawful rent increases, uninhabitable housing conditions, eviction, and other landlord/tenant issues. In 2018, Centro Legal's Tenants' Rights Program provided over 2,000 legal consultations to low-income tenants in cases involving rent disputes, substandard housing conditions, and evictions. Centro Legal has substantial experience working with non- and limited English speakers. 95% of our Tenants' Rights Practice staff are multilingual. In addition, we use a phone-based interpretation service to make services available to clients who speak other languages.

The Tenants' Rights practice has extensive, deep, and wide ranging experience providing effective legal services to low-income tenants through drop-in clinics and legal representation. Centro Legal has developed and refined a model of service provision that efficiently provides a wide range of services for low-income tenants. Our model prioritizes accessibility, empowering clients, and responding quickly to emerging trends in landlord-tenant relations. We incorporate a wide range of tools, including legal consultations, affirmative litigation, unlawful detainer defense, representation in administrative hearings, policy advocacy, community outreach, and collaboration with community organizations.

We implement this model through:

Broad, inclusive service provision via nine drop-in clinics per month. We provide one-to-one legal consultation services that can include reviewing eviction notices and notices of rent increase, drafting letters, providing legal advice, preparing petitions to rent programs, helping tenants respond to landlord demands, and providing other short-term, limited assistance.

Legal representation where more expansive services are necessary. These services can include representing tenants in negotiations, hearings, and mediations related to cases with local rent regulation bodies; defending tenants facing unlawful detainer actions; and representing tenants in negotiations for temporary or permanent household relocation to allow for the mitigation or remediation of habitability issues.

Strategic affirmative litigation where there are opportunities to magnify our impact. We focus on cases where we can change or clarify the law or where the landlord owns multiple properties or large apartment complexes. We also prioritize compelling cases where the landlord is engaged in particularly egregious conduct or where litigation can help bring about broader policy change.

Community outreach to provide know-your rights training and to inform low-income tenants about the availability of our services. A number of our programs include outreach and marketing components.

Policy advocacy to make tenant protections more effective. We have monitored trends in the kinds of issues tenants are facing, and provided guidance to city councils and local rent boards on how policies and ordinances have needed to be tweaked to better meet tenant protection goals.

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In mid-2018 Centro Legal was awarded funding from both Alameda County and the City of Oakland to be the administrator for county- and city-wide anti-displacement partnerships meant to serve as an intervention in the displacement crisis. The intention of these grants is to effectively scale up legal housing services by increasing referrals amongst participating legal service providers, by providing effective emergency financial assistance, and by creating a more coordinated infrastructure designed to address the specific needs emerging from the housing crisis in our area. As the administrator of these grants, Centro Legal's Tenants' Rights Practice provides the administrative infrastructure for both the Alameda County Housing Secure (ACHS) and Oakland Housing Secure (OHS) and has developed the programs carefully to ensure services are responsive, effective, and delivered in a culturally appropriate manner.

The Alameda County Housing Secure (ACHS) grant included the development of an online electronic referral system that has streamlined referrals among participating providers. ACHS and OHS include the disbursement of emergency financial assistance for tenants and homeowners for back rent and mortgage payments to stabilize and preserve housing, thereby preventing displacement.

Also, Centro Legal has been the sole provider of legal services for the City of Oakland Rental Adjustment Program (RAP) for over 13 years. RAP services are aimed at enforcing the city's rent and tenant protection ordinances. Tenants needing legal services in the RAP context are often facing unlawful rental increases, substandard housing conditions, and landlord harassment. Over the past 13 years Centro Legal has developed great expertise advocating on behalf of tenants through the administrative hearing process at RAP. Centro Legal represents tenants in all phases of the RAP hearing process, from the initial preparation of the RAP petition, preparation of evidence, through representation at the RAP hearing. Our program has developed a keen ability to identify, organize, and represent entire buildings of tenants facing similar housing issues, allowing us to effectively leverage our resources for maximum impact. This July, the city of Oakland once again awarded Centro Legal their RAP contract.

In 2018, the City of Alameda awarded Centro Legal a three year grant to provide free legal services to low-income tenants in the city of Alameda in order to address the need for local intervention into the housing crisis. Similarly, Centro Legal has been funded by the City of Hayward since 2015 to provide housing legal services to low-income tenants in their city.

Potential Sustainability beyond the grant period

Centro Legal's Tenants' Rights Practice has a diverse range of funding sources that allow us to maintain the services and ensure their quality beyond the life of any one grant. The proposed program will build upon our existing infrastructure and expertise in providing these services. After the grant period, we will seek out additional funding to maintain the higher level of services initiated through this program. Many of the cities in the region have begun to fund tenant legal services as the housing crisis intensifies, and as described above Centro Legal has been awarded contracts by a number of cities, as well as the county. We have also received funding from foundations interested in addressing the housing crisis and racial equity. Going forward, we will explore the possibility of additional funding from the cities in southern Alameda County and from relevant foundations.

Centro Legal's Tenants' Rights Practice has multiple sources of income to support its services. In 2019 the program secured government funding in the amount of \$3,384,793, including pass-through funds for project partners and emergency financial assistance for tenants and homeowners.

Additional sources of income

The program has recently secured \$250,000 in foundation funding. In the area of earned income, for 2019, the program has a prospective income amount of \$196,587 from affirmative litigation fees. This amount is based on a historical analysis of income from our affirmative litigation case fees. Centro Legal also receives annual funding from the California State Bar through their IOLTA program (Interest on Lawyers Trust Accounts). The program budget includes a secured IOLTA award in the amount of \$115,270 for 2020. Donor support for the program is listed at \$2000, although we expect additional support in this area to be forthcoming. The program in year one will also receive \$50,000 from a fellowship grant for our legal fellows.

Plans for Funding Sustainability

Centro Legal de la Raza uses a variety of methods to raise unrestricted funds to ensure the health and sustainability of the organization. Our multi-channel approach includes our annual campaign, action appeals, and individualized strategies for major gift donors. Additionally, we are actively engaged in prospecting for institutional support from both foundation and

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corporate sources. Centro Legal has longstanding and strong relationships with private foundations, and we hope to increase giving in this area while creating ties with new foundation funders. Centro Legal is looking outside of the box for new creative income sources. We are looking to strengthen our relationships with local and national businesses to increase corporate giving. We also have seen an interest for involvement from faith communities. We hope to leverage their in-kind and volunteer contributions as there is potential for significant fundraising in this area. Finally, Centro Legal has also relies on special events (such as our Annual Gala) to raise critical unrestricted funds and will continue to do so. We plan to increase our number of special events, segmented by types of donors, to further our funding efforts. This year our Gala will be celebrating our 50th anniversary year, and we expect the event to reach and exceed our goals for the event and bring in a significant number of new donors.

Staffing and supervisory structure for the project

At present, Centro Legal has 76 full-time employees. The Tenants' Rights Practice is comprised of 20 full time employees. The Practice is managed by Directing Attorney, Monique Berlanga (Farris). Monique is supported and supervised by Executive Director, Theresa Gonzalez, and Director of Programs and Advocacy, Carolina Martin-Ramos. Monique, along with supervising attorney Braz Shabrell, supervising attorney Micaela Alvarez, and grants manager, Krista Alderson, provides direction, support, and supervision for all Tenants' Rights Staff.

The project lead will be Tenants' Rights Directing Attorney, Monique Berlanga (Farris). Monique Berlanga (Farris) and Tenants' Rights Supervising Attorney, Braz Shabrell, will provide direct supervision and support for project staff. The project will be staffed by one staff attorney and one housing advocate, to be hired.

Monique Berlanga (Farris), Tenants' Rights Practice, Directing Attorney

As Directing Attorney of the Tenants' Rights Practice, Monique leads a dedicated team of attorneys and advocates working to prevent displacement of low-income tenants in the East Bay. Her responsibilities include oversight and administration of the Tenants' Rights Program.

Monique has represented low-income tenants in the East Bay for over ten years. Prior to joining Centro Legal, Monique worked as a housing attorney with Bay Area Legal Aid where her practice focused on eviction defense in the context of subsidized housing and representation of tenants in fair housing matters. Prior to that, Monique spent five years as the managing attorney of the Eviction Defense Center in Oakland. While at the Eviction Defense Center, Monique litigated over a thousand cases on behalf of low-income tenants facing eviction from their homes in Alameda County and parts of Contra Costa County. While at the Eviction Defense Center, Monique gained extensive experience in unlawful detainer jury trials. Monique also has extensive experience representing tenants in administrative proceedings in San Francisco, Berkeley, and Oakland.

Monique holds a Juris Doctor degree from the University of California, Berkeley School of Law (Boalt Hall). While in law school, Monique was the recipient of the Hon. Cruz Reynoso Social Justice Fellowship. She also served as co-chair of the La Raza Law Students' Association. A first-generation college student, Monique holds a Bachelor of Arts in Political Science from California State University, Hayward. Monique is from Hayward, CA.

Monique is a member of the East Bay La Raza Lawyer's Association and the Alameda County Bar Association. She serves on the Alameda County Bar Association Judicial Evaluation Nomination Committee. She also serves as PTA president of Roosevelt Elementary School in San Leandro.

Braz Shabrell, Supervising Attorney

Braz Shabrell attended law school at the UCLA School of Law with a specialization in Critical Race Studies and holds a bachelor's degree from the University of Georgia in Spanish and Women's Studies. Braz has extensive experience in housing law having served as Staff Attorney at both the East Bay Community Law Center (EBCLC) and the Eviction Defense Collaborative. At EBCLC Braz provided full legal representation to low-income tenants facing unlawful rental increases, substandard conditions, and harassment. As the Clinical Supervisor for the Housing Practice Braz provided supervision and training to Berkeley Law Clinical Students and oversaw weekly tenants rights workshops and drop-in courthouse clinics. Braz has broad experience in legal advocacy in the areas of tenants' rights, civil rights, racial and gender equity, prison reform, immigration, workers', and LGBTQ rights. As a Law Clerk at the Equal Justice Society, Braz co-authored an amicus brief submitted to U.S. Supreme Court on disparate impact liability and housing discrimination.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

Low-income tenants in areas of Alameda County without municipal tenant protections (i.e. protections such as rent control, just cause eviction, or ordinances protecting tenants from harassment). Tenants in these areas will have state just cause

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eviction protection and rent control for the first time beginning January 1, 2020. Target areas include Castro Valley, Dublin, Fremont, Pleasanton, San Leandro, San Lorenzo, unincorporated Alameda County, and Union City.

Overall Goals for the specified project

Goal 1: Renter Outreach & Renter Education. Coordinating and conducting Know Your Rights workshops at community-based sites, such as schools, community centers, libraries, and places of worship. The team will also work to train community leaders to generate widespread grassroots knowledge of tenants' rights.

Delivery of Services:

Hold six Know Your Rights presentations and/or renter education workshops.

Create and disseminate educational materials to at least 20 non-profit social service providers, libraries, parent engagement programs in school districts, religious institutions, social services and community centers.

Goal 2: Legal consultations and advice Provide excellent and equitable early intervention services through drop-in clinics and/or workshops by educating tenants about their rights and providing legal advice and counseling.

Delivery of Services:

Legal consultation: At least 60 unduplicated low-income tenants will receive legal consultations.

Goal 3: Legal representation. Provide excellent and equitable full representation services to tenants whose issues are best addressed by more in-depth services, such as eviction, illegal rent increases, and severe habitability or harassment issues.

Delivery of Services:

Legal Representation: At least 18 unduplicated low-income tenants will receive legal representation.

Measurable Outcome #1 - Housing Security: At least 50% of those receiving Legal Representation services pursuant to this contract will have achieved a measurable improvement in their housing security, such as, but not limited to:

Avoided an eviction

Had a rent increase rescinded

Received a rent reduction

Secured time and/or money to move as means to avoid eviction and/or homelessness

Measurable Outcome #2 – Tenant Awareness and Preparedness: At least 80% of those receiving Legal Consultation services report, through a Client Satisfaction Survey, that they are more aware of resources and options available to them and are better prepared to successfully resolve their housing issues as a result of the services received.

- **How will you ensure that the target demographic is served?**

This project will include a significant outreach component. The attorney and advocate will conduct intensive renter outreach and renter education by coordinating and conducting Know Your Rights workshops at community-based sites, such as schools, community centers, libraries, and places of worship in target areas. The team will work closely with community service providers to disseminate know-your-rights materials and information about accessing Centro Legal's services.

Specifically, Centro Legal will also create an outreach and education marketing campaign designed to (1) build awareness of new rights under the Act and (2) build broad awareness of legal services available to defend rights under the Act.

Centro Legal has extensive experience in marketing and outreach to low-income tenants in Alameda County. For instance, Centro Legal engages in extensive marketing and outreach supported by Alameda County Housing Secure and Oakland Housing Secure. These collaborative partnerships allow us to coordinate our services with other legal services organizations in the area through the online Peer to Peer referral system, an emergency financial assistance program, and meeting regularly to improve coordination and share strategies.

A formal marketing campaign is building broad awareness of the program and increasing access to housing security services. Centro Legal designed and printed 4,000 program brochures and 2,000 were mailed to elected officials, school districts and libraries across Alameda County. 20,000 Postcards in both Spanish and English have been distributed widely at public facilities across the county. For Internet and Social Media marketing efforts, a webpage was created at www.ACHousingSecure.org, and the program has its own Facebook page @ACHousingsecure. Four memes were posted and have received 4,578 Facebook views.

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In addition to outreach and marketing, our Housing Program utilizes the “Peer to Peer” referral system which allows for effective and easy referrals among tenant legal services agencies in the East Bay. Funded by the Alameda County Housing Secure grant, this system has improved communication so that all providers know each other’s strengths and eligibility guidelines and know what information is needed in a referral. Since its launch, the Peer to Peer system has facilitated over 526 referrals between participating agencies.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

Partner Agencies

Partner agencies providing legal services in Alameda County include Bay Area Legal Aid, Eviction Defense Center, and the East Bay Community Law Center.

Bay Area Legal Aid provides free legal services to tenants throughout Alameda County, focusing on preventing eviction, avoiding homelessness, preserving affordable housing, and preventing loss of housing vouchers, etc.

East Bay Community Law Center provides free legal services to tenants in unlawful detainer matters. Their housing program prioritizes complex UD including defense of long-term tenancies and evictions targeting renters with disabilities. East Bay Community Law Center focuses legal representation and outreach in Oakland and Berkeley.

The Eviction Defense Center is a nonprofit law corporation that defends low-income renters in UD in Alameda County. The Eviction Defense Center charges on a sliding scale for eviction defense representation.

Distinguishing Characteristics/Unmet Need

Centro Legal has developed and refined a unique model of service provision that efficiently provides a wide range of 100% free services for low-income tenants. Our model prioritizes accessibility, empowering clients, and responding quickly to emerging trends in landlord-tenant relations. We incorporate a wide range of tools, including legal consultations, affirmative litigation, unlawful detainer defense, representation in administrative hearings, policy advocacy, community outreach, and collaboration with community organizations.

Most of our partner agencies focus on eviction defense. Our program is unique in that we take a comprehensive approach to legal services. Reaching tenants immediately upon the first sign of an issue that could lead to housing instability allows us to intervene at an early stage, thereby preventing the need for more intensive services, such as full-scope eviction defense services.

Lastly, through this project, Centro Legal is seeking to reach a geographic area not currently prioritized by partner agencies.

Collaboration

As administrator for county- and city-wide anti-displacement partnerships, we are leading the effort to create a more coordinated infrastructure designed to address the specific needs emerging from the housing crisis in our area. We maintain constant contact with our partner agencies to coordinate services. We also convene quarterly meetings of partner agencies to discuss program developments, trends, and how best to coordinate services

- **Will your project include sub-grants?**
No
- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**
Our current assessment and evaluation activities track effectiveness and quality of our direct service legal representation. We track baseline information on client demographics, case type and case outcomes. We collect demographic and problem information about each client through our intake process, and we collect relevant information about each case as it develops. We use a full-featured database program to store our data that allows us to report unduplicated clients served

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through each funding source. Our data collection and case closing procedures currently include tracking main benefits (for clients who receive legal representation) and highest level of service provided as defined by the State Bar. We have a program analyst on staff who does regular analyses of our service provision in terms of equity and effectiveness.

For this program, we will report:

Measurable Outcome #1 - Housing Security: At least 50% of those receiving Legal Representation services pursuant to this contract will have achieved a measurable improvement in their housing security, such as, but not limited to:

Avoided an eviction

Had a rent increase rescinded

Received a rent reduction

Secured time and/or money to move as means to avoid eviction and/or homelessness

Measurable Outcome #2 – Tenant Awareness and Preparedness: At least 80% of those receiving Legal Consultation services report, through a Client Satisfaction Survey, that they are more aware of resources and options available to them and are better prepared to successfully resolve their housing issues as a result of the services received.

We do not propose a sub-grant.

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention - RFP Funding
Budget
January 2020 - June 2021

Organization Name: Centro Legal de la Raza

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	68,000	100% FTE Attorney will provide targeted legal services to underserved areas, including outreach, education, clinics, and direct representation.
Paralegals		
Other Staff	58,000	100% FTE Advocate, working under the supervision of an attorney, will assist in providing targeted legal services to underserved areas.
Sub-Total Salaries & Wages	126,000	
Employee Benefits	23,184	
Total Personnel	149,184	
Non-Personnel		
Space	24,538	Space costs include rent, utilities, and maintenance
Equipment Rental & Maintenance	-	
Office Supplies	-	
Printing and Postage	500	Printing brochures and mailing
Telecommunications	-	
Technology	6,835	Technology costs include tech support, database, and telecommunications
Program Travel	1,400	Travel costs for outreach, education, and hearings
Training	-	
Library	-	
Insurance	1,941	General liability and professional liability insurance costs
Litigation	-	
Capital Additions	-	
Contract Service/Clients	-	
Evaluation	-	
Other	-	
Total Non-Personnel	35,214	
TOTAL PROGRAM	184,398	
ADMINISTRATION		
Personnel	9,705	Administrative staff costs associated with this grant, including accounting staff and the Executive Director who provides oversight and management
Non-Personnel		
TOTAL ADMINISTRATION	9,705	
GRAND TOTAL	\$194,103	
Administration Percentage	5.0%	
Non-Personnel Percentage	18.1%	

2019 EAF Homelessness Prevention RFP Responses

Organization: Eviction Defense Collaborative

Project: San Francisco Tenant Right to Counsel

Eligibility Category: LSP

Amount Requested: \$291,550

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

Eviction Defense Collaborative (EDC) proposes expanding upon its San Francisco Tenant Right to Counsel (TRC) services. Last year, EDC was named Lead Partner for TRC. EDC anticipates continuing in this role for the foreseeable future. In this role as Lead Partner EDC has: (1) provided full scope legal representation and rental assistance to SF tenants through its Rental Assistance Program (RADCo); (2) provided and oversaw TRC's city-wide system services; (3) developed and implemented TRC services; and (4) been the safety net for many tenants who do not have full scope representation. EDC's Full Scope Representation Program currently includes nine attorneys, three law clerks, and one social worker. This team provides full scope legal representation to TRC-eligible clients. EDC also has an intake team that processes all eviction-related requests, providing referrals to full scope representation attorneys as well as providing limited legal services to others facing eviction (e.g. pro per answers, limited scope representation at Mandatory Settlement Conferences (MSC), etc.). As Lead Partner, EDC must take spill-over clients who cannot be served by other LSOs. Accordingly, EDC significantly grew its Litigation Department, and yet an average of 150 clients per month remain unrepresented.

Between July 1, 2019 and September 8, 2019, 536 individuals sought to be paired with an attorney through EDC. Approximately 55% were not paired with an attorney because there are not enough attorneys in TRC. To date, over 590 cases have been accepted for full scope representation since July 1, 2019 by all of the Legal Services Organizations (LSO) in TRC. Of those, EDC has accepted 63 cases for full scope representation since July 1, 2019. An initial review of EDC's data shows that of those tenants who were not referred by EDC for a full scope attorney:

43% were 50 or above,
28% self-reported as African American,
38% reported living in public/subsidized housing,

As recently as October 15, 2019, EDC attempted to provide limited scope services to a disabled tenant who has valid, strong defenses to the landlord's unlawful detainer. This tenant was unable to secure a full scope attorney because there weren't any attorneys available to represent her. If evicted, this tenant will be unable to secure alternate housing. Moreover, EDC is assured of the landlord's desire to evict this tenant, and therefore assured that the tenant (without legal representation at trial) ultimately be evicted and homeless. Having an attorney, in this instance, means the difference between staying in her home, or being homeless. With these funds, EDC would add attorneys to TRC so that we could truly be the safety net for those tenants who otherwise cannot be paired with an attorney.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

EDC formed in 1996 to act as the primary clearinghouse for tenants filing initial responses. Since then, EDC has developed an effective, client-centered, trauma-informed, and culturally sensitive triage clinic model to process the high volume of clients seeking services through our daily, open-door clinics. EDC is the only legal services organization in San Francisco solely focused on eviction prevention. Key elements of EDC's model include: staff highly-skilled in landlord/tenant litigation, accessible services, in-house multilingual capacity, comprehensive referral process and integrated collaboration between legal services and RADCo. This funding supplements the existing funding from MOHCD for oversight and implementation of TRC.

Furthermore, in its role as Lead Partner for TRC, EDC has designed, implemented, and is currently overseeing a system-wide coordination of duties among LSOs providing full scope representation under TRC. This includes managing the: system-wide case management system, quality of the legal services provided, program services reports, and conformity with the policies and procedures required by TRC.

2019 EAF Homelessness Prevention RFP Responses

The key administrators of the project are:

Martina I. Cucullu Lim, EDC's Executive Director, joined EDC in July 2018, before which, she was the Tenants' Rights Program Director at Centro Legal de la Raza where she led the development of the Alameda County Housing Secure Program (an anti-displacement program comprised of East Bay LSO's working together under Centro Legal de la Raza's leadership to provide legal services and emergency financial assistance). She regularly represented tenants in eviction defense matters as well as rent board hearings. Ms. Cucullu Lim has over 10 years' litigation experience in California and New York. She earned her law degree from Benjamin N. Cardozo School of Law, and her undergraduate degree is from the University of Toronto. She is also a OneJustice Executive Management Fellowship alum. Ms. Cucullu Lim is the daughter of immigrants, and is bilingual in Spanish and English.

Cary Gold, EDC's Director of Litigation and Policy, who prior to joining EDC, was the Senior Supervising Attorney for Justice & Diversity Center's (JDC) Landlord-Tenant Project. During her 12 years at JDC, Ms. Gold trained and managed hundreds of volunteer attorneys defending tenants in unlawful detainer actions. Ms. Gold was in private practice for 20 years before arriving at JDC. She earned her law degree from University of California's Hastings College of Law. In sum, Ms. Gold has over three decades of experience in San Francisco landlord/tenant litigation. In her capacity as Director of Litigation and Policy, Ms. Gold plays a key role in training, supervising, and mentoring EDC (and other LSO) litigation staff.

Ryan D. Murphy, EDC's Supervising Litigation Attorney, returned to EDC in May 2019 after having worked at EDC as a staff attorney from 2014 through 2016. Mr. Murphy has helped preserve affordable housing for hundreds of San Francisco families. Prior to returning to EDC, Mr. Murphy was a staff attorney at Bay Area Legal Aid's San Francisco office, where he represented tenants in public and subsidized housing. After graduating from UC Hastings School of Law, he worked at Legal Services of Northern California in Mendocino County representing rural families in benefits and housing matters.

We are ripe for growth because:

- (1) We have the space.
- (2) Our supervising attorneys have combined over 40 decades of landlord/tenant litigation experience.
- (3) We have paralegals and a social worker already in place.
- (4) We have the language capacity.
- (5) We have in-house emergency rental assistance staff that collaborate with litigation attorneys.
- (6) We have the organizational structure to support increased growth.

With respect to EDC's staffing and supervisory structure, EDC has a Director of Litigation and Policy, a Managing Attorney, and a Supervising Attorney. New staff members shadow senior staff members on their work before attempting the work themselves. Once they feel confident to complete the task with supervision, senior staff shadow the new employee. Once the new staff member and other staff members feel the new staff member's work quality is good enough to perform the task without direct supervision, the staff member then will proceed with the work on their own. However, all their paperwork is still reviewed thoroughly until the staff member is performing the tasks with minimal errors. New attorneys attending court hearings also proceed with a process of shadowing and being shadowed before attending court hearings on their own. Our policy is that staff attorneys (especially new staff attorneys) do not attend trial on their own, and we send at least one other more experienced attorney to trial with the staff member attending trial.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

EDC is the only legal services organization in San Francisco solely focused on eviction prevention. EDC's staff of 39 offers San Francisco's vulnerable populations legal services in response to an eviction, rapid rental assistance for those at risk of displacement, and advocacy for clients in shelters - all under one organizational umbrella. These services: 1) prevent displacement and homelessness, 2) stabilize housing, and 3) address inequitable impacts of economic growth in San Francisco - particularly for extremely and very low income tenants. In Fiscal Year 2018, EDC provided legal services to over 5,000 individuals (429 of whom received limited or full scope legal representation) and disbursed \$710,048.57 in loans and grants to low-income tenants.

Due to San Francisco's high cost of housing low-income tenants facing eviction are at risk of being displaced from their community. They need the rapid rental assistance in coordination with legal services provided by EDC. Moreover, San Francisco's African American population (which has significantly decreased in the past three years) is particularly at risk of

2019 EAF Homelessness Prevention RFP Responses

displacement due to a legacy of exclusion in the United States. They need the highly experienced attorneys EDC has on staff to ensure their tenancy and community is protected. Immigrants and persons of color similarly experience a legacy of exclusion as well as an added barrier to housing opportunities for those who are non-English speakers and/or low income. They need access to the culturally sensitive services which can be provided by EDC's bilingual and bi-cultural staff who speak Spanish, French, Russian, Mandarin and Korean. Households in rent controlled units are at high risk of displacement given the current market value of their unit. Extremely and very low income tenants, many of whom are on fixed incomes, living in rent controlled units are especially vulnerable. One unexpected expense, or a delay in receiving their SSI could result in an eviction. They need access to rapid rental assistance and lawyers highly experienced in San Francisco's local tenant protections. Similarly, the elderly and disabled are at risk due to barriers they likely face to accessing services caused by mobility issues - as well as the likelihood that they are on a fixed income. In addition to accessing rapid rental assistance and experienced lawyers, they need access to EDC's Social Worker who can meet them in their homes and provide case management help.

Goal 1: Full-scope legal representation in 75 cases (representing approximately 176 individuals).

Outcomes: 60% remain in their homes, 30% move out without an eviction on their credit report, sufficient time and/or money to secure alternate housing, and 10% move out without or sufficient time or money to secure alternate housing.

- **How will you ensure that the target demographic is served?**

95% of San Francisco tenants responding to unlawful detainer (eviction) lawsuits come to EDC for services; they are all at high risk of displacement. Furthermore, 81% of our legal services clients are especially vulnerable because they live in extremely low income households. While 50% of our clients self-identify as disabled. 60% of San Francisco's African American, Latino, and Native American households (i.e. households experiencing a legacy of exclusion) are rent burdened and at high risk of displacement. These populations account for over 65% of the households served by RADCo and over 50% of responding legal services clients self-identified as minorities. Moreover, in calendar year 2018, 38% of our legal services clients and 56% of our RADCo clients were disabled. Almost a third of our legal services clients are over the age of 50. Approximately 20% of our legal services clients were African American, approximately 13% were Latino, and 3% were Asian. Of those reporting, more than 50% of our clients identified as minorities, more of our clients self-identify as disabled than not, 28% of our clients were over the age of 50 and 14% were children. For legal services, the top four zip codes included: SOMA (26%), Tenderloin (25%), Mission (16%) and Bayview Hunters Point (7%). For rental assistance, the top five zip codes served similarly include: SOMA (26%), Tenderloin (25%), Nob Hill (10%), Bayview Hunters Point (7%) and Mission/Bernal Heights (6%). Minorities and individuals of extremely low and very low income largely reside in these neighborhoods.

EDC verifies income by requesting pay stubs, copies of benefit awards or any other reasonably available means. Clients that do not have the ability to verify income are asked to self-declare income and then to bring proof of income if at all possible. Services are generally required to be provided same day which does not allow for proof of income to be obtained in every instance.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

There are nine other agencies currently funded to provide TRC full scope representation services. However, all of the agencies have at least one or more eligibility requirement in order to receive assistance from them. EDC does not have any eligibility requirements. It is the only legal services provider to tenants in San Francisco that serves every tenant regardless of immigration status, race, sexual orientation, age, disability, race, socioeconomic status, or neighborhood. In other words, EDC helps all of San Francisco's vulnerable communities, with a particular focus on providing emergency rental assistance and legal services to low-income tenants facing eviction.

In addition to our unique model and inclusive eligibility requirements, EDC is unique in that our legal services staff work side-by-side with EDC's Rental Assistance Disbursement Component (RADCo) staff. For 19 years RADCo has specialized in collaborating with eviction defense attorneys to ensure tenants quickly receive the services and emergency financial assistance they critically need to stay housed. Our unique, comprehensive approach allows clients to receive critically-needed services while limiting their visits to multiple agencies (especially critical in a crisis, where every moment counts to prevent eviction).

Furthermore, our role as Lead Partner of TRC requires that EDC take spill-over clients who cannot be served by other LSOs. Accordingly, EDC significantly grew its Litigation Department, and yet an average of 150 clients per month remain

2019 EAF Homelessness Prevention RFP Responses

unrepresented. In short, EDC needs additional staff to meet its obligation as Lead Partner. (The City and County of San Francisco is the primary funder for TRC. The City has stepped up in a very large and real way to secure additional funds and support for TRC. Every day we move closer to the goal of fully-funding TRC.)

EDC will continue: (1) building upon its role as the initial point of entry for tenants at risk of eviction providing citywide, coordinated, streamlined, client-centered referrals, and services to tenants facing eviction; and (2) leveraging its demonstrated commitment to coordinating efforts with other local legal services (e.g. ALRP, ALC, ODL, Asian Pacific Islander Legal Outreach, Bay Area Legal Aid, Justice & Diversity Center, the Homeless Advocacy Project, Legal Assistance to the Elderly, and Tenderloin Housing Clinic), tenant counseling organizations (e.g. Chinatown Community Development Center, Causa Justa:Just Cause, Housing Rights Committee, Tenants Together, Tenderloin Housing Clinic, SRO Collaborative, Swords to Plowshares, and SF Tenants' Union), and SF Superior Court.

- **Will your project include sub-grants?**

No

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

EDC will evaluate the Attorney's performance within 60 days of hire, and again at the half-year mark. EDC will also evaluate the attorney's performance and case outcomes they achieve for vulnerable populations. Moreover, EDC will regularly evaluate the success of TRC. This will include the collection and analysis of data such as:

- (1) The rate of successful referrals.
- (2) The rate of success of all cases within the SFTRC.
- (3) Potential patterns in the evictions being filed with respect to location, type, and demographic information, etc.

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention - RFP Funding
Budget
January 2020 - June 2021

Organization Name: **Eviction Defense Collaborative**

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	190,000	two attorneys at market rate salary plus supervision
Paralegals	-	EDC already has staff that can provide support to the new attorneys
Other Staff	-	
Sub-Total Salaries & Wages	190,000	
Employee Benefits	55,100	FICA, Workers Compensation, SUI Medical, 401k,
Total Personnel	245,100	
Non-Personnel		
Space	15,000	rent & utilities
Equipment Rental & Maintenance	1,000	copiers, printers, fax, scanner, computers & monitors, etc.
Office Supplies	1,000	papers, pads, pens, etc. for providing full scope representation, printing, postage
Printing and Postage	-	
Telecommunications	1,700	
Technology	1,000	pro rata share of database maintenance costs and IT services
Program Travel	200	travel to and from court; to clients; for training, etc.
Training	7,000	National Institute of Trial Advocacy training for both attorneys and other associated trainings
Library	-	
Insurance	2,000	
Litigation	15,000	
Capital Additions	-	
Contract Service/Clients	-	
Evaluation	-	
Other	2,400	Software licenses and bar license
Total Non-Personnel	46,300	
TOTAL PROGRAM	291,400	
ADMINISTRATION		
Personnel	-	
Non-Personnel		
TOTAL ADMINISTRATION	-	
GRAND TOTAL	\$291,400	
Administration Percentage	0.0%	
Non-Personnel Percentage	15.9%	

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Organization: Family Violence Appellate Project

Project: Homelessness Prevention for Native American and Limited-English-Proficient Domestic Violence Survivors

Eligibility Category: SC

Amount Requested: \$139,420

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

With current Bank Grant funding, FVAP's Housing and Employment Justice Project builds the capacity of nonprofits serving domestic violence survivors and their children to stabilize low-income and underserved communities by adapting or creating materials and trainings on the unique rights of domestic violence survivors in housing and employment to enable advocates to effectively support survivors of domestic abuse facing unsafe housing situations or seeking to maintain safe employment (as a predicate to obtaining or maintaining safe, stable housing). The 3-year Project is statewide, but focuses on reaching 10 counties each year, for a total of 30 counties. To reach those advocates, we have used our connection with the California Partnership to End Domestic Violence ("the Partnership") and their membership. The Partnership is a statewide network of domestic violence advocates and agencies, using a paid-membership model.

With additional EAF funding, we will expand this Project to reach specific communities un- or under-served by mainstream legal services organizations by subgranting to organizations directly serving those communities. Our focus will be expanding this Project to advocates serving Native American tribal, urban and rural survivors; and on survivors served by culturally specific and responsive organizations serving limited-English-proficient communities. FVAP's partners will be three subgrantees who already have extensive connections in and understanding of these communities: National Indian Justice Center (NIJC), California Consortium for Urban Indian Health (CCUIH) and WEAVE, a Sacramento-based domestic violence shelter and services organization. With the assistance of the partner organizations' experience in the unique needs of these communities, we will create additional trainings and materials, and co-present those trainings, in a way that responds to the communities' unique needs so as to effectively combat homelessness for domestic violence survivors living in those communities. Partner organizations, and the domestic violence advocates whose work we support with this Project, serve domestic violence survivors regardless of immigration status. FVAP's portion of this grant money will be smaller than all partner subgrantees' amounts in a commitment to fund organizations working directly with underserved communities, and will fund FVAP's share of the work and Project supervision.

This Project will create a compendium of domestic violence-related housing and employment rights that exist in Indian Country, and explain to advocates supporting survivors in each unique jurisdiction which California and federal laws also provide domestic violence-related protections. This Project will also help Native American survivors living on tribal lands, and their advocates, to engage in policy advocacy with their tribes if they think adopting additional protections would prevent homelessness among survivors. NIJC's expertise in tribal jurisdictional and substantive law will be key to reaching these communities and creating materials that address the unique jurisdictional and legal situation in each of California's 109 federally recognized tribal jurisdictions to empower survivors to obtain or maintain safe, stable housing and employment.

This Project will also provide legal technical assistance, training and tools relating to housing and employment protections to the network of advocates who serve tribal communities in urban areas under the umbrella of Project partner CCUIH, the California Consortium of Urban Indian Health. The statewide network of Urban Indian health centers which CCUIH supports are often the first stop for urban Native Americans (including those who are recent immigrants speaking indigenous languages) seeking social services and support in any crisis, including homelessness or risk of homelessness. By providing the advocates working in these communities with tools and training to empower their clients to obtain or maintain housing, and employment we aim to decrease homelessness among urban Native American domestic violence survivors, including recently arrived indigenous survivors. It is well recognized that many women seeking asylum while living in California, fled from domestic violence in their home countries in Central and South America. (See, e.g. Blue Shield Foundation of California, *Defending Immigrant Survivors of Domestic Violence* as of October 17, 2019.) Where those women are indigenous, Central and South American, they seek culturally appropriate services from CCUIH's centers.

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Likewise, by creating materials that address the unique needs of domestic violence survivors in the particular limited-English-proficient and underserved communities with which WEAVE is deeply connected in Sacramento County, including its many rural areas, we aim to decrease homelessness among the historically underserved Hmong, Latinx, Middle Eastern, African American and Russian speaking communities.

This Project adds to, and does not supplant, FVAP's non-competitive EAF Homelessness Prevention Fund grant (review of which is still pending) because the attorney fellow we would hire with those grants funds would not have expertise or ability to do culturally competent outreach to Native American communities, particularly those on tribal lands. If the attorney hired has Spanish-language ability and cultural competency to do outreach to Latinx communities, this competitive grant Project would de-emphasize outreach to the Latinx communities connected to WEAVE, and would prioritize instead the other limited-English-proficient communities listed above.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

FVAP is able to carry out the Project by building on the capacity, relationships and expertise obtained through the current Bank Grant funding. As explained above, with its current Bank Grant funding, FVAP's Housing and Employment Justice Project builds the capacity of nonprofits serving domestic violence survivors and their children by creating materials and trainings on rights of domestic violence survivors in housing and employment, providing technical assistance on housing and employment issues to domestic violence advocates and attorneys, and engaging in and supporting organizations engaging in policy and administrative advocacy. The expertise FVAP created implementing its Housing and Employment Justice Project will allow it to seamlessly implement this Project.

FVAP will ensure quality by meeting with Project partners regularly to ensure that our work is highly coordinated and advancing the Project's goals. FVAP will create and maintain a master project calendar with sub-grantee deliverables that will be accessible to all partners. Although FVAP will oversee the deliverables, all partners will be able to see the scope of the Project and timetable for deliverables. FVAP will review invoices for deliverable work from Project partners, ensuring fiscal oversight.

FVAP's Housing and Employment Justice attorney, Taylor Campion, has 6.5 years of experience providing legal services in the areas of housing and employment law and to underserved communities. Ms. Campion will be directly responsible for implementing the Project and coordinating with Project partners. Ms. Campion is supervised by the Director of Programs, Jennafer Wagner, who has over 20 years of professional experience at legal services organizations in California and throughout the country. Supervision is accomplished through weekly Case Review Meetings, weekly individual supervision meetings, informal meetings and exchanges of ideas in the office, as well as through a formal employee performance management process. The CEO/Executive Director, Erin Smith, Esq., supervises the Director of Programs. Ms. Smith is an attorney with 15 years of professional experience who provides and supervises legal support services in addition to managing the strategic and administrative aspects of FVAP. Through weekly staff meetings and bi-weekly supervision meetings with the Director of Programs, the Executive Director monitors the services provided by the organization, the requests for assistance received, and the substance and quality of the organization's legal services provided.

Sub-grantee staffing is described below in the sub-grantee section.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

The Project's target populations are tribal, rural, and urban Native American domestic violence survivors; rural domestic violence survivors; and survivors served by culturally specific and responsive organizations serving limited-English-proficient communities, in particular Hmong, Latinx, Middle Eastern, African American and Russian speaking communities. The overall goal for the Project is to decrease or prevent homelessness among these uniquely vulnerable survivors of domestic violence who, despite facing multiple oppressions, are historically underserved.

The Project will accomplish this goal by providing advocates, attorneys and caseworkers who serve these communities with specially created and tailored trainings and written legal tools to help survivors in their communities benefit from protections in the law that are unique to survivors in order to obtain and maintain safe, stable housing. In addition to being culturally responsive to each community, these materials will incorporate the different tribal, jurisdictional, and/or local regulations and protections that apply in different communities.

2019 EAF Homelessness Prevention RFP Responses

The Project will also create a compendium of domestic violence-related tribal laws. Not only will this compendium inform our work, but it will educate advocates serving tribal communities about the rights of their clients that may help them obtain and maintain safe, stable housing. Where a particular tribal legal protection has proven effective in preventing domestic violence survivor homelessness, the compendium will also empower survivors and advocates in different tribes to advocate for similar protections in their jurisdictions.

FVAP will quantify its outcomes by tracking the number of people and organizations trained, and written legal tools produced and distributed, both in person and through our password-protected website. We will also track the number and outcomes of advocacy efforts to engender new domestic violence-related protections. Over the course of the 18-month project period, the Project will create or adapt at least 15 culturally competent written legal tools. These tools will be in the appropriate languages for the communities we are targeting, including at least four different communities with limited English proficiency. We will provide at least 12 culturally competent and accessible trainings on the housing rights of survivors of domestic violence to organizations and individuals working with domestic violence survivors in the Project's targeted communities. Additionally, we expect the Project's trainings, written legal tools and outreach will result in 1-2 referrals for legal assistance per quarter. Legal assistance referrals would be either to FVAP for technical assistance to attorneys and non-attorney advocates working with domestic violence survivors or to direct service legal aid providers.

- **How will you ensure that the target demographic is served?**

FVAP will ensure the target demographic is served by subgranting with NIJC, CCUIH, and WEAVE, three organizations that are deeply connected to the target populations. NIJC is a national organization for Native communities and tribal governments and a leader in providing services throughout Indian country. CCUIH is a statewide alliance of Urban Indian Health Programs that offers innovative strategies to support the health and wellness needs of the Urban Indian community in California and is a leader in creating domestic violence-related supports for survivors, including the Red Women Rising Project, which provides culturally responsive tools for survivors throughout California, including those who are geographically isolated. WEAVE is the primary provider of crisis intervention services for survivors of domestic violence and sexual assault in Sacramento County and has deep connections to Latinx, Middle Eastern, Hmong, African American and Russian communities in their region, including its most rural stretches.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

No. Although National Housing Law Project (NHLP) also provides housing-related trainings and written legal tools to attorneys across California, our proposed services are distinguishable because we are focusing our services on non-attorney domestic violence advocates serving Native American survivors of domestic violence and domestic violence survivors with limited English proficiency, especially those in underserved rural areas. These advocates and organizations are not generally part of the legal services community and have few if any legal resources available to them. In addition, our work will be tailored to incorporate the unique laws and regulations that apply to the localized communities we will be serving, including tribal laws and regulations, issues of jurisdiction, and local ordinances. Through our current Bank Grant, we collaborate often with NHLP to ensure our work complements, and does not duplicate, theirs.

- **Will your project include sub-grants?**

Yes

2019 EAF Homelessness Prevention RFP Responses

Project Partners

Organization	Contact Name	Job Title	Email	Proposed Sub Grant Amount	State Bar Funded
WEAVE	Beth Hassett	Chief Executive Officer	bhassett@weaveinc.org	\$57,000	No
National Indian Justice Center	Raquelle "Kelly" Myers	Staff Attorney	nijc@aol.com	\$26,250	No
California Consortium for Urban Indian Health	April McGill	Director of Community Partnerships and Projects	april@ccuih.org	\$32,250	No

- For each sub-grantee identified above, please state their expertise, staffing, and role in the project. Also include details about their intake/evaluation capacity to ensure compliance, the proposed sub-grant work, any experience working on joint projects, and how their work will supplement and improve the work your organization will provide.**

NIJC has the expertise and capacity to carry out the Project based on its 36 years of work in violence prevention and victim assistance with tribal communities in California. NIJC creates culturally relevant curricula and training programs, technology tools and model codes and ordinances to help tribes and tribal organizations better serve people impacted by domestic violence.

NIJC will meet with FVAP regularly to coordinate the work of its attorneys with FVAP to meet the Project goals and objectives in a timely manner and following the master calendar created by FVAP. NIJC develops work plans for all its grants and sub-contracts and monitors them on a regular basis to ensure it is meeting Project deliverables. NIJC will submit written progress and financial reports to FVAP as required.

Raquelle Myers, J.D., NIJC Staff Attorney, will monitor NIJC's scope of work, make assignments to other NIJC attorneys, track completion of deliverables and ensure quality control and relevancy of all materials and content produced by NIJC for the project. Ms. Myers has over 20 years of experience managing complex, multi-year projects funded by grants and cooperative agreements from federal and state agencies. She develops and implements evaluation components for NIJC's projects to account for their processes and outcomes and to provide for continued quality improvements in each project over its lifecycle.

WEAVE has the expertise and capacity to carry out the Project based on strong track record of not only providing outreach to diverse communities, but building relationships with and engaging communities in Sacramento County. WEAVE currently has a number of collaborations and community partnerships, where their collective vision is to better reach the whole community, including survivors. By providing embedded advocacy and counseling, clients and their families have choices and can seek out services in their communities, wherever they feel most comfortable and safe.

A priority for WEAVE is to engage diverse, unserved and underserved communities by providing embedded advocacy and counseling in the community, outreach and prevention education in schools, businesses and faith-based organizations, and WEAVE is always looking for opportunities for community partnerships and collaboration. For example, WEAVE's counseling and advocacy programs provide counseling in multiple languages and at multiple sites. Clients can access a Counselor or Advocate at the LGBT Center, the Sacramento Native American Health Center, eight Family Resource Centers, Society for the Blind, the Youth Detention Facility, the Family Justice Center, Kaiser Permanente, Dignity Health, Sutter Health, Los Rios Community Colleges, CSU Sacramento, schools and more.

WEAVE is in the midst of an initiative in South Sacramento to better engage and serve the Black community in Meadowview and Valley High. Through this two-year project WEAVE is working with grass-roots organizations and people with lived experience to explore how multi-sector collaborations and prevent domestic and sexual violence. By humbly partnering with marginalized communities WEAVE is able to build trust and lasting relationships, which increase WEAVE's cultural responsiveness and ability to appropriately serve the many diverse communities in the Sacramento region. Rather than siloing themselves, WEAVE has learned that what is client-centered, accessible, inclusive and trauma-informed is providing services in the community, and not just for the community. With the EAF funding and in partnership with FVAP, NIJC and CCUIH, WEAVE will leverage what we have learned from their current work to create new culturally responsive tools and

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training to enable domestic violence survivors in these communities to obtain or maintain safe and stable employment and housing.

Project staffing prioritizes outreach to and education/training for multiple target communities. The project funded positions (Chief Program Officer, Project Manager, and Cultural Specialists) include staff who are connected to and have access to the American Indian/Alaskan Native, Latinx, Middle Eastern, Hmong and Russian Communities. The Chief Program Officer (CPO) holds a Masters in Social Work and has 28 years' experience serving survivors of domestic and sexual violence and currently oversees all of WEAVE's outreach efforts including specific efforts to reach unserved and underserved communities. The CPO will monitor the scope of work of the project and ensure that the project objectives are met. The Project Manager is a Licensed Marriage and Family Therapist. His initial work with the community started by working with LGBT and youth of color. He has been with WEAVE since 2016 and specifically works with the American Indian/Alaskan Native community. He is bilingual in Spanish and brings his own cultural art and practices to his work. He helped in the implementation of the Red Women Rising website through the California Consortium for Urban Indian Health, connecting Native survivors and providers from all over California with resources and information. He currently serves as the manager of the Health Outreach department at WEAVE, working to connect local hospitals and clinics with training and education for providers regarding the dynamics and needs of survivors of domestic violence, sexual assault, and sex trafficking. The Project Manager will manage the day to day operations of the Project, track progress and oversee the work of the Cultural Specialists. The Cultural Specialists each have expertise in and access to the target communities. They will be responsible for leveraging their expertise and relationships and will devote project funded time to reaching their target communities through strategic outreach and education efforts.

April McGill, CCUIH's Director of Community Partnerships and Projects, has more than 10 years of experience providing community outreach and engagement in the American Indian community in the areas of health and wellness, as well as cultural resource management. Ms. McGill will be directly responsible for implementing the program and coordinating with program partners with support from Virginia Hedrick. Ms. Hedrick is the Director of Policy and Planning for CCUIH and has 12 years of experience in public health programming, policy and health research. Ms. McGill and Ms. Hedrick are supervised by the Executive Director, Jyl Marden, who has over 15 years of professional experience in non-profit management for organizations in California. Supervision is accomplished through individual supervision meetings, informal meetings and exchanges of ideas in the office, as well as through a formal employee performance management process. Through weekly staff meetings, the Executive Director monitors the services provided by the organization, the requests for assistance received, and the substance and quality of the organization's services provided.

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

In 2018, FVAP developed 3 survey tools to measure Project outcomes and cultural responsiveness. The surveys were piloted then refined to better measure outcomes. Surveys are translated into key languages. To evaluate and monitor the effectiveness of the Project, FVAP will utilize Survey #3, which is sent to service providers who receive technical assistance (TA), training, or written legal tools from the FVAP. The survey is distributed immediately after service is received, and after 6 months, to measure both whether the material was useful and appropriate and whether it continues to be utilized.

Project partners will track indicators and outputs associated with the training, and written legal tools provided: number of people/agencies trained, number of communities reached, number of referrals for legal assistance generated, number and type of trainings, number and type of written legal tools created and number accessed. Through regular meetings and use of the master project calendar, FVAP will ensure all partners are making progress toward achieving goals.

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January 2020 - June 2021

Organization Name: **Family Violence Appellate Project**

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	13,879	FVAP attorneys, including Exec. Dir & Program Dir., will provide core Project services and supervise and coordinate subgrantees.
Paralegals	267	The paralegal provides support to FVAP's staff in the provision of legal services. The paralegal will also assist with program evaluation and programmatic reporting and data collection.
Other Staff	206	Housing project personnel is 1.15 FTE, which is 11.55% of total FTE (10). The 11.55% FTE allocation method is used for common program and admin expenses based on the total draft 2020 org. budget, further reduced after applying Bank Grant funds.
Sub-Total Salaries & Wages	14,351	
Employee Benefits	2,960	11.55% FTE allocation method described above of overall organizational budget for payroll taxes, workers compensation insurance, paid time off accrual, and employee benefits, including health, dental, vision, 401(k), and FSA benefits.
Total Personnel	17,311	
Non-Personnel		
Space	335	11.55% FTE allocation method of overall expected expense as described above.
Equipment Rental & Maintenance	-	
Office Supplies	42	11.55% FTE allocation method of overall expected expense as described above.
Printing and Postage	9	11.55% FTE allocation method of overall expected expense as described above.
Telecommunications	26	11.55% FTE allocation method of overall expected expense as described above.
Technology	54	11.55% FTE allocation method of overall expected expense as described above.
Program Travel	101	11.55% FTE allocation method of overall expected expense as described above.
Training	15	11.55% FTE allocation method of overall expected expense as described above.
Library	3	11.55% FTE allocation method of overall expected expense as described above.
Insurance	107	11.55% FTE allocation method of overall expected expense as described above.
Litigation	-	
Capital Additions	-	
Contract Service/Clients	115,500	Combined budgets of 3 partner organizations: WEAVE=\$57,000, NIJC=\$26,250, CCUIH=\$32,250. Substantive expertise in making information & outreach culturally appropriate for LEP and Native American communities re: tribal law & jurisdictional issues.
Evaluation	-	
Other	842	11.55% FTE allocation method of overall expected expense as described above.
Total Non-Personnel	117,034	
TOTAL PROGRAM	134,345	
ADMINISTRATION		
Personnel	4,724	11.55% FTE allocation method of overall expected administrative and fundraising personnel expense as described above.
Non-Personnel	351	11.55% FTE allocation method of overall expected accounting and audit expense as described above.
TOTAL ADMINISTRATION	5,075	
GRAND TOTAL	\$139,420	
Administration Percentage	3.6%	
Non-Personnel Percentage	84.2%	

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Organization: HEART L.A.

Project: Proactively Preventing Homelessness Program

Eligibility Category: LSP

Amount Requested: \$355,000

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

Housing Equality & Advocacy Resource Team (HEART L.A.) is a nonprofit law firm that provides free legal representation and advocacy to keep people and their companion animals housed. The overarching goal of HEART L.A. is to provide representation and eviction defense for those in danger of losing their homes. All of HEART L.A.'s services are provided free of cost to low-income individuals and families regardless of immigration or citizenship status.

To accomplish its mission, HEART L.A.'s Proactively Preventing Homelessness Program will focus on the following services to provide the right intervention at the right time:

EVICTON PREVENTION & DEFENSE

When pet owners are forced to make the heart-wrenching decision of whether to keep their beloved pet or have a roof over their head, there is no good outcome possible. Yet thousands of Angelinos often face this grim choice. At least 30% of animals relinquished to shelters in Los Angeles are due to housing related issues. By addressing the housing issues an individual or family is facing, HEART L.A. prevents both a family from being displaced and the family pet from being relinquished to the local animal shelter.

LEGAL RESOURCE CLINICS AND COLLABORATIONS

HEART L.A. participates in monthly clinics, bringing together both pet and housing legal resources to provide a full scope of services to the community. Since our inception, we have always worked closely with community-based organizations to ensure we are reaching the most vulnerable tenants where they are. For example, we have worked with housing community-based organizations like Strategic Actions for Just Economy (SAJE) and Inquilinos Unidos by staffing their housing clinics and providing trainings for their staff. We also work with community-based organizations outside the housing realm such as Downtown Dog Rescue, HomeDog LA, and Rescue Train. These organizations provide prevention services for the Los Angeles City animal shelters. By working with these organizations, HEART L.A. is able to reach and educate tenants about their housing rights who otherwise would not be aware of the resources available to them.

Of the 106 clients that HEART L.A. has assisted, 88 of those households were referred to HEART L.A. through community based organizations. By collaborating with others, HEART L.A. is able to ensure we target the tenants most in need of eviction defense or other tenant defense assistance in landlord-tenant rental disputes.

For individuals and families at risk of eviction, we will provide the following services in order to provide the right intervention at the right time:

- Targeted Outreach and Public Education: by collaborating with community based organization we are reaching the most vulnerable tenants where they are. Create ease and accessibility to legal resources and information. Provide education and empowerment to tenants about their rights and responsibilities. Provide trainings and workshops to the community.
- Eviction Prevention: Counsel/advice and representation on tenant notices to prevent the filing of an eviction, assist clients with reasonable accommodation request process; help tenants file complaints with habitability issues and/or housing discrimination issues with appropriate government agencies, assist clients with landlord negotiations to resolve issues that will preserve tenancies.
- Legal Representation in Unlawful Detainers: assist clients with full scope representation in unlawful detainer actions, including preparing answer, propounding discovery, representation in jury trials. HEART L.A. will specifically provide services for the following courthouses: Compton, Inglewood, Stanley Mosk.

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Since its inception in May 2018, HEART L.A. provided pre-eviction services to 74 households, and full scope eviction representation to 30 households, for a total representation of 359 people, including 102 minors, 14 seniors, and 66 individuals with disabilities. All tenants assisted fall at or below the 125% federal poverty level.

The Legal Services Trust Fund Commission found HEART L.A. eligible for funding as a qualified Legal Services Program on September 11, 2019 and the organization did not receive an allocation from the first tranche of funds dispersed. As such, these funds will not supplant existing resources and will be used to help pay for costs associated with adding two FTE Attorneys and one FTE Paralegal to provide services to tenants not otherwise currently served. HEART L.A. has allocated funds and intends to continue to subcontract with three community based-organizations to help effectively target populations most in need.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

To ensure sustainability of the program beyond the grant period, HEART L.A. has developed a solid financial foundation that includes diverse earned and contributed income. Contributed income includes a healthy mix of individual giving, and public and private grants. For example, the California Community Foundation, the American Society for the Prevention of Cruelty to Animals and PetSmart Charities have recently made unprecedented and generous investments in HEART L.A. Plans for special events and a planned giving program are currently being formulated. We have broad community support and partner with almost a dozen nonprofit organizations and City and County entities to advocate on behalf of those we serve, ensuring sustainability of the organization and that client needs are met.

To increase our capacity to provide legal services to vulnerable, indigent community members, we intend to add three additional staff, including two FTE Attorneys and one FTE Paralegal during the fourth quarter of 2019. To ensure quality, staff will work under the direct supervision of the Executive Director, who reviews and is responsible for all work of the program and has supervisory responsibility for all staff, including non-attorneys and volunteers.

In addition to evaluating the case load and recent developments in cases, bi-weekly meeting will be held that offer opportunities for training and problem solving, and coordination of case opening, closing status and practices.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

The target populations are those least served by the currently available services. Specifically, HEART L.A. does not restrict eligibility to services based immigration or citizenship status. To date, HEART L.A. has assisted 35 undocumented clients. Additionally, HEART L.A. reaches the vulnerable population of persons with disabilities- in the past year the organization assisted 66 people that have a disability.

HEART L.A. is located in South Los Angeles, City Council District 10. According US Census Bureau Survey from 2011-2015, this district has 76% renters, with 57% of the renter population rent burdened by having to spend 30% or more of household income on housing, and 31% with severe rent burden, having to spend 50% or more of their household income on housing. South LA has become the new target for gentrification and it is spreading rapidly.

For this project, HEART L.A. commits to providing the following services:

1. Provide representation to prevent unlawful detainers;
2. Provide representation in unlawful detainer proceedings;
3. Fight against illegal rent increases in violation of Los Angeles' Rent Stabilization Ordinance;
4. Hold property owners accountable under the statutes which protect tenants;
5. Educate and empower tenants about their rights and responsibilities;
6. Assist clients in obtaining the relocation assistance they are entitled to under the law; and
7. Affirmatively further fair housing for protected and vulnerable individuals.

Successful implementation of the proposed project is expected to yield both direct and indirect benefits to members of the target population and to the community-at-large. At least 200 additional low-income households will benefit directly from the availability of legal representation enabling them to remain in their housing. In addition, by providing education and outreach to other tenants, numerous additional evictions will be avoided. The targeted outreach and educational activities associated with the proposed project are expected to result in two clear benefits: a decrease in the number of such actions

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brought against tenants; and, of those cases that do reach the courts, an increased probability that they will be heard, and ruled upon, by an informed judiciary.

- How will you ensure that the target demographic is served?**

The target population for the proposed project are low-income “working poor” adults and families with children and pets. A large percentage are Latino. In most of these households, one or both parents are employed in very low-paying (or even below minimum-wage) jobs. Commonly, in these families, at least one of the adults works two – or even three – such jobs. For purposes of this project, our target population is comprised of low-income tenants with lacking the security of a financial safety net. Many of these individuals and families are at high risk of homelessness, should they lose their affordable or rent-stabilized apartments.

To ensure the target demographic is served, HEART L.A. will remain focused on providing representation and eviction defense for those in danger of losing their homes. We are also committed to developing and employing upstream solutions to prevent homelessness before it starts. Through our unique collaborations, the target population will be served because in many cases, threats to their housing will be removed before they manifest. To ensure people and their pets are protected and remain housed, we seek to make sure that policies, administrative reviews and agency decisions address threats which displace people and their companion animals.

- Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

Currently, no other legal service provider focuses on providing resources for tenants with pets. Larger legal services organizations provide legal services to the population in our area, however some have requirements limiting their services based on immigration or citizenship status, and client needs remain unmet. HEART L.A. collaborates with these organizations, and others to help remove barriers for those needing services.

In general, the earlier the intervention, the less costly and more effective at preventing displacement. Because HEART L.A.’s unique outreach subcontracting with community-based organizations, legal advocacy and representation is easily accessible and enables the organization to intervene at an earlier stage. Currently, seventy percent of client matters are resolved at the pre-eviction stage. Larger legal services providers are stretched to capacity and have been forced to turn away pre-eviction matters in favor of pending unlawful detainer matters.

- Will your project include sub-grants?**

Yes

Project Partners

Organization	Contact Name	Job Title	Email	Proposed Sub Grant Amount	State Bar Funded
Downtown Dog Rescue	Lori Weise	Executive Director	loriweise@gmail.com	\$10,000	No
Home Dog LA	Kerry Armstrong	Executive Director	kerryarmstrong@homedogla.org	\$10,000	No

- For each sub-grantee identified above, please state their expertise, staffing, and role in the project. Also include details about their intake/evaluation capacity to ensure compliance, the proposed sub-grant work, any experience working on joint projects, and how their work will supplement and improve the work your organization will provide.**

HEART L.A. is also set apart from other legal services providers, as it is collaborating with community based organizations outside the housing world and bringing resources, knowledge, and ultimately empowering communities that otherwise would not receive or know about their rights as tenants. This collaborating across different planes provides wrap around services to the benefit of the target population. A tenant no longer will need to make a choice between taking their pet to the veterinarian or paying the rent. With collaborations in place, like the ones with Downtown Dog Rescue and Home Dog LA, resources for veterinary assistance will be available, as well as building a fence to secure pets, or providing free vaccinations, spay/neuters. It is this innovative idea of meeting the tenant where they are at that helps break down the barrier of ensuring people remain housed.

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Downtown Dog Rescue and Home Dog LA are both 501(c)(3) nonprofit organizations that provide Shelter Intervention Programs at animal shelters in conjunction with the City of Los Angeles Department of Animal Services. Counselors from these organizations intercept people surrendering pets, for reasons which include housing related issues, and offer assistance or alternatives. Since its inception, HEART L.A. has worked in collaboration with these organizations to provide legal resources to tenants who feel their last resort is to surrender the beloved family pet, or in many instances support animal. This has created a one-stop shop for people with pets having issues to easily find available resources. By partnering with organizations outside of the housing field, and with organizations providing much needed resources to vulnerable communities, HEART L.A. meets people in need where they are.

Since these Shelter Intervention Programs are based within the target communities, Downtown Dog Rescue and Home Dog LA have built trust within the community and become a reliable source for those in need of assistance.

Downtown Dog Rescue (DDR) - The DDR South LA Shelter Intervention Program meets with approximately 2,500 low income and homeless pet owners who live in the South Los Angeles. The cases are referred to two full-time DDR counselors by LA Animal Services staff when they identify a pet owner who wants to keep their pet, and not surrender the animal to the overcrowded shelter. By offering pet services, medical care, spay/neuter, training, legal support, handyman services, paying for licenses, DDR has prevented more than 12,000 cats, dogs and rabbits from entering the South Los Angeles shelter since April 2013. DDR services are provided to pet owners facing an eviction, or who are facing discriminated while living in housing with a pet, victims of domestic violence, victims of violent crimes, and referrals from the Veterans Administration, the Los Angeles Homeless Services Authority, and other agencies that provide services to people experiencing homelessness.

HEART L.A. also participates in DDR's monthly spay neuter clinic located in Compton. HEART L.A. is joined by four law school students from UC Irvine Law School through the Pro Bono Program. Law school students are able to have hands-on experience providing education and outreach to members of underserved communities.

Home Dog LA - Home Dog LA currently has one counselor that staffs the North Central Animal Shelter three times a week. The organization's mission is to keep pets with their families and out of the already crowded shelter system. Their counselors provide help with pet food, veterinary care, fence repair, license fees, return to owner fees and access to help with tenant rights issues through HEART L.A. Home Dog LA has been providing this service at the North Central Shelter for 7 years and has kept over 6,000 pets out of the shelter and in their homes.

The subgrants in the amount \$10,000 each for Downtown Dog Rescue and Home Dog LA would enable them to provide tenant outreach and education, and also provide training to their counselors to prevent pet owners who are renting, stay in their homes with their pets, and avoid homelessness.

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

The most important consideration in evaluating and monitoring the effectiveness of the project is how best to serve the needs of the target demographic, given the available time, budget, personnel, and other issues of capacity. HEART L.A. has invested a considerable amount of resources to configure our proprietary database to track client information, demographics, and case outcomes so that detailed reports can be generated that shows progress toward achieving the goals and objectives of the organization. We are able to ensure we are tracking information consistently and to provide complex data to staff, board and funders about program achievements and challenges related to homelessness prevention. Our system is enabling us to better evaluate the details of who we are serving and what we are achieving for our clients. We have also incorporated anticipated future data demands. For example, we are able to report data related to services and outcomes based on geographic location using the Service Planning Area used by LA County.

To ensure quality services and compliance with all requirements, staff and subgrantees will work under the supervision of the Executive Director, who reviews and is responsible for all work of the program and has supervisory responsibility for all staff, including non-attorneys and volunteers.

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention - RFP Funding
Budget
January 2020 - June 2021

Organization Name: **Housing Equality & Advocacy Resource Team (HEART L.A.)**

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	180,250	2 FTE Attorneys and .75 ED Salary
Paralegals	50,000	1 FTE Paralegal
Other Staff	-	
Sub-Total Salaries & Wages	230,250	
Employee Benefits	69,075	
Total Personnel	299,325	
Non-Personnel		
Space	-	
Equipment Rental & Maintenance	-	
Office Supplies	3,285	Supplies associated with Homelessness Prevention
Printing and Postage	1,750	Printing and postage associated with Homelessness Prevention
Telecommunications	2,437	Costs associated with Homelessness Prevention
Technology	3,750	Purchase of three PC computers and network hardware
Program Travel	3,635	Costs associated with Homelessness Prevention
Training	2,985	
Library	1,250	
Insurance	3,642	Insurance costs associated with Homelessness Prevention staff
Litigation	4,213	Costs associated with Homelessness Prevention
Capital Additions	-	
Contract Service/Clients	5,728	
Evaluation	3,000	CPA costs
Other	20,000	Subgrantee Allocation Dor DDR and Home Dog LA
Total Non-Personnel	55,675	
TOTAL PROGRAM	355,000	
ADMINISTRATION		
Personnel		
Non-Personnel		
TOTAL ADMINISTRATION	-	
GRAND TOTAL	\$355,000	
Administration Percentage	0.0%	
Non-Personnel Percentage	15.7%	

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Organization: Housing and Economic Rights Advocates

Project: Homelessness Prevention- HERA 2019

Eligibility Category: LSP

Amount Requested: \$205,008

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

HERA proposes to utilize EAF-HP funding to provide free legal services to prevent homelessness in the counties of Solano, Contra Costa, San Joaquin and Stanislaus, focusing on pre-eviction legal services, counseling, advice and consultation to address fair housing abuses which can result in unlawful eviction, legal services to reduce non-rent debt obligations such that tenants' income is freed up to keep up with rent, as well as legal services to improve credit to help those who are homeless access housing. HERA's project under this grant will help prevent homelessness by (1) advising and assisting tenants with filing of fair housing claims with HUD and/or DFEH and advocating with landlords to stop fair housing abuses that can lead to eviction, (2) analyzing and reducing the debt load of tenants as to non-housing collections issues that are making it hard for them to keep up with rent, (3) legal services to advise tenants of their rights under the new statewide rent control and just cause eviction law (which the governor has said he would sign) and (4) improving the credit of residents who are homeless by improving their credit so they can qualify for housing, advocating for them with prospective landlords to accept them as tenants, and filing fair housing complaints on their behalf when credit is used as a pretext for unlawful discrimination.

Many landlords engage in discrimination based on disability status (failure to reasonably accommodate tenants with disabilities is common), race and familial status, which can result in the tenant's being forced unlawfully from their home. In addition, with the tight housing market that we have in many parts of our state, landlords may feel more empowered to deny tenant applicants wrongfully, knowing that they have many applicants to choose from. DFEH received 969 complaints of housing discrimination in 2017 alone. (See 2017 ANNUAL REPORT, DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING, August 30, 2018, at <https://www.dfeh.ca.gov/wp-content/uploads/sites/32/2018/08/August302018AnnualReportFinal.pdf>) Of these, 545 were based on disability status, 171 were based on race, and 116 based on familial status.

With the imposition California Statewide of rent control and just cause eviction protections on newer construction (See AB1482), tenants will also need more pre-eviction advice than ever as to their legal rights under the new law. Most of the cities and counties in our target region under this proposal do not have good cause eviction protections or rent control, and we believe that it will take time for property owners to abide by the new law, and for tenants to learn their rights. This proposal will help us make sure tenants know their rights and are able to enforce those rights.

Many low-income tenants are severely cost-burdened, paying more than 30% and some more than 50% of their income towards rent, which endangers their ability to remain housed. As tenants in the San Francisco Bay Area have moved into the Central Valley in search of more affordable housing (and that population shift continues), rents in those counties have risen, creating affordability problems for existing tenants. Most of the tenants we serve have student loan debt and at least one consumer account in collections (credit card or store purchase card, payday loan or automobile related).

HERA does not currently have any funding to provide these services in any of the four counties we propose to serve. State Bar funding will not, thus, be supplanting any existing resources and will not be used to provide services to tenants already currently served. HERA will hire new attorney staff to work under the supervision of existing staff to implement the program.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

The demand for pre-eviction tenant assistance is tremendous, as many legal services non-profits in our home county (HERA provides services statewide) largely stopped providing pre-eviction services to tenants one-on-one years ago (some continued tenant workshops). As a result, HERA has provided advice to our many clients who are tenants across the state,

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but primarily in Alameda and Contra Costa County. With no funding to support HERA's pre-eviction counseling effort, we were limited in the amount of time we could devote and numbers we could serve as to these issues.

HERA currently works with many residents who are facing eviction or who are currently homeless, primarily in Alameda County, some in Contra Costa, and are trying to access housing, only to be confronted with denials of their applications, purportedly based on their credit. Sometimes there is genuine damage to the resident's credit report, but often there is damage that can be remedied through challenging incorrect credit reporting, or by helping residents improve their credit through addressing sometimes wrongful debt collection efforts, or through advocacy with landlords to explain the credit report entry. Sometimes credit damage is from a prior eviction, but frequently the damage is from consumer debt, including having co-signed for someone else's financing, and that person having defaulted. However, sometimes credit is used as a pretext for unlawful discrimination under state and federal law. Some of that discrimination is directed towards people with some form of arrest record or who are going through reentry, and they do not know their rights to access housing.

HERA educates tenants in limited numbers on their fair housing rights and the nexus with their credit reporting rights, and we have engaged in advocacy, including filing of fair housing complaints to address discrimination against tenants, but, again, only in very limited amounts, primarily in Alameda County because of lack of funding. We have funding to support work on debt and credit concerns in the Bay Area, but no funding for pre-eviction work, including fair housing work, in the target counties of our EAH proposal. We are thrilled at the possibility of being able to take our work on these subject areas to scale in counties that are particularly underserved.

HERA receives calls directly from indigent residents in need living in various counties across the State of California. We receive referrals from a wide variety of agencies and staffers, including but not limited to local government, state and federal elected officials' offices, as well as health services programs, social services, affordable housing developers, re-entry programs, homeless shelters, and seniors serving programs requesting our assistance for their clients, and asking us to bring our services on-site to their offices or facilities. Traditional LSC funded programs also refer heavily to our offices for the subject areas that we cover, and we train staff of those programs periodically, along with health services, and social services staff on consumer related, debt and credit topics of concern for indigent residents. Programs serving foster youth, LGBTQ, people with disabilities and immigrants also reach out to us from around the state for support for their clients, referring to us directly and/or asking for technical assistance in serving indigent residents. We gladly provide both and need more resources to be able to serve more people.

HERA will hire two attorneys to implement this project. All staff attorneys have regular case reviews (generally bi-monthly), with a supervisor to review their full case-list as well as non-case projects. Case reviews involve the supervisor reviewing the status of cases, activities performed, notes to the file and other relevant documents and entries, as well as discussion with staff about case status, goals and next steps. Staff receive annual performance reviews for which they also engage in providing a self-assessment prior to meeting. Staff attorneys pair up on all litigation matters for fuller support. Staff have weekly case reviews as a group to discuss issues of concern, possible new cases and emerging issues. HERA's Director of Litigation provides supervision and guidance litigation, particularly complex. HERA's three Senior Attorneys support each other day to day/week to week via informal guidance and support. Maeve Elise Brown, Executive Director, engages in bi-monthly cases reviews with senior staff. She is highly experienced at fair housing and landlord tenant law (over 15 years experience with both), and Senior Attorney Gina Di Giusto is experienced in landlord tenant law. Both will supervise the new staff attorneys for our proposed EAH project if funded. HERA was a HUD grantee for four years for our work on discrimination in lending in Solano County and is a current grantee of HUD for our work to educate low-income homeowners in Stanislaus and San Joaquin Counties on their fair lending rights.

In showing the outcomes of our homeless prevention work, we will be enabled to seek other funding from foundations and/or local government funding (possibly Community Development Block Grant) to help make the program sustainable.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

HERA's targeted population for our EAH Project are low income tenants and homeless residents living in the counties of Solano, Contra Costa, San Joaquin and Stanislaus. Out of those low-income residents, we will undertake particular outreach to households who are particularly vulnerable to abuses, including but not limited to those with Limited English Proficiency or who are monolingual in a non-English language, older adults, and people with disabilities, and households with children (which may be particularly low income and subjected to discrimination based on familial status).

2019 EAF Homelessness Prevention RFP Responses

Over the 18 month grant period, HERA proposes to serve 500 low income residents one-on-one of our target counties (approximately 125 in each county); we estimate that 400 will be tenants, and 100 will be homeless. HERA will help 20% of tenants resolve a fair housing problem that threatens to lead to their eviction. HERA will help an estimated 50% of homeless residents improve their credit to improve their ability to obtain housing. We will file fair housing complaints for an estimated 10% of tenants, and 10% of homeless residents. . HERA will help 50% of those served resolve a non-rent debt problem that is hampering their ability to keep their rental housing (for tenants) or impairing their ability to obtain housing (for homeless residents because of amount owed and/or damage to credit). HERA will provide 17 workshops in each county over the course of the grant period on tenants' and homeless residents' pre-eviction rights, focusing on the new state just cause and rent control law, and fair housing rights, including addressing the use of credit as a pretext for wrongful discrimination.

- **How will you ensure that the target demographic is served?**

HERA will partner with local organizations in each county to bring our workshops into easy to reach locations, including homeless shelters, seniors centers, libraries, and First Five programs, to ensure we reach the target audience, and we will hold them at various times of day/days of the week (evenings/weekends) in multiple languages to make it easier for residents to attend. Our one-on-one services will be in whichever language residents need (utilizing bilingual staff and professional interpreters). In San Joaquin County, HERA has run a consumer debt collection defense clinic for 3 years, which will be another good location for outreach. In addition, HERA will build on our long history and experience of serving residents across the state via phone, fax and email. We are strong partners of California Rural Legal Assistance and will outreach to their clients as well. For those receiving brief services from HERA (3 hours or less), HERA accepts residents verbal statement regarding their income. For residents receiving in-depth services from HERA, we request pay stubs, proof of benefits received, or bank account statements to verify income level. HERA enters verbal information we receive from clients both in the notes and on an income screen in our database (AbacusLaw), and we save documentation of income electronically. HERA runs as paperless of an office as possible.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

In Solano County, Legal Services of Northern California, we understand from their website that LSNC might do some debt collection defense legal counseling though that has not been our experience over the years. Fair Housing of Northern California (formerly Fair Housing of Marin) offers fair housing counseling services in Solano County and fair housing workshops on request. We believe the organization still has one attorney on staff. HERA has provided technical assistance to its staff on cases off and on over the years. The organization also advertises availability in Contra Costa County, but we are not aware of them working actively in the county. Cities in Contra Costa have contracted with Echo Housing and Bay Legal off and on over the years to provide fair housing and tenant counseling. We are not sure whether either are current grantees in the county. We believe Bay Legal is the only organization besides HERA providing debt collection defense and tenant counseling in the county. HERA is the only legal services organization in San Joaquin and Stanislaus Counties providing consumer debt and credit help to low income residents. California Rural Legal Assistance provides tenant counseling in San Joaquin and fair housing counseling. We work closely with CRLA and cross-refer. CRLA does not work on consumer debt and credit concerns. Sentinel Fair housing contracts with the City of Modesto to provide fair housing services, but we are not sure how much staffing is dedicated, and we do not believe any staff are attorneys.

- **Will your project include sub-grants?**

No

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

HERA Senior Attorney Gina Di Giusto and Executive Director Maeve Elise Brown will project manage the EAH grant, if funded, with monthly review of deliverables accomplished and monthly meetings between the two of them and with the two new staff hired to implement the project under their supervision. These regular meetings in addition to daily informal contact, will ensure that HERA meets its project goals.

2019 EAF Homelessness Prevention RFP Responses

All staff attorneys have regular case reviews (generally bi-monthly), with a supervisor to review their full case-list as well as non-case projects. Case reviews involve the supervisor reviewing the status of cases, activities performed, notes to the file and other relevant documents and entries, as well as discussion with staff about case status, goals and next steps. Staff receive annual performance reviews for which they also engage in providing a self-assessment prior to meeting. Staff attorneys pair up on all litigation matters for fuller support. Staff have weekly case reviews as a group to discuss issues of concern, possible new cases and emerging issues. HERA's Director of Litigation provides supervisions and guidance litigation, particularly complex. HERA's three Senior Attorneys support each other day to day/week to week via informal guidance and support. Maeve Elise Brown, Executive Director, engages in bi-monthly cases reviews with senior staff. She and Gina Di Giusto will supervise the new staff attorneys for our proposed EAH project if funded.

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention - RFP Funding
Budget
January 2020 - June 2021

Organization Name: **Housing and Economic Rights Advocates**

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	172,680	HERA will hire two attorneys at cost of \$120,000 to implement project to work under supervision of senior HERA staff (paid \$52,680 for supervision by senior staff and benefits (20% of Gina Di Giusto's time and 13% of Maeve Elise Brown's time).
Paralegals		
Other Staff		
Sub-Total Salaries & Wages	172,680	
Employee Benefits	22,448	
Total Personnel	195,128	
Non-Personnel		
Space		
Equipment Rental & Maintenance		
Office Supplies		
Printing and Postage	200	Outreach mailings for workshops. 8 workshop, mailings to 50 organizations each time x .50 cents per mailing.
Telecommunications		
Technology		
Program Travel	3,480	30 trips to our target counties, for workshops and client meetings, with an average roundtrip drive of 200 miles, at 58 cents per mile.
Training		
Library		
Insurance		
Litigation		
Capital Additions		
Contract Service/Clients		
Evaluation		
Other		
Total Non-Personnel	3,680	
TOTAL PROGRAM	198,808	
ADMINISTRATION		
Personnel	6,200	HERA's Executive Director will expend 5% of her time on project oversight and reporting.
Non-Personnel		
TOTAL ADMINISTRATION	6,200	
GRAND TOTAL	\$205,008	
Administration Percentage	3.0%	
Non-Personnel Percentage	1.8%	

2019 EAF Homelessness Prevention RFP Responses

Organization: Justice & Diversity Center of the Bar Association of San Francisco

Project: Affirmative Eviction Prevention Project

Eligibility Category: LSP

Amount Requested: \$104,838

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

The Justice & Diversity Center of the Bar Association of San Francisco (JDC) proposes to use EAF Homelessness Prevention Fund support to bolster its current eviction prevention efforts with affirmative pre-eviction tenant advocacy services. Specifically, we propose increasing a part-time Staff Attorney's time allocation to full-time to assist and represent tenants. We also see the potential for this Staff Attorney, along with our Landlord-Tenant Supervising Attorney (funded through other sources), to work with pro bono attorneys to assist even more tenants in dispute with their landlords.

Most current grant funding that supports JDC's eviction prevention legal services projects is limited to situations where an Unlawful Detainer case has already been filed with the Superior Court of San Francisco, officially initiating eviction proceedings. Nonetheless, for years JDC has provided pre-eviction legal advocacy services for tenants in dispute with their landlords as an in-kind service without contractual compensation for the agency. We provide these services because we understand that often by the time a landlord has begun the legal process of evicting a tenant, we have already lost numerous opportunities for reconciliation, de-escalation, and remedies that could have prevented the legal filing in the first place. When we can resolve conflicts, negotiate agreements, and otherwise keep tenants in their homes without engaging in formal court processes, our services often require less staff time and fewer monetary resources from our clients to maintain their housing.

In recognition of the value of affirmative pre-eviction advocacy for tenants in disputes with their landlords, JDC has begun seeking and securing funding dedicated to the pre-eviction services we previously provided without compensation. Along with California Community Reinvestment Grants Program support, the award of EAF Homelessness Prevention Fund Formula funds represented some of the first support specifically for these services at JDC. We are committed to growing this pool of support and gradually increasing the volume and level of JDC services available to tenants who are likely to receive an eviction notice, but who have not yet been formally notified of their eviction. EAF Homelessness Prevention Fund RFP support will enable JDC to continue its push to provide affirmative pre-eviction tenant advocacy support.

With the award of this EAF Homelessness Prevention Fund RFP grant, JDC will be able to increase the time allocation of one of its part-time Staff Attorneys to focus on pre-eviction tenant legal counsel, advocacy, and dispute resolution, aiming to prevent the filing of Unlawful Detainer cases. This funding will enable JDC to provide more clients with services that save clients and JDC time and valuable resources.

JDC has already extended an offer of employment to an attorney who volunteers with our other eviction prevention projects, and who has accepted the position as a Staff Attorney. This attorney is set to begin part-time work with JDC in late October 2019 with EAF Homelessness Prevention Fund Formula Grant funds. The award of the competitive RFP funds requested herein will enable JDC to increase this position's time allocation, eliminating the delay usually required to recruit, vet, and hire new staff members. As such, JDC anticipates being able to commence proposed services immediately upon the award of this EAF Homelessness Prevention Fund RFP grant.

These services will include legal advocacy around a number of pre-eviction issues, including payment disputes and tenant behavioral issues that are jeopardizing leases and housing, conflicts over the necessity of unit repairs and building conditions, unit habitability disagreements, sub-tenancy issues, and general lease compliance matters. The project will also assist survivors of domestic violence, who are frequently threatened with eviction by landlords objecting to violence on the premises. Survivors of domestic violence have legal rights protecting their tenancies, but very few know of these rights, much less how to access them; meanwhile, pre-eviction counseling and advocacy of this type falls outside of traditional eviction defense funding.

2019 EAF Homelessness Prevention RFP Responses

Services provided by this project to address the above issues will primarily consist of consultations with clients to ensure that they understand their legal rights and obligations as tenants in San Francisco. When necessary, the project's Staff Attorney will draft and send letters to landlords and/or the Rent Board to facilitate conflict resolution and make a record of legal rights and obligations. The project Staff Attorney will be able to act as an intermediary between the landlord and the tenant, advising each side of their rights and duties, with the aim of resolving the issues that are precipitating the prospective eviction.

The project's Staff Attorney will have a deep understanding of tenant issues and other projects and organizations available to meet specific needs – and will make appropriate referrals when needed. For instance, as a sister organization to the Bar Association of San Francisco (BASF) and its Conflict Intervention Services project, JDC will have ready referral access to mediation services when appropriate. Similarly, because JDC also operates the Homeless Advocacy Project with a full complement of social services intended to improve client mental health, reduce substance abuse, and address other behaviors imperiling client housing, the project and its clients will have access to these in-house social services via seamless referral.

As this project's Staff Attorney identifies the main areas of need for these new services in San Francisco, JDC anticipates working with pro bono attorneys to expand our capacity and reach for vulnerable low-income tenants. We have a proven record and history of training and supervising volunteer attorneys to represent low-income people in multiple areas of civil law, including Unlawful Detainer actions. We also expect that we will identify ways in which pro bono attorneys can provide limited scope services for this project's clients by drafting letters to landlords and/or the Rent Board, facilitating conflict resolution to prevent eviction lawsuits, and recording legal rights and obligations. JDC has an existing structure to facilitate this volunteer involvement: a Landlord-Tenant Supervising Attorney who already trains and oversees volunteers in this area of law; staff devoted to recruiting and supporting pro bono attorneys; and a wide reach to local attorneys, law firms, and corporations that want to volunteer.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

The Justice & Diversity Center of the Bar Association of San Francisco (JDC) currently provides eviction prevention and tenant advocacy and education services through a number of projects, both at its Pro Bono Legal Services (PBLS) office and its Homeless Advocacy Project (HAP) office. Our Right to Civil Counsel, Eviction Prevention Project, and Tenant Outreach and Education projects all provide tenant legal advocacy and consultation for tenants once an Unlawful Detainer case has been filed by their landlords. JDC also serves tenants facing eviction as part of the Tenants' Rights Coalition, in partnership with Bay Area Legal Aid and eleven other legal aid organizations in San Francisco. Last year, JDC provided tenant advocacy services in 1,629 separate cases across its array of legal services projects.

We have recently begun to focus on affirmative pre-eviction legal advocacy services for tenants who have disputes with their landlords that are likely to result in the issuance of an eviction notice. JDC has solicited and secured new funding dedicated to this type of legal service, via the EAF Homelessness Prevention Fund Formula Grant and the California Community Reinvestment Grants Program. JDC is committed to providing these services for the foreseeable future, even after the expiration of its new grants to perform this advocacy. To support this commitment, JDC relies on a long history of successfully sustaining new and continuing programs via grants and contributions from government, foundation, corporation, and individual donor sources. We have a strong fundraising base and will continue to build and sustain services that are vital to the stability of our community.

Judondi Bolden, JDC's Landlord-Tenant Supervising Attorney will train and oversee the Landlord-Tenant Staff Attorney. Gloria Chun oversees and supervises Ms. Bolden as the Director of JDC's Pro Bono Legal Services Program. If and when JDC identifies ways for pro bono attorneys to contribute to the project and serve more clients, Ms. Chun will design and implement a pro bono plan and supervise JDC's Pro Bono Manager and Volunteer Coordinator.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

The target population for this project will include all low-income tenants in San Francisco, defined as persons living with incomes that fall below 200% of the federal poverty rate. Outreach will be conducted via the several legal assistance and referral projects that JDC and BASF already operate. These projects include the Homeless Advocacy Project, Legal Advice and Referral Clinics, participation in Project Homeless Connect, and the Legal Referral and Information Service. These

2019 EAF Homelessness Prevention RFP Responses

projects already receive far more calls from tenants in dispute with their landlords than JDC has the capacity to serve with current resources.

Additionally, JDC's wide-ranging legal service projects enable us to work closely with many community agencies that serve immigrants, survivors of domestic violence, individuals with disabilities or chronic health conditions, and senior citizens. As they do in other areas of law, these agencies will be able to directly refer vulnerable tenants to JDC. Whereas in the past, these projects were required to turn away tenants who did not yet have eviction paperwork in-hand – or offer services without the prospect of contractual compensation – new funding for this project is enabling JDC to offer dedicated tenant advocacy and homelessness prevention services before the eviction process officially begins. Funding available under this grant program will increase the availability of these services to better meet the overwhelming need in our community.

This expanded project will provide consultation and legal advocacy services to at least 500 low-income tenants vulnerable to eviction annually. Of these low-income tenants, the underlying issue will be resolved in at least 75% of disputes, resulting in the client not receiving an Unlawful Detainer filing and thus remaining in their current housing. This outcome will result in greater housing stability for low-income tenants in San Francisco, a community where all low-income tenants are vulnerable to potential eviction.

- **How will you ensure that the target demographic is served?**

JDC and its sister organization, the Bar Association of San Francisco, receive many calls from tenants in dispute with their landlords seeking legal advice and advocacy to enable them to avoid eviction. Many people also come to JDC at its monthly free legal clinics with tenancy and rental problems. This project will only serve those clients who have incomes at or below 200% of the federal poverty level, ensuring that all clients are from the target demographic of low-income San Franciscans vulnerable to potential eviction. All of our Client Advocates are trained to perform initial intake screenings to determine eligibility for JDC programs, and they will apply this project's eligibility criteria to all individuals seeking pre-eviction advocacy services.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

No, there are no other affirmative pre-eviction legal advocacy and representation services currently available in San Francisco. The Tenants Right to Counsel program that began in San Francisco in July 2019 applies only to unlawful detainer/eviction lawsuits and provides no legal services to tenants before an eviction law suit has been filed with the court. Until very recently, all public funding for eviction defense services was similarly focused exclusively on cases where eviction notices had already been filed. JDC is leading the field in San Francisco with the launch of this project and its valuable services.

- **Will your project include sub-grants?**

No

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

JDC evaluates its programs by documenting the number of clients served, all details of cases in which JDC staff attorneys represent clients, the number of attorneys volunteering and trained, the number of cases placed with volunteers, and the outcome of all cases. We collect information from three sources to help determine whether we have successfully achieved our outcomes: the clients; staff attorneys; and supervisory staff who analyze the reported case results. This quantitative data is stored in and retrieved from JDC's client services database, Prime 16, ensuring that JDC keeps track of its service provision volume and service recipients.

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention - RFP Funding
Budget
January 2020 - June 2021

Organization Name:

Justice & Diversity Center of the Bar Association of San Francisco

PROGRAM Personnel	(1) Budget	Brief Narrative
Lawyers	55,536	Landlord-Tenant Staff Attorney: \$103,892 x 50.% = \$51,946; ProBono Manager/Supervising Attorney: \$119,672 x 3.% = \$3,590
Paralegals	2,842	Client Advocate: \$56,842 x 5.% = \$2,842
Other Staff	1,964	Volunteer and Legal Clinic Coordinator: \$65,455 x 3.% = \$1,964
Sub-Total Salaries & Wages	60,342	
Employee Benefits	17,022	Standard agency rate for taxes and fringe benefits of 28.21%
Total Personnel	77,364	
Non-Personnel		
Space	11,289	Pro rated share of Space costs, allocated based on FTE dedicated to the project divided by the location-based FTE (2.77%)
Equipment Rental & Maintenance	783	Pro rated share of Equipment Rental & Maintenance costs, allocated based on FTE dedicated to the project divided by the location-based FTE (2.77%)
Office Supplies	344	Pro rated share of Office Supplies costs, allocated based on FTE dedicated to the project divided by the location-based FTE (2.77%)
Printing and Postage	428	Pro rated share of Printing and Postage costs, allocated based on FTE dedicated to the project divided by the location-based FTE (2.77%)
Telecommunications	432	Pro rated share of Telecommunications costs, allocated based on FTE dedicated to the project divided by the location-based FTE (2.77%)
Technology	-	Pro rated share of Technology costs, allocated based on FTE dedicated to the project divided by the location-based FTE (2.77%)
Program Travel	119	Pro rated share of Program Travel costs, allocated based on FTE dedicated to the project divided by the location-based FTE (2.77%)
Training	841	Pro rated share of Training costs, allocated based on FTE dedicated to the project divided by the location-based FTE (2.77%)
Library	55	Pro rated share of Library costs, allocated based on FTE dedicated to the project divided by the location-based FTE (2.77%)
Insurance	840	Pro rated share of Insurance costs, allocated based on FTE dedicated to the project divided by the location-based FTE (2.77%)
Litigation	227	Pro rated share of Litigation costs, allocated based on FTE dedicated to the project divided by the location-based FTE (2.77%)
Capital Additions	-	
Contract Service/Clients	-	
Evaluation	-	
Other	1,654	Pro rated share of Other costs, allocated based on FTE dedicated to the project divided by the location-based FTE (2.77%). Includes Employee Relations, Dues & Subscriptions, Communications, and Office Services.
Total Non-Personnel	17,013	
TOTAL PROGRAM	94,377	
ADMINISTRATION		
Personnel	9,889	Includes IT Expense, Finance Expense, HR Expense, and Executive Management Expense pursuant to Services Agreement with BASF.
Non-Personnel	572	Includes Accounting Fees and Tax Preparation.
TOTAL ADMINISTRATION	10,461	
GRAND TOTAL	\$104,838	
Administration Percentage	10.0%	
Non-Personnel Percentage	16.8%	

2019 EAF Homelessness Prevention RFP Responses

Organization: Justice in Aging

Project: Expanding Housing Advocacy for Older Adults

Eligibility Category: SC

Amount Requested: \$264,650

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

Problem

Older adults are at the center of California's housing crisis. Rising rents are forcing many older adults living on fixed incomes out of their homes and displacing them from the communities they helped build and on which they rely for services, support, and social connection. For example, in Los Angeles, households with older adults make up 26% of no-fault evictions in rent-controlled buildings even though those households only represent 13% of all renters. Across the state, more than 75% of low-income seniors are "rent burdened," and more than 50% are "severely rent burdened." The pressure that low-income older adults are facing in the housing market has led to a dramatic increase in the number of homeless older adults, with homelessness impacting Black people at a higher rate.

Legal services programs are meeting this challenge head on. They are representing individual older adults in their housing-related cases, and, in some areas, engaging in local advocacy efforts. However, each of these programs is doing this work with only limited collaboration with programs in other parts of the state facing some of the same issues. They do not have channels for communicating and strategizing with each other. They do not have dedicated training resources for their staff. And there is no statewide advocacy agenda for the housing needs of low-income older Californians that they can contribute to.

Project

This project will respond to this need by providing legal training, technical assistance, and advocacy support to legal services programs and other advocates across the state to equip them to serve individual clients and advocate for solutions to systemic problems. The project will have two primary components: 1. Training & Technical Assistance and 2. Systemic Advocacy.

Training & Technical Assistance:

We will provide legal training and technical assistance to legal services providers and other advocates serving older adults in matters related to attaining or maintaining housing.

Trainings. We will provide free legal trainings on housing topics including eviction defense for older adults, foreclosure prevention, and other issues. Training will be provided through 3 statewide webinars and through at least 3 in-person trainings in locations across the state. The trainings will be advertised to our network of over 4,000 California aging and disability advocates (including representatives from IOLTA support centers and qualified legal services providers). The trainings will be recorded and posted to our website for future and repeat viewing.

Case Consultations. We will provide at least 50 case consultations to legal services lawyers and other advocates. In these case consultations, we will provide advice and counsel on particular cases and issues they are facing in their work with individuals. The case consultations will be provided by email and phone. Some of these case consultations will be used to support the systemic advocacy outlined below.

Written Materials. We will develop at least 3 written resources such as Advocate Guides, Practice Tips, Issue Briefs and/or Fact Sheets to help local providers better understand how to defend their clients' rights in a variety of housing related disputes. These written materials will be targeted to the areas we hear about most from local providers. These materials will also directly address the issue of housing inequities for communities of color. They will be provided for free and will be distributed widely through Justice in Aging's networks and communications channels, and made available on Justice in Aging's website.

2019 EAF Homelessness Prevention RFP Responses

Through these activities, our goal is to provide training and technical assistance to at least 400 legal services providers and other advocates.

Systemic Advocacy:

We will identify and advance policy solutions to systemic barriers to housing stability for older adults. As noted above, there are currently no organizations working to remedy systemic problems older adults are facing as part of this housing crisis. This project will work with legal services providers and other advocates to identify the most pressing problems, and then advocate for fixes. The focus of our advocacy will be on affordable housing, securing benefits that assist with housing stability, and homelessness prevention. We will rely on a variety of activities to accomplish this goal.

Outreach to advocates. We will conduct strategic outreach to legal services providers that are on the ground providing direct services to homeless and housing burdened older adults. We will work with them to identify the systemic barriers they see their clients facing in accessing affordable housing, eviction proceedings, housing-related financial fraud, and more. We will pay particular attention to the needs of older adults of color, whose housing needs are rooted in systemic racial inequities.

Coalitions. We will join coalitions dedicated to addressing housing problems at the state level. These coalitions do not currently include representatives for older adults so we will add an important voice to those efforts and ensure that policy solutions we develop collectively also work for older adults. We will also bring housing policy issues to aging advocacy coalitions that we are a part of. These coalitions recognize the challenges older adults are facing in accessing housing, but they currently lack substantive expertise on the key policy issues such as eviction and housing inequities. By educating them on the key policy issues, we will empower them to join us in pursuing systemic fixes to the problems older adults are facing.

Policy Advocacy. Working in coalition with local service providers and statewide coalitions, we will advance policies at the administrative and legislative levels that solve systemic problems. We will seek solutions that address racial inequities as well as the needs of older adults with significant health care and social supports needs. We will develop reports, issue briefs, and fact sheets, comment on and review proposed regulations or legislation, meet with policymakers, and advocate for adoption of positive policies.

Impact Litigation. Where our network and the coalitions we are part of identify problems that can be litigated, we will develop and pursue impact litigation in state and/or federal court. We have a long track record of using the courts to secure significant wins for low-income older adults and people with disabilities in California.

Our goal is to secure at least 2 systemic fixes to problems facing older adults seeking to attain or maintain affordable housing.

This grant will not supplant existing resources, and instead will be used to provide new services. The housing specific training, technical assistance, and systemic advocacy these funds will support will all be new services provided to the legal services network and the older adults they serve. We will hire a new attorney to take on this new work. We have submitted a housing related proposal under the latest Bank Community Stabilization and Reinvestment Grant Request for Proposal. If we receive both grants, we will be able to increase our effort in this important area, hiring two new attorneys to advocate for older adults impacted by the state's housing crisis.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

At Justice in Aging, we have a long history of implementing high-impact education and advocacy projects like this one. This project utilizes our successful model for creating positive change for low-income older adults. Our unique blend of coalition building, training and education, policy advocacy, and impact litigation allows us to achieve the broad, systemic change outlined in this project while better equipping local legal services programs to represent clients on housing related matters.

We are close to finalizing a new strategic plan under which we hope to expand the substantive areas we work on in order to better fulfill our role as a legal services support center in California and to broaden the impact we have on policy issues of critical importance to low-income older adults. This project will help us move towards that goal.

2019 EAF Homelessness Prevention RFP Responses

While this project is an expansion into new housing issues for us, we will be building on expertise we have developed around issues of homelessness and the intersection of health care and housing. We will also be leveraging a large network of aging and legal services advocates that we have built across the state.

The project will rely on our existing supervisory structure to ensure quality control. The attorney supported by these funds will hopefully be working with another attorney (supported by Bank Grant Partnership funds and other Justice in Aging funding) also working on housing issues and towards similar project goals and activities. Both attorneys will be experienced both in the substantive topic of housing and in the advocacy undertaken. They will be well supported and supervised by our Deputy Director, Jennifer Goldberg, and our Executive Director, Kevin Prindiville. For any litigation undertaken, they will work closely with our Litigation Director, Regan Bailey. They will also be integrated with the rest of our California attorney team to coordinate on advocacy opportunities, litigation, and network connections.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

Target Population

This statewide project is focused on identifying and addressing the housing needs of low-income older adults, particularly older adults of color whose housing barriers are linked to systemic racial inequities. As housing costs continue to increase, more California seniors face eviction, predatory lending, difficulty securing affordable housing, and challenges finding housing that meets their health care and social supports needs. Communities of color, including those living in rural areas, where there is a long history of housing discrimination and where incidences of displacement are increasing, are in particular need of strong, systemic advocacy. Legal services programs and other advocates serving this population are in need of additional legal training.

Goals

As explained in more detail above, this project will have two primary goals.

Goal 1 (Training & Technical Assistance): Provide legal training and technical assistance to at least 400 legal services providers and other advocates serving older adults in matters related to attaining or maintaining housing.

Deliverables connected to this goal will include 3 webinars with at least 100 attendees in each, at least 3 in-person trainings, development of at least 3 written resources and at least 50 case consultations provided.

Goal 2 (Systemic Advocacy): Identify and advance policy solutions to at least 2 systemic barriers to housing stability for older adults.

Deliverables connected to this goal will include development of tools for spotting systemic barriers, creation of issue briefs and reports summarizing systemic barriers and potential solutions, policy and legislative advocacy, and potentially impact litigation.

- **How will you ensure that the target demographic is served?**

This project is focused on addressing the unique challenges facing older adults within the broader housing crisis, particularly older adults of color whose housing barriers are linked to systemic racial inequities.

The older adult perspective is currently missing or is underrepresented in housing advocacy. This project will add that perspective by organizing and providing legal support to legal services providers that work directly with older adults, starting with organizations that place older adults at the core of their mission, eventually expanding to providers that serve older adults as part of a broader mix of clients.

Another demographic focus for this project is older adults of color whose housing barriers are linked to systemic racial inequities. We will maintain this focus by reaching out to organizations that represent communities of color and utilizing racial equity impact analysis tools to develop systemic advocacy priorities.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

There are currently no statewide support centers or other advocacy organizations focused on the unique problems older adults are facing as a result of the state's housing crisis. There are many aging advocacy organizations and many housing

2019 EAF Homelessness Prevention RFP Responses

advocacy organizations, but none working explicitly at the intersection of those issues and on behalf of low-income older adults.

Groups like the National Housing Law Project and the Western Center on Law and Poverty provide training and advocacy support to the legal services network on housing issues, but not on the unique issues older adults are facing. Groups like Leading Age advocate around senior housing issues, but they advocate from the perspective of housing providers, not low-income older adults, and they do not provide any training or technical assistance to legal services providers and advocates.

Fortunately, we have relationships with these organizations that we plan to leverage in order to collaborate on this work. We will utilize the relationships and expertise these organizations have on housing generally to make progress towards our goals, particular in our advocacy. They will provide expertise on housing and connections to key networks and policymakers. We will provide new tailored, aging specific resources on challenges facing older adults for their networks and a voice for older adults in their advocacy efforts.

- **Will your project include sub-grants?**

No

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

We will design a work plan for this project, track completion of activities and progress towards objectives, and evaluate the overall effectiveness of the project.

We will systematically track the training and advocacy support we provide to legal services providers and other advocates. We will track trainings delivered, training attendance, case consultations provided, and strategic advocacy efforts we assist. We will survey annually those that participate in these activities to evaluate our work and make adjustments in real time.

For our policy work, we will monitor the impact of our advocacy on program rules and requirements by tracking recommendations we make to agencies and legislatures against reforms that are adopted.

For any litigation that results from this project, we will measure success by the benefits that our plaintiffs and the class is awarded through court orders or settlement agreements. Once new policies have been in place for at least 6 months, we will survey our network to get feedback on how effective those changes have been.

**The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention - RFP Funding
Budget
January 2020 - June 2021**

Organization Name:

Justice in Aging

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	144,000	1.0 FTE of new attorney's time
Paralegals	-	
Other Staff	28,800	.07 FTE of each of two communications positions and two administrative positions
Sub-Total Salaries & Wages	172,800	
Employee Benefits	43,200	25% of salaries, including health & dental insurance, life & LTD insurance, workers comp and unemployment insurance, pension contribution, and payroll taxes
Total Personnel	216,000	
Non-Personnel		
Space	20,500	Proportional share of office rent, based on this project's percentage of total direct labor time
Equipment Rental & Maintenance	650	Proportional share of general expenses, based on this project's percentage of total direct labor time
Office Supplies	1,400	Proportional share of general expenses, based on this project's percentage of total direct labor time
Printing and Postage	650	Proportional share of general expenses, based on this project's percentage of total direct labor time
Telecommunications	2,150	Proportional share of general expenses, based on this project's percentage of total direct labor time
Technology	1,950	Proportional share of general expenses, based on this project's percentage of total direct labor time
Program Travel	1,200	6 trips between LA or Oakland and Sacramento, at \$200 per trip
Training	-	
Library	1,500	Proportional share of general expenses, based on this project's percentage of total direct labor time
Insurance	1,300	Proportional share of general expenses, based on this project's percentage of total direct labor time
Litigation	-	
Capital Additions	-	
Contract Service/Clients	-	
Other	1,100	Proportional share of audit expenses, based on this project's percentage of total direct labor time
Total Non-Personnel	32,400	
TOTAL PROGRAM	248,400	
ADMINISTRATION		
Personnel	14,200	4% of administrative portion of Executive Director's time and 4% of Director of Finance & Admin.'s time
Non-Personnel	2,050	Proportional share of general expenses, based on this project's percentage of total direct labor time
TOTAL ADMINISTRATION	16,250	
GRAND TOTAL	\$264,650	
Administration Percentage	6.1%	
Non-Personnel Percentage	13.0%	

2019 EAF Homelessness Prevention RFP Responses

Organization: La Raza Centro Legal

Project: 2020 EAF Homelessness Prevention Fund Formula - La Raza Centro Legal

Eligibility Category: LSP

Amount Requested: \$50,000

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

La Raza Centro Legal has traditionally, for over the past 10 years, maintained a housing/eviction defense department, staffed by one full time housing attorney and one part time legal assistant. We have utilized this funding, received from San Francisco's Mayor's Office of Housing (SFMHCD) to serve our local community members including immigrant, predominately Spanish speaking clientele, to provide them with housing legal services including: eviction defense and clinical pro se application assistance to tenants; counseling, full legal screenings to tenants including to small business tenants in the Mission District of San Francisco where we are located; know your rights trainings to tenants; mediation and settlement assistance in the event of Ellis Act evictions; legal representation in court to prevent unjust evictions; and other support to all tenants of the Mission District and San Francisco in their important efforts to avoid being victimized by unscrupulous landlords. In sum, all of our housing attorney's work aimed at achieving the goal of advocating for tenants' rights to remain housed, in an increasingly untenable and hostile housing market. Unfortunately, our funder, SFMOHCD, cut our funding entirely effective 6/30/2019, so we had to effectuate an economic layoff of our single housing attorney doing this vital work. For this reason, we are submitting the instant application, and we appreciate your consideration in this effort.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

Over the years, we have learned several important lessons from performing this work. Specifically, it is extremely difficult for a solitary housing attorney to perform eviction defense court work in California Superior Court and balance a large caseload on his or her own. While it is possible to do the work, it is extremely challenging if not almost impossible to do the work consistently with the high level of quality and excellence that we commit to providing our clients. Thus, this proposal suggests a change to our traditional delivery of services within our housing department model. Rather than focusing on eviction defense court work daily in Superior Court, we propose a shift in priorities for our housing attorney. Specifically, this proposal suggests the housing attorney dedicate the vast majority of their time on:

- 1) Housing Clinics, in which clients receive bilingual Spanish-English, culturally appropriate assistance with filling out the forms necessary to try to prevent their evictions;
- 2) Know Your Rights Presentations, given in conjunction with local community partners, so local tenants are aware of their rights and can self-advocate;
- 3) Full scope legal representation on a manageable caseload of Ellis Act eviction cases, where our attorney partners with the client to negotiate, over the long term if necessary, a settlement in their case that is fair and just;
- 4) Habitability Advocacy efforts among residents in SROs and families living in apartments with multiple tenants, to ensure that these tenants, many of whom have minor children, can live in safety and peace, and are not living in substandard conditions that are not consistent with city regulations pertaining to cleanliness, space regulations, and in violation of other housing laws.

The above priorities will be accomplished in conjunction with local San Francisco and other Bay Area organizations who perform this work daily, to ensure that our La Raza Centro Legal attorney is constantly being responsive to the key priorities in the community according to the most important needs at the moment, given local trends and developments in local ordinances, landlord behavior, and market forces.

Please note that we are requesting a total of \$100,000.00, to replace funds lost from SFMOHCD. However, if the State Bar declines to award us this amount, we will accept the minimum distribution of 50000.00 and will utilize the funds to hire a part time attorney. In the event we cannot find an attorney to perform the work at this salary we will hire a part time legal advocate to perform work on elements 2 and 4 noted above in item #2.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities?**

Quantify the outcomes whenever possible.

The targeted population being served are clients who reside predominately in the Mission District of San Francisco, and the next priority will be clients who live in San Francisco; there also exist some limited opportunities to serve clients residing in San Mateo County. Clients are traditionally monolingual Spanish speaking immigrants, who live in multi-generational housing units, either with or without minor children. This population is being targeted for assistance through this grant since they lack English fluency to understand rental agreements and legal responsibilities connected to their housing rental contracts; they do not possess adequate understanding of their rights as tenants nor the Landlord's obligation to provide a habitable and safe premises; nor do they have access to rights and responsibilities of individuals who enter into agreements for either SROs or families living in apartments with multiple tenants; and they do not understand the legal intricacies of Ellis Act evictions.

In the last tranche of funding that was released by the State Bar of California earlier this year, our agency was fortunate to have received a \$50,000 allotment. However, it is increasingly difficult to hire either a part time attorney or a part time legal advocate since our current local economy is operating at near full employment. Thus, La Raza Centro legal is requesting an additional allotment so that we may hire a full time attorney at a competitive wage rate with benefits; or a full time legal advocate with at least a Bachelor's Degree, and compensate this person with a living wage and benefits.

The Project Outcome Goals are:

In the event a housing attorney is hired:

Goal # 1:

15 legal consults per quarter. These individual consults will be provided in our office in an individual, confidential capacity, to service-seeking clients, relating to housing issues such as eviction prevention, tenants' rights, habitability issues, self-advocacy techniques, rights and responsibilities for those living in SRO and multiple tenant housing units, or Ellis Act Eviction consults.

Outcome Description: 15 clients per quarter will receive individual housing legal consults and will have an increased understanding of their housing legal issue, and will receive access to resources and referrals to help them address their problem.

Goal # 2:

4 Know Your Rights Presentations and Workshops per quarter.

Outcome Description: LRCL housing legal attorney or advocate will work independently and in conjunction with community partners including Causa Justa, PODER, Housing Rights Committee and Tenants Together in San Francisco; and Samaritan House in San Mateo (San Mateo County) to provide know your rights presentations and workshops.

Goal #3:

Bi-monthly Housing clinics

Twice monthly, we will hold at our office and/or at partner agencies in San Francisco and San Mateo counties, a bilingual Spanish-English culturally appropriate assistance with form filling to enable service seekers to, among other remedies, represent themselves in a pro se capacity in California Superior court to prevent their unjust evictions.

Outcome Description: Monthly, 10 households per month will receive assistance at LRCL Housing clinics.

ALTERNATIVELY,

The Project Outcome Goals, in the event a housing advocate non-attorney is hired:

Goal # 1:

2 Habitability Advocacy presentations, presented bi-monthly, to service seeking clients, for a total of 6 presentation per quarter.

These presentations will be targeting residents in SROs and families living in apartments with multiple tenants, to ensure that these tenants, many of whom have minor children, can live in safety and peace, and are not living in substandard conditions that are not consistent with city regulations pertaining to cleanliness, space regulations, and in violation of other housing laws.

Outcome Description: Service seeking clients will learn more about their rights and responsibilities as tenants in SROs or multi tenant dwellings.

Goal #2 and Outcome Description, same as outlined above.

- **How will you ensure that the target demographic is served?**

We will ensure the target demographic is served by carefully reviewing outcomes on a twice monthly basis, through attorney or advocate check-ins with the Executive Director.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

The Eviction Defense Collaborative in San Francisco provides in court Eviction Defense legal representation to clients facing impending eviction. While they also host pro se advocacy form filling clinics, their focus is on direct court representation of clients. As a one person housing department, we need to focus on other housing and homelessness prevention advocacy services, as delineated herein.

- **Will your project include sub-grants?**

No

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

As noted above, monthly we will evaluate and monitor the achievement of our objectives by twice monthly in person check ins with the Executive Director. We will track and report project activities through sign in sheets by all clinic and presentation attendees. We will maintain demographic data for all clients to demonstrate how the services delivered with the grant funds affected the target population.

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention - RFP Funding
Budget
January 2020 - June 2021

Organization Name:

La Raza Centro Legal

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers		
Paralegals	\$31,680	Salary for Part-Time Paralegal (Tenants' Rights Advocate)
Other Staff		
Sub-Total Salaries & Wages	31,680	
Employee Benefits	\$6,167	20% Fringe Benefit rate (Medical, Retirement, etc.)
Total Personnel	37,847	
Non-Personnel		
Space	2,267	Shared cost allocation (SCA) for LRCL's Space Rental
Equipment Rental & Maintenance	227	Covers a pro rata share of the cost LRCL incurs to repair printer, postage machine, etc.
Office Supplies	327	To be utilized to purchase a portion of a laptop and presentation supplies such as large paper tablets, markers, etc.
Printing and Postage	299	Copy paper, cost of printing fliers to advertise presentations and education and outreach events and/or printer repairs, postage
Telecommunications	491	Telecom support telecom expenses per month
Technology	454	IT funds used to help purchase a laptop or desk computer for use by program paralegal
Program Travel	136	Clipper card for travel to local presentations
Training	174	Training, seminars, webinars for program paralegal
Library		
Insurance	979	Shared cost allocation(SCA) for pro rata percentage of insurance
Litigation		
Capital Additions		
Contract Service/Clients		
Evaluation		
Other	5,118	Contractor fees: IT tech professional; accountant; auditor; this figure is shared cost allocation for pro rata percentage
Total Non-Personnel	10,472	
TOTAL PROGRAM	48,319	
ADMINISTRATION		
Personnel		
Non-Personnel	1,681	Costs for LRCL to administer and coordinate this program
TOTAL ADMINISTRATION	1,681	
GRAND TOTAL	\$50,000	
Administration Percentage	3.4%	
Non-Personnel Percentage	24.3%	

Organization: Law Foundation of Silicon Valley

Project: Expanding Housing Legal Aid in Silicon Valley

Eligibility Category: LSP

Amount Requested: \$390,000

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

The Law Foundation of Silicon Valley uses innovative legal advocacy as a tool for social change. Our staff of attorneys, advocates, and community workers ensure that every person in our thriving region is granted the same rights and legal access, regardless of socioeconomic status. Our mission is to advance the rights of under-represented individuals and families in our diverse community through legal services, strategic advocacy, and educational outreach.

The Law Foundation's Housing Program provides free legal advice and representation on housing-related matters to low-income individuals in Santa Clara County. Our services include:

- Defending "unlawful detainer" (eviction) lawsuits
- Housing discrimination issues like reasonable accommodation requests for individuals with disabilities
- Enforcing new tenant protections such as AB 1482 and local ordinances such as San Jose Tenant Protection Ordinance
- Legal outreach and support for renter organizing/campaigns
- Representation in Housing Authority hearings and other assistance with Section 8 and other low-income housing issues like terminations and eligibility determinations
- Legal advice and information to tenants regarding a variety of housing issues including evictions, fair housing, habitability issues, and affordable housing

We have services available in Spanish and Vietnamese and can access interpretation services for clients who speak other languages. We serve as the primary housing legal assistance organization in Santa Clara County. Our proposal would expand our current model by adding one attorney and two part-time Certified Law Clerks who will serve 100 more households through in-person appointments.

Our current housing model combines large numbers of pro per assistance with a limited number of full representation cases in eviction matters, as well as broader impact litigation and policy advocacy. We are the only agency in Santa Clara County where a client can walk-in and receive assistance with completing an answer in an eviction case, and the only agency that regularly represents tenants in unlawful detainer matters. The Law Foundation prioritizes assistance with answers as it is a critical intervention to prevent default judgment and, ultimately, homelessness.

Our Community Worker team consists of non-attorney advocates who, under the supervision of a Supervising Attorney, provide advice and counsel, and brief services (such as demand letters) to clients through either phone intake or walk-ins. When clients walk-in with "unlawful detainer" or eviction complaints, the Community Workers schedule an appointment with an attorney in our office, or with a volunteer through our weekly Pro Bono Clinic. At these appointments, clients receive assistance with filing out an unlawful detainer response and a fee waiver. We currently have 12 weekly slots for answer appointments. After the attorney assists with a pro per answer, the Supervising Attorney reviews and assigns cases to four attorneys based on our case acceptance guidelines, which look at factors such as merit and race equity. Last year, we were only able to staff about 28% of the eviction cases we reviewed for full representation. After a Supervising Attorney assigns a case, the attorneys will provide direct representation and will fully litigate the eviction cases. We are starting a practice of requesting jury trials, which can result in better outcomes but requires more resources—we just litigated our first jury trial. We are looking to expand this model of full representation in eviction proceedings. Additionally, attorneys also work on affirmative litigation, policy campaigns, and other systemic advocacy along with the eviction cases.

This proposal will allow us to broaden this model by hiring another attorney to assist with representation in eviction matters. We will also hire two Certified Law Clerks who will focus on assisting with pro per answers, under the supervision of an attorney, thus giving attorneys who otherwise would have been assisting with answers more time to fully represent tenants in eviction cases. Additionally, Certified Law Clerks will, in some cases, represent tenants in court in eviction

proceedings, with the supervision of an attorney. While additional law clerks protect tenants against eviction, our attorneys will work on long-term projects to fight displacement and homelessness, such as affirmative litigation or creating a court-based mediation program. We have had challenges hiring full-time attorneys and believe having Certified Law Clerks will help us assist more clients in an expeditious time frame.

According to Santa Clara County Court data, there were 2,725 eviction proceedings in 2016. Tenants are often unrepresented and must negotiate with landlords who are likely represented by attorneys. Often these negotiations are conducted under tremendous pressure in the hallway of the courthouse moments before trial. This weak bargaining position leads to settlements that deeply disadvantage tenants and often results in a tenant having to move out, pay back due rent, and frequently pay their landlord's attorney's fees out of fear of having an eviction on their record. These disadvantages are not the case in other similar jurisdictions, including San Francisco, Alameda, and San Mateo.

The Law Foundation is developing and will propose a model for a court-based mediation program in Santa Clara County, including a timeline for implementation and the support of pro bono attorneys. Our goal is that the additional staff will support this mediation program once it is running.

For low-income renters facing eviction, having legal representation can mean the difference between staying in their homes and experiencing displacement or homelessness. Eviction rates drop from 90 percent to about 50 percent when a tenant has legal representation. (<https://www.nytimes.com/2016/09/23/opinion/a-right-to-a-lawyer-to-save-your-home.html>)

By expanding our services, we can better meet the critical need of low-income people and families disproportionately impacted by the housing shortage. This work is especially vital in the next year as we monitor the impact of AB 1482, a new law expanding tenant rights. We are receiving reports that landlords are giving eviction notices in anticipation of AB 1482, which takes effect on January 1, 2020. Once the law is in effect, Santa Clara County tenants will have more rights that will require enforcement in local courts. And the Law Foundation of Silicon Valley is preparing now to meet the increased need for free legal services.

Our proposal is for additional funding that would allow us to add staff to increase capacity for our eviction defense services. Currently, we do not have the capacity to serve all the clients that come to us for help. Last year, we represented about 28% of the people who we assisted with a pro per answer. That leaves about 72% of people that reached out to us, who were more likely than not unrepresented during eviction proceedings. These funds would help us represent more people in eviction proceedings by shifting attorney time from assistance with pro per answers and utilizing law clerks to prepare answers.

We are grateful for support from the California State Bar and are proud to partner with it in the fight against homelessness.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

SUSTAINABILITY

We are the largest legal aid organization in Santa Clara County, serving over 10,000 people through our three programs: Housing, Health, and Children & Youth. We also impacted almost 800,000 people through our systems change work last year.

Currently, we are the only major organization that provides regular eviction defense and other housing-related legal services to low-income people. Often, we are the only thing standing between tenants and default judgements that result in immediate evictions.

As described above, our current proposal will add more capacity to our already effective model of providing large-scale pro per assistance with answers and representing tenants in eviction proceedings.

QUALITY

Directing Attorney/Supervising Attorney provide supervision to attorneys and staff working on eviction proceedings, and housing equity and justice projects. Specifically, a Supervising Attorney is assigned to oversee our eviction defense cases. The Supervising Attorney assesses and reviews cases weekly and supports any trials as the second chair. The Supervising Attorney will also supervise Certified Law Clerks. The Supervising Attorney will review the answers before clerks file them.

Supervising Attorneys also will second-chair any cases that the Certified Law Clerk assists with full representation. We also have a Senior Attorney serving as a Litigation Lead who will provide second-chair support for both newer attorneys and Certified Law Clerks.

The Housing program tracks services through Main Benefit Codes. We evaluate outcomes to ensure high-quality and equitable delivery of services. Last year, 94% of these cases in which we provided full representation, the clients either were able to stay in their home or where given additional time to relocate.

STAFFING & SUPERVISORY STRUCTURE

The Supervising Attorney has weekly check-ins with all staff, where they discuss case strategy. Additionally, the Housing program discusses cases, strategies, and trends at weekly direct-services meetings. On a bi-monthly basis, the Housing program has a staff meeting for all attorneys, clerks, and community workers.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

TARGETED POPULATION

The Law Foundation's goal is to serve low-income people and families living in Santa Clara County. We have recently expanded services to proactively reach underserved areas, such as Gilroy and Morgan Hill. We recently launched a monthly free legal clinic in Gilroy. Additionally, we have launched a monthly Spanish-language clinic in a predominately Latino neighborhood of East San Jose with a community partner, Somos Mayfair.

We prioritize underserved communities and communities of color since the housing crisis disproportionately impacts them, and they are more at-risk of homelessness. Last year, 70% of clients served by our Housing program were people of color. Also, we serve people regardless of immigration status—we do not ask clients about their status through our intake process.

OUTCOMES

Over the course of the funding, our goal is to increase access to justice by:

- Expanding eviction defense practice by adding one attorney and two part-time paralegals.
- Develop and propose a model for a court-based mediation program.
- Increasing the number of available appointments for assistance with responding to an unlawful detainer for families facing eviction by 100 appointments annually. By increasing our number of appointments, we can increase the number of clients we represent.
- Represent additional families facing eviction from Santa Clara County. At least 80% of the families represented will either get to stay in their homes or will be able to move into alternative housing.

- **How will you ensure that the target demographic is served?**

Our Housing program has eligibility requirements based on income to ensure that our services are prioritized for low-income people and families in Santa Clara County. As the main organization that provides eviction defense services, we have strong partnerships with community organizations that provide frequent referrals to those most in need. We also strive to be as accessible as possible. We have staff that speaks English, Spanish, and Vietnamese, and we can access services in most other languages through translation services. We are accessible to clients both by phone and in-person.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

There are some organizations in our region provide free legal services. However, we are unique in the variety of legal services we provide and our capacity in the number of clients to assist with eviction defense. We also do not screen based on immigration status.

We currently work closely with all other legal services organizations, especially those that provide housing services. We oversee a consortium of several providers and meet at least monthly with those organizations to coordinate services.

- **Will your project include sub-grants?**

No

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

We will evaluate services by tracking outcomes, services provided, and directly soliciting feedback on services from clients. Data will be tracked in our computerized case management. The Law Foundation is also completing a two-year grant effort on client feedback. We have designed a survey tool and are actively analyzing our data.

Our Housing program is also launching an 18-month initiative through the Sobrato Impact Lab to measure our impact better and develop our program based on data. Through this initiative, our organization will increase its knowledge of evaluation and learning, strengthen our program models and theories of change, improve our data analysis and reporting capabilities, and build a stronger culture of learning and improvement.

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention - RFP Funding
Budget
January 2020 - June 2021

Organization Name: **Law Foundation of Silicon Valley**

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	131,600	1.15 FTE attorneys and 0.10 FTE directing attorney
Paralegals	67,840	Two law clerks for 20 hours/week during the school year.
Other Staff	29,500	Program management: CEO, CPO, Ethics Attorney, Contracts & Grants Manager, Contracts Coordinator, and Office Assistant
Sub-Total Salaries & Wages	228,940	
Employee Benefits	34,810	Costs for Payroll Taxes, benefits that include leave pay (i.e. vacation, sick, floating holidays and holiday), medical, vision, dental, FSA employer contribution, life and disability insurance, retirement, employee assistance programs and worker's compensation.
Total Personnel	263,750	
Non-Personnel		
Space	38,965	Includes rent, storage, parking, utility payments, maintenance or janitorial expenses.
Equipment Rental & Maintenance	600	Lease expenses for office equipment and maintenance costs.
Office Supplies	4,900	Basic office accessories and supplies, including materials used in copiers and other small equipment.
Printing and Postage	565	Printing of materials such as stationery, envelopes, business cards, and informational brochures. Postage & Shipping includes stamps and overnight delivery.
Telecommunications	1,600	Local, long distance, cellular telephone service, and expenses for conference calls, videoconferencing, or other telecommunication services.
Technology	9,055	IT network and desktop services & support and expenses related to computer software licenses, website subscriptions, online data management, etc
Program Travel	850	Trips eligible for reimbursement include: travel to and from client visits, travel to and from court appearances, administrative appearances, case filings or other related matters.
Training	2,600	Costs associated with the training or continuing education of staff members. Such expenses may include travel to and from training events, per diem, conference registration fees or tuition, purchase or production of training materials, rent for facilities used in a training event and consultant fees paid to trainers.
Library	1,400	Expenses for the maintenance and expansion of office libraries, including subscriptions to periodicals, update services or electronic research services.
Insurance	2,000	Includes general and premises liability, fiduciary liability, cyber liability as well as malpractice insurance for legal work.
Litigation	1,300	Court costs, witness fees, expert witness expenses, sheriff's fees, courthouse copying fees, and other expenses incurred in litigation on behalf of eligible clients.
Capital Additions	-	
Contract Service/Clients	550	Translations services for non-English speaking clients
Evaluation	-	
Other	6,515	Purchased services which includes but not limited to, monthly shredding service, and ergonomics evaluations; Transit reimbursement for staff who travels to the office via public transportation; Publications & Subscriptions - subscriptions to periodicals and newspapers; Membership Dues: Memberships necessary to keep staff current with relevant changes and/or legal precedents. Bar Membership Dues & Licenses - Funds to be used for County and State Bar Dues; Volunteer Expenses: Primarily used for but not limited to parking expenses and trainings. Depreciation – Depreciation expense for equipment and leasehold improvement.
Total Non-Personnel	70,900	
TOTAL PROGRAM	334,650	
ADMINISTRATION		
Personnel	43,500	Salary and benefits of: CEO, HR Director, HR Specialist, CFO, Controller, Sr. FP&A, Accounting Analyst, Executive Assistant, Operations Manager, Contracts & Grants Manager, and Receptionist.
Non-Personnel	11,850	M&G indirect costs
TOTAL ADMINISTRATION	55,350	
GRAND TOTAL	\$390,000	
Administration Percentage	14.2%	
Non-Personnel Percentage	21.2%	

Organization: Legal Aid Foundation of Los Angeles

Project: Los Angeles County Eviction Prevention and Defense

Eligibility Category: LSP

Amount Requested: \$1,900,000

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

This proposal is put forth by a consortium of five of the largest and most prominent public interest law organizations in Los Angeles, each with decades of experience providing legal services to people who are homeless or at risk of homelessness. Led by Legal Aid Foundation of Los Angeles (LAFLA), this collaborative, which also includes Bet Tzedek Legal Services, Inner City Law Center (ICLC), Neighborhood Legal Services of Los Angeles County (NLSLA), and Public Counsel, has a long history of working together to better serve our clients and maximize our impact. The sixth collaborative partner is Strategic Action for a Just Economy (SAJE), a decades-old community based non-profit organization committed to building community power and leadership for economic justice and focusing on tenants rights and healthy housing.

This proposal comes at a critical inflection point, when new legal protections are being signed into law, and the future efficacy of those protections depends on the capacity of the local legal aid community to enforce them. This funding will leverage our current eviction defense partnerships, dramatically increase our capacity to provide broad scope legal protection to those tenants most vulnerable to landlord abuse, and lay the groundwork for the anticipated expansion of eviction defense services in Los Angeles County.

The applicants currently represent tenants in eviction proceedings primarily through two existing grants, each with significant limitations. First, the Shriver Housing Project (established by AB 590, the Sargent Shriver Civil Counsel Act and coordinated through 4 of the 6 organizations included in this proposal) serves tenants whose cases are filed in the Mosk courthouse – one out of ten hearing eviction matters in the County.

There are ten additional courthouses throughout the County that handle the remaining 29,000 evictions. Few tenants can find representation in these outlying courts. In the rare occasion when an attorney from one of participating agencies appear in one of these courts, we have found that pro per tenants tend to endure harmful eviction practices that don't generally occur at the Mosk Courthouse because judicial officers and landlord attorneys are typically held accountable for such behavior. Results from the Shriver Housing Project at the Mosk courthouse demonstrate that effective tenant representation not only achieves better outcomes for represented tenants, but there is an ancillary benefit to the system in general. It helps to educate both the Court and the landlord bar, which has had a beneficial impact on both represented and pro per tenants.

Second, the Preventing and Ending Homelessness Program (PEHP), includes the 5 legal services providers included in this proposal and serves clients throughout the County, supported by Los Angeles Homeless Services Authority (LAHSA) with LA County Measure H funding. However, the funding is restricted to clients who qualify for assistance from a homeless service provider. Unhoused clients qualify more easily than tenants, who can only qualify if they can establish that they will be completely un-housed, but for emergency legal intervention. Tenants experiencing discrimination, harassment, rent hikes, relocation, and other causes of eventual homelessness and housing distress, are frequently ineligible for services.

Drawing on these experiences and results, we propose to leverage the existing infrastructure to dramatically expand our collective ability to serve underrepresented populations throughout the County left without representation by the limitations of the Shriver Housing Project and PEHP program. An innovative and key component of this proposal is the role of Eviction Prevention Specialists, including SAJE, a community based organization with years of tenant advocacy experience. EPS' will conduct outreach and community education, assist legal staff with know your rights presentations and legal clinics. In our collective experience, community based organizations such as SAJE play a vital role by directly interfacing with tenants and creating a conduit between tenants and legal services

Specifically, the proposal includes:

1. Representation of tenants in unlawful detainer actions.

2. Outreach and education on new renter protections, including the recently enacted statewide rent cap and just cause legislation (AB 1482), rent stabilization and rent freeze ordinances in unincorporated LA County, Inglewood, and Culver City, among others, as well as SB 329 (renter income non-discrimination) and AB 960 (CalWORKS rent assistance). Essential new protections require additional capacity for our legal services community to educate and enforce.

3. Early stage eviction prevention services will provide counsel and advice or representation on tenant notices to stop evictions before they are filed. Most pre-litigation disputes are currently turned away in favor of pending unlawful detainer matters. EAF funding will allow us to intervene pre-litigation, which is often more efficient and effective. We will also intervene and provide services to prevent evictions, including advice and representation on issues such as habitability and landlord harassment, and provide more robust, efficient, and effective service for tenants and the courts.

4. Increasing courthouse and community presence, particularly outside of downtown Los Angeles. Our project will leverage staff and current community partnerships we have through our self-help centers, particularly those located in Antelope Valley, Van Nuys, and Long Beach Courthouses to expand services to generate community awareness of the program, screen for appropriate cases, and make referrals to participating agencies.

5. Creation of new tenant rights clinics in underserved areas. EAF funding will be used to staff tenant rights clinics, including in particularly underserved areas such as the South Bay, Compton, and San Fernando, Antelope, and San Gabriel Valleys—areas which presently have little to no housing clinics available to tenants.

6. Collect and share data on all contacts with tenants, not just on those where litigation is brought. The lead agency will be responsible for developing and overseeing a case management system and practical tools that will be used by all participating agencies to collect comprehensive data for analysis of the work undertaken in this effort. This will not only ensure outcomes are met but will help determine the impact of eviction prevention services and provide data to support future right to counsel efforts.

- **Briefly explain your organization’s ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

Legal Aid Foundation of Los Angeles will lead the project. A nonprofit law firm that protects and advances the rights of the most underserved, LAFLA has provided free legal services to poor and low-income people who are homeless or at risk of homelessness for 90 years. Recognizing the growing housing needs our clients face, LAFLA dedicates a large amount of its resources to address landlord-tenant issues. Over twenty attorneys spend all or most of their practice working on housing issues from eviction defense to affirmative housing litigation and policy work. In addition, approximately six paralegals work on pre-eviction issues. In 2018, LAFLA provided full representation for 640 tenants in unlawful detainer actions, and overall provided counsel and advice, prepared pleadings, and presented Know Your Rights informational workshops to 10,000 tenants facing evictions.

Staffing & Structure: Each legal services agency will hire two attorneys to represent tenants in outlying courts, for a total of ten attorneys. The proposed collaborative has the capacity to serve all populations regardless of immigration status. Those attorneys will be supervised by the appropriate managing or supervising attorney within each agency. LAFLA’s eviction defense managing attorney will ensure the collaboration is working well and the outcomes will be achieved. In addition, SAJE will supply four EPS’ who will be supervised by the organization, though working very closely with legal staff. Legal staff will train the EPS to ensure that that all know your rights information is legally correct, and that EPS do not cross the line into providing legal advice.

Sustainability: Our collaboration is also working on a tenant right to counsel program with a large coalition of legal service providers, tenant organizers, and others. While we have seen some significant movement within the City and County of Los Angeles towards funding such a right, it will be a phased process over several years, concentrating only on a few geographic areas in its early phases. Ideally, this project would help that effort by laying the ground work for a true right to counsel in eviction proceedings by doing such things as training additional legal staff and educating the outlying courts and the surrounding communities in preparation for an eventual fully funded right to counsel program.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

This project will target underserved communities and will serve clients regardless of immigration or citizenship status. The target populations are those least served by the currently available eviction defense services.

Specifically:

1. Underserved and unrepresented tenants whose unlawful detainers are filed in outlying courts. As stated above, 29,000 UD's are filed outside of Mosk courthouse. The proposal envisions adding ten attorneys, with a goal of representing 1,000 tenants in eviction prevention or eviction defense. In addition, attorneys and eviction prevention specialists will collaborate with community trust centers to conduct at least 20 Know Your Rights presentations on new laws attended by approximately 500 tenants. The collaborative also hopes to initiate clinics in four underserved areas, to provide limited legal services and community education to approximately 150 tenants.
2. Undocumented residents are more underserved today than in the past because services requiring tenants to go to a courthouse or to a homeless service provider have become increasingly intimidating in this hostile immigration environment. The collaborative will conduct clinics and provide education and outreach to all tenants, regardless of their immigration status. From historical experience, we expect approximately 200 of those represented will be undocumented, though, due to the barriers discussed above, it could be higher. Many more would be impacted by the Know Your Rights presentations and clinics. Collaborative organizations without immigration restrictions will represent undocumented tenants in evictions cases.
3. Rural residents, especially those in the Antelope Valley, are underserved. There are limited legal aid services currently available to this community, and as a result many litigants with significant housing issues, including deplorable housing conditions are turned away. Community members in this area have also not had the benefit of rent control protections until very recently, nor access to shelters that are virtually non-existent. A majority of available housing resources and legal services assistance are focused in the LA Metro area. EAF funding will allow the collaborative to increase the presence of legal services in the outlying courthouse locations, such as Lancaster and Palmdale, and develop education clinics in locations that are readily accessible to tenants in the area seeking assistance. We expect that approximately 200 of those represented will from these more rural areas. In addition, many more will be assisted by Know Your Rights presentations and clinics.

- **How will you ensure that the target demographic is served?**

Cases are filed in Los Angeles Superior Court based on their zip codes. Certain zip codes are assigned to a specific court. Therefore, we will be able to track who we are serving by zip code. Further, we will be able to track the immigration status as well as income of our clients via intake documentation.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

As stated above, the Shriver and PEHP Projects currently represents some tenants facing eviction in LA County. However, these projects serve very few cases filed in outlying courts, and such cases must come through homeless service providers and meet certain criteria. In addition, all of the partners are utilizing our EAF Homelessness Prevention formula funding to expand our homelessness prevention work. For example, LAFLA is utilizing its funding for two attorneys to represent tenants in the City of Inglewood (one outlying court). We will not duplicate or supplant existing resources, but rather add badly needed new resources. LAFLA will ensure, for example, that these funds will not be used to represent tenants in the Inglewood court, though we will draw on our partners to represent undocumented tenants in that court.

- **Will your project include sub-grants?**

Yes

Project Partners:

Organization	Contact Name	Job Title	Email	Proposed Sub-Grant Amount	State Bar Funded
Inner City Law Center	Adam Murray	Executive Director	AMurray@innercitylaw.org	\$300,420	Yes
Neighborhood Legal Services of Los Angeles County	Skip Koenig	Director of Pro Bono and Policy Advocacy	skipkoenig@nlsia.org	\$300,420	Yes

Organization	Contact Name	Job Title	Email	Proposed Sub-Grant Amount	State Bar Funded
Public Counsel	Joshua Hirsch	Director of Grants	Jhirsch@publiccounsel.org	\$300,420	Yes
Bet Tzedek Legal Services	Cynthia Chagolla	Directing Attorney, PEHP	cchagolla@bettzedek.org	\$300,420	Yes
Strategic Action for a Just Economy	Joe Donlin	Associate Director / Director of Equitable Development	jdonlin@saje.net	\$360,000	No

- **For each sub-grantee identified above, please state their expertise, staffing, and role in the project. Also include details about their intake/evaluation capacity to ensure compliance, the proposed sub-grant work, any experience working on joint projects, and how their work will supplement and improve the work your organization will provide.**

Inner City Law Center

Since 1980, Inner City Law Center (ICLC) has fought for access to decent, safe and fully habitable housing for the enormous number of homeless and working-poor families and individuals residing in Los Angeles. The only legal-services provider located in Skid Row, ICLC's 85+ member staff and 500+ volunteers provide free, quality legal representation for people who have nowhere else to turn. ICLC fights for housing for low-income tenants, working poor families, veterans, people living with HIV/AIDS, immigrants, and people who are living with disabilities or experiencing homelessness. For each client, ICLC asks, "What is the pathway to long-term stable housing for this individual or family?" Answering that question usually leads ICLC to legal work that directly tackles a housing issues (e.g., eviction, slum housing, Section 8) or that helps clients obtain income so that they can better afford housing (e.g., Veterans Administration benefits, social security benefits or removing barriers to employment).

ICLC conducts intake throughout Los Angeles County and evaluates the outcomes of each of our projects. ICLC always seeks to leverage our expertise by partnering with others to achieve more for our clients. For example, ICLC leads PEHP, a partnership of seven non-profit law firms and dozens of social-service organizations. ICLC's Benefits Advocacy team partners with three legal-service and seven social-service organizations. ICLC coordinates the Provider Alliance to End Homelessness, a collaboration of 70 organizations dedicated to ending homelessness. Additional support through this proposal would allow ICLC to enforce new state and local tenant protection laws and to represent many of the low-income tenants facing eviction into homelessness whom we currently do not have enough resources to serve.

Neighborhood Legal Services of Los Angeles County

NLSLA has extensive expertise in pre-eviction and eviction legal services. Established in 1965, NLSLA attorneys engage in direct services, impact litigation and public policy advocacy – all targeted to assist our clients in obtaining safe and habitable housing. Clients have been assisted with legal issues ranging from uninhabitable conditions to retaliatory and unlawful evictions to abuses in Section 8 and other government programs. In its 54 years, NLSLA has assisted over 275,000 clients to resolve housing problems, with hundreds of thousands more receiving increased access to available public benefit income support and resolution of other barriers to economic security.

NLSLA will staff this collaborative project with 2 full time attorneys. NLSLA's role will be to provide assistance in pre-eviction and eviction legal services. Services will include representation in evictions and other housing related matters. In addition to providing representation in an unlawful detainer, NLSLA will assist clients' issues relating to public benefits and other legal impediments that may have made them vulnerable to eviction. NLSLA staff will also participate in community education and other outreach activities in local clinics as needed. Staff will be overseen by David Pallack, Director of Litigation and Policy, who has over 40 years of housing law and specializes in complex litigation.

NLSLA's intake process is handled through its case management system, Legal Server. Legal Server guides intake staff through the questions to ensure clients' eligibility. Legal Server also sends supervisor weekly reports on each advocate, including the status of the advocates' case list, the time spent, recent case notes and collection of important documents. Mr. Pallack will ensure that the quality of legal assistance remains high and that project goals are being timely met. He will conduct weekly project case reviews and meet with staff at least once a month for a comprehensive review of their case list.

NLSLA has significant experience working on joint projects. The applicant partners have a long history of coordinated legal efforts. NLSLA leads a collaborative with LAFLA, ICLC, and Public Counsel on the Shriver Housing Project at the Mosk Courthouse that provides legal representation to people facing eviction in some of Los Angeles' poorest neighborhoods. NLSLA is a partner, with ICLC as the lead, on PEHP which provides legal services to the homeless and those who are at risk of becoming homeless.

NLSLA will enhance the ability of the project to reach the homeless and those at risk of homelessness in the San Fernando, San Gabriel and Antelope Valleys. NLSLA has traditionally serviced these areas and has developed many strong community partnerships. Moreover, NLSLA has led the court-based, Self-Help Center collaborative since its inception in 2000. The nine centers provide self-help assistance to litigants who have an eviction filed in their respective courts. NLSLA operates the court-based centers at the Pomona, Lancaster, Chatsworth, and Van Nuys courthouses. The positive relationships already established will ensure the courts' cooperation and a smooth integration of project services.

Public Counsel

Public Counsel has nearly a decade of experience providing eviction defense legal services. Since 2011, Public Counsel's advocacy work includes providing representation to low-income litigants in unlawful detainer actions through Shriver in Los Angeles, the largest of the statewide Shriver Right to Counsel Pilot Projects exploring the benefits of representation for poor people facing evictions. Through Shriver, Public Counsel represents low-income households named as defendants in eviction cases filed at the Mosk Courthouse. Public Counsel is also a partner in PEHP and receives eviction defense referrals from any of three providers in SPA 6 that are funded by LAHSA to provide homelessness prevention services. We are also the recipient of EAF Homelessness Prevention Fund formula funding, which enabled us to expand our eviction housing advocacy services to other individuals not eligible for services via Shriver or PEHP. Finally, Public Counsel operates legal clinics at community-based partner organizations, including two FamilySource Centers. We operate a medical-legal partnership at County USC under a contract to serve people living with HIV/AIDS, where we primarily provide pre-eviction tenant counseling and internal referrals to our eviction defense programs for qualifying tenants or external referrals where necessary.

Public Counsel will hire two attorneys to represent low-income tenants, including tenants who are undocumented, in Los Angeles County courthouses that currently lack meaningful resources for tenants, including the Compton and Inglewood courthouses. They will be supervised by the Directing Attorney and a Supervising Attorney who coordinate Public Counsel's eviction defense work. Funds will be tracked in a separate cost center to ensure discrete reporting and non-supplantation of funds. Moreover, clients served with subgranted funds will be tracked using a unique code in our case management system, ProLaw, to ensure that cases are excluded from our IOLTA/EAF reports and other reports to funders. Public Counsel will expand our eviction defense services, including community outreach, tenants' rights education, one-on-one counseling to eligible tenants with landlord-tenant disputes, and representation for tenants named as defendants in unlawful detainer suits. Counseling and representation will be provided to tenants regardless of immigration status. The main objective of our work will be to keep families in stable housing. Where a tenancy is at risk but no action has been filed by the landlord, we will offer information and services to tenants with the goal of preventing the eviction filing in the first place. Pre-eviction services will include assisting tenants with addressing potential or active disputes with landlords that stem from habitability or health violations, harassment, discrimination, rent increases or other unilateral change in terms of tenancy, requests for reasonable accommodations or reasonable modifications for persons with disabilities, and illegal lockout/constructive eviction. Where the landlord has already initiated litigation, tenants will receive eviction defense representation with the aim of preserving current housing. When it is not possible to preserve the current housing or the tenant does not wish to remain in the current housing, we will negotiate additional time to vacate, waiver of rent, relocation assistance (if required under local or state law), return of security deposit, and protecting the tenant's credit report.

Public Counsel has a strong relationship with LAFLA and experience coordinating our work and our efforts on behalf of the clients and communities we serve. We also have existing relationships with numerous community-based organizations in South Los Angeles and Inglewood. Partner organizations frequently hold tenant education workshops and clinics, and we will leverage these relationships to identify clients, conduct intake, and evaluate cases in these underserved regions. Finally, because Public Counsel does not accept funding from the Legal Services Corporation, we will be able to assist undocumented individuals under this grant.

Bet Tzedek

Bet Tzedek Legal Services has a 45 year history of tenant representation in Los Angeles. Bet Tzedek was founded in 1974 by a small group of lawyers, rabbis, and community activists who came together to assist aging, low-income residents who were being displaced from their homes as their neighborhoods gentrified. As demand for free legal advocacy grew, Bet Tzedek rapidly evolved from a part-time, volunteer-run neighborhood operation to a comprehensive poverty law center. Today, Bet Tzedek is an internationally recognized force in poverty law. Harnessing an award-winning pro bono model of service, Bet Tzedek has provided free, expert legal assistance to more than 500,000 people. Bet Tzedek's mission is to provide free legal services to those who need them most, helping people of all communities and generations secure life's necessities.

Bet Tzedek's homelessness prevention work includes eviction defense, foreclosure defense, habitability enforcement, and wrap around tenant protection work. Bet Tzedek works with the other legal services providers in this proposal through the Preventing and Ending Homelessness Project, providing eviction defense and re-housing services in four of the Counties' eight service planning areas. Bet Tzedek's homelessness prevention work is staffed by a supervising attorney, paralegal, secretary, and five staff attorneys. The team is based from their headquarters in the Koreatown neighborhood of Los Angeles and conducts intake at two food pantries, two homeless shelters, two public parks, and five courthouses every week. The demand for their services far outstrips their capacity. Additional support through this proposal would allow the team to dedicate a full-time attorney to the Van Nuys Courthouse, where the vast majority of tenants in eviction proceedings appear without representation and, as a result, where tenants' rights go unasserted. Additional support through this proposal would also allow the team to dedicate a full time staff attorney to focus not on eviction matters, but on the enforcement of new rent stabilization ordinances in Culver City and Inglewood, a new rent freeze in unincorporated Los Angeles County, and the new rent cap on previously unregulated units throughout the region.

SAJE

SAJE is a non-profit community-based organization that has supports community efforts to advance tenants' rights, equitable development and various anti-displacement initiatives. For over 15 years, SAJE has operated a weekly tenant clinic in conjunction with legal service providers, including several partners on this application. Additionally, we have operated clinics at other community locations over the years and have conducted hundreds of know-your-rights workshops and disseminate tenants' rights information on a daily basis. SAJE is also a contracted tenant outreach organization with the City of Los Angeles for its Rent Escrow Account Program (REAP), which provides tenants with additional rights and procedures when their buildings are found to be out of compliance with habitability standards and the owner has not acted effectively to remedy the issues. SAJE has also served as a contractor with the Department of Water & Power to provide both energy efficiency education and tenants' rights workshops to low-income families in South Los Angeles and in the San Fernando Valley. SAJE is also a key partner in ongoing efforts to inform tenants of their new rights under the recently passed Rent Stabilization Ordinance in the unincorporated areas of LA County and received a grant initiated by a County Supervisor to help lead canvassing efforts as part of this effort. SAJE has also been a core member of the Los Angeles Right to Counsel coalition, which has successfully advocated for new funding for eviction prevention and eviction defense services and has been active in efforts to design implementation processes for these new services.

SAJE will devote four organizing staff to facilitate tenant clinic operations and know-your-rights trainings and workshops. SAJE has a well-established intake process for all its clinics and workshops and will contribute to the creation of proper intake and evaluation procedures in conjunction with co-grantees.

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

LAFLA regularly evaluates and measures outcomes for our clients to ensure that they are getting the best legal advice and representation possible. Evaluation processes start at the beginning when a client comes in for service and the team reviews each application for services during a case review process. During representation, managers are available for consultation with staff attorneys and advocates to discuss case strategies and processes.

To ensure that outcome measures are met, staff check court case files online to ascertain the results of court hearings and collect follow-up information directly from clients by phone or in-person interviews. Outcome results are tabulated and reviewed against program goals. LAFLA also monitors program staff by measuring progress and outcomes toward meeting the goals and objectives through: Case Management - clients are tracked through LAFLA's computerized case management system to make sure that cases are resolved in a professional and timely manner; Statistical Reporting - data is compiled on a quarterly basis to determine that we are serving the targeted number of clients; and Case Review - bi-monthly case review meetings serve to monitor the status of open cases, identify problems as they arise, and facilitate interaction to ensure the most effective service to clients. We use data and field observations and make adjustments to the types of outreach and service delivery we engage in to improve client access and outcomes.

We will develop and execute Memorandums of Understanding with our partners to ensure that responsibilities to our clients and to each other are clearly outlined. As the lead agency, LAFLA will be tasked to ensure that the action steps in the work plan are carried out according to the timeline, and that the partner agencies are carrying out their responsibilities as well. We will also have quarterly partner meetings to review whether we should adjust our priorities to meet the ever-changing needs of our client community.

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention - RFP Funding
Budget
January 2020 - June 2021

Organization Name: Legal Aid Foundation of Los Angeles

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	216,852	2 attorneys @ \$72,284/year for 18 months
Paralegals		
Other Staff	9,937	EDC-MA @ 5%
Sub-Total Salaries & Wages	226,789	
Employee Benefits	70,305	
Total Personnel	297,094	
Non-Personnel		
Space	1,800	\$100/mo. x 18 months.
Equipment Rental & Maintenance	990	\$55/mo. x 18 months.
Office Supplies	1,080	\$60/mo. x 18 months.
Printing and Postage	210	\$12/mo. x 18 months.
Telecommunications	1,080	\$60/mo. x 18 months.
Technology	900	\$50/mo. x 18 months.
Program Travel	3,132	150 miles/mo x 2 staff x 18 months x \$0.58
Training	2,000	
Library	4,244	Lexis-Nexis @ \$115/mo x 2.05 staff x 18 months.
Insurance	2,520	\$70/mo. x 2 staff x 18 months.
Litigation	1,700	\$94.44/mo.
Capital Additions		
Contract Service/Clients	1,561,680	Subgrants to ICLC, NLSLA, Public Counsel, Bet Tzedek @ \$300,420 each; Subgrant to SAJE @ \$97,500 over 18 months x 4 organizers
Evaluation		
Other		
Total Non-Personnel	1,581,336	
TOTAL PROGRAM	1,878,429	
ADMINISTRATION		
Personnel		
Non-Personnel		
TOTAL ADMINISTRATION	21,571	
GRAND TOTAL	\$1,900,000	
Administration Percentage	1.1%	
Non-Personnel Percentage	83.2%	

Organization: Legal Aid Foundation of Santa Barbara County

Project: Homelessness Prevention - Northern Santa Barbara County

Eligibility Category: LSP

Amount Requested: \$283,210

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

The Legal Aid Foundation of Santa Barbara County (LAFSBC) proposes to hire a third attorney in Northern Santa Barbara County with EAF Homelessness Prevention funds (with corresponding intake support) in order to provide pre-eviction and eviction legal services, counsel and advice to those at risk of eviction or those facing habitability problems, and legal services to preserve and protect access to subsidized housing. The housing work will be top priority, but as time and resources allow, the attorney may also take on other benefit cases which improve client income maintenance and housing stability. This attorney will join a team of two other Shriver attorneys who serve Northern Santa Barbara County through our Lompoc and Santa Maria offices. This attorney will provide legal services to meet the unmet demand and to those who do not fit the priorities of the Shriver program. Demand for housing assistance remains high - vacancy rates are at all time lows, slumlords are active and continue to take advantage of immigrant communities, and the percentage of people who are experiencing unsheltered homelessness is increasing. When factoring in the cost of living, Santa Barbara County has the second highest poverty rate in the State of California. Moreover, with new housing laws coming to California, the attorney will also provide community legal education on tenants rights and responsibilities. The attorney will have the support of an Intake Coordinator to screen and intake potential clients. The Intake Coordinator is also available to provide Spanish interpretation services as needed.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

LAFSBC has providing legal services in Santa Barbara County since 1959. Advising and representing tenants has always been a core part of our work. LAFSBC is the only non-profit legal aid organization in Santa Barbara County that serves eligible clients regardless of citizenship or immigration status, and one of only two legal aid organizations with a presence in the County (CRLA has an office in Santa Maria). LAFSBC already has the office space and administrative infrastructure to house an additional attorney in Northern Santa Barbara County and we have experience providing similar eviction defense services under the Sargent Shriver Civil Counsel Act. In previous years, LAFSBC had 4 attorneys serving Northern Santa Barbara County (2 in Lompoc and 2 in Santa Maria) through our Shriver program. However, when Shriver funding was reduced in 2017, our attorney staffing was reduced to 2 attorneys (1 in Lompoc and 1 in Santa Maria). We will continue to monitor community needs and priorities moving forward and anticipate sustaining the position in whole or part through government/foundation grants or fundraising. We are also exploring the possibility of using attorneys' fees as permitted to help support our work.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

The target population will be EAF eligible clients who are residents of Northern Santa Barbara County. Nearly the entire County is designated as rural under California Medical Service Study Area standards. Targeted populations will include those those who do not fit within the Shriver priorities, those who receive housing subsidies (outside of Santa Maria), those at risk of homelessness, and clients living in MSSA rural areas. Although outcomes will depend in part on the experience and expertise of the new attorney, we anticipate providing legal representation or assistance to at least 130 clients and at least 5 outreach or education events on tenant rights during the grant period. At least 100 people will receive information through outreach activities.

- **How will you ensure that the target demographic is served?**

All clients complete an intake form and report demographic information. The Intake Coordinator enters this information into our case management system and the data is reviewed quarterly. Adjustments are made if needed to ensure that the target demographic is being served. The Intake Coordinator will screen the client for Shriver or EAF assistance and refer to

the appropriate attorney for review. The outreach activities will also help ensure that we are targeting EAF eligible communities in the region.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

There are no other organizations which provide free legal services to housing clients in Lompoc and other nearby areas in the County (Los Alamos, Buellton, Solvang, Vandenberg etc). In Santa Maria, we are one of only two legal aid organizations in the area (the other is CRLA). There are no law schools located in Northern Santa Barbara County and no large law firms with pro bono programs. The only law school in the County is the Santa Barbara College of Law and most of their students hold full-time jobs while attending school at night. There are no ABA accredited law schools in the County.

- We are the only organization that provides housing services to eligible clients regardless of citizenship/immigration status. Northern Santa Barbara County has one of the highest concentrations of undocumented people in the state due to the agricultural industry. CRLA will typically refer undocumented clients to LAFSBC for assistance in Santa Maria, and we typically refer subsidized housing cases out of Santa Maria to them. However, we would like to add more advocacy for subsidized housing recipients in Lompoc and nearby areas. We also strive to meet the unmet demand for legal assistance in the region.

- **Will your project include sub-grants?**

No

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

The LAFSBC Executive Director reviews progress on funding goals on a quarterly basis. Attorneys participate in case review/litigation meetings twice per month. Attorneys are also provided with information about the deliverable requirements related to their funding and understand that monitoring and meeting those goals is expected. Main benefit information is collected in our case management system at case closing and the system will be updated as needed to ensure we collect appropriate information for homelessness prevention.

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention
Budget
October 2019 - June 2021

Organization Name: Legal Aid Foundation of Santa Barbara County

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	112,500	1.0 FTE for a Housing Attorney @ 18 months 1/1/20 - 6/30/21
Paralegals	31,200	.40 FTE In-take Coordinator @ 18 months 1/1/20 - 6/30/21
Other Staff		
Sub-Total Salaries & Wages	143,700	
Employee Benefits	35,925	Calculated at 25% of proposed IOLTA salary. Benefits include health insurance, FICA, unemployment insurance, workers compensation, insurance, and payroll costs.
Total Personnel	179,625	
Non-Personnel		
Space	9,810	Occupancy costs such as rent , mortgage interest, utilities, repairs and maintenance based on 2019-2020 budget and prorated by staff @ 18 months 1/1/20 - 6/30/21.
Equipment Rental & Maintenance	4,500	Service contracts and individual repair and maintenance for equipment based on 2019-2020 budget and prorated by staff @ 18 months 1/1/20 - 6/30/21.
Office Supplies	750	Basic office supplies, including materials used in copiers and printer, and small equipment purchases based on 2019-2020 @ 18 months 1/1/20 - 6/30/21.
Printing and Postage	450	Outside printing, postage, and other mailing and delivery services based on 2019-2020 budget and prorated by staff @ 18 months 1/1/20 - 6/30/21.
Telecommunications	5,025	Telephone, videoconferencing equipment, and any other related telecommunications equipment based on 2018-2019 budget and prorated by staff @ 18 months 1/1/20 - 6/30/21.
Technology	4,750	Computer software, internet services, online data management, and electronic research services such as Lexis Nexis and Lawya based on 2019-2020 budget and prorated by staff @ 18 months 1/1/20 - 6/30/21 plus \$1k for new computer IT set up.
Program Travel	750	Travel between client meetings and Legal Aid Foundation offices @ 18 months 1/1/20 - 6/30/21.
Training	750	Conference or seminar costs, training materials, travel costs and per diem. @ 18 months 1/1/20 - 6/30/21.
Library	750	Office libraries, including subscriptions to periodicals, book and update services based on 2019-2020 budget and prorated by staff @ 18 months 1/1/20 - 6/30/21.
Insurance	3,000	Employee Bond, Professional Liability, Auto and General Property Liability based on 2019-2020 budget and prorated by staff @ 18 months 1/1/20 - 6/30/21.
Litigation		
Capital Additions	1,800	Computer & Monitors for new 1.0 FTE employee
Contract Service/Clients		
Evaluation		
Other	750	State Bar Dues for 1 FTE Attorney for 18 months
Total Non-Personnel	33,085	
TOTAL PROGRAM	212,710	
ADMINISTRATION		
Personnel	69,000	Represents less than 25% of EAF program. Includes partial salary of Executive Director and Finance Director.
Non-Personnel	1,500	Audit & Tax costs based on 2019-2020 budget and prorated by staff.
TOTAL ADMINISTRATION	70,500	
GRAND TOTAL	\$283,210	
Administration Percentage	24.9%	
Non-Personnel Percentage	12.2%	

Organization: Legal Aid of Sonoma County

Project: Homelessness Prevention Project (HPP)

Eligibility Category: LSP

Amount Requested: \$165,000

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

Sonoma County faces particular housing challenges that make this a key region for homeless prevention services. Sonoma County is a rural county. The majority of the land is defined as rural according to the California Medical Service Study Area Poverty Map. As of March 2017, Sonoma County has 88,186 residents living in a Rural Medical Service Study Area. Rural zoning limitations, long-standing slow growth policies, and a resulting lack of new construction, have created an extreme dearth of affordable housing, including rental housing. That stock was further depleted by the 2017 firestorms. Vacancy rates hover at 3%, and habitability issues are prevalent. Housing Choice Voucher holders are often forced to move out of the County to find housing. Rents skyrocketed between 20% and 40% over the past five years.

Exacerbating the problem, unlike other regions where housing costs have escalated, until very recently, wages actually declined here. Consequently, we have one of the largest wage to housing gaps in the state. A study done by the city of Santa Rosa 3 years ago found that Santa Rosa had the ninth biggest wage to housing gap in the Country! Sonoma County also has a rapidly aging demographic, well above the statewide average. Low-income people, but particularly seniors, are struggling to stay housed.

The Homelessness Prevention Project (HPP) will remove barriers to housing and keep people on the verge of homelessness, housed. Legal Aid of Sonoma County (LASC) proposes to hire a full-time Homelessness Prevention Attorney (HPA). The HPA will work on pre-eviction legal issues and work to remove barriers to housing for tenants who are unstably housed and homeless people attempting to obtain temporary or permanent housing. The HPA will identify clients from LASC's tenant population and clients of homeless service providers who can benefit from these services.

The HPA will work with LASC's current housing staff to target tenants whose housing is at risk. HPA will work with individuals that have received a notice of eviction but are not yet in the Unlawful Detainer process. LASC currently has no bandwidth to work with tenants in the pre-eviction stage.

HPA will attempt to negotiate pre-complaint agreements between these tenants and their landlords to prevent landlords from evicting them. This may involve payment plans for rent delinquent tenants or behavior modification plans for others, such as assisting hoarders to maintain their property, or ensuring tenants with medical or physical challenges have in home care or medication plans to mitigate these issues.

For those tenants who must vacate, HPP will help remove any legal or resource barriers they have to successfully applying for new rental housing. The HPA will work with tenants to remove legal barriers to being re-housed, including but not limited to expungements or other criminal record issues, applying for benefits (or challenging denials/reductions in benefits) like Social Security and SSDI, consumer debt issues, and clearing past evictions. Legal services will include legal advice, drafting documents and letters, negotiations with landlords, and representation at administrative hearings as needed.

Most tenants are unaware of available resources that can help them transition to new housing. The HPP will connect clients with resources like housing navigators and bridge funding, available through our non-profit housing partners, and through a new County relocation fund for tenants. A paid social work intern will help project clients access these and other non-legal resources they need. For example, she may assist clients in obtaining services they need to adhere to their eviction prevention plans. She may also help project clients access fiscal resources to assist them in relocation.

The HPP will offer on-site trainings to homeless service providers to help them identify legal barriers to housing. This will foster referrals that are more effective. The State Legislature recently passed a plethora of new housing laws. Trainings will include information about these new laws.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

LASC has been providing legal services to the target populations of this proposal for over 15 years. In addition to the experience of the future project attorney, current staff have experience in expungements, public benefits, landlord/tenant law, and debtor creditor issues which we will leverage for the project. We have long-standing relationships with dozens of community and government organizations that work with the target populations, including housing providers, shelters, APS, and community resource centers.

LASC will seek ongoing funding through the Community Development Commission that funds housing and homeless prevention activities, and the city of Santa Rosa. Santa Rosa named homelessness and housing as its tier one priority in recent budget hearings. Funding from the Bar will allow us to demonstrate to these potential funders the impact we can have by providing pre-eviction and homeless prevention legal services. An attorney will be the principle HPP staff, providing all direct legal services under this grant. In addition, we will engage a paid social work intern to help project clients access some of the non-legal resources they need to stabilize their housing. LASC had a social work student in its DV program previously and her skills were a tremendous asset to our clients.

Both the executive director, who is responsible for new program implementation, and a supervising attorney who oversees LASC's housing programs, will supervise the HPP attorney. The HPP attorney will supervise the social work intern. The HPP attorney will also participate in bi-weekly housing team meetings that include LASC's eviction team, housing policy attorney, and a member of our elder law team.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

HPP targets low-income tenants, including seniors, and voucher holders who frequently have disabilities. These groups are most at risk of being precariously housed or becoming homeless.

TENANTS: Tenants are particularly vulnerable to housing instability and homelessness. Forty percent of people who live in Sonoma County rent their homes. Fifty-three percent of renters pay one-third or more of their income in rent; this creates great stress for rent-burdened tenants and leaves little to no extra income to generate a safety net of savings. The loss of a job, a medical issue, or an eviction can leave renters with no options for housing.

SENIORS: There are approximately 100,000 seniors in Sonoma County, making up 20% of the population. In LASC's Elder Law Program, 65% of the seniors we see come to us with housing issues. Many seniors live on a fixed income and are very susceptible to being evicted when anything disrupts that income or they receive unreasonable rent increases. In addition, the wildfires displaced a disproportionate number of low-income seniors.

HOMELESS PEOPLE: Sonoma County's 2019 Homelessness Census and Survey found there are nearly 3,000 homeless people in the county. Thirty percent of those surveyed indicated that their current episode of homelessness was their first. Twelve percent of those surveyed indicated that an eviction led to homelessness. Of those surveyed, many people did not think they were eligible for government assistance or had a barrier (like a lack of identification) to receiving assistance. In other words, many homeless individuals face legal barriers to obtaining housing.

HOUSING CHOICE VOUCHER HOLDERS: The Sonoma County Housing Authority administers 2,820 Section 8 vouchers and the Santa Rosa Housing Authority administers 1,473 Section 8 vouchers and 404 VASH vouchers. These numbers represent vulnerable households whose HCVs are an important lifeline. Landlords have historically discriminated against HCV holders either by not renting to them or evicting them just because they have a voucher. The state recently passed a protection for HCV holders that prohibits landlords from conducting this type of discrimination. However, many HCV holders and property managers do not yet know about or understand the new law. The HPP will conduct a series of clinics to educate affected parties about this new protection. HCV holders also have other barriers to housing, like poor credit or previous evictions that make it hard for them to compete in the rental application market even with a voucher. HPA would work with HCV holders to remove these barriers. Our partners at the Housing Authorities will assist us in identifying HCV holders who need this assistance.

- **How will you ensure that the target demographic is served?**

LASC currently targets vulnerable, low-income people that are precariously housed. We have a housing team and an elder law team; the HPA will work closely with these teams to identify eligible tenants and provide them with the new legal services proposed under this project. LASC has strong relationships with homeless service providers in the County. HPA will work closely with these groups to reach out to homeless individuals. We will also offer legal advice and education to both their clients and staff through on-site clinics and trainings. Pre-implementation strategies and research will include community outreach to a wide range of organizations that provide homeless services and transitional housing.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

Many organizations in Sonoma County work with the homeless population, however none of these organizations provides legal services targeted towards this population. Regarding pre-eviction legal services for tenants, only LASC and CRLA provide legal services for tenants; CRLA does not provide pre-eviction legal help.

LASC currently collaborates closely with homeless service providers and homeless advocacy groups including Catholic Charities, COTS, and Homeless Action! All these organizations refer clients to us for eviction defense services. Therefore, we will readily be able to advertise the Project and its new services for this population. LASC's Housing Policy Attorney sits on several coalitions with these providers, providing further avenues for coordination and collaboration. For instance, LASC chairs the Policy Workgroup of Sonoma Intersections Coalition, a coalition of health and housing organizations, ranging from St. Joseph's Health to Burbank Housing, that work together to foster housing equity. LASC also partners with North Bay Organizing Project (NBOP) to conduct outreach to low-income tenants. LASC and NBOP have worked to form the new Sonoma County Tenants Union.

- **Will your project include sub-grants?**

No

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

LASC will track the progress of the project both through its case management system (PIKA) and Excel. We will track demographics in PIKA with a unique program code so as not to comingle project data with other program demographics. We will use Excel to track project outcomes. We will track our progress towards the following goals/data points:

Removing legal barriers to housing:

- Help 10 Project clients to access benefits like Social Security
- Help 10 Project clients with consume debt issues resolve their creditor issues.
- Help 10 Project clients clear previous evictions from their records.
- Help 10 Project clients improve their criminal records.
- Negotiate Eviction Prevention Plans for 25 tenants
- Help 40 Project clients connect to social services or financial assistance that can help them obtain housing.

Project Demographics:

- Assist 20 HCV holders
- Assist 35 seniors
- Assist 50 low-income renters who are unstably housed.
- Assist 30 homeless individuals or individuals in transitional housing.

Community Outreach and Education Goals:

- Create presentation on new state laws affecting tenants.
- Create presentation on spotting legal barriers to housing.
- Give 5 trainings to staff at homeless service organization.
- Hold 5 community education presentations for tenants/homeless individuals re resolving legal barriers to housing.

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention - RFP Funding
Budget
January 2020 - June 2021

Organization Name: **Legal Aid of Sonoma County**

PROGRAM Personnel	(1) Budget	Brief Narrative
Lawyers	111,306	One 1.00 FTE Housing Attorney to work on pre-eviction legal issues and remove legal barriers to housing; one 0.025 FTE Supervising Attorney and one 0.025 FTE Managing Attorney providing program oversight.
Paralegals		
Other Staff		
Sub-Total Salaries & Wages	111,306	
Employee Benefits	22,360	Program staff Benefits and Payroll taxes
Total Personnel	133,666	
Non-Personnel		
Space	4,500	Program share of office space rental costs
Equipment Rental & Maintenance		
Office Supplies		
Printing and Postage	1,000	Contract printing costs for Program brochures and flyers
Telecommunications	1,260	Dedicated telephone line for Housing Attorney
Technology	1,000	Desktop computer with software licenses for Housing Attorney
Program Travel	1,450	Program staff reimbursable mileage expenses estimate 2,500 miles over 18 months @ .58 per mile
Training	1,000	Program staff training, conference, and continuing education costs
Library		
Insurance	827	Professional Liability insurance costs for Housing Attorney
Litigation		
Capital Additions		
Contract Service/Clients	15,000	Licensed contract Social Worker providing supervision and oversight to Intern(s); stipends for Social Work Intern(s) providing services to Program clients
Evaluation	2,000	Organizational Development Consultant fees for Program evaluation
Other	670	Attorney Bar Dues
Total Non-Personnel	28,707	
TOTAL PROGRAM	162,373	
ADMINISTRATION		
Personnel	2,627	One 0.025 FTE Business Manager providing administrative support to Program
Non-Personnel		
TOTAL ADMINISTRATION	2,627	
GRAND TOTAL	\$165,000	
Administration Percentage	1.6%	
Non-Personnel Percentage	17.4%	

Organization: Legal Aid Society of San Bernardino

Project: Rural Homelessness Prevention for Tenants

Eligibility Category: LSP

Amount Requested: \$327,554

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

LASSB will implement these funds to secure a mobile legal aid unit to allow delivery of on-site, comprehensive services to the remote regions of San Bernardino County and neighboring communities within Riverside County .

LASSB has long been involved in providing housing services for both pre-eviction and eviction defense through our home office. With this funding, we will continue to provide such services, including tenant and landlord education, consultation and advice, preparation of eviction defense pleadings, completion of discovery tasks, mediation and negotiations, and limited representation services. We will also continue to assist clients who seek correction of non-habitable conditions within rental properties, press for reimbursement of damages sustained within rentals, negotiate tenants' relocation into habitable units, and assist with valid notice to property owners or managers in matters regarding rentals. We will also continue to defend unwarranted restraining orders sought to circumvent a tenant's rights, and actions taken to secure needed restraining orders to protect tenants from unlawful acts by managers or other tenants of the their rental complexes. We will also take action to ensure clients can secure any rightful income to which they are entitled, obtain valid identification or orders confirming birth to facilitate collection of rightful income, or secure restraining orders against persons who endanger the tenant's right to maintain tenancy.

These services will be offered to clients who meet the State Bar's 125% of poverty income limits, regardless of whether those clients are citizens or immigrants and irrespective of whether they are documented or non-documented aliens. This service will be culturally and linguistically appropriate.

The major difference between the services via this grant and other prior projects is this: The mobile unit purchased and operated with this funding will allow LASSB to deliver on-site, comprehensive homeless prevention services to the remote regions of our service area. We do currently deliver services to various regions of the county. However, those satellite clinics are designed and funded to extend services on all types of cases. Time and funding constraints at those satellite sites allow us to screen for eligibility, provide consultations, then complete on-site interviews. We must then return to our office to actually prepare the casework. Clients retrieve their files when we return to that satellite site or by coming into our San Bernardino office. We can currently complete only a limited number of hand-written UD answers while at those satellite clinics. Since Unlawful Detainer actions require an Answer within 5 days and immediate discovery responses, this delivery of service seriously limits the nature and extent of housing services we can offer through those existing, off-site clinics. The collaborative partners who provide locations for those clinics will not allow us to leave equipment or maintain a longer period of use unless we lease office space. The cost of maintaining an office and staff dedicated to each region is prohibitive. Thus, although we have the experience to provide these services, we cannot answer the current need for eviction defense and homeless prevention through those satellite sites. The thousands of needful housing clients who cannot come into our home office Monday-Thursday at 9:00am cannot secure the help they so desperately need.

This grant will allow us to bridge the vast time and distance gap to deliver these services to the remote regions where clients have not previously been able to obtain help. According to the Executive Office of the Superior Court, San Bernardino County, 2,715 unlawful detainer actions (limited and unlimited) were filed in the Barstow branch of our county court during the term of July 2018 through June 2019. During the same time period, 416 eviction cases were filed in the Joshua Tree branch of our county court system. The Barstow court is approximately 72 miles from our office and is now where all High Desert evictions must be litigated. The Joshua Tree court is approximately 75 miles from our office and is the required place of filing for evictions from the Low Desert region of our county. There are other regions of both San Bernardino and Riverside county where impoverished communities are separated by distance and geographic boundaries that make travel to our office extremely challenging. Based upon current number of filings within these two courts alone, it is reasonable to estimate that by funding this project, the State Bar will assist us in making eviction defense and homeless

prevention services available to an estimated 3,000 families who would otherwise be denied their access to the judicial system, leaving them vulnerable to imminent loss of housing.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

LASSB has been providing legal services for the indigent families in our county for 60 years. We have been delivering our services to satellite sites within the county for almost 20 years. We are attuned to the various aspects of service delivery to needful families within a "mobile" setting.

During the past two years, LASSB has been able to expand from 2 attorneys and 10 staff members to 6 attorneys and 20 staff members. To facilitate managed growth, we have established an organizational hierarchy which establishes the chain of command from the project crew to their supervisor, their project attorney, the Legal Clinic Managing Attorney, and the Executive Director. Each project crew meets at least bi-weekly. The project supervisors and attorneys meet with the LASSB executive staff at least monthly and all LASSB staff meet at least monthly. Training updates are discussed during those meetings; comprehensive trainings are scheduled as separate events. This established chain of responsibility allows for immediate oversight on each project, as well as on-going oversight of agency function.

Despite the fluctuating economy and political fall-out, LASSB has provided service to this region for over sixty years. We pursue multi-stream funding, including public and private funding and corporate sponsorship. We have two staff members who research funding. Furthermore, recent socio-economic awareness has resulted in a broader base of funding available for homelessness prevention. The vast need has drawn the attention of many funders who previously did not address housing and homeless prevention. LASSB will continue to pursue any viable funds, and will continue to recruit and engage volunteer services, while leveraging all applicable funds to continue deliver of these much-needed services.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

The target population are impoverished residents of the rural regions (25-100 miles away from the county seat), ages 17+ of all races and ethnicity, gender, sexual or political orientation. We will track clients served through this project by using an identifying marker with our case management software to ensure that funds for this project are devoted solely to this project. We anticipate that of the families served: 95% will experience an immediate improved knowledge as to their rights and responsibilities as tenants; that approximately 65% will identify a viable means of seeking remedy of their legal issue; and, that approximately 58% of those will preserve habitable housing through the negotiation, settlement or orders secured through this project.

- **How will you ensure that the target demographic is served?**

All persons seeking services will be required to complete an Application for Service and display documents evidencing their residential address and income status. The data they supply will be entered into a case management system which will allow tracking of all clients, services, and the time dedicated to such services. All cases will be identified by a funding code dedicated to this project.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

Inland Counties Legal Services is able to provide some housing assistance through their Victorville site. Inland Empire Latino Lawyers and the Riverside Legal Aid each provide some limited housing assistance through their Colton/Riverside sites. We are not aware of any other agency who can or does provide services in the remote regions or quantity that LASSB can offer.

We currently interface in some capacity with each such agency. We cross-refer needful clients, share in some professional training, and share best practice techniques to our mutual benefit. With respect to this project, we have spoken with each agency and will collaborate Riverside Legal Aid and IELLA to identify the areas of greatest need within their region and to coordinate and provide services in the region of greatest need.

- **Will your project include sub-grants?**

No

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

Our evaluation process is tri-fold: We survey clients to collect their assessment of how the project services affected their lives. We review the attorney case notes regarding the client interviews and casework. We conduct a case-sampling check of the court's records on cases worked to determine the outcome of the casework performed.

Our case management database will allow us to retain and track the demographics needed to confirm delivery of services to the targeted populace.

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention - RFP Funding
Budget
January 2020 - June 2021

Organization Name: **LEGAL AID SOCIETY OF SAN BERNARDINO**

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	102,000	1 FTE Attorney
Paralegals	72,220	1.5 FTE Paralegals
Other Staff		
Sub-Total Salaries & Wages	174,220	
Employee Benefits	15,234	Benefits
Total Personnel	189,454	
Non-Personnel		
Space		
Equipment Rental & Maintenance	7,500	Maintenance of Vehicle
Office Supplies	2,500	ink, paper, pens, etc.
Printing and Postage	3,500	handouts/legal docs printing
Telecommunications	1,800	internet in vehicle
Technology	12,500	computer, printer, etc. for vehicle
Program Travel	4,500	gas for travel
Training		
Library		
Insurance	2,250	vehicle insurance
Litigation		
Capital Additions		
Contract Service/Clients		
Evaluation		
Other	90,000	purchase of vehicle and conversion
Total Non-Personnel	124,550	
TOTAL PROGRAM	314,004	
ADMINISTRATION		
Personnel	12,050	.05 FTE Admin oversight of grant/project
Non-Personnel	1,500	supplies, printing, travel
TOTAL ADMINISTRATION	13,550	
GRAND TOTAL	\$327,554	
Administration Percentage	4.1%	
Non-Personnel Percentage	38.5%	

Organization: Legal Aid Society of San Diego

Project: Holistic Homelessness Prevention for At-Risk Tenants

Eligibility Category: LSP

Amount Requested: \$533,033

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

Legal Aid Society of San Diego, Inc.'s ("LASSD's") proposal for legal services is to prevent homelessness by providing comprehensive, holistic services targeted to meet the demonstrated needs of the most vulnerable, at-risk tenants. Those needs include eviction defense representation and other housing-related legal services provided by an attorney, as well as other types of assistance that fall outside the scope of attorney work but are essential to breaking the cycle of evictions and to the long-term prevention of homelessness.

One component of the proposal includes outreach and education, as well as direct legal services by a housing attorney. The attorney will provide counsel and advice on pre-eviction termination notices and other landlord-tenant disputes, brief services such as document preparation, as well as extended services such as negotiation and representation throughout all phases of unlawful detainer litigation including trial. Most importantly, the attorney will focus on post-judgment relief such as representation for ex parte applications to stay execution of judgment, motions to vacate default judgment, and appeals. The attorney will also conduct outreach and education to community groups, service providers, and government agencies with a priority on reaching rural and underserved communities.

Given the consolidation of unlawful detainer matters from all over San Diego county to a single downtown courthouse, tenants who are disabled and those who live in rural parts of the county face greater obstacles than ever to accessing the justice system. Many tenants miss the five (5) day answer period window to file a response or they file a response but cannot get to court in time on the day of trial. As a result, tenants with meritorious defenses lose before they even have the chance to be heard. Tenants are forced out of rental units with evictions on their records that blacklist them from the rental market, mobilehome owners lose their mobilehomes and whatever equity they have in them, subsidized housing recipients lose their rental assistance and are left no way to afford market rent even if they could find landlords willing to rent to them.

Post-judgment relief is highly technical and labor intensive. It typically entails multiple court appearances, one to try to stay the tenant's lockout, and another to argue the motion to vacate or appeal. It requires carefully timely and expertly drafted legal pleadings which most litigants are incapable of preparing in pro per. Representation by an attorney in such matters is the only hope these tenants have to obtain relief from wrongful evictions and avoid homelessness.

A second component of the proposal includes investigation services by a trained housing investigator. The investigator will receive training regarding building inspections and applicable code violations. The investigator will conduct home inspections, interview witnesses, and gather evidence for eviction defense, affirmative cases, administrative proceedings, and housing standard enforcement. In addition, the investigator will be used to serve pleadings on the opposing party when necessary to meet the expedited unlawful detainer deadlines.

Investigation results by the trained investigator will be used to gather and admit evidence to support tenants' unlawful detainer defenses, fair housing complaints, and other affirmative landlord-tenant cases. Attorneys are precluded from acting as both attorney and witness, and therefore cannot offer testimony as to what they observed or even what an opposing side or a witness told them. Neighboring tenants are often afraid to testify against their landlords. As such, many legal disputes come down to he said/she said between the tenant and landlord, which makes for risky litigation. An investigator can testify as to his or her personal observation, interviews with the landlord, and in some cases other witnesses, and can lay the foundation for photographs and other important evidence which might otherwise be inadmissible at trial.

Home and building inspections conducted by a trained investigator can prove a landlord's breach of the implied warranty of habitability, which compels judgment in favor of the tenant as well a rent reduction in an unlawful detainer case. Likewise,

such evidence can be used to prove the tenant's case in an affirmative case for damages and injunctive relief. In both unlawful detainer and affirmative cases, evidence of a landlord's breach of the implied warranty of habitability can be used to convince courts to retain jurisdiction over a case and enforce orders for property owners to make repairs, enabling tenants to retain safe, habitable housing. Investigation results can also be admitted as evidence in administrative termination hearings to ensure that tenants are not wrongfully terminated from subsidized housing programs for violations of rules which they did not commit or held responsible for defects in the unit that were not tenant-caused. Preservation of a tenant's housing subsidy is crucial to maintaining his or her economic stability and avoiding chronic homelessness.

A third component of the proposal includes comprehensive services by case managers. Case managers provide the type of hands-on assistance with a variety of non-legal matters that attorneys simply cannot. Such assistance is critical to making sure vulnerable tenants - those who have physical or mental disabilities, are elderly, are not technologically savvy, are monolingual, live in remote areas and/or lack transportation – do not slip through the cracks of the legal system.

Case managers will be used to help housing clients access other needed LASSD services such as assistance with income maintenance, food stamps, health care benefits, and family law assistance. They will help clients set and get to medical appointments, search and apply for housing, and conduct welfare checks on housing clients who stop communicating with their attorneys. For clients who are too ill or disabled to travel to a LASSD office to meet with their attorney to fill out necessary paperwork or provide evidence relevant to their case, a case manager can coordinate with the attorney and go to the client to accomplish what is needed.

Most importantly, case managers will be used to help housing clients stay in their existing housing units whenever possible by helping them cure lease violation notices, comply with their rental agreements, and comply with any stipulated agreements that their attorneys negotiate on their behalf. This might mean helping clients open bank accounts or set up online banking to ensure the timely payment of rent, helping clients with hoarding issues arrange for storage or disposal services and declutter their units, helping clients with behavioral lease violations access behavioral health services, or helping disabled housing clients locate permanent caregiving services so that they can continue to live independently. Likewise, case management services will be used to help subsidized tenants maintain their rental assistance benefits by gathering the information and documents they need to recertify, helping them fill out forms, and potentially going with them to informal meetings at the local housing authority.

The fourth and final component of the proposal is a travel assistance fund for housing clients. As explained above, the consolidation of all unlawful detainer cases throughout the county into a single downtown courthouse has made it difficult, and in some cases impossible, for tenants to access the justice system at all. Last year, LASSD provided housing services to 141 clients in what are designated as "rural" areas by the San Diego Association of Governments ("SANDAG"). While LASSD has three offices throughout the county and endeavors to meet with clients at the location most convenient to them, tenants in rural areas may find themselves more than sixty (60) miles one way from the courthouse where they must file a response and appear for trial. Public transportation is not easily accessible for many rural, elderly, or disabled clients, and can take hours each way for others. In some cases, public transportation does not run early enough for clients to arrive at court in time for their 8:30 a.m. trial call. A single round-trip Lyft ride from Julian to the Central courthouse costs approximately \$280 even during off-peak times. Those that do have personal transportation to drive to court face parking rates of \$30 per day, since there is no parking at the courthouse and most hearings last well beyond the two (2) hour limit for street parking.

Because transportation can be such a daunting barrier, many housing litigants simply give up. As such, LASSD proposes to set up a \$16,000 client travel fund to ensure that rural, disabled, and elderly clients have equal access to the justice system. The funds will be used to arrange and pay for Lyft rides through LASSD's corporate account to transport housing clients to and from the appropriate LASSD office, and to and from the downtown courthouse, as well as pay for parking by the court for those that have personal transportation but cannot afford the parking fees.

Funding for the services described would not be used to supplant existing funding, but rather to create additional staff positions for each of the first three (3) components, and to create a new client travel fund which has never before existed. Funding will also enable LASSD to provide services to clients not currently being served. The addition of an attorney will enable LASSD to expand eviction defense services to include post-judgment relief for individuals who are not currently being served due to limited resources and the labor-intensive nature of post-judgment relief work. The addition of a housing investigator will provide resources to tackle time-consuming field work and gather evidence necessary for housing attorneys to pursue litigation they would otherwise be unable to handle. The addition of case managers will likewise

provide more resources for time-intensive, hands-on client assistance, thereby freeing up attorneys to take on more cases. Finally, providing travel assistance will empower clients who are currently deterred from accessing legal help to overcome logistical obstacles and participate in the justice system.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

LASSD is uniquely positioned to successfully carry out this proposed homelessness prevention project. LASSD has been providing free legal services to low income residents throughout San Diego county for 100 years. The organization has two housing teams, one of which provides full scope representation for eviction defense, the other of which provides a range of legal services including outreach and education, pre-eviction and eviction defense representation, and affirmative impact litigation. It has a Fair Housing team that conducts testing and handles housing discrimination complaints, and a Consumer Protection team that handles foreclosure prevention cases. In addition, it has a Pro Bono team which operates an unlawful detainer clinic out of the Central courthouse, and a Community Response Team that screens applicants and provides initial advice and brief services on a number of general housing issues. Last year, LASSD answered more than 95,000 calls and opened more than 13,500 applications, almost 6,000 of which are requests for assistance with housing issues.

The eviction defense housing team currently employs one housing investigator. Last year, the investigator conducted approximately 52 housing inspections, testified on behalf of clients at multiple trials, and helped many other clients to resolve their cases favorably. Investigation services, however, were requested in 143 cases for that team alone. The other housing and Fair Housing teams have no investigators, and the need for this service is readily apparent.

LASSD also runs the Consumer Center for Health Education and Advocacy ("CCEA"), which employs two (2) case managers in its behavioral health program. LASSD promotes collaborative work between teams, so on rare occasions when the case managers were not at capacity with their usual cases, other teams were able to refer clients with mental health issues. The results were remarkable.

With the help of a case manager, one elderly client who was being evicted from her low-income housing tax credit unit for hoarding issues was able to remain in her apartment and avoid homelessness. The case manager not only helped the client access behavioral health services, but came to the client's home and physically helped her declutter and clean, timely complying with the deadlines set forth in the settlement agreement the housing attorney was able to negotiate. Outcomes like this cannot be achieved through legal advocacy alone and illustrate the need for case management services, not only for mentally ill housing clients, but for those with other barriers as well.

With funding from this grant, LASSD will add one (1) additional staff attorney for the housing teams, as well as (1) housing investigator and two (2) case managers which will provide assistance to the two housing teams and the Fair Housing team. The grant staff will likely be spread out among LASSD's three (3) offices for better coverage and easier access to rural clients.

Each of the two housing teams and the Fair Housing team have Lead Attorneys to train new staff and monitor assignments, and a Senior Attorney to supervise the team's performance and grant compliance. The teams have staff in multiple offices. The investigator and case managers will receive training and assignments from the housing and Fair Housing teams at their respective offices. All staff under the grant will ultimately be supervised by the Senior Attorney for the Housing Team to ensure quality of services, compliance with the grant, and monitor the progress of the project. It is anticipated that this unique and innovative project will generate significant successes to enable LASSD to leverage other funding opportunities and sustain the project long-term.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

The targeted populations being served are tenants who are at particularly high-risk for homelessness – namely, those who are under 125% of the federal poverty limit and who have a physical or mental disability, are elderly, are members of the immigrant community, and/or are living in rural areas and face logistical barriers to accessing justice.

The overall goals for the project are to prevent homelessness by providing holistic services to address the legal and non-legal, immediate and long-term needs of at-risk tenants.

The project activities will consist of:

- A) Conduct outreach and education;

- B) Provide direct legal services consisting of counsel and advice, brief services, and extended services including investigation and formal representation; and
- C) Provide case management services.

The anticipated outcomes for each activity include:

- 1) Outreach and education to at least three (3) agencies or service providers;
- 2) Community education to at least three (3) community groups;
- 3) Provide direct legal services to at least 150 clients;
- 4) Screen all cases with default judgments or trial judgments entered without defendant's appearance for meritorious post-judgment relief;
- 5) Accept at least 16 cases for negotiation or representation for post-judgment relief, including ex parte applications for stay, motions to vacate judgment or default judgment, motion for relief from forfeiture, and/or appeals;
- 6) Provide housing investigation services to at least 75 clients;
- 7) Provide case management services to at least 100 clients.

The most anticipated outcome of the project is that the holistic services provided will enable at-risk tenants not to simply delay, but rather to avoid chronic homelessness.

- **How will you ensure that the target demographic is served?**

If the project is funded, LASSD will take multiple steps to ensure that the target demographic is served. Each year, the housing and Fair housing teams conduct and participate in multiple outreach and education events with other service providers, government agencies, community groups, and potential clients. These teams will continue to conduct outreach and seek out those service providers and agencies that serve at-risk tenants such as those in rural communities, individuals with physical or mental health disabilities, the elderly, and immigrant communities. Among the outreach events already anticipated are: Veterans Stand Down, North County Veterans Stands Down, Metropolitan Area Service Providers meetings, Partnership for the Advancement of New Americans meetings, and fair housing trainings throughout the county and cities.

LASSD will send out an internal newsletter to the entire organization and all offices updating staff about the new project. It will notify partner organizations, including the Regional Task Force on Homelessness, as well as volunteers who staff the various clinics, clubhouses, and the cyber café where potential clients may be encountered. It will update its website to include information on the additional services provided. In addition, LASSD will update 211, San Diego's resource and information hub that connects people to services, with information about the new program so that 211 can make appropriate referrals.

Once applicants call or walk in, LASSD will have its intake team screen the applicants, open applications in our client database for those who qualify for project services, and route the applications to the housing teams for services.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

There are other organization that provide some degree of legal assistance to San Diego county tenants, including California Rural Legal Assistance ("CRLA"), Elder Law and Advocacy ("ELA"), and San Diego Volunteer Lawyers Program ("SDVLP"). CRLA provides some fair housing assistance, ELA provides attorney consultations and advice on landlord-tenant issues, and SDVLP runs an unlawful detainer clinic at the North County courthouse where it provides pro se assistance with court forms. No other organization in the county offers free direct representation for unlawful detainer defendants or provides the breadth of direct services and housing assistance that LASSD does.

Free investigation and inspections are only offered by governmental enforcement agencies, which do not have sufficient resources to investigate every complaint, particularly within the expedited timeframe of the unlawful detainer process. For example, local code enforcement offices do not have enough officers to inspect every property about which they receive complaints. As such, their procedure is to first write to the owner and notify them about the complaint, and warn them that if the allegation is true and the violation is not corrected by a certain date, they will conduct an inspection which may result in fines. Alternatively, if the tenancy is subsidized, Code Enforcement will often defer to the local public housing authority. The housing authorities, which have different inspection criteria, also lack sufficient resources, and clients

frequently complain that their requests for inspections are ignored. As a result, investigations by a government agency are seldom completed in time for unlawful detainer trials, which are typically set within one month of case filing.

Several organizations offer case management services, including Regional Center, Veterans Administration, Veterans Village of San Diego ("VVSD"), Mental Health Systems ("MHS"), IMPACT and Downtown IMPACT, and Senior IMPACT, to name a few. All have limited capacity and are limited in what populations and/or geographical areas they serve. Regional Center serves only clients with developmental disabilities, the VA and VVSD only serve veterans, MHS serves only adults age 25-59. IMPACT serves only adults age 18-59 with a severe psychiatric diagnosis who are having an acute episode, with Downtown IMPACT serving the same population if located in the downtown area. Senior IMPACT serves only seniors age 60 and older who likewise have a severe psychiatric diagnosis and are experiencing an acute episode. Other case management providers restrict services to clients who are living in housing owned or managed by the provider.

There is a profound gap in services for individuals who do not have mental health disability but have other obstacles, such as advanced age, physical limitations, those in rural areas who do not have easy access to transportation or services, and immigrant communities who may need assistance with understanding legal paperwork and proceedings that are largely in English. There is a similar gap for travel assistance. No other organizations that LASSD is aware of currently offer case management or travel assistance to rural or elderly populations without a mental health diagnosis. In addition, if tenants are not already enrolled in case management or other services elsewhere prior to their housing case arising, the expedited unlawful detainer process is incompatible with the time-consuming referral and case initiation process that most other service providers require. As such, the ability to deploy immediate assistance is crucial.

Nonetheless, LASSD will work with organizations who provide existing case management or other services to clients so as not to duplicate services. In addition, for those clients that are not enrolled in case management services elsewhere, LASSD's case managers will be able to offer immediate assistance and have seamless coordination with the housing attorneys working on the cases. LASSD case managers will then coordinate with other service providers to facilitate referrals for those clients who require ongoing case management services after their housing matters are resolved.

- **Will your project include sub-grants?**

No

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

LASSD will evaluate and monitor the effectiveness of the project activities and the progress toward achieving the goals and objectives by evaluating the outcomes and results achieved for each client served with these grant funds. In addition, the senior attorney for the Housing team will meet with project staff to review project activity and progress quarterly to ensure that the project is on track to meet its goals.

LASSD tracks all client matters in a database. The database indicates the problem code, which staff member is assigned to the case, and what funding code the services are billed under. The database can be used to see all staff who worked on a case and how much time was spent. The database tracks client demographics.

In terms of outcomes, the database tracks main benefits, such as whether the assistance enabled the client stay in their home; facilitated a "soft landing"; enforced the client's right to safe, habitable housing; or provided another housing benefit. It provides a narrative space, as well as the ability to calculate monthly and total amounts avoided and/or awarded. The database can also be modified to add additional outcomes if necessary. Finally, the database also tracks closing codes that indicate the highest level of service provided: counsel and advice, brief services, negotiated settlement without litigation, negotiated settlement with litigation, extended services, contested court hearing, administrative decision, appeal, or other.

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention - RFP Funding
Budget
January 2020 - June 2021

Organization Name: **Legal Aid Society of San Diego**

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	107,839	1 FTE Staff Attorney for the Housing Team paid 100% by the Trust Fund grant
Paralegals		
Other Staff	176,323	1 FTE Investigator, 2 FTE Case Managers paid 100% by the Trust Fund grant
Sub-Total Salaries & Wages	284,162	
Employee Benefits	75,679	Actual cost of benefits such as FICA, Workers Comp., Health, Dental, Life & Disability insurances
Total Personnel	359,841	
Non-Personnel		
Space	11,709	Share of space cost base on square feet occupied and FTE allocation percentages
Equipment Rental & Maintenance	1,173	Determined base on FTE percentages
Office Supplies	3,304	Projected cost and will be based on actual requisitions and FTE percentages
Printing and Postage	6,598	Projected cost and will be determined based on meter readings of copy machines, postage meters, and purchase orders for outside printing
Telecommunications	2,908	Based on FTE percentages
Technology	1,028	Based on FTE percentages
Program Travel	35,504	Client travel expenses to to facilitate rural, elderly,& disable clients getting to/from homeless prevention services. Staff trrtavel expenses to go see clients at in rural areas
Training	3,761	Estimated cost of training of the staff under this grant
Library	-	
Insurance	1,640	Determined base on FTE percentages
Litigation	6,531	Projected cost of litigation expenses for client cases
Capital Additions		
Contract Service/Clients		
Evaluation		
Other	17,730	It Services, Payroll Services, Security Services, Record Storage, Staff Membership dues.
Total Non-Personnel	91,886	
TOTAL PROGRAM	451,727	
ADMINISTRATION		
Personnel	72,129	
Non-Personnel	9,177	
TOTAL ADMINISTRATION	81,306	
GRAND TOTAL	\$533,033	
Administration Percentage	15.3%	
Non-Personnel Percentage	19.0%	

Organization: Legal Assistance to the Elderly

Project: Eviction Defense- Saving Seniors Housing

Eligibility Category: LSP

Amount Requested: \$176,853

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

At LAE, we have seen the need for our Housing/Eviction Defense services grow as San Francisco continues to face an unprecedented crisis of affordability and homelessness that threatens the stability and security of our seniors. In San Francisco, 12% of seniors 65 years or older live below the federal poverty line (an annual income of \$12,490) and one in ten people who are homeless are over the age of 61. Often our seniors are separated from homelessness or institutionalization by the loss of one benefit check or a healthcare service. This is even truer for seniors in our isolated or marginalized communities.

We would like to address this need by allocating the EAF Homelessness Prevention funds we receive towards an additional attorney who would provide full scope representation to tenants at risk of eviction. Our determined and dedicated attorneys represent tenants in Unlawful Detainer Actions through every stage of litigation, including filing responsive pleadings; investigation; discovery and depositions; pre-trial motions; negotiation; representation at settlement conference or trial; and/or post-settlement representation. Cases may entail non-payment of rent, nuisance allegations such as hoarding or behavioral issues related to mental health disabilities, and/or no-fault evictions such as owner move-ins.

We also preserve affordable, accessible and safe housing outside of the Unlawful Detainer context. This work includes: negotiating on behalf of tenants, on-going advocacy for the enforcement of tenant's rights, representing tenants in court or administrative hearings. LAE represents clients at the Rent Board, San Francisco Housing Authority hearings and for violations of the Fair Housing Act at HUD. If initial negotiation does not yield results, we will file affirmative civil actions. For example, to force landlord to allow a tenant to return home after an illegal lockout, to enforce fair housing laws, to force compliance with Health and Safety codes and to prevent loss of the home in matters such as property fraud, title disputes and foreclosure. We will also be a resource for tenants when large multi-unit buildings are sold and the new landlord begins a process of serial evicting, through legal and illegal means long-term rent control tenants. In these cases, we will assist when private attorneys won't and will work with tenant organizing groups. Currently, we have very limited capacity to take types of cases and we seek to expand this with this proposal.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

Legal Assistance to the Elderly (LAE) provides free legal services to seniors and adults with disabilities who live in San Francisco. Over 60% of all the callers to LAE are facing threats to their housing. Many seniors in San Francisco live in long-term rent controlled units, making them more vulnerable to harassment and eviction. Further, we have found it commonplace for our seniors to spend 70% to 80% even 90% of their incomes on rent, creating great housing instability.

Because of this tremendous need, our largest practice group is our housing/eviction defense team with 5 attorneys, 1.44 FTE Paralegal time, plus 65% of our Director of Litigation's time. This team uses many approaches and tools to advocate for housing preservation. Our housing/eviction defense program provides full-scope representation in Unlawful Detainer Actions, fights to preserve housing subsidies including representation at San Francisco Housing Authority hearings, represents tenants at SF Rent Board hearings including where there is a risk of losing rent control protections, advocates around Reasonable Accommodations requests and disability discrimination including filing HUD complaints and other affirmative actions.

Our existing eviction defense team consists of a litigation director with 27 years of eviction defense experience, a supervising attorney with 6 years of eviction defense experience, attorneys with 4, 3, and 2 years' experience, and one pending admittee. While each attorney has their own case load, our team works collaboratively when needed and meets

regularly to discuss cases and trends. Team members attend monthly trainings specific to eviction defense, as well as MCLE programs related to litigation and legal services. Cases that go to trial are supervised by the Director of Litigation.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

The target population to be served is San Francisco seniors, and adults with disabilities, who are under threat of eviction. San Francisco's seniors' tremendous need for stabilizing legal services can be seen through the diversity of our clients. LAE's over 1,600 clients each year come from every corner and every neighborhood in the City. LAE's clients are diverse: 45% white, 15% African American/Black, 20% Asian, 12% Latino, and 8% other; 20% are non-English speakers; 55% identify as female, 44% identify as male, and 1% identify as transgender. Of the clients who responded to the inquiry regarding sexual orientation, 10% identified as LGBT. Our clients also struggle physically: 58% are frail or disabled and 6% are homebound or in a medical facility. Finally, our clients struggle economically: 47% have incomes of less than \$995 per month, 80% have incomes below 200% of federal poverty guidelines, and 98% are considered indigent under California State law. These are our clients. This is where the need is in San Francisco – everywhere.

The overall goal of the project is to increase the number of seniors served, so that no senior is unrepresented in an eviction. The additional attorney will handle 50 full-scope matters during the grant period. The quality and impact of services will be assessed based on specific outcomes, including the number of clients remaining in their homes; negotiated move-outs; cases dismissed; and evictions. The proportion of cases which conclude with a client remaining in place through negotiated settlement, case dismissal, or trial victory is expected to reach 75%. In all, we anticipate achieving fully or partially favorable outcomes – where the client's tenancy or program eligibility is preserved, or their eviction significantly delayed – in about 90% of cases. The project will be measured qualitatively by the Executive Director/Managing Attorneys' assessments of the new attorney's legal work, as part of ongoing staff supervision, case review, and case closing protocols.

- **How will you ensure that the target demographic is served?**

As the only legal services organization in San Francisco with the exclusive focus on our “target” population – seniors and adults with disabilities, we regularly receive more calls for assistance than we have the capacity to assist. 96% of our clients are extremely/very low income. This proposal seeks to expand our capacity to assist more of this target population. As seniors are the fastest growing segment of San Francisco's population, we expect this growth to continue.

Our intake is structured to facilitate enrollment in our services: Our intake is conducted over the phone to accommodate for mobility issues that our clients face. We regularly conduct intake and visit clients at home, in hospital or at Skilled Nursing Facilities (SNF).

We also receive referrals from the Eviction Defense Collaborative, tenant counseling organizations, the Ombudsman office (i.e. referrals for clients in SNFs), community based-social workers, and Adult Protective Services. This gives our services a greater reach and allows us to connect with clients in crisis. In addition to our intake line, we regularly outreach to senior groups to inform them of our services and provide legal education. This includes collaboration with neighborhood senior centers, Curry Senior Center, Bayview Senior Services, Independent Living Resource Center, Self-Help for the Elderly, On Lok Senior Centers and Open House Community Center for LGBTQ seniors. Our intake paralegal collects all demographic information about the clients to ensure that they are eligible for our services. Many of San Francisco's seniors are non-English, monolingual speakers. We have bilingual/bi-cultural staff providing services in Cantonese, Mandarin, Toisanese, Spanish, Korean and Russian.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

While there are other agencies in San Francisco providing full scope representation in unlawful detainers, LAE is unique in focusing on seniors, and is unparalleled in the level of experience of its legal staff. The Director of Litigation has 27 years of eviction defense experience, with numerous trials and appeals. The Supervising Housing Attorney represented tenants for over 6 years. The attorneys at LAE conduct MCLE programs and other trainings for other tenant attorneys in San Francisco and are often consulted by attorneys from other agencies.

The services provided by LAE go beyond what most other agencies can offer or authorized to provide. LAE is one of the few organizations that provides representation in eviction cases for home-owners who have been foreclosed. Seniors with health and/or cognitive impairments can have difficulty finding their way to court or to a lawyer when served with an

eviction summons, so they end up being defaulted. LAE is one of the few agencies that will represent a tenant who has already been defaulted, will move to have the default set-aside and then litigate the case. In the last year LAE has successfully rescued the tenancies of at least 10 seniors who had already lost their cases this way and were set for eviction by the sheriff.

LAE collaborates with many other agencies providing eviction defense representation. The Director of Litigation will co-counsel with a new attorney from another organization when a case actually goes to trial. LAE participates in a monthly training program for all of San Francisco's eviction defense attorneys, providing training and materials as well as case specific advice.

- **Will your project include sub-grants?**

No

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

LAE currently monitors outcomes of eviction cases, tracking whether the client remained in their home, had to move out with extra time and/or funds, moved with statutory time/funds, or was summarily evicted. This data can be easily paired with demographic information regarding age, gender identity, neighborhood, income level, race, ethnicity, sexual orientation, veteran status, primary language and disability.

Our database (a FileMaker Pro system) tracks case outcomes. Our database tracks the activities and outcome categories identified in San Francisco's Mayor's Housing and Community Development (MOHCD) Data Dictionary. For all our cases we also track the CA State Department of Aging outcome codes. Similar to MOHCD codes, these track the extent of the services provided and specific outcomes achieved. Our database outcomes also have a descriptive component that identifies the specific detailed outcome. Every month we evaluate the cases that we accepted and closed against our program goals and grant deliverables.

Additionally, we have we have case evaluation and discussion through case review and supervision. Each week the housing advocacy team meets to discuss new cases, best practices and strategies during our case review. During our supervision and individual caseload reviews we also evaluate outcomes.

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Organization Name: Legal Assistance to the Elderly

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	109,529	1FTE New Staff Attorney, .2 FTE Supervision, Director of Litigation and .05 Executive Director/Managing Attorney
Paralegals		
Other Staff		
Sub-Total Salaries & Wages	109,529	
Employee Benefits	26,287	24% Fringe Rate
Total Personnel	135,816	
Non-Personnel		
Space	8,913	
Equipment Rental & Maintenance	350	
Office Supplies	2,500	
Printing and Postage	278	
Telecommunications	750	
Program Travel	50	
Training	500	
Library	575	
Insurance	1,212	
Litigation	5,000	
Other	450	
Total Non-Personnel	20,578	
TOTAL PROGRAM	156,394	
ADMINISTRATION		
Personnel	14,125	
Non-Personnel	6,334	
TOTAL ADMINISTRATION	20,459	
GRAND TOTAL	\$176,853	
Administration Percentage	11.6%	
Non-Personnel Percentage	15.2%	

Organization: Mental Health Advocacy Services

Project: Homelessness Prevention for Tenants with Mental Health Disabilities

Eligibility Category: LSP

Amount Requested: \$200,000

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

Mental Health Advocacy Services (MHAS) proposes a behavioral health legal partnership in which legal services intervention specifically targeting low-income tenants with mental health disabilities at risk of homelessness is holistically integrated in partnership with three of the largest mental health services providers in Los Angeles - Didi Hirsch Mental Health Services, Hathaway-Sycamores Child & Family Services, and Mental Health America Los Angeles. Through this project, MHAS plans to serve at least 100 un-duplicated clients, some receiving brief service legal assistance with others receiving in-depth case representation.

MHAS has decades of experience keeping low-income tenants with mental health disabilities housed and providing them with legal services that prevent them from falling into homelessness. This includes assisting clients with issues they face with regards to their housing vouchers and subsidized housing programs and advocating on behalf of clients with mental health disabilities under fair housing laws to ensure their rights and to protect them from unlawful discrimination

This new funding will allow MHAS to officially partner with three local mental health service providers - Didi Hirsch Mental Health Services, Hathaway-Sycamores Child & Family Services, and Mental Health America Los Angeles - to provide homelessness prevention legal services to tenants with mental health disabilities receiving services at these three partner agencies. Clients will be provided with eviction defense and other tenant defense assistance in landlord-tenant rental disputes, including pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, ensure receipt of eligible income or benefits to improve housing stability and homelessness prevention. Clients will be also be assisted with maintenance of income or benefits, and other issues related to access to housing, stabilizing existing tenancies and preventing homelessness. The target population will be individuals with mental health disabilities. Specifically, MHAS plans to create a new behavioral health legal partnership with three of the largest mental health service providers in Los Angeles - Didi Hirsch Mental Health Services, Hathaway-Sycamores Child & Family Services, and Mental Health America Los Angeles - wherein MHAS attorneys and staff will conduct clinics, consultations, and education workshops at the partner agency locations in Los Angeles County to prevent homelessness for these clients. MHAS attorneys will then provide deeper representation to a set of those clients that MHAS meets at these locations with the most pressing homelessness prevention legal issues. Altogether, MHAS plans to provide legal services to 100 clients coming from these three mental health partners; MHAS is currently unable and does not currently serve these clients through its other funding sources, including the funds MHAS received through the first tranche of the Equal Access Homelessness Prevention Fund.

The proposed services will not supplant any existing resources but rather will allow MHAS to extend its services, knowledge, and expertise to a completely new population that MHAS is currently unable to serve. The \$50,000 that MHAS received from the first tranche of this funding is being used to allow MHAS to provide deeper representation to clients that MHAS serves through its separate fair housing project. This is a separately staffed project and there will be no overlap between the clients served in the fair housing project and the clients served under this new behavioral health legal partnership project.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

MHAS has provided homelessness prevention legal services in the areas of housing and government benefits for its entire forty two year history. While MHAS has partnered with many local mental health service providers throughout its history, MHAS seeks to, with this funding, create a separate and robust homelessness prevention project specifically serving tenants with mental health disabilities currently receiving services at the three proposed partner agencies. MHAS does not currently have any other funding dedicated to these partnerships and MHAS is not currently able to serve this population. (MHAS has

in the past officially partnered Mental Health America via a Skadden fellowship but that fellowship concluded in 2018. MHAS has further provided "one-off" legal trainings and education workshops at these and other mental health service provider locations in Los Angeles throughout MHAS' history, but has never before dedicated an attorney staff position to these partnerships.) Having an MHAS Staff Attorney spend at least one day/week and having a dedicated source of funding to provide legal services to tenants with mental health disabilities that the attorney meets at these locations is the most efficient way to meet this hugely unmet need and serve this highly vulnerable population.

For this new project, MHAS plans to have one Staff Attorney and a portion of one Paralegal dedicated to this project and to these specific clients. This Staff Attorney will be directly supervised by an MHAS Supervising Attorney who in turn is supervised by MHAS' Directing Attorney, Jo Bloomfield. These attorneys will provide oversight on all cases handled by the Staff Attorney and Paralegal. The Paralegal will regularly communicate with the Staff Attorney regarding cases through both regularly scheduled project meetings and informal meetings. More specifically, supervision is carried out in several ways, including:

- A. One-on-one supervision in which the Directing Attorney and Supervising Attorney provide guidance to the Staff Attorney on specific cases and issues, critique quality of work, review case loads, and set priorities for case acceptance and systems issues to be addressed.
- B. Staff meetings and project meetings, which include discussion of specific cases and issues raised by staff members and discussion of ethical issues. In 2019, all MHAS attorneys are currently holding weekly case review meetings.
- C. Review of completed cases by supervisors to assess quality of work and completeness of documentation.

Moreover, to the extent that volunteer attorneys may participate in this project, MHAS attorneys provide oversight on all cases handled by volunteer attorneys, paralegals and law students. The Directing Attorney acts as the pro bono coordinator. All volunteers meet with their supervisors frequently, either through weekly case review meetings or informal meetings, for review of their work.

Finally, an MHAS Supervising Attorney reviews each proposed case by the Staff Attorney prior to execution of legal representation agreements. Prior to final closure, cases are reviewed by the Supervising Attorney.

At a time when medical-legal partnerships are receiving nationwide attention and proving to be immensely effective, MHAS hopes and believes that this 18 month grant will be the beginning of a larger behavioral health medical-legal partnership between Mental Health Advocacy Services and each of the proposed mental health services partnership agencies that both government and private funders would be eager to fund at the conclusion of the grant.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

Through this project, MHAS will target low-income tenants with mental health disabilities who are currently receiving services at Didi Hirsch Mental Health Services, Hathaway-Sycamores Child & Family Services, and/or Mental Health America Los Angeles. The goal will be for MHAS to provide homelessness prevention legal services to 100 clients receiving services at the three partner agencies during the grant period. Clients will be eligible to receive MHAS' legal services through this project regardless of immigration or citizenship status.

- **How will you ensure that the target demographic is served?**

By partnering with three of the most preeminent mental health service providers in Los Angeles, MHAS will ensure that the clients served through this project are low-income tenants with mental health disabilities who are at risk of experiencing homelessness. All clients served by Didi Hirsch Mental Health Services, Hathaway-Sycamores, and Mental Health America Los Angeles either meet the 125% of poverty level or below requirement or are Medi-Cal eligible. Clients will be screened for income before MHAS provides any legal services to them and all clients served by MHAS through this project will meet the income eligibility requirement.

Didi Hirsch Mental Health Services is a leading provider of mental health, substance use and suicide prevention services in Los Angeles, offering low-income children and adults excellent mental health and substance use services throughout Los Angeles County. Didi Hirsch's Suicide Prevention Center is a renowned resource around the nation and world for anyone who has thought about, attempted or lost someone to suicide. Approximately 60% of Didi Hirsch's 9,000 clients that they serve every year are homeless or at risk of homelessness and could greatly benefit from homelessness prevention legal services. (See attached letter of support from Didi Hirsch).

Hathaway-Sycamores Child & Family services is a highly respected mental health and welfare agency with 10 locations throughout Southern California. Their highly effective behavioral health services impact more than 15,000 lives annually. Services include: residential treatment; transitional shelter care; foster care and adoption; transitional living assistance for young adults currently or at risk of experiencing homelessness; outpatient and school-based mental health services; wraparound/in-home services; psychiatric services; psychological testing; educational support services; and after-school tutoring/enrichment. The majority of Hathaway-Sycamores clients served through their mental health program are homeless or at risk of experiencing homelessness. (See letter of support from Hathaway-Sycamores).

Mental Health America of Los Angeles (MHALA) helps individuals with mental health needs, including transition-age youth, veterans and their families, and those who may be struggling with homelessness. MHALA uses an integrated, comprehensive service model that meets each individual where they are and tailors services to each person's needs. 80% of MHALA's clients are either homeless or at risk of homelessness. Moreover, MHALA has a specific housing unit wherein MHALA assists with the housing needs of its members at each step in the process --- from housing search to acquisition of housing subsidies to housing retention services. The emphasis in MHALA's approach to housing is to assist each member to identify the kind of available housing that is optimal for them. This can range from an individual apartment in the community to a project-based unit that provides onsite services to shared housing. Finally, MHALA partners with many housing developers across LA County to ensure that their members have access to project-based housing. (See letter of support from Mental Health America Los Angeles).

All three mental health partner agencies have confirmed that they would be very excited to welcome a Mental Health Advocacy Services attorney/legal services team to their locations to be able to provide legal services to their clients that their own staff cannot provide.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

While the mental health partner agencies have the phone numbers of the many legal aid agencies in LA County to whom they can refer their clients, neither organization currently partners with any legal aid agency in the way that this proposal envisions wherein a Mental Health Advocacy Services attorney would be physically located at the partner mental health agency sites on a rotating weekly basis, thereby providing open and easy access to an attorney right at the location where the client is receiving their mental health services.

- **Will your project include sub-grants?**

No

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

As with all legal services, in the proposed project, Mental Health Advocacy Services will track and be able to report on the number of clients served, the demographics of the clients served in this project, and the specific legal services provided and outcomes achieved (including economic benefits) connected to each of the project's clients.

MHAS currently evaluates the effectiveness of its clinics and trainings through questionnaires distributed to all clients and attendees. Clients at MHAS clinics on average state that they are "extremely satisfied" with their clinic experience and affirm that they found the legal assistance received helpful. Attendees of MHAS' trainings provide feedback via questionnaire regarding the extent to which they learned about their rights under the law. The feedback questionnaire asks attendees to rate their pre-workshop and post-workshop knowledge levels on a scale of 1 to 5. So far in 2019, the vast majority of attendees of MHAS' legal workshops have reported a significant increase in their legal knowledge levels as a result of the workshop.

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Organization Name: **Mental Health Advocacy Services, Inc.**

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	95,207	0.80 FTE Staff Attorney; 0.20 FTE Supervising Attorney; 0.05 FTE Directing Attorney for 18 months to provide homelessness prevention legal services to clients of partner mental health agencies
Paralegals	25,200	0.40 FTE Paralegal for 18 months to assist project attorneys with legal services
Other Staff	-	
Sub-Total Salaries & Wages	120,407	
Employee Benefits	26,490	22% of salary amount for payroll taxes and employee benefits
Total Personnel	146,897	
Non-Personnel		
Space	8,525	Office space for project staff
Equipment Rental & Maintenance	900	Rental of office copier/printer for project staff
Office Supplies	350	Office supplies for project staff
Printing and Postage	500	Printing and postage related to project activities
Telecommunications	950	Telephone service for project staff
Technology	750	Internet service for project staff; online data management for project data
Program Travel	696	Local mileage for project staff (1,200 miles @ \$0.58/mile)
Training		
Library		
Insurance	932	Professional and general liability insurance for project staff
Litigation		
Capital Additions		
Contract Service/Clients		
Evaluation		
Other		
Total Non-Personnel	13,603	
TOTAL PROGRAM	160,500	
ADMINISTRATION		
Personnel	35,672	0.10 FTE of Executive Director; 0.10 FTE Director of Administration; 0.07 FTE Administrative Assistant (salary + benefits) for 18 months.
Non-Personnel	3,828	Office expenses for project administration and audit expense
TOTAL ADMINISTRATION	39,500	
GRAND TOTAL	\$200,000	
Administration Percentage	19.8%	
Non-Personnel Percentage	8.7%	

Organization: National Housing Law Project

Project: The New Wave of Tenants' Rights in California

Eligibility Category: SC

Amount Requested: \$250,000

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

On January 1, 2020, three groundbreaking tenants' rights laws and regulations will take effect. Assembly bill 1482 will cap rent increases and require just cause eviction, both invaluable tenant protections against displacement and loss of housing. Senate Bill 329 will provide source of income protections for tenants, outlawing discrimination against voucher holders. This is a measure that advocates have sought for years and specifically serves the low-income housing choice voucher holders who have been stymied in using their assistance with landlords who categorically refuse to accept the voucher as part of the rental payment. Additionally, the Department of Fair Employment and Housing has promulgated a range of fair housing regulations that will also take effect on January 1. All of these policies have the potential to reduce evictions and discrimination, improve affordability and greatly increase access to housing. The challenge is that these new policies are very complex, require effective implementation and, as the effective compliance to these new laws and regulations will heavily depend on private right of action, there is little enforcement outside of the legal services community.

The National Housing Law Project will conduct a deep legal analysis of these new laws and regulations, conduct extensive training of legal services attorneys, and develop enforcement strategies and litigation. The burden of understanding, interpreting and effectively enforcing these rules is significant for legal aid attorneys. At the Governor's signing ceremony for tenants' rights bills in October, one legal aid attorney told our Executive Director, "we used to have 2 jurisdictions in our service area where there were substantive rights to enforce, now there are 9 jurisdictions." And that comment was only about the challenge of the rent cap bill.

AB 1482 - Rent Cap and Just Cause

The rent cap bill limits rent increases to 5% plus inflation and imposes just cause for eviction provisions throughout California. There are a number of important issues of legal analysis concerning the bill including how the bill interacts with various affordable housing programs, especially with rental subsidy programs like Housing Choice Vouchers, local rapid rehousing programs and master leasing arrangements like Los Angeles' Flexible Housing subsidy pool. Additionally, there are some complicated interactions between existing rent control ordinances and the state rent cap. NHLP will work with other partners to provide training and materials around these issues and the basic provisions of the bill. NHLP will also provide individual technical assistance to advocates and assist with enforcement efforts.

SB 329 – Source of Income Protections

This bill added source of income as a protected class under California's anti-discrimination provisions. While this will likely prevent landlords from posting "no Section 8" in their Craigslist ads, proving actual discrimination and outlining prohibited conduct will remain challenging. NHLP anticipates that the Department of Fair Employment and Housing will produce implementing regulations or guidance around this new law and we will bring our experience with local legal services organizations to that process to help shape the regulations. NHLP was a co-sponsor of this bill and our Deputy Director, Deborah Thrope, provided extensive assistance and background research to the legislators who steered passage of the bill through the Assembly. NHLP has also been involved in the implementation of source of income protections in numerous cities in California and in many cities and states around the country. We will train advocates on the signs of discrimination, the nuances of the law and how to put together a compelling case.

Fair Housing Regulations - Department of Fair Employment and Housing

Following a multi-year development process, the fair housing regulations from DFEH are set to take effect on January 1. NHLP was one of the advisers to DFEH on development of these regulations and provided testimony prior to the passage of them. The regulations which provide new substantive rights for people with criminal records, on reasonable accommodation and access for people with disabilities and provide new rules around landlord harassment and retaliation. The regulations themselves are very long and few legal services attorneys understand the full impact of the regulations and how they can be used to support tenants' rights. NHLP will conduct a number of webinars and in-person trainings on the

new rules and provide individual technical assistance. DFEH has enforcement capabilities around these regulations so NHLP will help advocates shape complaints to DFEH and prepare affirmative litigation and the use of regulations as a defense in unlawful detainer cases.

Activities Overview

The first phase of work will be to train legal aid attorneys on the new laws and regulations. In reality, that work has already begun, with legal services attorneys contacting us to help understand the implications of the new rules and untended consequences like some mass no-fault evictions before the implementation of the law in January.

NHLP will host 8-10 webinars over the course of the grant with at least three in the first six months of 2020. NHLP will provide one-on-one technical assistance for legal aid attorneys and anticipate that these new policies will generate up to 100 requests for assistance. We will also engage in a number of in-person trainings. NHLP will provide additional services to attorneys working in rural areas, as many of them will have less experience litigating issues around rent caps and just cause provisions.

As part of the grant process NHLP will evaluate whether educating the private bar and directly working with landlord associations will assist with the implementation of the law. The changes to landlord tenant law in California are so significant that they will quickly tap the resources of the legal aid sector. Great compliance from landlords and assistance in enforcement from the private bar will also be necessary. A number of high profile cases will also help improve enforcement. In practice, a large settlement in favor of tenants can improve compliance among the worst-actor landlords. NHLP will work with legal aid attorneys to craft strong enforcement cases on the new laws and regulations and will help develop impact litigation theories around the new policies. When appropriate, NHLP will co-counsel with QLSPs around affirmative litigation.

Due to the magnitude of work we anticipate resulting specifically because of the passage of these new laws and their deep impacts on evictions and homelessness of QLSP clients, we will rely on the requested funding to support activities focused around these three new laws and regulations; and the funds will not supplant other existing resources.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

With over 50 years' experience as a national and state housing law support center for legal services programs, NHLP is uniquely qualified to carry out the program. As a key contributor to and advisor on many pieces of housing legislation passed in California, NHLP has already analyzed bills that relate to our areas of expertise as they move through the Assembly and so has already developed a basis for further analysis once the laws are enacted. In the past two years alone, NHLP advised, helped draft and/or testified to California legislators and policymakers on the creation of CA AFFH, PACE regulations, notice requirements for expiring use tax credit properties and inclusion of VAWA housing rights in CA tax credit property tenant leases, state law shielding survivors of domestic violence from inadvertent targeting under local nuisance ordinances, the new DFEH regulations, and the just-passed state law banning Source of Income discrimination. NHLP was contracted in 2013 by Attorney General Kamala Harris to lead statewide implementation of the CA Homeowner Bill of Rights that was a series of homeowner and renter protections that arose from the foreclosure crisis and NHLP was key force in the bill's resurrection in September 2018 after it had sunset in January of that year.

We have deep experience in educating, training, assisting and enforcing the implementation of new state and federal housing laws and programs. Recent efforts that parallel the activities of the proposed program and illustrate our ability to carry out this program include our current work implementing CA's AFFH, passed as AB 686 in 2017; assistance to QLSPs on the roll-out of HUD's new Small Area Fair Market Rent rules; and a series of eight mini-webinars, "Don't Get RADled" on the Rental Assistance Demonstration program, presented in 2017 as that program's implementation expanded.

Typically, when new laws or policies are passed, NHLP, in partnership with a local QLSP, enters into litigation to defend challenges to the law, define its reach, or legally respond to tests of its applicability in various situations. We fully anticipate this likelihood in relation to the recently passed CA legislation that are at the root of the program as these particular laws are private right of action. NHLP will develop litigation strategies to be shared with QLSPs and will be prepared to partner in litigation with them as challenges arise.

The initial activity of monitoring, implementing and engaging in litigation to enforce these state laws is by nature, at a higher level following passage of the law. As the program activities are also IOLTA and EAF qualified activities, we anticipate

that any extended engagement in the program will be sustained under our IOLTA and EAF awards following the end of Homelessness Prevention program award.

Six NHLP attorneys will devote 2,350 direct program (not including attorney admin) hours collectively to the program. Under the program's system of quality work assurance and performance evaluation, each fiscal year, NHLP attorneys are assigned to work on certain projects and grants and are given the number of hours that they are expected to work on each of those grants. Each attorney then develops a work program for the year with their Supervising Attorney, outlining the activities that the attorney expects to engage in, the time frame for carrying them out, and the goals that the attorney expects to accomplish. Each attorney maintains a daily time record of the time spent on each grant and meets with the Supervising Attorney regularly to review the work's progress, problems, if any, that were encountered, and plans for the next several months, with any necessary adjustments. NHLP's Deputy Director, Deborah Thrope, will work with the Supervising Attorneys to provide oversight of the full program.

All of NHLP's provision of services and the quality of resources we provide to the field are subject to intense review and quality control. Each NHLP attorney has a regularly scheduled meeting with their Supervising Attorney to review work plans, critique work product, and assess progress. All resources are cross-reviewed by team leaders and Supervising Attorneys before release. Most often, we request reviews and input concerning these resources from outside our organization by others directly working on the issue at hand. Attendees to our trainings are routinely requested to provide evaluations that give us feedback on the effectiveness and clarity of our sessions and materials. As part of our evaluation processes, we measure the impacts of the services and resources we have provided, which is an additional indicator of the quality of NHLP's work.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

As a state support center, the target population for this grant is qualified legal services programs. In addition to QLSPs, NHLP will also seek to provide some education to the private bar, community organizing groups and other housing advocates. Optimally, reaching across all these channels can serve QLSPs and their clients preemptively through greater compliance to the new laws and lower clients' housing barriers. The outcomes of the project will be to improve housing access, affordability and stability for low income people in California.

- **How will you ensure that the target demographic is served?**

The list of QLSPs is finite but NHLP will work to make sure that we make connections with QLSPs and other advocates throughout the state. Employing communication and outreach through NHLP's Housing Justice Network list serve which includes virtually all CA-based legal services attorneys working in housing; the list serves of other state advocacy organizations; the CA LAAC list serve, and the State Bar's listing of IOLTA-funded programs all allow NHLP a broad audience in which to inform QLSPs through multiple venues of the services and support that we will be offering to them in regards to this program. In particular we will ensure that our trainings and technical assistance reach the rural areas of the state and in addition to the advocate networks noted above, will also tap into the networks of nonprofit California-based rural housing providers and the advocates who work closely with them.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

NHLP anticipates working very closely with the Western Center on Law & Poverty on this project. WCLP and NHLP will bring different expertise to this project. NHLP brings a particular focus on the federal housing programs, fair housing law, impact on victims of domestic violence and access for people with criminal records and eviction records. Western Center has an exceptionally strong grounding in California landlord tenant law, the intersection of land use law and tenants' rights and a strong advocacy presence in Sacramento. NHLP and Western Center have a long history of collaboration and will continue that through this project.

- **Will your project include sub-grants?**

No

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will**

provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.

Across all of our programs, NHLP measures its effectiveness in terms of our impacts: changed or improved policies attributable to our effective advocacy, successful litigation outcomes, improved knowledge and capacity in the field due to our supports, and heightened community engagement fueled by our outreach.

The evaluation tools we employ are:

- Sending out surveys to those organizations and individuals who have utilized our services to find out how our services have impacted or benefited them.
- Soliciting feedback from participants in our trainings and teleconferences through evaluation forms.
- Ongoing informal feedback from those to whom we have provided legal and technical assistance.
- Monitoring local, regional, and national policy changes and their impact on housing opportunities for low-income households.
- Collecting quantitative data on outreach, educational activities, and technical assistance activities such as:
 - documenting attendance and participants of our trainings,
 - documenting the number of informational brochures we have distributed,
 - surveying advocates and residents for the effectiveness of the materials and training.
 - documenting successes of the activities and outcomes of any litigation.

Our evaluations will attempt to determine NHLP's effectiveness in this particular program in the following areas:

- Building the capacity of legal services and other allied organizations to understand all facets of the new state laws, which are the focus of this program and to monitor and enforce their implementation;
- Educating advocates, housing providers and residents about their rights within the federal housing programs and under state law as related to source of income discrimination, rent caps and state fair housing regulations;
- Helping attorneys create effective strategies for individual client cases, and
- Successful litigation to enforce housing rights and further refine these new laws.
- Assisting policymakers, legal advocates, and others identify gaps or needed improvements to the new housing policies.

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Organization Name: National Housing Law Project

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	116,382	Based on average atty salary, the team of six NHLP attorneys on the project will devote 2,350 direct program hours, or a 1.13 FTE direct program attorney staffing to the project.
Paralegals	-	No amount budgeted from this award
Other Staff	13,734	Based on average other staff salaries, other staff will devote 415 hours on the project. Includes tech/webinar support, website, email, etc and admin supp of project resources.
Sub-Total Salaries & Wages	130,116	
Employee Benefits	20,305	Program share of benefits for staff working on the project.
Total Personnel	150,421	
Non-Personnel		
Space	25,186	Program share of space costs for staff engaged in the project.
Equipment Rental & Maintenance	-	Treated as indirect admin costs in alignment with NHLP's federal ICR
Office Supplies	-	Treated as indirect admin costs in alignment with NHLP's federal ICR
Printing and Postage	100	Allocated for minimal anticipated program postage and printing costs - most resources are delivered digitally
Telecommunications	2,007	Allocated for costs anticipated related to direct program phone and web communications use
Technology	1,549	Allocated for costs anticipated related to direct program share of costs for technology
Program Travel	2,000	Allocated for direct program travel costs
Training	292	Allocated for staff training expense on issues related to the project
Library	1,392	Allocated for direct program library research
Insurance	-	Treated as indirect admin costs in alignment with NHLP's federal ICR
Litigation	-	No amount budgeted from this award
Capital Additions	-	No amount budgeted from this award
Contract Service/Clients	-	No amount budgeted from this award
Evaluation	-	No amount budgeted from this award
Other	4,553	Other direct program costs comprised of outside contractor services to program (accounting, payroll, IT support, web support) as well as program direct share of bar dues, fees, etc.
Total Non-Personnel	37,079	
TOTAL PROGRAM	187,500	
ADMINISTRATION		
Personnel	51,531	Comprised of indirect costs of administration management by Executive Director, Deputy Director, and Supervising Attorney when engaged in planning and other administrative responsibilities, not directly on program work)
Non-Personnel	10,969	Comprised of indirect costs of administration management by Operations Manager, finance and administrative staff for responsibilities, not directly related to program work- payroll, benefits administration etc)
TOTAL ADMINISTRATION	62,500	
GRAND TOTAL	\$250,000	
Administration Percentage	25.0%	
Non-Personnel Percentage	19.2%	

Organization: Public Law Center

Project: Orange County Homelessness Prevention Project

Eligibility Category: LSP

Amount Requested: \$280,000

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

Public Law Center (PLC) proposes to address the homelessness prevention legal needs of two specific underserved Orange County communities with two new attorney positions. First, PLC seeks to expand our legal services in South Orange County to include eviction defense and other tenant defense assistance in landlord-tenant rental disputes. The lack of legal aid offices in South County combined with limited transportation options for low-income residents to travel to Central Orange County service providers make this region extremely underserved during the housing crisis. Second, PLC seeks to hire a designated attorney with Vietnamese language skills to provide homelessness prevention legal services to Orange County's large Vietnamese American population. Orange County is home to the oldest, largest, and most prominent "Little Saigon" in the nation, where over 189,000 Vietnamese Americans reside.

PLC currently co-hosts a twice weekly legal clinic with Mission Hospital in South Orange County, where low-income residents receive assistance on health and family law matters. There is a real benefit in meeting the community where they live, and PLC does not yet have the staff available to provide "on-site" housing services to South County clients. The proposed services include legal advice and consultation clinics regarding landlord-tenant and related issues, and limited and full scope representation to low-income tenants in UD, section 8, habitability and other related issues. Focusing an attorney on one geographic area ensures that residents within that area are provided sufficient access to services. The requested funds will also allow PLC to expand housing related services to individuals who are older adults and people with disabilities located in the South County who we have been unable to fully serve due to limited resources. Finally, the funds will allow us to expand our advocacy efforts regarding enforcement of state affordable housing laws into South Orange County.

Since 1993, PLC has used our Southeast Asian Legal Outreach Program (SEALOP) to provide free civil legal assistance to the underserved Southeast Asian community in Orange County. The Program includes a monthly clinic held in Little Saigon and ongoing partnerships with Vietnamese American and other Southeast Asian American community-based organizations. However, PLC has never had a Vietnamese-speaking attorney specifically assigned to address legal needs in Little Saigon. The proposed attorney position will focus exclusively on providing homelessness prevention legal aid, but will also allow PLC to better refer housing clients internally to other legal units like immigration, family, housing and consumer. The proposed services include legal advice and consultation clinics regarding landlord-tenant and related issues, and limited and full scope representation to low-income tenants in UD, section 8, habitability and other related issues.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

Both components of PLC's proposed project are natural extensions of current funded activities. Our collaborative with Mission Hospital in South Orange County provides a model by which PLC can expand services to include homelessness prevention legal aid. In addition to board members and other allies with extensive connections with South Orange County communities, PLC staff has already outreached to local entities such as public school systems to ensure a smooth project roll out should funding become available. Our overall Housing Unit has maintained steady growth in recent years and is scalable to South Orange County. With over 25 years of outreach in the Little Saigon community and extensive collaborations with Vietnamese and Southeast Asian American organizations, PLC is primed to add a Vietnamese-speaking attorney to focus on homelessness prevention in the under-served and hard-to-reach community. PLC has experience and past success with leveraging the Vietnamese language skills of our staff, and currently has one Vietnamese American front-line staff.

In both instances, PLC will rely on our current evaluation tools (case review, client surveys, and data analysis) to ensure quality of services. In addition, PLC will be held accountable for high quality services by our long-standing partners and allies in both South Orange County and Little Saigon. The overall project will be led by our Housing Unit's Directing Attorney,

Ugochi Anaebere-Nicholson. In addition to her own portfolio of cases and advocacy projects, Ugochi has shepherded the unit through unprecedented growth in the face of California housing crisis. She will be supported in leadership by PLC's Director of Litigation and Pro Bono, Leigh Ferrin. In addition to Ugochi, the unit currently includes three attorney positions, one paralegal position and one attorney position shared with our Veterans Unit.

PLC believes growing our presence in both South Orange County and Little Saigon will benefit the sustainability of our Housing Unit in a few specific ways. First, being "on-the-ground" will allow PLC to increase our awareness of new funding opportunities in the two areas. Second, PLC will explore individual giving campaigns to support our expanded work in both areas. Finally, PLC strongly believes it is imperative to help develop the pipeline of staff that has the experiences and skills to serve both underserved and hard-to-reach communities.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

In South Orange County, PLC seeks to serve low-income individuals and families that are often overlooked due to the area's reputation as an affluent residential community and the lack of public transportation to the central portion of the County, where most nonprofit and government services are located. We anticipate a large percentage of our clients in South Orange County will prefer legal services to be provided in Spanish. PLC further anticipates working with school districts to outreach to families attending Title 1 schools. We also seek to provide local services to an immigrant population that is already fearful of the current political/policy environment.

In Little Saigon, PLC seeks to serve low-income tenants from within the 189,000 Vietnamese Americans-strong community. There are over 200,000 Vietnamese Americans in Orange County, so PLC also anticipates serving Vietnamese Americans living in other parts of Orange County. Based on our experience in the community, PLC understands a Vietnamese American attorney is the best way to connect with the tenants on homelessness prevention issues. Depending on the experiences of the attorney with Little Saigon, PLC will initially rely on our long-standing partnerships in the area to ensure potential clients view us as a trusted resource. Even without any marketing or outreach, residents attending the monthly SEALOP Clinic report 1-2 landlord-tenant disputes per month.

PLC will also be able to serve low-income undocumented tenants without restriction in both areas. PLC plans to host biweekly clinic-based events in each area, serve more than 500 tenants, and open 70 cases during the grant period.

- **How will you ensure that the target demographic is served?**

PLC has a strong track record of assisting under-served communities through strategic partnerships with trusted local organizations. We will build upon our partnerships in South Orange County and Little Saigon to ensure our target demographic is served. We will also be clear in communicating to our partners and prospective clients the scope of our services under this project. PLC also believes prospective clients need to see that our services are not just accessible in location and time, but also linguistically and culturally appropriate. Thus, we anticipate hiring a Spanish-speaking attorney for our work in South Orange County and a Vietnamese-speaking attorney in Little Saigon. We also included a budget line item for interpretation and translations services in both languages.

In addition, our phased-in approach in South Orange County will begin with one confirmed school site, which will allow us to scale the project with focused outreach to additional schools and other community partners as appropriate. Our outreach work in Little Saigon will be informed not only by our staff and community partners, but by our retained communication consulting firm, which has an extensive communications practice in Asian American communities. We anticipate using earned media placements on Vietnamese language radio programs to increase awareness of our services.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

No. There is no designated homelessness prevention legal services currently available in either area. In fact, legal aid is not well-represented in both areas generally. Although Advancing Justice - OC began building out Asian American-focused services in Orange County a few years ago, they recently experienced major budget shortfalls and staff layoffs. PLC is also the only full-service legal aid group in Orange County that can provide services to undocumented immigration without restriction.

Our project will be anchored in part by our long-standing partnerships with local organization in both areas, especially in Little Saigon. However, our work in South Orange County anticipates the development of new partnerships like our recently initiated outreach to Title 1 schools. PLC also leverages our pro bono network to provide services, so we will continue to collaborate with the Orange County Bar Association and the Orange County Asian American Bar Association.

- **Will your project include sub-grants?**

No

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

PLC utilizes a combination of case review, client surveys and data analysis to evaluate and monitor our programs. PLC also maintains a healthy dialogue with our project partners to identify issues in real-time. As a long-time State Bar grantee, PLC's Housing Unit and Administration are well-versed in the data collection requirements of these grants.

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention - RFP Funding
Budget
January 2020 - June 2021

Organization Name: Public Law Center

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	192,500	Salary for 2 new lawyers
Paralegals		
Other Staff		
Sub-Total Salaries & Wages	192,500	
Employee Benefits	48,125	Benefits for two new lawyers calculated at 25%
Total Personnel	240,625	
Non-Personnel		
Space	20,000	Pro rata space costs for two new lawyers
Equipment Rental & Maintenance	1,500	Pro rata portion for two new lawyers of copier and postage meter rental and computer network maintenance
Office Supplies	2,000	Two new desktop computers for new lawyers and office supplies
Printing and Postage	2,000	Pro rata portion for two new lawyers of printing (including outreach materials) and postage
Telecommunications	1,125	Pro rata portion for two new lawyers of telephone and internet
Technology	1,500	Pro rata portion for two new lawyers of case management system
Program Travel	1,750	Local travel reimbursement for two new lawyers
Training	1,000	Training & travel for two new lawyers
Library	1,000	Pro rata portion for two new lawyers of on line legal research
Insurance		
Litigation		
Capital Additions		
Contract Service/Clients	7,500	Interpretation and translation services (not provided by staff) for other staff and pro bono volunteers -- English/Vietnamese and English/Spanish
Evaluation		
Other		
Total Non-Personnel	39,375	
TOTAL PROGRAM	280,000	
ADMINISTRATION		
Personnel		
Non-Personnel		
TOTAL ADMINISTRATION	-	
GRAND TOTAL	\$280,000	
Administration Percentage	0.0%	
Non-Personnel Percentage	14.1%	

Organization: Riverside Legal Aid

Project: Desert Homelessness Prevention

Eligibility Category: LSP

Amount Requested: \$200,000

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

The additional 2d tranche grant would not supplant existing services even those which exist under the first tranche homelessness prevention grant. Our current employees involved in homelessness prevention are already using maximum funding under the first tranche simply to provide services to the Western portion of the County of Riverside. Riverside County is a wider county from East to West, with most of the population living in the Western portion (City of Riverside, Hemet, Moreno Valley, Temecula, Perris, Jurupa, Corona, Banning, etc.) The eastern portion of the County of Riverside is much less populated and rural, and comprises at least 2/3-3/4 of the County in area. That area includes Indio, Blythe (population 20,000) located on the Colorado river just across the boundary to Arizona, Mecca (population 8600), Thermal (population 2800) and other rural desert communities. Most of that area is very low income and extremely underserved. RLA has an office in Indio and our staff there is inadequate to serve all these desert communities well enough to create a real presence in the homelessness defense field. I would propose to hire an additional part time or contract attorney for the Desert area based in Indio who would serve this entire area including court appearances and programs in the remote cities. The Riverside attorney is not able to successfully serve this area considering the need.

Blythe for example is almost 200 miles from Riverside but only 100 from Indio. The services we propose to provide in this Desert Community would be similar to the services already in place in the Western portion of the County. These services would include Eviction defense including court appearances, landlord tenant rental disputes, pre-eviction questions and strategies with those having problems with landlords, habitability issues, unfair or illegal rent increases, presentations regarding legal rights and education of the law to tenant organizations and professionals working with tenants at risk of eviction/homelessness and legal services regarding habitability. The Desert area is particularly in need of all these services also because of the large number of mobile home parks and the particularly disastrous effect of being evicted from your own mobile home.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

RLA began the homelessness prevention program in July, 2019, when the grants were first announced by the State Bar. Anticipating that we would hire personnel to implement the program when the grant became effective, a very enthusiastic and qualified volunteer attorney was assigned to implement the program with the assistance of the ED. Immediately we became involved in many cases involving tenant rights and representations of large populations of resident areas where problems with slumlords abounded. We attended tenant meetings and tenant/landlord meetings. We participated in mass education programs with tenants and also social workers to educate the population to their rights. We have partnered with and attend meetings with the Elder Abuse Forensic Counsel and their unit on homelessness. We handled eviction matters and other similar civil cases which threatened homelessness to our clients. We appeared in court on several matters. All this occurred before the first tranche of the homelessness money went into effect. We have now hired a part time attorney to continue this work along with volunteers and continue to expand the program. This went into effect 10/1/19 the effective date of the grant. The attorney that was hired was the lead volunteer for the program. Other volunteers will be added to assist in the program. However, it has been extremely hard for this Riverside based attorney to handle matters in the remote areas of Riverside County in addition to the very large caseload she is already carrying in the City of Riverside. An additional part time or staff attorney would be hired, with the second tranche of funds for our Indio office who could handle the Desert area, including the extremely remote areas of Mecca, Thermal and Blythe. All of the existing services plus the Indio office services would continue to be sustainable in the future with additional funding from various sources in the future after the homelessness prevention grant is no longer in effect.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

The targeted population being served is the underserved portion of Eastern Riverside County, specifically: Indio, Desert Hot Springs, Coachella, Thermal, Mecca, Blythe and the remote desert areas between these populations. We will be providing outreach to all of these areas in order to acquaint the population with the valuable services available through RLA. We can represent these populations to avoid additional homelessness in this area. We are hoping to develop a large client base by developing additional contacts with the various service organizations. Legal services are extremely scarce in the area. The overall goals are to make sure that all renters who are at risk for homelessness understand their rights and utilize our services whenever possible to defend evictions and develop better standing with landlords regarding their rights. A large presence by legal aid organizations can stem the tide of homelessness by making sure all tenants have a fair adjudication of their issues. In the Desert area alone we hope to have a client base of several hundred each year. It is only when lawyers begin appearing with clients in court in this practice will we begin to truly see results. Typically UD defendants do not do well as pro pers. The best possible outcome would be to prevent as many evictions in this area as possible with legal services.

- **How will you ensure that the target demographic is served?**

I propose to hire a part time or contract attorney for Indio. Indio presently is staffed by 2 paid paralegals and 1 contract attorney. The contract attorney only does guardianships, conservatorships, small estates probate and bankruptcy education and advice. All the other legal work is done by volunteer attorneys. Generally all they are able to do is respond to unlawful detainers. In order to succeed in this type of litigation a designated attorney for this project is required to litigate and appear in court. The addition of an attorney in Indio dedicated to this project will assure this type of work is done, along with the educational and presentation part of the work. Also we will personally go to the outlying cities such as Blythe, Mecca and Thermal to do either clinics or participate in resource fairs to publicize our services.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

I am not aware of any legal aid organizations in the remote desert towns of Blythe, Mecca, or Thermal. Inland Counties Legal Services has a presence in Indio. However my most recent information is that their office does not handle unlawful detainers or participate in any homelessness prevention activities in Indio or elsewhere in the desert region. If possible, we would like to partner with them in doing some of the tenant population education, clinics, resource fairs or any other appropriate activity if they are available. RLA has always been considered the most active legal aid organization in the Desert Region of Riverside County. ICLS is unable to serve a large portion of the immigrant population due to the limitations of their LSC funding. Inland Empire Latino Lawyers Association also serves Riverside County but has no office or other presence in the Eastern County Desert area and therefore would be unlikely to be able to serve this population on any appreciable scale. Likewise if they are available RLA would gladly partner in whatever areas are appropriate. No current plans for partnership or subcontract exist at this time. Riverside Legal Aid serves all populations and never discriminates against any immigrant population regardless of legal status. The Executive Director is fluent in Spanish and has many ties in the Spanish speaking community and in the immigration law community if referrals are necessary. It appears to me that the Spanish speaking population trusts our organization and is most grateful for the services we provide. We also have other full time and part time employees at both our locations that speak Spanish. There is never a time when we cannot provide a service because of a Spanish language barrier. Our presence as such is particularly important in the desert community since there is an extremely high Hispanic population there. Indio's population is 68% Hispanic, Blythe is 53% Hispanic, Thermal is 95% Hispanic, and Mecca is 99% Hispanic. Riverside Legal Aid never discriminates against any population for any reason and is definitely in the forefront of providing legal services to all of the indigent population who is in need.

- **Will your project include sub-grants?**

No

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

The Executive Director is constantly being updated by both the Riverside homelessness prevention attorney and the Indio staff regarding all of their case achievements in this field. I will continue to maintain a frequent visitation schedule to the

Indio office and receive at minimum weekly updates from all staff involved as to the progress of all homelessness prevention advice, cases, and/or other activities. I personally participate in the homelessness meetings with EAFC in both Riverside and the Desert Region and I personally do some of the presentations to these organizations. I will be receiving written month end and case closing summaries regarding all clients who are served by this grant and the first tranche of homelessness funding, including demographic data.

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention
Budget
October 2019 - June 2021

Organization Name: **Riverside Legal Aid**

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	100,000	Part time lawyer in Indio
Paralegals	40,000	Additional paralegal costs to assist in research, preparation of motions/other legal paperwork
Other Staff		
Sub-Total Salaries & Wages	140,000	
Employee Benefits	35,000	
Total Personnel	175,000	
Non-Personnel		
Space	12,000	additional cost to rent space for attorney
Equipment Rental & Maintenance	300	additional copying costs
Office Supplies	300	supplies attributed to homelessness defense
Printing and Postage	1,000	mailing to clients, counsel, court
Telecommunications		
Technology		
Program Travel	3,000	distance between desert locations
Training		
Library		
Insurance		
Litigation	3,000	depositions, court copying costs
Capital Additions		
Contract Service/Clients		
Evaluation		
Other		
Total Non-Personnel	19,600	
TOTAL PROGRAM	194,600	
ADMINISTRATION		
Personnel	5,400	
Non-Personnel		
TOTAL ADMINISTRATION	5,400	
GRAND TOTAL	\$200,000	
Administration Percentage	2.7%	
Non-Personnel Percentage	9.8%	

Organization: Senior Advocacy Network

Project: Veterans and Disabled Homelessness Prevention Program

Eligibility Category: LSP

Amount Requested: \$72,426

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

This proposal is to provide legal services for eviction defense and other tenant defense assistance in landlord-tenant rental disputes to two under-served populations in our county with unmet needs: disabled persons and Veterans. Our local DRAIL (Disability Resource Agency for Independent Living) reports the number one issue with their clients is displacement from their living situation. Many times this occurs when a client must be hospitalized for more than 30 days and their public benefit amounts are decreased, leaving them unable to pay their rent while in a hospital or rehab facility. The landlord will evict the client, even clients who have lived in the property for years, pay on time, have no complaints and are “ideal” tenants. Veterans in our area are also facing eviction from their living situations and need legal assistance.

The common thread for both these populations is the lack of free legal assistance through the eviction and unlawful detainer process. Even though there are many housing resources available for Veterans there is no agency providing free legal services. The Senior Advocacy Network hopes to fill this gap by providing free legal services to these populations, including legal representation in Court procedures.

We propose to use the funds by educating tenants on their duties under their rental/lease agreement and rights under California law. We will give advice, provide counseling, home inspections, consultation and training to avoid overlooked pitfalls that most frequently cause evictions. We will provide education on ADA compliance and improving habitability of the rental unit. We will hold landlord/tenant workshops highlighting new laws so both landlords and tenants understand their responsibilities.

We are not in the business of providing housing or financial assistance to clients who are facing eviction or are homeless, but we will provide resources and referrals to agencies that can help them find homes or provide financial aid to help them avoid homelessness.

We will provide information on both Social Security and Veterans Representative Payee programs for tenants having trouble managing their finances as an additional layer of protection that they will make their monthly rental payment.

Currently, we have received grant money to prevent evictions and homelessness to Senior Citizens in Stanislaus County. The additional money received in this grant application will provide services to disabled persons and Veterans who are under the age of 60 which will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.

- **Briefly explain your organization’s ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

The Senior Advocacy Network is currently a recipient of the first tranche of the homelessness grant. We believe providing assistance to disabled persons and Veterans is a natural addition that will enhance our current grant. We will use the same intake form and tracking system we have created for Senior Citizens.

During the grant period, we will be seeking out additional funding opportunities that will allow us to continue to provide eviction defense to disabled persons and Veterans beyond the grant period. Homelessness is a hot topic and we anticipate additional funding opportunities will arise as the public demands that something be done about homelessness, especially for disabled persons, Veterans, seniors and low income persons to provide affordable housing.

We will use the same dedicated attorney and paralegal for all the programs which will create consistency in the services provided and the reporting of our outcomes. The Executive Director will oversee the supervision of the Staff Attorney and paralegal assigned to the homelessness grant.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

The targeted populations being served are disabled persons and Veterans. Our goal is to provide assistance to at least 60 clients per year through both landlord and tenant education, eviction prevention and homelessness prevention.

Our goals are to reduce the number of evictions through pre-eviction education and mediation which includes:

- quarterly educational workshops serving 50 tenants and 20 landlords;
- mediate at least 10 landlord-tenant disputes per year
- prevent at least 25 evictions per year

- **How will you ensure that the target demographic is served?**

First, we will outreach to the government and private organizations in our county that provide assistance and advocacy to disabled persons and Veterans to inform them of the service we are providing and to make sure those organizations make referrals to our agency. The outreach will include flyers and brochures describing the program, eligibility and our contact information that can be posted at the Court houses and left at service organizations. We have already made contact with the attorneys in our county that do most of the eviction work. They have agreed to refer tenants to us that need legal representation.

Internally, we will have separate intake sheets for the housing program that will screen the caller for eligibility for the program: income (125% of poverty), age, residence, disability status and Veteran status. After the initial intake the application will be screened for eligibility to our program. If ineligible, the applicant will be referred to other agencies and the Lawyer Referral Service if necessary. If they are eligible an appointment will be scheduled where further documentation will be required to prove eligibility.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

There are two organizations we are aware of that provide assistance with landlord tenant issues in our county – Project Sentinel and CRLA.

Project Sentinel provides mediation for landlords and tenants but both parties must agree to mediation and no legal representation is provided in the mediation.

CRLA has been providing a landlord-tenant clinic to tenants who are being evicted. The clinic prepares the client for representing themselves in court for eviction and unlawful detainer cases. CRLA, on a case by case basis, may decide to provide legal representation to a client.

The Senior Advocacy Network will be the only organization (to our current knowledge) in Stanislaus County providing free legal services to disabled persons and Veterans who are facing eviction and homelessness. These are populations of persons whose needs have gone unmet for years.

Between the period of 2014-2018, 812 disabled individuals and 84 Veterans were identified in Stanislaus County as seeking assistance from various organizations for housing issues. DRAIL receives nearly 75 calls per week from disabled persons seeking assistance with living displacement. While DRAIL attempts to advocate/mediate between landlords and tenants in a few cases, many callers are referred to other agencies in Stanislaus County including Project Sentinel, CRLA and the Senior Advocacy Network.

The local HUD-VA office finds or creates housing units for homeless Veterans and several Veteran Organizations and Catholic Charities provides financial assistance for Veterans to pay utility bills and assistance with rental deposits. Aside from Project Sentinel and CRLA who provide mediation and advocacy, there is no organization in Stanislaus County that will provide free legal assistance, advocacy and court representation to disabled persons and Veterans in eviction and unlawful detainer hearings.

We have always collaborated with Project Sentinel on landlord-tenant issues and were formally an entity of CRLA prior to the Senior Law Project becoming a part of the Senior Advocacy Network. We will continue to collaborate with these two organizations in the delivering of services to disabled persons and Veterans.

- **Will your project include sub-grants?**

No

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

Personal and demographic information for each applicant will be gathered on our intake sheet and entered into our database. We will be able to track the number of contacts to our organization and the assistance needed and whether or not the caller is eligible for the program.

At the initial meeting with the client, a needs assessment will be prepared and a recommended plan of action will be created. The plan of action could be our direct contact with the landlord, a request for mediation or going forward with a court trial.

The plan of action will have a timeline indicating each step taken toward the ultimate goal of homelessness prevention. This will include contact with landlords to invite to educational workshops, requesting mediation, resolving dispute through the efforts of SAN and the parties without mediation or trial, and finally, a court trial.

The following activities will be tracked:

1. Number of landlords and tenants attending educational workshops
2. Number of landlords and tenants resolving issues with our assistance
3. Number of landlords and tenants attending mediation
4. Number of tenant responses to evictions prepared with our assistance
5. Number of unlawful detainer actions attended with our legal representation
6. Outcome of court trial

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention - RFP Funding
Budget
January 2020 - June 2021

Organization Name: Senior Advocacy Network

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Lawyers	24,800	One part time attorney to handle ud cases
Paralegals	10,000	one part-time paralegal
Other Staff	12,600	Executive Director supervisor
Sub-Total Salaries & Wages	47,400	
Employee Benefits	11,376	Benefits based on 24%
Total Personnel	58,776	
Non-Personnel		
Space		
Equipment Rental & Maintenance		
Office Supplies	2,000	Miscellaneous paper, pens, toner, legal pads
Printing and Postage	1,250	Printing brochures and posters promotional materials
Telecommunications		
Technology		
Program Travel	3,000	Mileage to Turlock, 40 miles roundtrip
Training		
Library		
Insurance		
Litigation	2,000	court processor fees
Capital Additions		
Contract Service/Clients	5,400	Bookkeeper to track expenses for this grant
Evaluation		
Other		
Total Non-Personnel	13,650	
TOTAL PROGRAM	72,426	
ADMINISTRATION		
Personnel		
Non-Personnel		
TOTAL ADMINISTRATION	-	
GRAND TOTAL	\$72,426	
Administration Percentage	0.0%	
Non-Personnel Percentage	18.8%	

Organization: Western Center on Law and Poverty

Project: Improving Housing Stability and Preventing Homelessness for California Families and Individuals

Eligibility Category: SC

Amount Requested: \$100,000

- **Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.**

To address California's housing crisis and its disproportionate effects on the most vulnerable and unhoused individuals, Western Center on Law & Poverty seeks to ensure that all Californians have access to healthy, sustainable and affordable housing in neighborhoods of their choosing, and advocate for strong, clear, and enforceable anti-displacement protections.

As a support center, Western Center will continue to prioritize vital technical assistance and training to field programs on the front lines of addressing the challenges of the housing crisis, including those that might be funded through this grant program. Complementing the work alongside legal aid organizations, we will lead broad coalitions at the root of largescale housing policy reforms, and serve as counsel in high-impact litigation, both strategies that impact hundreds, thousands or, in some cases, millions of individuals at a time.

Legislative and Administrative Advocacy. Western Center will identify legislative priorities each year; issues that will receive support as well as those that will be subject to organized opposition. Activities in support of the project goals will include organizing of coalitions and letters of support, education of state and local policymakers, testimony and drafting assistance, and assistance in implementation. Among several victories in 2019, low-income Californians will now be protected through rent increase limits, and landlords will be prevented from discriminating against tenants who use public rental assistance such as Section 8.

Litigation. We will co-counsel with local legal aid programs and pro bono counsel in 17 class action and other high-impact cases that protect basic rights for all low-income Californians, addressing issues such as source of income discrimination, illegal rent increases, enforcement of affordable housing obligations, enforcement of preservation and tenant protection laws, and upholding of emergency shelter development.

Convenings. Western Center will host approximately 20 housing and community development-related trainings or workshops. Topics of sessions may include protecting tenants' rights, housing law overview, affirmative housing issue identification, eviction defense, relocation rights, mobile home tenancy and park closure rights, anti-displacement, redevelopment, housing element, community development planning, fair housing and disaster preparedness.

Western Center on Law and Poverty allocates more than a third of its budget, or \$1.7 million in 2019, to program activities related to housing and homelessness prevention. Beyond sources of revenue provided by State Bar grant programs each year, and a modest number of other competitive grant programs, Western Center must fundraise for unfunded program activities—some from program-specific grants, others from unrestricted sources—each year. This fundraising need is more than 50% of the program budget, thus funds from this grant opportunity will not supplant others and may be directed to support the implementation and defense of newer initiatives such as rent increase caps, source of income, and disparate impact.

- **Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.**

Western Center was founded in 1967 at the outset of the War on Poverty by a passionate group of attorneys and legal scholars from California law schools who sought to create a unique organization, guided by the belief that all Californians deserve the finest possible legal representation before the institutions that shape their lives.

We are the oldest and largest legal support center in California with superior expertise as a provider of technical assistance for frontline legal aid attorneys and advocates, ensuring that the nonprofit legal assistance organizations that serve

California's 58 counties have up-to-date information regarding the public policies, programs and resources that impact low-income clients, focusing on Californians living at 125% of the federal poverty level.

Six of Western Center's attorneys and advocates make up our housing team. They provide extensive one-on-one email and telephone counsel and advice for legal aid advocates and attorneys on state and federal law, assistance with appeals and writs, Attorneys' Fees Project assistance, litigation strategy and legal procedures. This includes our director of litigation who supervises our docket of 36 active cases, as well as our deputy director. They also lead legislative and administrative policy work and conduct trainings, workshops and taskforces.

In 2018, Western Center hosted or participated in 88 trainings, workshops, clinics and task forces in 2018 with legal aid and community organizations. In addition to workshops, trainings and publications, Western Center provided nearly 400 units of technical assistance dealing with housing issues ranging from brief service, in-depth consultation and short of co-counsel support to legal services organizations. We successfully co-sponsored legislation that provides significant protections for immigrant tenants, establishes obligations for California state, regional, and local governments to affirmatively further fair housing in their decisions related to housing and community development, and we also co-counseled on impact litigation prevailing in cases that prevented the illegal conversion of a residential motel serving low-income tenants without the provisions of relocation benefits, enforced affordable housing obligations, and stopped the illegal closure and planned conversion of mobile home parks by defending the rights of the low-income homeowners, among others.

Western Center has a diverse revenue models that include grants and sub-grants, individual and corporate contributions, event revenue, attorneys' fees and cy pres awards, and as a core area of focus, we will continue to prioritize housing activities.

- **Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.**

Stable affordable housing is a foundation for family economic, educational and health well-being and thriving communities. Sadly, the need for housing outstrips affordable options. According to the National Low Income Housing Coalition, there is currently a shortage of 1,019,190 rental homes in California that are affordable and available for extremely low-income renters, whose incomes are at or below the poverty guideline or 30% of their area median income (AMI).

Fully 89% of extremely low-income renter households are cost burdened, and for those who earn 50% or 80% of AMI, these statistics are 86% and 65% respectively. A report from the Federal Reserve Bank further indicates that 53% of rural renters are also cost burdened.

In 2018, the Department of Housing and Community Development (HCD) reported, "Housing costs and supply issues particularly affect certain vulnerable populations that tend to have the lowest incomes and experience additional barriers to housing access." HCD cites that cost burden is greater for people of color, and the Harvard Joint Center for Housing Studies reports that 64% of renters identifying as African American are cost burdened as are those identifying as Latinx, at 58%.

Western Center will focus on statewide challenges that impact these Californians, living in both urban and rural communities, to expand and improve affordable housing opportunities and prevent homelessness. Our three key goals will include:

- 1) Protecting tenants from eviction and landlord abuse, and ensure access to housing.
 - Work to ensure fair rents, good cause for eviction, procedural protections for tenants facing eviction, and eliminating incentives for investor speculation.
 - Combat discrimination in housing.
 - Create ways for unhoused individuals to access the resources they need to obtain and maintain housing.
 - Work to end unfair policies that lead to the criminalization of unhoused individuals.
 - Respond to federal challenges that weaken protections for families such as disparate impact, excluding mixed-status families from receiving assistance, public charge, or the rollback of affirmatively furthering fair housing.
- 2) Preserving the existing housing stock.
 - Prevent older subsidized units from being converted to market-rate units.

- Call for state subsidies to allow affordable housing operators to reduce rents while maintaining quality housing.
- Strengthen laws that ensure rental units and neighborhoods are healthy and habitable.
- 3) Promoting equitable planning and development.
 - Eliminate local discretion to deny affordable housing projects.
 - Leverage private development to create units for very low and extremely low-income families.
 - Secure funding for deeply affordable housing.
 - Create more opportunities for community ownership and control of land and housing; ensuring public land is used for public good.
 - Dismantle structural racism and discrimination in land use and planning.

- **How will you ensure that the target demographic is served?**

All Californians benefit from vibrant local communities that provide equitable opportunities for people to thrive, however the core work of Western Center targets the needs of low-income families and individuals that can be positively impacted by broad systems change, as well as supports the legal aid programs that work with low-income clients directly.

- **Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization, if at all?**

Western Center is one of California's legal support centers working on behalf of its nearly seven million residents living in poverty.

Equally important are our collaborations with policy organizations throughout California working on housing issues impacting low-income Californians, such as the Corporation for Supportive Housing, Housing California, Tenants Together, Center for Budget and Policy Priorities, CA Budget and Policy Center, Center on Law and Social Policy, among many others. In addition, we maintain strong relationships with public sector stakeholders, legislative staff and numerous foundation and community stakeholders.

Most recently, we were been appointed to Governor Newsom's homelessness task force in 2019 planning alongside other leaders working on this issue.

- **Will your project include sub-grants?**

No

- **Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a sub-grant, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.**

In our work on behalf of low-income people, Western Center analyzes the problems our clients and partners are confronted with to determine priority legal cases and advocacy projects, as well as work with our local partners and clients to craft remedies and solutions.

We will track quantitative and qualitative indicators. We monitor data through records from public agencies and consumer watchdog health and human service agencies, ask local legal services and community organizations to complete evaluations after convenings, and solicit informal feedback on all of our publications.

Finally, we will examine outputs such as the initiation of new advocacy efforts, progress in existing advocacy and litigation work, and the delivery of training to local advocates. We will also evaluate accomplishments, such as financial value of affordable housing funded, approved or preserved, expanded protections of tenants and persons who are homeless, or displacement prevented.

The State Bar of California
Office of Access & Inclusion
Equal Access Fund - Homelessness Prevention
Budget
January 2020 - June 2021

Organization Name: **Western Center on Law & Poverty**

PROGRAM	(1) Budget	Brief Narrative
Personnel		
Attorneys and advocates	\$ 53,000	Project salary expenses for attorneys and advocates totaling .4 FTE annually.
Paralegals	\$ 2,200	Project salary expenses for senior paralegal totaling .04 FTE annually.
Support staff	\$ 4,800	Project salary expenses for program support staff totaling .04 FTE annually
Sub-Total Salaries & Wages	\$ 60,000	
Employee Benefits	\$ 13,200	Benefits at 22%
Total Personnel	\$ 73,200	
Non-Personnel		
Space	\$ 7,594	Western Center leases spaces in three locations: Los Angeles, Sacramento and Oakland.
Equipment Rental & Maintenance	\$ -	
Office Supplies	\$ 4,512	Expenses related to various office supplies for all three locations.
Printing and Postage	\$ -	
Telecommunications	\$ 1,185	Expenses related to internet, phones.
Technology	\$ -	
Program Travel	\$ 1,896	Statewide air and ground travel for program staff, including accommodations and meals.
Training	\$ -	
Library	\$ 1,185	Expenses for maintaining online and physical law library.
Insurance		
Litigation		
Capital Additions		
Contract Service/Clients		
Evaluation		
Other		
Total Non-Personnel	\$ 16,372	
TOTAL PROGRAM	\$89,572	
ADMINISTRATION		
Personnel	\$ 7,900	Salary expenses allocated to project including management, accounting, and IT.
Non-Personnel	\$ 2,528	Allocated expenses including those for audit, insurance, payroll, and staff development.
TOTAL ADMINISTRATION	\$ 10,428	
GRAND TOTAL	\$100,000	
Administration Percentage	10.4%	
Non-Personnel Percentage	18.9%	



The State Bar of California

Equal Access Homelessness Prevention Fund Request for Proposal

Background

Recognizing the need for stable housing for renters, Governor Gavin Newsom included \$20 million in his May Revision to the 2019 Budget Act for grants to legal services organizations to provide legal assistance to renters with landlord-tenant disputes, including counseling, renter education programs and preventing evictions. The Legislature included language in the Budget Act of 2019 (AB 74, Stats. 2019, ch. 23) to define how the funding was to be allocated and to further effectuate the purposes of the funding.

Consistent with the language of the budget bill, 25 percent (approximately \$5 million) will be distributed to qualified legal services providers and support centers through a competitive grant process. The current timeline plans for the \$5 million to be distributed in or about December 2019, with the requirement that the grant be fully spent down by June 30, 2021.

The budget bill language has been included below for reference (emphasis added to the relevant section):

Of the amount appropriated [for the Equal Access Fund] . . . \$20,000,000 shall be distributed by the Judicial Council through the State Bar of California pursuant to Provision 1¹ [of budget item 0250-101-0001] to qualified legal services projects and support centers to provide eviction defense or other tenant defense assistance in landlord-tenant rental disputes, including pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Of this amount, \$150,000 shall be available, upon order of the Department of Finance, for administrative costs of the Judicial Council and the State Bar. The remaining funds shall be allocated as follows:

- (a) 75 percent shall be distributed to qualified legal services projects and support centers that currently provide eviction defense or other tenant defense assistance in landlord-tenant rental disputes, as set forth in Provision 6. To expedite the distribution of this percentage of the \$20,000,000, eligible programs shall be limited to those found eligible for 2019 IOLTA funding. Each eligible program shall receive a percentage equal to that legal services project's 2019 IOLTA allocation divided by the total 2019 IOLTA allocation for all legal services projects eligible for this funding, except that to ensure that meaningful funding is provided, a minimum amount of \$50,000 shall be allocated to each eligible program unless the program requests a lesser amount, in which case the additional funds shall be distributed proportionally to the other qualified legal

¹ Provision 1 identifies how the remainder of the money appropriated in the Equal Access Fund are to be distributed. This is long standing language which has existed in substantially the same form since the creation of the fund and the established protocol for distributing 90 percent pursuant to formula and 10% for Partnership Grants.

services projects. These funds shall be distributed as soon as practicable after the effective date of this act and shall not supplant existing resources.

(b) 25 percent shall be allocated through a competitive grant process developed by the Legal Services Trust Fund Commission of the State Bar to award grants to qualified legal service projects and support centers to provide eviction defense or other tenant defense assistance in landlord-tenant rental disputes, as [defined above] . . . to meet the needs of tenants not addressed by the formula provided in subdivision (a). The grant process shall ensure that any qualified legal service project or support center that received funding pursuant to subdivision (a) may only receive funding pursuant to this subdivision if that qualified legal service project or support center demonstrates that funds received under this subdivision will be not be used to supplant existing resources, and will be used to provide services to tenants not otherwise served by that qualified legal service project or support center. The commission shall make the grant award determinations. In awarding these grants, preference shall be given to qualified legal aid agencies that serve rural or underserved communities and that serve clients regardless of immigration or citizenship status. Any funding not allocated pursuant to this competitive grant process shall be distributed pursuant to subdivision (a), except that there shall be no minimum funding amount for these funds.

Eligibility

Grant proposals must be submitted via SmartSimple **by October 18, 2019 at 5:00pm**. Applicants must meet the following criteria to be eligible to submit a proposal:

- Qualified legal services projects and support centers in California that will provide eviction defense or other tenant defense assistance in landlord-tenant rental disputes, including pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. (Note: Unlike the formula funding provided for these purposes, this RFP is open to all IOLTA-funded QLSPs and SCs, whether or not they currently provide the types of tenant assistance defined by the Budget Act).
- If programs received an allocation from the first tranche, they must be able to demonstrate that the funds from the competitive grant will not be used to supplant existing resources and will be used to provide services to tenants not otherwise served by the organization.

Pursuant to the terms of the Budget Act, preference will be given to organizations that serve rural or underserved communities and that serve clients regardless of immigration or citizenship status.

There will be no minimum funding amount for these grants.

Award Information

The Legal Services Trust Fund Commission (LSTFC) or a delegated body of the LSTFC will distribute up to \$5 million using a competitive RFP process. Final award decisions will be made in November 2019.

Selection Criteria

The exact dollar amount of grant awards will vary depending on the number and quality of applications received, an assessment of needs for funding of the particular project, and the extent to which a proposal addresses the intent of this funding, as spelled out in the Budget Act. The costs of carrying out the proposed program/work should not be overstated as that could impact the funds available for other programs. Grant award decisions are final and there is no appeals process. A successful response to the RFP will:

- Demonstrate how all granted funds will be spent down by June 30, 2021 (sub-grants may be permitted depending on the proposed program/work and sub-grantee) but the primary grantee is responsible for ensuring that the sub-grantee is in compliance with all requirements.
- Identify with specificity the purposes for which the granted funds will be used that align with the areas set forth in the Budget Act.
- Demonstrate how it will ensure that granted funds will be used for eligible clients or entities that are at 125% of poverty.
- Demonstrate how granted funds will not be used to supplant existing resources, including the EAF Homelessness Prevention formula funding (meaning that these funds cannot replace existing funds used to provide these same services), and must be used to provide services to tenants not otherwise served by the qualified legal service project or support center.
- Highlight how clients in rural or underserved communities, regardless of immigration or citizenship status will be served since preference will be given to those projects. Rural or underserved communities include rural or underserved geographical locations in addition to specific underserved populations who may not be served in the formula tranche.
- Demonstrate how it will track main benefits related to the programs supported by granted funds separately as these benefits will not be reported as part of the IOLTA/EAF Case Summary Reporting or Main Benefits to ensure non-supplantation. Instead, these services should be tracked separately for main benefits related to homelessness prevention, with correlating demographic data information for the clients served.
- The following scoring rubric will be used to evaluate all proposals:

<u>Points/Weight</u>	<u>Criteria</u>
40	Proposal Quality <ul style="list-style-type: none"> - Type and depth of legal service provided - Proposed outcomes and goals - Type and depth of partnerships (for subcontracts) - Innovation - Organizational capacity - Ability to measure and evaluate the

	benefits and outcomes of the project/activities
20	Proposed services serve rural or underserved communities
20	Proposed services serve clients regardless of immigration or citizenship status
10	Historical performance (ability to spend down grant funds, ability to meet goals for prior grants, timely submission of reports, ability to successfully start-up new services)
10	Potential sustainability/continuation of proposed services after the completion of the grant period
100	Total

Requirements/Next Steps:

<u>Estimated Date(s)</u>	<u>Activity</u>
9/16/19	RFP posted on SmartSimple
10/18/19	Responses due by 5:00pm
Week of 11/4/19	LSTFC Executive Committee meeting to review and approve RFP funding recommendations
11/14-15/19	Judicial Council meeting where update will be provided on RFP process and funding recommendations
11/22/19	LSTFC to approve Executive Committee's final RFP funding recommendations
December 2019	Release final list of grant recipients and finalize grant agreements
Early January 2020	Funds disbursed

Restrictions and Assurances:

By accepting grant funds, programs agree to:

- Spend down all granted funds by June 30, 2021. Carryovers will not be permitted.
- Use funds only for stated purposes: eviction defense or other tenant defense assistance in landlord-tenant rental disputes, including pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention.

- Not use funds to supplant existing resources (meaning that these funds cannot replace existing funds used to provide these same services including the EAF Homelessness Prevention formula funding if applicable), and must be used to provide services to tenants not otherwise served by the qualified legal service project or support center.
- Comply with all reporting requirements specific to this grant.

Application Questions:

- Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.
- Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.
- Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.
- How will you ensure that the target demographic is served?
- If approved for funding, do you have any plans to sub-contract with another organization(s). If so, please provide details about the organization(s), including their experience and staffing, their intake/evaluation capacity to ensure compliance, the proposed subcontract work, any experience working on joint projects, how their work will supplement and improve the work your organization will provide, and subcontract amount.
- Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a subcontract, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.
- Please provide a break-down of your funding request if you plan on subcontracting.

- Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization?

Proposed Project Budget

Please be as detailed as possible in filling out the budget template which can be downloaded within the budget tab in your application on SmartSimple. To submit your budget, upload the completed form back to the budget tab in the application.

- Under column B (Budget), please insert the total expense that you anticipate for Dec 2019 – June 2021 for each expense line item.
 - For example for “Lawyers”, you might insert \$50,000 and then under column C (Brief Narrative), provide an explanation like: “Hire a temporary attorney to work on pre-eviction cases for 20 hours per week.”
 - Another example for “Printing and Postage” might be to insert \$10,000 in the “Budget” column and then provide the following explanation in the “Brief Narrative” column: “Print 5,000 training brochures on the topic of homelessness prevention strategies.”
- Please do not fill in any information in the “Cost Report 1” and “Cost Report Final” tabs.

If you have any questions, please do not hesitate to contact:

Greg Shin
Office of Access & Inclusion
State Bar of California
greg.shin@calbar.ca.gov
(213) 765-1505

On November 5th the Bank Grants Committee (the Committee) of the Legal Services Trust Fund Commission (LSTFC) met to discuss 35 applications in response to the 2020 Bank Grant Request for Proposal. The Committee voted to recommend funding for 13 proposals, totaling \$6.5 million over the three-year grant cycle. The proposals and the recommended funding amounts appear in the table below. These awards are not yet final; the LSTFC will meet on November 22nd to review the recommendations and approve final award amounts.

Organization	Recommended Award (Total Over Three Years)
California Advocates for Nursing Home Reform	\$300,000
California Rural Legal Assistance, Inc.	\$450,000
Community Legal Aid SoCal	\$250,000
East Bay Community Law Center	\$500,000
Family Violence Appellate Project	\$300,000
Inner City Law Center	\$650,000
Lawyers' Committee for Civil Rights	\$450,000
Legal Aid at Work	\$900,000
Legal Aid Foundation of Santa Barbara County	\$300,000
Legal Aid of Sonoma	\$500,000
OneJustice	\$800,000
Public Advocates, Inc.	\$400,000
Public Counsel	\$700,000
TOTAL	\$6,500,000.00