

**LEGAL SERVICES TRUST FUND COMMISSION  
PARTNERSHIP GRANTS COMMITTEE MEETING  
Meeting Summary and Action Items  
Friday, May 7, 2021, 10:00 a.m. – 4:00 p.m.  
State Bar of California (Conference Call via Zoom)**

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Roll Call		
<b>Members Present</b>	<b>Liaisons</b>	<b>Staff</b>
Chair Christina Vanarelli	Bonnie Hough (Judicial Council)	Elizabeth Hom
Will Boschelli	Melanie Snider (Judicial Council)	Christal Bundang
Eric Isken		Chris McConkey
Christian Schreiber		Dan Passamaneck
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<b>Advisors</b>	<b>Public Members</b>	<b>Members Absent</b>
Judge Lisa R. Jaskol	None	Kim Bartleson
Justice William J. Murray, Jr.		

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**OPEN SESSION**

Chair Christina Vanarelli called the meeting to order at 10:00 a.m.

- I. ROLL CALL**

Roll was called, and quorum was established.
  
- II. CALL FOR PUBLIC COMMENT**

Chair Vanarelli invited members of the public to comment on any items on the agenda. No public comment was made.
  
- III. CONSENT**
  - A. Approval of Meeting Summary and Action Items from January 5, 2021 Meeting**

The Committee approved the January 5, 2021 meeting summary and action items by unanimous roll call vote (Isken moved, Schreiber seconded).
  
- IV. DISCUSSION AND ACTION ITEMS**
  - A. Discuss 2022 Partnership Grant Proposals and Develop Tentative Funding Recommendations**

Senior Program Analyst Christal Bundang provided an overview of the grant review process, which included, for the first time, the use of a scoring rubric as a tool to help ensure consistent review of grant applications. Christal led a discussion of the 36 proposals received, and presented various considerations, including the working

groups' rubric scores, used to develop the initial funding recommendations.

Considerations presented included:

- The historical funding range for Partnership Grants awards has been between \$20,000 and \$100,000. Given the levels of funding requested in the proposals, the amount of available funding, and the scores developed through this year's rubric-based grant review process, staff recommended extending the top of this range to \$120,000 for 2022.
- Initial funding recommendations provided full funding to all highest-ranked projects to the extent possible under the recommended \$120,000 funding ceiling. Suggested award levels for each remaining project were then identified based on the 2021 award amounts, with adjustments based on rubric scores and the number of years previously funded.

The Committee discussed the staff funding recommendation for each proposal. Based on the estimated \$2,580,574 of total available Partnership Grant funding, the Committee identified a tentative funding amount for each proposal. The Committee then allocated a small remaining unallocated portion of funding, prioritizing rural projects, substantive areas with high anticipated need (with housing assistance given highest priority), and the amount of funding requested in relation to the project's total budget.

The Committee requested that staff conduct follow-up as identified during discussion with the goal to consider any new information at the Committee's June 18 meeting to finalize recommendations. Final recommendations will be brought to the Commission on June 25.

Commission members also expressed appreciation for staff's thorough analysis of the materials, and particularly thanked Christal Bundang for a comprehensive presentation and for efficiently piloting the first set of Partnership grants through a rubric-based analysis.

## **V. ADJOURN**

There being no other business, the meeting was adjourned at 12:02 p.m.