

**LEGAL SERVICES TRUST FUND COMMISSION
PARTNERSHIP GRANTS COMMITTEE MEETING
Meeting Summary and Action Items**

Friday, November 13, 2020, 10:00 a.m. – 12:00 p.m.
State Bar of California (Conference Call via Zoom)

Roll Call		
Committee Members	Advisors	Staff
Chair Christina Vanarelli	Hon. William J. Murray	Christal Bundang
Kim Bartleson		Andrea Fitantes
William Boschelli	Liaisons	Elizabeth Hom
Christian Schreiber	Bonnie Hough	
	Zach Newman	

OPEN SESSION

The meeting was called to order at 10:02 a.m.

I. ROLL CALL

Roll call was taken, and quorum was established.

II. CALL FOR PUBLIC COMMENT

Chair Vanarelli asked whether any member of the public wished to address the Committee. No public comment was requested.

III. CONSENT

A. Approval of Meeting Summary and Action Items from August 11, 2020 Meeting

The Partnership Grants Committee (Committee) unanimously approved by roll call vote the August 11, 2020 Meeting Summary and Action Items by roll call vote (Bartleson moved, Schreiber seconded).

IV. DISCUSSION AND ACTION ITEMS

A. Update Regarding 2020 Partnership Grants

Program Supervisor Elizabeth Hom reported that there are four 2020 grantees that have not yet submitted their memoranda of understanding (MOU) with the partner courts. Staff has reached out to the grantees as well as Judicial Council staff on this issue and expect all materials will be submitted and grant awards dispersed before year end.

B. Update Regarding 2020 Budget Revisions and Carry-Over Requests

Senior Program Analyst Christal Bundang reported that in response to the Committee and Legal Services Trust Fund Commission's decision to allow a more flexible approach to budget revision and carryover requests in response to the impact of COVID-19, Partnership Grant budget revisions and carryover requests are due on November 20. The Committee will review requests at an ad hoc meeting scheduled on December 1, 10-11am. No requests were submitted as of the November 13 meeting.

C. Review and Approve Recommendation Regarding Santa Clara Law's Katharine & George Alexander Community Law Center's 2021 Partnership Grant

Senior Program Analyst Bundang reported that, due to a technical issue with the grants administration database, the 2021 Partnership Grant application was miscoded as a 2020 application, and not reviewed with the other applications. Because Santa Clara Law's Katharine and George Alexander Community Law Center submitted a timely application, it was reviewed on an expedited timeline with an ad hoc working group of committee members. If the Commission approves the Committee's recommendation, the Judicial Council will consider this application at its January 2021 meeting.

The Committee unanimously approved by roll call vote the allocation recommendation of \$58,868 for Santa Clara Law's Katharine & George Alexander Community Law Center's 2021 Partnership Grant (Bartleson moved, Schreiber seconded.)

D. Review and Approve Proposed Rubric for 2022 Partnership Grants

Senior Program Analyst Bundang explained that the Committee would not approve a proposed rubric for the 2022 Partnership Grants but would instead participate in a facilitated discussion to provide feedback on the proposed rubric. The issue will be presented again to the Committee in December.

Senior Program Analyst Bundang highlighted the goals of developing a rubric to assist in application evaluation, including transparency to applicants, clarity to Committee members and Commissioners, equity in the review process, and aligning the review process with other discretionary grants. The Board of Trustees had also requested that rubrics be developed for all discretionary grants. The Committee provided feedback including providing definitions, calibrating scoring among reviewers, and awarding "bonus" points for innovation. The Committee also discussed issues related to more robust outreach related to rural and regional projects, and further developing evaluations.

V. ADJOURN

There being no other business, the meeting was adjourned at 11:06 a.m.