



Date: May 12, 2021

To: Members, Executive Committee of the Legal Services Trust Fund Commission

From: Chris McConkey, Senior Program Analyst

Subject: 2021-2022 Provisionally Licensed Lawyers (PLL) Grant Recommendations

EXECUTIVE SUMMARY

From January 1, 2021, until January 1, 2023, section 6140.03 of the California Business and Professions Code increases by \$5 the contribution that is part of the attorneys' annual license fee to support Interest on Lawyers' Trust Accounts (IOLTA)-funded organizations. The additional \$5 "shall be allocated to qualified legal services projects or qualified support centers...to hire law school graduates with a temporary provisional license issued by the State Bar."¹

The statutory change specifies that grants to hire provisionally licensed lawyers (PLLs) shall be competitive awards and gives the Legal Services Trust Fund Commission (Commission), in consultation with the Board of Trustees, authority to set grantmaking priorities. The State Bar must use the IOLTA funding formula to reallocate to QLSPs and support centers any funds that remain after the Provisional Licensure Program ends on June 1, 2022.²

The State Bar received 32 PLL Grant applications requesting a total of \$2,381,000. Staff estimate that total funding for these grants, from 2021 and 2022 combined, will be \$1,359,600. Staff has scored all applications using the Commission's rubric for these grants and arrived at funding recommendations for the 20 highest scoring submissions. Staff's funding recommendations total \$1,359,000 and would provide grants to hire full-time PLLs across the state, collectively serving every county.

The Commission Executive Committee will meet on May 12 to vote on staff's PLL Grant funding recommendations. To prepare for that vote, this memo provides information about staff's review process, scores, and funding determinations for these awards.

¹ California Business and Professions Code section 6140.03(b)(1). Note that attorneys may "opt out" of making this contribution.

² California Business and Professions Code section 6140.03(b)(2)-(4). The IOLTA funding formula is in California Business and Professions Code section 6216.

BACKGROUND

Scoring Rubric

The Commission recommended, and the Board of Trustees approved, selection criteria that will direct awards toward those programs best equipped to support their PLL on a compelling project. The goal is to maximize each PLL's contribution and retention while protecting consumers. The scoring rubric (*infra*, p. 3) looks at each organization's ability and plans to recruit, engage, train, supervise, and mentor a PLL. Successful responses to the Request for Proposals (Attachment A) persuasively and in detail described:

1. **(Impact)** How the organization would leverage the PLL's provisional license on a project that is well within the organization's experience and expertise vis-à-vis areas of law and client communities.
2. **(Support)** How the organization would train, mentor, and otherwise develop the PLL who might have to onboard and work remotely due to the COVID-19 pandemic.
3. **(Safeguards)** How the organization would protect the experiences of both its clients and the PLL through quality assurance safeguards for the PLL's legal work.
4. **(Recruitment)** How the organization would support—or, if the organization has already selected a PLL, has supported—PLL engagement and retention through a process to locate and evaluate a strong and diverse pool of PLL candidates.

The rubric also gives special consideration to projects that would focus their PLL's work on the legal issues facing those:

- Suffering due to COVID-19.
- Suffering due to natural disasters.
- Residing in rural areas.

Within the parameters of the scoring rubric, the Commission and Board directed staff to strive to recommend a statewide distribution of grants. Finally, to maximize the funding that goes to compensating PLLs, the Commission permitted staff to consider whether organizations had already selected a PLL candidate by the time they applied.

DISCUSSION

Review Process

The State Bar received 32 PLL Grant applications requesting a total of \$2,381,000. Given the short window to review submissions, the Commission delegated to staff the responsibility of scoring PLL Grant proposals. A team of three staff members from the Office of Access & Inclusion (two Program Managers and one Senior Program Analyst) scored all 32 applications. The staff members followed a written review guide and held a calibration session so they would share an understanding of—and thereafter consistently apply—the scoring rubric. The review team then met two more times to discuss and arrive at unified scores for every submission.

Scoring

The Commission Executive Committee and Board of Trustees approved the following rubric for scoring applications:

Category	Exceeds Expectations	Meets Expectations	Below Expectations	Not Addressed
Impact: Applicant envisions work that will leverage the PLL's provisional license on a project that is well within the organization's experience and expertise.				
Support: Applicant describes a thoughtful plan to provide onboarding, training, and mentorship to the PLL.				
Safeguards: Applicant articulates robust supervision and other quality assurance measures to protect the experiences of both its clients and the PLL.				
Recruitment: Applicant lists thoughtful steps to select a motivated and qualified candidate (even if it has already selected a qualified candidate) from a strong and diverse pool.				
Number of check marks	X25 points	X20 points	X15 points	X0 points
Subtotal				
Special consideration: Applicant articulates a focus on providing COVID-19, natural disaster, and/or rural legal aid.				
	0-10 points			
Total				

Staff adhered to the guidance that it provided to programs in the application instructions. When evaluating "impact", staff considered:

- The types of cases with which the PLL would assist and the PLL's role in those cases.
- How the organization would leverage the PLL's provisional license to its full advantage.
- The communities—geographic, demographic, linguistic, etc.—on which the PLL would focus his, her, or their legal work.
- Anything that would make the PLL particularly qualified to perform the work.
- The organization's experience with the interventions themselves (e.g. clinics vs. litigation), areas of law, and communities to be served.

When evaluating “support”, staff considered:

- The substantive law, legal skills, and other (e.g. diversity, equity, and inclusion, trauma-informed care, and cultural humility) trainings that the PLL would receive, as well as other forms of professional development and support.
- All other types of support (e.g. access to legal templates and commercial research databases) that the applicant would provide to assist the PLL.

When evaluating “safeguards”, staff considered:

- How the PLL would onboard, receive trainings, meet with their supervisor, and collaborate with other staff.
- The supervisor’s steps to ensure that the PLL would provide safe, effective, and sensitive legal services to clients.
- How the organization would accomplish these goals if the PLL had to work remotely due to the COVID-19 pandemic.

When evaluating “recruitment”, staff considered:

- How the organization sought or proposed to seek a strong and diverse pool of candidates.
- Whether/how the organization’s evaluation criteria for candidates relate(d) to the proposed project.

When evaluating “special consideration”, staff considered whether the applicant described an explicit focus for the PLL on COVID-19, natural disaster, and/or rural civil legal issues. Describing work that combines those issues, such as helping survivors of natural disasters in rural areas, earned more points than describing work that focused on just one. The number of points depended on the strength of connection to the special consideration categories and thoroughness of explanation.

The rubric does not confer points for having already selected a PLL. Staff would have considered whether an organization had already selected a PLL if staff needed to break a tie between organizations with the same score. This did not need to happen. Additionally, staff observed a spread of funding across the state as a result of the scores. Therefore, staff did not need to use geography as a tie breaker either.

Funding Levels

To recommend an award amount, staff allocated the available funding starting with the highest scoring application. Staff then proceeded to the second-highest scoring proposal and so on until it had exhausted the pool of funds. Thus, each applicant’s total score determined its place in line for funding. Total scores did not, however, influence whether staff recommended that successful grantees receive only some or all of their budget request. Rather, staff considered whether the program had budgeted for significant other resources to compensate the PLL. Successful programs that did propose significant non-PLL Grant funds typically received a recommendation for their full budget request

The Grant Request for Proposals alerted applicants that they might receive less than their full request.³ The Commission Executive Committee and Board of Trustees anticipated that this would be a way to balance the competing goals of maximizing the number of grant-funded positions for PLLs and ensuring sufficient award amounts for each grantee. Asking grantees to provide some of the funding to hire a PLL also increases the chances that the program can afford to keep the individual after the grant ends. Programs that budgeted only PLL Grant dollars to hire a PLL received a recommendation of funding between 73 percent and 94 percent of their request. For the top 20 applications as a group, the average recommend funding is 90 percent of the budgeted request.

Recommending amounts that were under the program's request enabled staff to make three additional awards to hire full-time PLLs. If staff had only recommended awards of 100 percent of each grantee's request, there would have been funding available for just 17 awards with some funding left over.

CONCLUSION

Collectively, the recommended programs would hire PLLs to serve every county in California. Excluding those whose PLL would provide services statewide, the recommended organizations would still serve 43 counties.⁴ At least 30 of these counties are markedly rural and/or have comparatively few legal aid providers. These PLLs would provide services across the spectrum of civil legal issues facing low-income Californians. The most common areas of law include housing (11 PLLs), family/domestic violence (8 PLLs), and income maintenance (7 PLLs). All but five of the 20 PLLs would work on COVID-19, natural disaster, or rural legal issues.

Staff estimates that there will be funding to provide grants to the top 20 (top 63 percent of) applicants. These programs received total scores between 81 and 100 points. Attachment B lists total scores, funding recommendations, and other information for each application. Attachment C breaks down the total score for each application according to the rubric's criteria. This breakdown includes any points that the program might have received for proposing work on COVID-19, natural disaster, and/or rural civil legal issues. Attachment D provides the narrative responses and budget requests from each applicant. Attachment E shows the counties to which the recommended programs would have their PLL provide services. Finally, Attachment F lists the recommended programs whose PLL would provide services in each area of law.

At its meeting on May 12, staff will ask the Commission Executive Committee to review and approve these recommendations for 2021-2022 PLL Grant awards.

³ The Request for Proposals section titled "Required Contribution from the Host Organization" states, "Please note that successful applicants might have to contribute some funding to compensate a full-time PLL." The section then provides an example scenario. Attachment A, page 3.

⁴ These counties are: Alameda, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Glenn, Humboldt, Imperial, Lake, Lassen, Los Angeles, Marin, Mendocino, Modoc, Nevada, Orange, Placer, Plumas, Riverside, Sacramento, San Benito, San Bernardino, San Diego, San Francisco, San Joaquin, San Luis Obispo, Santa Barbara, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Tehama, Trinity, Ventura, Yolo, and Yuba.

ATTACHMENTS

- A. Request for Proposals for 2021-2022 PLL Grants
- B. Staff Scores and Funding Recommendations for PLL Grant Applications
- C. Breakdown of Staff Scores for PLL Grant Applications
- D. Profile Sheets of PLL Grant Applications
- E. Map of Recommended PLL Grant Recipients
- F. Recommended PLL Grant Recipients by Area of Law



The State Bar of California

2021–2022 Provisionally Licensed Lawyers (PLL) Grant Request for Proposals

Application available in SmartSimple: Monday, March 15, 2021

Deadline to submit application in SmartSimple: Friday, April 16, 2021, at 5:00 p.m. (PT).

Background

On September 30, 2020, Governor Gavin Newsom signed Assembly Bill 3362 (AB 3362). AB 3362 amends section 6140.03 of the California Business and Professions Code to increase by \$5 the opt-out donation to qualified legal services projects (QLSPs) and support centers on attorneys' annual license fee statements. According to the legislation, the additional \$5 "shall be allocated to qualified legal services projects or qualified support centers...to hire law school graduates with a temporary provisional license issued by the State Bar." The statute instructs that the entire \$5 increase from each licensee who contributes must go to QLSPs and support centers without any deductions for State Bar costs.

AB 3362 specifies that these grants to hire Provisionally Licensed Lawyers (PLLs) shall be competitive awards and gives the Legal Services Trust Fund Commission, in consultation with the State Bar Board of Trustees, authority to set grantmaking priorities. Any funds remaining after the State Bar's Provisional Licensure Program ends must be reallocated to QLSPs and support centers through the statutory Interest on Lawyers' Trust Accounts formula in California Business and Professions Code section 6216. The Provisional Licensure Program will end on June 1, 2022. The following is an excerpt of AB 3362's relevant language:

Section 6140.03 of the Business and Professions Code is amended to read:

6140.03.

(a) The board shall increase each of the annual license fees fixed by Sections 6140 and 6141 by an additional forty-five dollars (\$45), to be allocated only for the purposes established pursuant to subdivision (b) and Section 6033, except to the extent that a licensee elects not to support those activities.

(b) (1) Five dollars (\$5) of the forty-five-dollar (\$45) fee shall be allocated to qualified legal services projects or qualified support centers as defined in Section 6213 to hire law school

graduates with a temporary provisional license issued by the State Bar. The State Bar shall not make any deductions from the five dollars (\$5) for any reason, including, but not limited to, administrative fees, costs, or expenses by the State Bar.

(2) Funds shall be allocated pursuant to a competitive grant process and not through the formula set forth in Section 6216.

(3) The Legal Services Trust Fund Commission in consultation with the board of trustees may create priorities for allocating the competitive grants.

(4) Any funds allocated under paragraph (1) remaining after the termination of the temporary provisional license program shall be reallocated only for the purposes established pursuant to Section 6033.

(c) The invoice provided to licensees for payment of the annual license fee shall provide each licensee the option of deducting forty-five dollars (\$45) from the annual license fee if the licensee elects not to have this amount allocated for the purposes established pursuant to Section 6033.

(d) This section shall remain in effect only until January 1, 2023, and as of that date is repealed.

Although this amendment to section 6140.03 is effective until January 1, 2023, the State Bar's Provisional Licensure Program will end on June 1, 2022. Thus, the Legal Services Trust Fund Commission and State Bar staff must reallocate any funds left over as of that date.

Eligibility

AB 3362 specifies that only current California QLSPs and support centers—those “defined in [California Business and Professions Code] section 6213”—may receive a competitive PLL grant. Interested organizations must submit their grant proposal via the State Bar's grants management platform, SmartSimple, by **April 16, 2021, at 5:00 p.m. (PT)**.

Award Information

The number and size of awards will depend on how much the State Bar collects from the \$5 increase during the 2021 and 2022 fee cycles. This in turn depends on how many State Bar licensees opt out of that contribution. As of February 16, staff project about \$552,000 from 2021's \$5 increase. For 2022 fees, staff conservatively project \$480,000 from the \$5 increase.

Applicants may submit a budget for their expenses to hire a PLL between January 1, 2021, when AB 3362 became effective, and June 1, 2022, when the law requires the State Bar to reallocate unspent funds. This 17-month award period bridges two State Bar fee cycles, requiring the State Bar to make awards using the known total for 2021 contributions and a projected total for 2022 contributions. Applicants will need to acknowledge that the State Bar will have to adjust proportionally their final award amount to reflect the actual, to-be-determined contributions for 2022. **Conservatively projecting next year's donations will lower—but not eliminate—the risk of having to decrease awards during the grant period.**

Since California Business and Professions Code section 6140.03(b)(4) requires reallocating leftover funds after the Provisional Licensure Program sunsets, grantees will have to return any unused portion of their award shortly after June 1, 2022. Extensions will be unavailable. To mitigate challenges with returning funds, grant payments will likely arrive in two or more installments during the one-year grant period and State Bar staff will monitor spend down via multiple financial reports.

Required Contribution from the Host Organization

Please note that successful applicants might have to contribute some funding to compensate a full-time PLL. The State Bar will require grantees to set their PLL's salary and benefits in accordance with their existing organizational policies and practices. As an example, if a grantee's salary scale sets a first-year attorney's salary at \$60,000, then the grantee will need to pay the PLL the \$60,000 salary plus benefits, even if the grant is less than the total.

Example: An organization that sets first-year attorney salaries at \$60,000 might find that it spends about 22 percent of that salary on the same position's payroll taxes and benefits. The full cost of the position, therefore, would run about \$73,200. If the organization's PLL award were exactly \$50,000, then the organization's contribution to the PLL's compensation would be about \$23,200.

Selection Criteria

Unlike other discretionary awards that the State Bar administers to QLSPs and support centers, AB 3362 does not limit PLL grants to averting or redressing specific legal harms. The Legal Services Trust Fund Commission, in consultation with the Board of Trustees, has therefore set selection criteria that will support PLLs in reaching their full potential to serve clients safely. This includes looking at the organization's ability and plan to recruit, train, guide, supervise, and mentor its PLL in projects that fall within its existing experience and expertise.

A successful response to the RFP will persuasively and in detail describe:

1. How the organization will leverage the PLL's provisional license on a project that is well within the organization's experience and expertise vis-à-vis areas of law and client communities.
2. How the organization will train, mentor, and otherwise develop the PLL who might have to onboard and work remotely due to the COVID-19 pandemic.
3. How the organization will protect the experiences of both its clients and the PLL through quality assurance safeguards for the PLL's legal work.
4. How the organization will support—or, if the organization has already selected a PLL, supported—PLL engagement and retention through a process to locate and evaluate a strong and diverse pool of PLL candidates.

The State Bar will use its best efforts to distribute grants statewide. Organizations are welcome to choose any of their QLSP or legal support center services for a PLL's proposed scope of work. Additionally, in its ongoing commitment to helping address our state's most pressing access to justice crises, there will be special consideration for projects that focus on confronting the legal issues facing those:

- Suffering due to COVID-19.
- Suffering due to natural disasters.
- Residing in rural areas.

To maximize funding to compensate PLLs, the State Bar may grant special consideration to organizations that have selected a PLL with whom to work by the time that the organization applies for funding.

Staff will use the following scoring rubric to evaluate proposals:

Category	Exceeds Expectations	Meets Expectations	Below Expectations	Not Addressed
Impact: Applicant envisions work that will leverage the PLL's provisional license on a project that is well within the organization's experience and expertise.				
Support: Applicant describes a thoughtful plan to provide onboarding, training, and mentorship to the PLL.				
Safeguards: Applicant articulates robust supervision and other quality assurance measures to protect the				

experiences of both its clients and the PLL.				
Recruitment: Applicant lists thoughtful steps to select a motivated and qualified candidate (even if it has already selected a qualified candidate) from a strong and diverse pool.				
Number of check marks	X25 points	X20 points	X15 points	X0 points
Subtotal				
Special consideration: Applicant articulates a focus on providing COVID-19, natural disaster, and/or rural legal aid.				
	0-10 points			
Total				

PLL Grant award decisions are within the sole discretion of the State Bar and will be final. There is no appeals process.

Grant Parameters

The legislation requires that organizations use these grants “to hire law school graduates with a temporary provisional license issued by the State Bar.” To maximize flexibility for programs and PLLs while complying with the language of the statute, the State Bar has interpreted “to hire” to include employing a PLL who: previously left the organization and would be returning under the grant, previously volunteered for the organization, works for the organization as an external contractor, or is otherwise not currently an employee of the host organization.

To support a fair compensation for PLL staff, grant funds may be used for only PLL salaries, payroll taxes, and benefits. All other costs associated with the PLL’s work, such as professional development and supplies, must come from other funds.

Application Questions

The Legal Services Trust Fund Commission and State Bar have sought to streamline the application for PLL grants so that it can make awards on a one-year timeline with an end date aligning with that in the statute. The application asks for the following information:

Prompt 1.: Please describe in detail the legal work that the PLL would perform over the grant period (from January 1, 2021 to June 1, 2022). If the PLL already works with your organization, this can be the same work that the PLL performs now. In your response, please describe the types of cases with which the PLL will be assisting and the PLL’s role in those cases, noting how you intend to leverage their provisional license to its full advantage. Consider describing the

community or communities—geographic, demographic, linguistic, etc.—on which the PLL will focus their legal work. Finally, please note if anything makes this PLL particularly qualified to perform this work.

Prompt 2.: Since PLLs have yet to pass the Bar Exam and might be starting work remotely, it is imperative that grantees be able to provide robust supervision and other support to their PLL. The State Bar, therefore, will give strong preference to applicants that can establish the ability to guide and monitor their PLL's work.

Prompt 2.a.: Please describe your organization's experience and expertise in the PLL's proposed projects—the interventions themselves (e.g. clinics vs. litigation), the areas of law, and the communities they serve. Who will oversee the PLL and what is their experience with the project and supervising others?

Prompt 2.b.: Please describe with specificity the substantive law, legal skills, and other (e.g. diversity, equity, and inclusion, trauma-informed care, and cultural humility) trainings that the PLL will receive. Please note whether trainings are usually in-house or external and who will provide them. Please note the other supports (e.g. access to legal templates and commercial research databases) that you will provide to the PLL to assist them in their work.

Prompt 2.c.: Please describe in detail how you will safeguard the quality of your PLL's services to clients as well as the PLL's own experience at the organization. How will the PLL onboard, receive trainings, meet with their supervisor, and collaborate with other staff? What steps will the supervisor take to ensure that the PLL provides safe, effective, and sensitive legal services to clients? Finally, please describe how you will accomplish these goals if the PLL must start and work remotely due to the COVID-19 pandemic.

Prompt 3: Please describe how you recruited or will recruit your PLL by one month into the grant period (by July 1, 2021). How do you seek a strong and diverse pool of candidates? Please note whether/how your evaluation criteria relate to the proposed project.

Budget narrative prompt: Please estimate the total costs—salary, benefits, and payroll taxes—of hiring a full-time PLL. You may include costs between January 1, 2021, when AB 3362 took effect, and June 1, 2022, when the Provisional Licensure Program ends. Additionally, please explain how you arrived at the PLL's rate of pay in accordance with your existing policies and list the benefits that the PLL will receive.

Requirements/Next Steps

Date	Activity
March 15, 2021	Release application in SmartSimple
April 16, 2021	Deadline to submit RFP applications in SmartSimple
May 17, 2021	Notify applicants about awards
July 1, 2021	Deadline to hire a PLL or return funds
June 1, 2022	End of grant period, triggers return of unused funds

Reporting Requirements

Documenting how grantees effectively use statutory funds critically supports their existence in the future. Grantees will have to file regular financial reports and describe the types of cases on which the PLL worked, including notable outcomes.

Financial Reporting

Organizations that receive a PLL grant will have to submit interim and final financial reports for their payments to PLLs. To ensure compliance with the authorizing statute, the State Bar reserves the right to require proof, at any time, of the amount, timing, and nature of payments towards PLL salaries, payroll taxes, and benefits. Proof might include paystubs, third-party payroll processor reports, benefits invoices, etc. that show the organization's payments for its PLL's work during the grant period.

If an organization reports for its PLL grant its costs for a PLL's salary/wages, payroll taxes, or benefits, it must then exclude those expenses from other State Bar financial reports. That is, organizations must avoid double counting their spending to hire PLLs except to the extent that a PLL's compensation exceeded the amount of the PLL grant award.

Evaluation

At the end of the grant period, organizations must submit a report describing the contributions of its grant-funded PLL to the organization's services. The report will likely seek information about the following topics, among others:

- The scope of work that the PLL performed during the grant period, including the PLL's greatest accomplishments.
- The effect that the PLL's work had on the organization's services to QLSPs or very low-income Californians, especially notable case outcomes.
- The organization's and PLL's experiences during the award period.
- Whether the organization plans to keep the PLL on staff.

Required Project Assurances

Applicants must agree to:

1. Use the funds only “to hire law school graduates with a temporary provisional license issued by the State Bar.” California Business and Professions Code section 6140.03(b)(1).
2. Return any unused PLL Grant funds within 30 days of the end of the award period (by July 1, 2022).
3. Let the State Bar adjust—increase or decrease—their total award for January 1, 2021 to June 1, 2022, to reflect the total funding that becomes available for PLL grants from the 2022 license fee statement. Grantees would likely see the increase or decrease in their final PLL grant payment. This assurance is necessary because licensees typically have until February 1 to pay their annual fees to the State Bar. State Bar staff, therefore, will probably know the total contributions for 2022 only after February 1, 2022. The State Bar will make 17-month awards using the known amounts for 2021 and a conservative projection for 2022. To the extent that 2022 funding is higher or lower than the State Bar’s initial projections, the State Bar will distribute the increase or decrease across all grantees proportionally after February 1, 2022.
4. File all required reports. Upon request, submit proof (e.g. paystubs, a third-party payroll processor’s report, benefits invoices, etc.) of the timing, amounts, and nature of all qualifying payments to compensate PLLs for their work during the award period.
5. Immediately notify the State Bar if the grant-funded PLL leaves the organization before it has finished spending down its award. Grantees that are unable to hire a PLL by July 1, 2021, and within 30 days of a PLL leaving early, must return their unused funds unless the State Bar, in its sole discretion, makes an exception.
6. Abide by its own current personnel policies, collective bargaining agreements, and salary scales in setting the PLL’s compensation. This means that organizations must compensate their grant-funded PLL at the organization’s rate of pay for entry-level attorneys, as well as offer to them the same benefits. If a conflict arises between the organization’s policies and these assurances, the PLL Grant Agreement, the Provisional Licensure Program’s requirements, or any legal requirements that operate on the organization, then the organization’s policies must give way to those other provisions.

7. Comply with all State Bar Provisional Licensure Program requirements. The PLL's attorney supervisor(s) must meet regularly with the PLL to ensure attentive onboarding, training, case reviews, and mentorship.
8. Make available to the PLL resources that are similar to those it provides to its other attorneys such as a space to work, computer hardware, computer software, furniture, supplies, telecommunications, online services, etc. If the organization has temporarily closed its offices due to the COVID-19 pandemic, then agree to make available to the PLL work-from-home resources like those it provides to other attorneys on staff.
9. Strive to offer the same alternatives, if any, to in-office or in-person work during the COVID-19 pandemic that it generally provides to other attorney staff members. Additionally, communicate to the PLL its expectations for in-person vs. remote work due to the pandemic prior to the PLL accepting the position. If the PLL already works with the organization, then agree to revisit these expectations upon accepting an award.
10. With respect to the PLL only, waive any policy that would normally require the PLL to pass a bar exam during the award period. Like any leave request, organizations may grant bar exam leave in accordance with its policies for all staff members. The PLL grant should not pay for the PLL's salary during leave unless—and then only to the extent that—such leave would normally be paid under the employer's policies.
11. Comply with all applicable federal, state, and local employment laws (e.g. those governing leave and the treatment of exempt versus nonexempt employees) as well as all other applicable laws and regulations including those governing the State Bar Provisional Licensure Program.

Required Documents

At the time of application, organizations will need to submit:

- Signed grant assurances.
- PLL's resume (if available).
- Written policy, such as a salary scale, that they used to determine the PLL's compensation in the budget narrative (if available).

Before July 1, 2021, organizations will need to submit:

- A copy of the signed declaration form that the PLL submitted in its application for provisional licensure showing that the grantee is supervising the PLL.
- Proof that the Provisional Licensure Program has accepted the PLL.

- The organization's written offer of employment to the PLL, which the PLL has accepted.

If you have any questions, please contact Christopher McConkey at 213-765-1505 or Christopher.McConkey@calbar.ca.gov

Staff Scores and Funding Recommendations for PLL Grant Applications

	Organization	County(ies) Served	Substantive Area(s)	Selected a PLL	Months of Funding	Amount Requested	Total Score	Funding Recomm.
Scores 91-100								
1	Legal Services of Northern California	Amador, Butte, Calaveras, Colusa, Del Norte, El Dorado, Glenn, Humboldt, Lake, Lassen, Mendocino, Modoc, Nevada, Placer, Plumas, Sacramento, Shasta, Sierra, Siskiyou, Solano, Tehama, Trinity, Yolo	Disability Rights, Education, Housing, Income Maintenance, Consumer/Finance, Employment, Health and Long-term Care, Immigration	No	11	\$ 83,000	100	\$ 75,000
2	Legal Access Alameda	Statewide	Consumer/Finance, Family/Domestic Violence, Employment, Housing	No	12	\$ 69,000	98	\$ 65,000
3	California Rural Legal Assistance, Inc.	San Joaquin, San Luis Obispo, Santa Barbara, Stanislaus, Ventura	Housing	Yes	14	\$ 88,000	96	\$ 80,000
4	Bet Tzedek Legal Services	Los Angeles	Housing	Yes	14	\$ 84,000	92	\$ 70,000
5	Legal Aid Foundation of Los Angeles	Los Angeles	Housing	No	12	\$ 50,000	92	\$ 50,000
6	Senior Citizens Legal Services	San Benito, Santa Cruz	Disability Rights, Housing, Income Maintenance, Consumer/Finance, Health and Long-term Care, Other (Natural Disaster Recovery)	Yes	13	\$ 87,000	91	\$ 82,000
Scores 81-90								
7	Eviction Defense Collaborative	San Francisco	Housing	Yes	12	\$ 70,000	90	\$ 70,000
8	Inland Counties Legal Services	Riverside, San Bernardino	Family/Domestic Violence	Yes	15	\$ 75,000	90	\$ 75,000
9	Worksafe, Inc.	Alameda, Contra Costa, Los Angeles, Marin, Orange, Sacramento, San Francisco, Santa Clara, Solano, Sonoma	Income Maintenance, Employment.	Yes	16	\$ 105,000	90	\$ 85,000
10	Elder Law & Advocacy	Imperial, San Diego	Conservatorship, Disability Rights, Guardianship, Housing, Income Maintenance, Consumer/Finance, Family/Domestic Violence, Employment, Health and Long-term Care, Immigration, Other (Wills/Advance Health Care Directives; Civil Harassment and Abuse Matters)	No	12	\$ 71,000	87	\$ 65,000
11	Inner City Law Center	Los Angeles	Housing	Yes	12	\$ 60,000	87	\$ 60,000
12	Community Legal Aid SoCal	Orange	Family/Domestic Violence	No	12	\$ 63,000	85	\$ 63,000
13	Family Violence Law Center	Alameda	Family/Domestic Violence	No	12	\$ 74,000	85	\$ 65,000
14	Los Angeles Center for Law and Justice	Los Angeles	Family/Domestic Violence, Immigration	No	12	\$ 76,000	85	\$ 65,000
15	Santa Clara University Alexander Law Center	Santa Clara	Consumer/Finance, Immigration	Yes	11	\$ 90,000	85	\$ 70,000
16	UC Davis School of Law Legal Clinics	Sacramento, Solano, Yolo, Yuba	Family/Domestic Violence, Immigration, Civil rights	No	12	\$ 89,000	85	\$ 65,000
17	Veterans Legal Institute	Los Angeles, Orange, Riverside, San Bernardino	Income Maintenance, Family/Domestic Violence, Other (Veterans)	Yes	12	\$ 67,000	83	\$ 60,000
18	Mental Health Advocacy Services	Los Angeles	Disability Rights, Housing, Income Maintenance, Consumer/Finance, Employment, Health and Long-term Care	Yes	13	\$ 80,000	82	\$ 70,000
19	Public Counsel	Statewide	Disability Rights, Housing, Income Maintenance, Health and Long-term Care, Other (Veterans)	No	12	\$ 69,000	82	\$ 60,000
20	Child Care Law Center	Statewide	Disability Rights, Education, Housing, Income Maintenance	Yes	12	\$ 75,000	81	\$ 64,000
Scores 65-80								
21	Asian Pacific Islander Legal Outreach	Alameda, Contra Costa, San Francisco, San Mateo	Immigration Law	Yes	12	\$ 69,000	80	
22	Justice & Diversity Center	San Francisco	Housing	No	12	\$ 82,000	80	
23	Law Foundation of Silicon Valley	Santa Clara	Disability Rights, Health and Long-term Care	Yes	12	\$ 76,000	80	
24	Learning Rights Law Center	Los Angeles, San Bernardino, Ventura	Disability Rights, Education	No	12	\$ 70,000	80	
25	Social Justice Collaborative	Alameda, Contra Costa, Marin, San Francisco, San Joaquin, San Mateo, Santa Clara, Solano, Sonoma, Stanislaus	Guardianship, Immigration	Yes	12	\$ 65,000	80	
26	Legal Assistance for Seniors	Alameda	Family/Domestic Violence, Guardianship, Housing, Income Maintenance, Immigration	Yes	17	\$ 82,000	77	
27	Legal Assistance to the Elderly	San Francisco	Housing	Yes	17	\$ 73,000	77	
28	OneJustice	Statewide	Education, Housing, Income Maintenance, Consumer/Finance, Family/Domestic Violence, Employment, Health and Long-Term Care, Immigration	No	10	\$ 55,000	77	
29	Neighborhood Legal Services	Los Angeles	Housing, Income Maintenance, Other (Homelessness Prevention)	No	14	\$ 91,000	76	
30	Riverside Legal Aid	Riverside	Conservatorship, Guardianship, Housing, Income Maintenance, Consumer/Finance, Family/Domestic Violence, Immigration	Yes	8	\$ 50,000	75	
31	Contra Costa Senior Legal Services	Contra Costa	Consumer/Finance, Family/Domestic Violence, Health and Long-term Care, Housing, Other (Wills and Small Claims)	Yes	11	\$ 70,000	72	
32	Legal Services for Seniors	Monterey	Guardianship, Housing, Income Maintenance, Family/Domestic Violence, Health and Long-term Care	No	12	\$ 73,000	65	
					Totals	\$ 2,381,000		\$ 1,359,000

Breakdown of Staff Scores for PLL Grant Applications

		Impact	Support	Safeguards	Recruitment	Special Consideration	Total Score	Funding Recomm.
1	Legal Services of Northern California	20	25	20	25	10	100	\$ 75,000
2	Legal Access Alameda	25	20	20	25	8	98	\$ 65,000
3	California Rural Legal Assistance, Inc.	25	25	20	20	6	96	\$ 80,000
4	Bet Tzedek Legal Services	20	25	20	25	2	92	\$ 70,000
5	Legal Aid Foundation of Los Angeles	25	25	20	20	2	92	\$ 50,000
6	Senior Citizens Legal Services	25	20	20	20	6	91	\$ 82,000
7	Eviction Defense Collaborative	25	25	20	20	0	90	\$ 70,000
8	Inland Counties Legal Services	25	20	20	20	5	90	\$ 75,000
9	Worksafe, Inc.	25	20	20	20	5	90	\$ 85,000
10	Elder Law & Advocacy	25	20	20	20	2	87	\$ 65,000
11	Inner City Law Center	25	25	20	15	2	87	\$ 60,000
12	Community Legal Aid SoCal	25	20	20	20	0	85	\$ 63,000
13	Family Violence Law Center	25	20	20	20	0	85	\$ 65,000
14	Los Angeles Center for Law and Justice	20	20	20	25	0	85	\$ 65,000
15	Santa Clara University Alexander Law Center	20	25	20	20	0	85	\$ 70,000
16	UC Davis School of Law Legal Clinics	20	20	20	20	5	85	\$ 65,000
17	Veterans Legal Institute	25	20	20	15	3	83	\$ 60,000
18	Mental Health Advocacy Services	25	20	20	15	2	82	\$ 70,000
19	Public Counsel	20	20	20	20	2	82	\$ 60,000
20	Child Care Law Center	20	20	20	20	1	81	\$ 64,000
21	Asian Pacific Islander Legal Outreach	20	20	20	20	0	80	
22	Justice & Diversity Center	20	20	20	20	0	80	
23	Law Foundation of Silicon Valley	20	20	20	20	0	80	
24	Learning Rights Law Center	20	20	20	20	0	80	
25	Social Justice Collaborative	20	20	20	20	0	80	
26	Legal Assistance for Seniors	20	20	20	15	2	77	
27	Legal Assistance to the Elderly	20	20	20	15	2	77	
28	OneJustice	20	20	20	15	2	77	
29	Neighborhood Legal Services	20	20	20	15	1	76	
30	Riverside Legal Aid	20	20	15	15	5	75	
31	Contra Costa Senior Legal Services	20	20	15	15	2	72	
32	Legal Services for Seniors	15	15	20	15	0	65	
							Total	\$ 1,359,000

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Asian Pacific Islander Legal Outreach		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$69,000	05/01/2021	05/01/2022
County(ies) Served	Alameda, Contra Costa, San Francisco, San Mateo,		
Substantive Area(s)	Immigration		
Impact (PLL's Work)	<p>APILO's PLL will primarily focus on Immigration cases for indigent clients in the San Francisco Bay Area that are low-English proficiency. The PLL already works with our organization and will continue the same work they are performing now under the supervision of our Immigration Supervising Attorney. The PLL's activities include meeting with, interviewing, and working with clients to:</p> <ul style="list-style-type: none"> -Screen for eligibility for immigration remedies or naturalization -Provide generalized legal assistance -Provide referrals to other social service or legal providers, as needed -Review documents -Review case -Submit Freedom of Information requests -Assist with application process for affirmative immigration remedies (U-Visas, T-Visas, SIJS, VAWA self-petitions, family-based petitions, Adjustment of Status, asylum, TPS), DACA, Naturalization. This includes application/petition preparation for client and derivatives, Requests for Evidence, and appeals. <p>Under the direct supervision of our Immigration Project Supervisor, the PLL is able to do all of these activities up to and including drafting petitions and applications. The only thing they cannot do is sign off or be listed as the client's legal representative on USCIS Form G-28. This means that follow up correspondence from immigration authorities will not be received directly by our PLL but by their direct supervisor who will work with the PLL to follow up on next steps for the case.</p> <p>Our PLL has over 12 years of experience working with this client population, is a native Spanish speaker, and is committed to providing high quality legal services to community members that are marginalized due to their status as LEP, low-income, and/or immigration status.</p>		
Impact (Organization's Expertise)	<p>APILO provides culturally competent legal services in over a dozen languages and dialects. Legal services are provided by a staff of 45 working out of offices in Oakland and San Francisco. Priority programs include immigration, anti-trafficking, violence against women, housing, as well as services for youth, seniors, and individuals with disabilities. Further, clinical services are provided by APILO staff working with partners and volunteers in Stockton, Modesto, Fresno, Sacramento, and Contra Costa and San Mateo counties. Last year, APILO served over 2900 clients.</p> <p>APILO has provided a full range of legal representation in the immigration area to under-served communities for over 40 years. In recognition of the lack of immigration legal services in the Latinx community, services have been expanded so that about 25% of APILO's current clients are Latinx.</p> <p>Additionally, APILO works closely with community-based organizations (CBOs) to provide holistic and comprehensive services to clients including social, educational, and health services, as well as those that promote economic development. Training and technical assistance has been provided to attorneys, CBOs, public agencies, and law Enforcement.</p> <p>APILO has served low-income, hard-to-reach, under-served communities since its creation by offering free legal services in the language of the client's choice, conducting</p>		

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	<p>outreach, and maintaining a constant presence in these communities, while working closely with organizations to maximize reach into the community and to ensure that services respond to needs.</p> <p>APILO's PLL will be supervised by the Immigration Project Supervisor who has 12 years of experience representing clients in civil matters, including a variety of immigration matters and 15 years of experience with culturally competent communication and outreach activities in the immigrant communities. They have over one year of experience supervising a team of 8 immigration attorneys/staff and also proficient in Bahasa Indonesian, French, and Spanish.</p>
Support (Support for PLL)	<p>APILO's PLL will be afforded the same training and professional development opportunities as our staff attorneys. This includes an annual professional development budget of \$1200 to attend external courses, conferences, and workshops plus a number of free trainings including: APILO's in-house series of cultural humility trainings covering all of our core practice areas (immigration, trafficking, elder abuse, domestic violence/family law, housing, and youth), external culturally competent interpreter training, external diversity, inclusion, and equity training, external bias training, and free external general practice and immigration-specific trainings provided by PLI, ILRC, and CLINIC. In addition to these training resources, we also have an extensive in-house immigration law library and access to legal templates and a commercial research database called FASTCASE.</p>
Safeguards (Protections for PLL and Clients)	<p>Our PLL has already been onboarded as they have been a member of our staff since 2019. They meet weekly with their supervisor and the rest of the immigration team to collaborate, discuss issues, and share best practices. Their team also meets once a week with all other legal staff from our agency's other practice areas to ensure safe, effective, and sensitive legal services to clients. The first step our PLL's supervisor will take to ensure safety and effectiveness is an assessment of a potential client's situation (intake) to determine if the case will be accepted by our agency. They will ensure sensitivity and adequate capacity of staff and resources before taking on a client's case and assigning it to individual staff by evaluating current case loads and cultural background of available staff to match client cases with appropriate staff. If a case cannot be accepted by other staff or our PLL then a consultation with referrals, if needed, will be provided. After acceptance of a case, the supervisor provides technical assistance and guidance on an ongoing as-needed basis. The supervisor checks in with the PLL at least twice a week while working remotely. Immigration team and all legal staff meetings are each held once a week remotely.</p>
Recruitment (Strong and Diverse Pool of Candidates)	<p>We sought a strong and diverse pool of candidates by posting for a staff attorney position that could work in any of our 6 practice areas. We posted on a variety of channels including collaborative listservs, e-mails to community partners, on our website, on job posting sites like Indeed and ZipRecruiter, e-mails to our funders, law school listservs, at law school recruiting events like Public Interest Law Day, and word of mouth. We were ultimately successful in finding a candidate that met our job description requirements and criteria for hiring when we met Hilda "Vanessa" Campbell who was both interested and experienced in helping underserved community members with their immigration matters. We hired Vanessa as a post-bar fellow on our immigration team and believe that her position is extremely well-suited to maximize use of this grant. This is because the bulk of immigration work is screening, eligibility, and paperwork, which can all be conducted by a non-attorney under the supervision of an experienced immigration attorney.</p>

GRANT BUDGET				
Months of Funding	12			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$55,645	\$0	\$5,355	\$61,000
PLL Payroll Taxes and Benefits	\$13,355	\$0	\$1,285	\$14,640
TOTAL PERSONNEL	\$69,000	\$0	\$6,640	\$75,640

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Bet Tzedek Legal Services		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$84,000	04/01/2021	06/01/2022
County(ies) Served	Los Angeles		
Substantive Area(s)	Housing		
Impact (PLL's Work)	<p>Bet Tzedek's PLL, Caitlin Saggese, was a legal fellow on our Preventing and Ending Homelessness Project (PEHP) from September 2020 through March 2021 and under this grant would continue working on the PEHP team as a PLL.</p> <p>Broadly speaking, Bet Tzedek's PEHP team provides two types of services: pre-litigation advice and counsel, and litigation services. Ms. Saggese provides the former and will continue to do so as PLL. There is always a significant need for pre-litigation advice and counsel and, in general, helping clients before they go to court offers the best options for positive outcomes for the client. Ms. Saggese does substantive work, including conducting daily intake interviews for incoming eviction prevention and defense cases; researching legal issues; providing advice and counsel; preparing client declarations; and staffing a weekly remote legal clinic.</p> <p>Bet Tzedek's PEHP serves LA county, focusing on four courthouse jurisdictions: Stanley Mosk, Santa Monica, Van Nuys, and Antelope Valley. These jurisdictions have a mixture of urban, rural, and hard-to-reach or underserved clients, especially undocumented monolingual Spanish speakers. Notably, Bet Tzedek is one of just two legal aids in LA County that serve undocumented clients, who face particular risks and complications in eviction-related matters.</p> <p>While being closely supervised, Ms. Saggese will have an added degree of autonomy as a PLL rather than a fellow and will perform the type of duties performed by a first-year attorney. Ms. Saggese is uniquely qualified for this position because she has been part of our recent homelessness prevention efforts under COVID-19 as a fellow. She is fully onboarded and trained, very well versed in the types of matters we see and has demonstrated her skills and client-centered approach. Bet Tzedek will work with her to incorporate new and additional duties to fully leverage the PLL position for her career development.</p>		
Impact (Organization's Expertise)	<p>Bet Tzedek's PEHP was established in 2017 with Measure H funds, joining five other legal aid agencies in a county-wide LAHSA-funded collaborative. Since then, Bet Tzedek has rapidly expanded the practice and brought the gamut of services—from pre-litigation to UD defense to post-judgment solutions—to the four courthouse jurisdictions we primarily serve. Since September 2020, we have been part of LA County's Right to Counsel project; as one of the contractors with the highest deliverables, we serve a substantial portion of the County's UD cases and field a high volume of referrals for advice and counsel.</p> <p>Since the start of the pandemic, Bet Tzedek's PEHP has swiftly and continually adapted to the changing housing law landscape, providing up-to-date resources and services. Hiring Ms. Saggese as PLL is part of our effort to continue building internal resources to meet the community's growing and changing needs. Her experience, skills, and provisional licensure increase our capacity to intake clients quickly and deliver high quality advice and counsel.</p> <p>Ms. Saggese is currently supervised by Tzung-lin Fu, Bet Tzedek's VP of Legal Services, who has supervised the PEHP team since December 2020, when Directing Attorney Cynthia Chagolla went on Family Leave. Because the program has grown so rapidly and now has 16 full-time staff attorneys and advocates, in March 2021 Bet Tzedek hired a Co Directing Attorney, Gigi Lam. Going forward, the PLL, Ms. Saggese, will be co-supervised by Ms. Fu and Ms. Lam, until Ms. Chagolla returns from leave.</p> <p>The PLL will also benefit from the mentorship of the team's two seasoned senior attorneys. To the extent that an advice and counsel case requires consideration, the directing attorneys</p>		

	and seniors attorneys weigh in during case review. The PLL will always be well-supported and will benefit from the insights of four experienced housing attorneys.
Support (Support for PLL)	<p>Bet Tzedek is committed to staff development; every team has a robust staff development budget, and all staff are encouraged and supported to seek out training opportunities, such as conferences and webinars.</p> <p>Bet Tzedek also provides extensive in-house trainings. In terms of substantive law, these include in-house eviction defense specific trainings tailored for the PEHP team. These trainings will continue during the PLL grant term and recordings of past trainings will be made available to the PLL. Additional trainings regarding trial advocacy, such as deposition and jury selection trainings, are being planned and will be made available to the PLL.</p> <p>Other in-house trainings directed at legal advocacy staff are provided regularly by Bet Tzedek attorneys and outside experts; topics of recent and upcoming trainings include trauma-informed anti-racist advocacy, impact litigation 101, effective legal writing, ethics, litigation skills, and policy and amicus record-keeping. In addition, in fall 2020 Bet Tzedek's staff participated in a series of race affinity group discussions, and the agency has committed to continued training on diversity, equity, and inclusion in the workplace.</p> <p>Beyond trainings, Bet Tzedek provides other forms of support. The housing practice utilizes a set of established templates, and the new co-Directing attorney and senior attorneys are developing more. In addition, Bet Tzedek has resources including Lexis, Westlaw, Lawyaw (a cloud-based form preparation service we use every day), and One Legal (an e-filing system). Training on these tools is part of every legal staff member's onboarding. All legal staff have access to the Practicing Law Institute and the Pro Bono Training Institute, which have a variety of on-demand recorded webinars on a wide range of topics.</p>
Safeguards (Protections for PLL and Clients)	<p>The proposed PLL, Ms. Saggese, joined Bet Tzedek in September 2020 as a fellow and has been fully onboarded and trained. She has met with her supervisor to discuss her duties as a PLL and the terms of this proposed grant.</p> <p>Bet Tzedek puts numerous safeguards in place to ensure all legal staff, including the PLL, provide quality legal services to clients. Intakes that come in through the PEHP clinic are processed through a daily abbreviated case review attended by PEHP team members. When processing intakes, staff follow standard protocols and/or their work is checked by a supervisor. When any work product is prepared to be sent out, it is always reviewed by at least a senior attorney if not a directing attorney. In addition, each PEHP staff member has a biweekly one-on-one meeting with their supervisor to answer questions, provide additional support, and problem-solve.</p> <p>If a client complains or concerns arise about the PLL's or any staff attorney's work, the directing attorney steps in to answer questions, and if needed will speak directly with the client to resolve the problem.</p> <p>Bet Tzedek has operated on a remote service delivery model since mid-March 2020. This includes client service delivery (intake, consultation, clinics, education) and internal operations (staff meetings, supervision, case review). While nearly all staff work remotely, our office is open with extremely limited capacity to handle emergencies and administrative needs. Court appearances are handled mainly through the court's remote platform, though in rare instances advocates have appeared in-person, following social distancing and masking protocols. All staff, including our PLL, Ms. Saggese, have been provided remote workstations including laptops, monitors, keyboards, and other equipment as needed. Staff have also been provided stipends to cover cell phone usage and utilities while working from home.</p>
Recruitment (Strong and Diverse Pool of Candidates)	<p>Bet Tzedek posted the fellowship position Ms. Saggese currently holds widely and recruited through all our usual channels. New positions are first announced internally to union members. Bet Tzedek then circulates job postings to various websites and listservs, including law school student and alumni networks; the Legal Aid Association of California; various law career sites and listservs; the career pages of our public agency partners; general career sites such as LinkedIn, Zip recruiter, Indeed, and Glassdoor; and diversity boards that target BIPOC candidates. Bet Tzedek actively seeks a diverse pool of candidates. All job postings include the following statement: "To best serve our communities,</p>

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	<p>Bet Tzedek seeks a diverse staff with cultural competency reflecting our client populations. We strongly encourage candidates from traditionally underrepresented communities and historically oppressed groups to apply.”</p> <p>Ms. Saggese was selected as a fellow from the pool of applicants because of her skills, qualifications, and familiarity with Bet Tzedek as a former volunteer. She was our top choice for this PLL grant program because she serves very effectively in one of our highest-need practice areas and has already secured her provisional license. We will be able to utilize her provisional license to its fullest advantage to serve clients with no gap in services.</p>
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GRANT BUDGET				
Months of Funding	14			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$68,843	\$0	\$0	\$68,843
PLL Payroll Taxes and Benefits	\$15,157	\$552	\$0	\$15,709
TOTAL PERSONNEL	\$84,000	\$552	\$0	\$84,552

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	California Rural Legal Assistance, Inc.		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$88,000	04/01/2021	06/01/2022
County(ies) Served	San Joaquin, San Luis Obispo, Santa Barbara, Stanislaus, Ventura,		
Substantive Area(s)	Housing - N/A		
Impact (PLL's Work)	<p>The PLL will assist with eviction defense for CRLA's Housing Helpline. The Helpline has the goals of expanding access to housing rights information in two of the regions hardest hit by California's housing crisis, without regard to legal residency status; increasing access to eviction defense; and preventing eviction and displacement.</p> <p>The Helpline uses a tiered service-delivery model. CRLA will leverage the PLL's provisional license to its full advantage by assigning the PLL higher-level services and providing them with ongoing training, mentorship, and supervision. Helpline callers receiving Step 1 and 2 services are given information or counsel/advice. The PLL will deliver Step 3 services, which range from more complex advice, demand letters, and negotiations with landlords to full representation at Unlawful Detainer proceedings and systemic advocacy addressing illegal practices of common bad actors. The PLL will work as part of a litigation team designed to identify and fight for tenants in cases that may have systemic impact because they involve a large landlord, a repeat bad actor, or a novel/difficult issue whose resolution may positively impact other tenants. This focus will result in opportunities for motion and trial advocacy for the PLL and will benefit low-income tenants in the Helpline's service area.</p> <p>The Helpline's target demographic is low-income tenants facing eviction in San Joaquin, Stanislaus, San Luis Obispo, Santa Barbara, and Ventura counties. Low-income residents of these areas have been significantly impacted by California's housing crisis, and the pandemic has exacerbated this. The fast-changing landscape of tenant protections and the UD process has increased landlord non-compliance and decreased court enforcement. The PLL will be based in San Joaquin or Stanislaus so they can appear in court. Unlike many urban courts, both of these courts continue to hold in-person hearings and trials. Rural tenants are routinely defaulted and evicted despite the pandemic.</p>		
Impact (Organization's Expertise)	<p>CRLA has developed significant expertise in the provision of accessible legal services to low-income clients facing specific housing challenges. CRLA has provided eviction defense since 1966 and launched the Housing Helpline in 2019 to enable low-income tenants to call an advocate with special training in eviction defense. CRLA has been working for decades in San Joaquin, Stanislaus, SLO, Santa Barbara, and Ventura counties but lacked the capacity to help the majority of low-income tenants needing housing assistance until the Helpline's creation. Helpline employees work as a five-county team.</p> <p>Helpline employees provide answers to clients' legal questions, analyze legal problems, and advise clients on how to resolve issues. Advocates provide brief and extensive services, including representation in court and systemic advocacy. Hundreds of Helpline clients have been served to date. The Helpline is seeking to increase its ability to litigate cases through the PLL's hire and the PLL will be integrated into the Helpline's existing workload, but their addition will also allow CRLA to achieve greater impact in appropriate cases. The Helpline team recently won a jury trial against San Joaquin County's largest housing provider, demonstrating that the landlord had unlawfully tried to evict CRLA's client because she was unable to pay her rent due to COVID-related financial distress. This success not only ensured that the Helpline client remained housed but also had an impact on ensuring compliance with these protections for over 500 households living in the same apartment complex.</p> <p>Laura Ferree, Housing Helpline Managing Attorney, will oversee the PLL's work. Ms. Ferree has managed the Helpline since last year and has been a supervising attorney with CRLA since 2014 and a lawyer since 1992. At CRLA, she has focused primarily on housing advocacy. She has extensive experience supervising teams like the Helpline and will be the PLL's direct supervisor.</p>		
Support (Support for PLL)	<p>CRLA provides attorneys, including the PLL, with access to and training and support with LexisNexis, CEB OnLaw, and PS Technologies' LegalServer case-management database. LegalServer is a comprehensive system that allows staff to record and track case activity.</p>		

	<p>CRLA has also recently incorporated DocuSign and SMS messaging to clients into its advocacy to facilitate remote legal work.</p> <p>CRLA maintains recordings of myriad hours of substantive law, legal skills, and other trainings from its recent in-house conferences and presentations. These recordings are accessible to CRLA staff, and new advocates are directed to them for professional development. At CRLA's 2020 training conference, panel topics included COVID Housing Law and Regulations, UD Defense, The Fundamentals of Jury Selection, Maximizing Advocacy Within LSC Guidelines, and Building Trauma-Informed and Healing-Centered Practices. These and other trainings will be available for the PLL to watch.</p> <p>The PLL will be part of CRLA's in-house Housing Task Force, which meets monthly, and includes trainings, legislative updates, and advocate roundtables. CRLA uses Microsoft Teams to collaborate across field offices and programs. These trainings are live through Zoom given the large geographic area CRLA covers.</p> <p>All CRLA attorneys, including the PLL, receive a \$500 yearly education allowance for external trainings of their choice and all attorneys are eligible to petition to use additional training funds. CRLA strives to send its new attorneys to LAAC-sponsored National Association of Trial Attorney trainings. CRLA has been fortunate to send most staff attorneys who ask to attend these trainings and would hope to send the PLL as well.</p> <p>CRLA also regularly coordinates in-house, all-staff trainings on a variety of topics, including LGBTQ+ Cultural Literacy and Diversity, Equity, and Belonging. The most recent of these trainings focused on applicant-intake protocols established by CRLA's LGBTQ+ Program.</p>
Safeguards (Protections for PLL and Clients)	<p>The PLL will receive extensive onboarding from both CRLA's Human Resources team and the Housing Helpline team, in addition to comprehensive training and regular supervision. CRLA's program-focused onboarding concentrates on substantive skills and includes a period where the PLL shadows more experienced advocates. The PLL will meet bimonthly with their supervisor, who also provides substantive case assistance through weekly all-team reviews of new cases, biweekly office hours, and an open-door policy. Within the larger Housing Helpline team, the PLL will work alongside a counterpart staff attorney who will provide peer support and mentoring.</p> <p>CRLA will be able to accomplish project goals if the PLL must work remotely due to the COVID-19 pandemic. In 2020, CRLA's HR and Information Systems teams transitioned the organization to fully remote operations, allowing CRLA to make the leap from largely in-person applicant intake to phone-intake methods. CRLA is currently in Phase 2 of its tiered reopening plan, which was based on the State of California's tiered plan. As such, CRLA is providing socially distanced legal services to client communities.</p> <p>Although it was implemented before the COVID-19 pandemic, the Housing Helpline allowed CRLA to seamlessly deliver services in a post-pandemic world. The Housing Helpline serves clients by phone, text, and email; and uses DocuSign and other technology, including SMS messaging through the LegalServer case-management database, to meet client needs. The Housing Helpline team stays connected through regular Teams and Zoom meetings and hopes to have periodic in-person meetings again when safe to do so.</p>
Recruitment (Strong and Diverse Pool of Candidates)	<p>The mission of CRLA is to fight for justice and individual rights alongside the most exploited communities of our society. CRLA believes that its ability to live up to its mission depends on recruiting and hiring diverse candidates who represent the whole of the communities it serves. CRLA is therefore committed to seeking out and offering opportunities to all people, and particularly Black, Brown, Indigenous, and other People of Color; women; LGBTQ+ communities; low-wage workers; agricultural workers; immigrants; people with disabilities; non-dominant language users; people going through reentry; and people impacted by poverty.</p> <p>CRLA recently extended an offer of employment to Brandon Hargrove, and he accepted the offer with an expected start date of April 14, 2021. If funded, Mr. Hargrove will fill the PLL position for this grant. He previously interned for CRLA as a 1L law student, where he gained experience with rural legal work. Because his qualifications matched the type of lawyer CRLA was seeking for the Housing Helpline, the Managing Attorney jumped at the opportunity to explore whether he would be a good fit. She talked with him about the opportunity to join the Helpline team, interviewed him, and checked his references.</p> <p>Mr. Hargrove brings the passion to fight against injustice, strong research and writing skills from doing criminal appellate work with the Attorney General's office, and a desire to get into court. He also demonstrates excellent collaboration skills. As stated previously, he will join</p>

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	the Helpline team on April 14. However, CRLA lacks the funds to continue his employment past June 30, 2021 without this grant.
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GRANT BUDGET

Months of Funding	14			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$69,600	\$0	\$0	\$69,600
PLL Payroll Taxes and Benefits	\$18,400	\$0	\$0	\$18,400
TOTAL PERSONNEL	\$88,000	\$0	\$0	\$88,000

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Child Care Law Center		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$75,000	01/07/2021	01/07/2022
County(ies) Served	Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Fresno, Glenn, Humboldt, Imperial, Inyo, Kern, Kings, Lake, Lassen, Los Angeles, Madera, Marin, Mariposa, Mendocino, Merced, Modoc, Mono, Monterey, Napa, Nevada, Orange, Placer, Plumas, Riverside, Sacramento, San Benito, San Bernardino, San Diego, San Francisco, San Joaquin, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, Tulare, Tuolumne, Yolo, Yuba,		
Substantive Area(s)	Disability Rights; Education; Housing; Income Maintenance; Other - Child care benefits, Government benefits.		
Impact (PLL's Work)	<p>The PLL will handle legal issues to prevent families from homelessness or displacement, and to preserve families' income. The areas of law are: housing discrimination, renters' rights, zoning laws, health and safety, child care benefits, and disability rights laws. All of the families who will be impacted are essential workers, providing child care and other front line services during the pandemic. Child care providers were particularly hard hit by the pandemic, receiving unemployment insurance far later than everyone else, and no dedicated federal relief.</p> <p>The PLL has the duties of a staff attorney. They will research laws and policies, write short briefs and memos as appropriate, craft answers to frequently asked questions, and conduct training and community education. In conjunction with QLSP partners, the PLL will handle cases and provide limited representation for clients. They will draft demand letters, file appeals with government agencies, and if necessary engage in litigation or pre-litigation activities.</p> <p>The PLL will advocate with city planners, fire departments, county and state agencies, on behalf of eligible clients, regarding zoning, health and safety, housing, child care benefits, and disability rights laws.</p> <p>The PLL will target the two interconnected communities - women who are home-based child care providers, and families who are eligible for child care assistance. Black and Latinx women form the majority of home-based providers, and they are predominantly renters. (In California, Black and Latinx households do not own homes at the same rates as whites.) The housing shortage puts extra pressure on these providers, who rely on their rental homes for shelter and income. Black and Latinx families are also more likely than whites to be eligible for child care subsidies, because of land theft and other discriminatory policies that have prevented them from acquiring wealth.</p> <p>The PLL is bilingual in Spanish and English, and practiced at several nonprofit legal aid organizations and housing rights organizations while in law school. They have experience listening to people in the community and working alongside them to find answers and solutions.</p>		
Impact (Organization's Expertise)	<p>This project builds on CCLC's community development work, funded by the State Bar, from 2016-2020, in which we successfully removed these barriers to housing for child care providers: 1) prohibition of home-based child care in homeowners' association agreements, house rentals, apartments, condos, and duplexes; 2) widely divergent fire safety rules from town to town; 3) exorbitant zoning, business, inspection and permit fees; 4) unlawful restrictions imposed by towns and 5) discriminatory and illegal rent practices.</p> <p>Just as the pandemic began, we were beginning education and implementation efforts to assist families across the state to preserve and protect their housing and income using the new laws. We progressed at a slower rate, but we are now in a position to expand our legal training and advocacy to child care providers, parents, and QLSP attorneys. CCLC is deeply connected to child care provider and family services agencies and works closely with Public Counsel.</p>		

	<p>CCLC partners with the Education and Outreach division of the California Department of Fair Employment and Housing (DFEH) to educate child care providers about its complaint process. CCLC's administrative advocacy includes appeals and hearings at county and state education agencies and the PLL can build on that experience with DFEH.</p> <p>CCLC is responsible for the landscape of child care law in relation to zoning, housing, benefits and the Americans with Disabilities Act. Our staff are experts in these legal areas.</p> <p>The PLL will be supervised by Maisha Cole, Co-Director for Legal and Legislative Advocacy. Ms. Cole has overseen our housing rights and disability rights projects for the past two years. In that role she has helped define the project goals, requirements and desired outcomes. Her management training is augmented by her participation in the One Justice Executive Fellowship and ongoing consultations with management experts.</p>
Support (Support for PLL)	<p>CCLC has worked for forty years in the legal areas affecting child care that we described above. We have an archive of training, legislative, historical, and other background materials to provide in-house trainings in these substantive law issues:</p> <ul style="list-style-type: none"> Housing law Landlord/tenant law Zoning law Disability rights, Americans with Disabilities Act and California civil rights laws Child care health and safety and licensing laws Government benefits Child care benefits <p>Other skills our PLL will have training in are:</p> <ul style="list-style-type: none"> -Writing for non-lawyers -Legal drafting -Community engagement -Presentation skills (especially using virtual platforms) <p>We will continue to work closely with our support center and QLSP colleagues to give the PLL training in other areas of law as necessary, as well as skill-building in litigation, legal drafting and client relations. The PLL will have full access to online legal training and research tools through PLI, LAAC, and Westlaw.</p> <p>CCLC is at the forefront of change to create more equitable child care programs, funding and systems in California. Our PLL will participate in our weekly staff discussions to analyze and promote laws, rules and policies to end discriminatory practices against Black, Latinx, Asian American and Pacific Islander families and others in communities of color. We all participate whenever possible in workshops and presentations to create diversity, racial equity and inclusion.</p> <p>The PLL is involved in right now in listening sessions with the Asian American and Pacific Islander communities, and recently attended these two workshops:</p> <ul style="list-style-type: none"> -Heather McGhee, author of The Sum of Us: What Racism Costs Everyone -California Asian Pacific American Bar Association's APAs vs. Hate Conference : A Call To Action.
Safeguards (Protections for PLL and Clients)	<p>We safeguard the quality of the PLL services with these practices:</p> <ul style="list-style-type: none"> Close supervision of all work, especially during the first three months Weekly meetings with supervisors Management team meetings that cover effective supervision, communication, long term strategy and program evaluation Team meetings on specific legal issues Consultations with other legal experts and QLSP partners. <p>CCLC has created a thorough orientation and onboarding program for the first three months of employment. During weeks one through four, new staff are trained in child care law through reading, inservices with senior staff, and review of questions and answers on our website and intake system. With close supervision, new staff begin answering questions from legal services attorneys, child care providers and parents after two-three weeks. This</p>

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	<p>allows new staff to learn through practice, in conjunction with a supervisor. During this time, supervisors and senior staff meet with new staff almost every day.</p> <p>During weeks four through six, new staff are given a short legal research project or an outreach project to uncover issues from QLSPs.</p> <p>During weeks six through twelve, staff begin working independently, and set benchmarks for the coming quarter. Weekly supervision meetings begin.</p> <p>We encourage trainings through PLI and LAAC as appropriate in the first three months and later.</p> <p>The pandemic has allowed the CCLC staff to communicate and work even more closely than before, when we often travelled to Sacramento for work. Now, team members meet twice a week, and each staff member meets with their supervisor once a week. Everyone on the staff “shows up” for work at 9am on video. We meet for “lunch” once every two weeks.</p> <p>The PLL supervisor ensures effective and sensitive legal services by stressing the importance of including clients in decisions, showing them where and how to find legal information about their rights, creating materials in multiple languages, and using a language interpretation service.</p>
Recruitment (Strong and Diverse Pool of Candidates)	<p>CCLC recruited a strong and diverse pool of candidates by advertising with cultural bar associations and in law schools career offices, participating in career forums, and using widely-viewed commercial job recruitment services. We chose this PLL attorney from among twelve qualified finalists. We applied best practices to developing the job announcement by stating the salary range and stressing the value of non-legal job and life experience. Our PLL is a bilingual, California-born child of Cuban and Chinese immigrants.</p> <p>For newcomers to California from other countries, being able to start a child care business is an important step towards building a successful life here. About two-thirds of child care providers are Latinx and Spanish-speaking. When seeking a qualified candidate for the position of staff attorney, bilingualism in Spanish or Chinese and English was a top priority.</p>

GRANT BUDGET				
Months of Funding	12			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$62,930	\$0	\$0	\$62,930
PLL Payroll Taxes and Benefits	\$12,070	\$0	\$0	\$12,070
TOTAL PERSONNEL	\$75,000	\$0	\$0	\$75,000

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Community Legal Aid SoCal		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$63,000	06/01/2021	06/01/2022
County(ies) Served	Orange		
Substantive Area(s)	Family/Domestic Violence		
Impact (PLL's Work)	<p>CLA SoCal seeks to hire a provisionally licensed lawyer to serve as a Domestic Violence Litigator for survivors of domestic violence (DV) and sexual assault. They will work with low-income survivors of domestic violence and civil harassment who have cases in Orange County courts.</p> <p>Job duties will include:</p> <p>1) Running CLA SoCal's twice-monthly Orange County DV Restraining Order (RO) clinic, which currently sets 8 appointments per month.</p> <p>2) Triaging cases and representing clients most in need at Court during permanent restraining order hearings. To start, the PLL will serve as second chair to our seasoned Family Law attorneys as they represent domestic violence survivors at Court; the PLL will then move to lead counsel, teamed with a supervisor or other seasoned attorney. Only after they have handled several cases in tandem will they begin providing representation on their own. The goal is to provide in-court representation to 50 clients during the year.</p> <p>3) Working with clients and colleagues to help determine next steps in clients' cases. Does the client want to pursue avenues such as safety planning, divorce, immigration status, or a referral to a shelter? PLL will make referrals within and outside of CLA SoCal as needed.</p> <p>RO cases are an excellent opportunity for a provisionally licensed lawyer. Due to the nature of DV practice and the length of RO cases, the PLL will gain significant, real-world litigation experience without having to shepherd complex, lengthy cases. This project also gives them the opportunity to manage a discrete project that blends clinic practice with litigation. CLA SoCal often embeds its new family law attorneys at DV clinics as a means of building experience and confidence as litigators.</p>		
Impact (Organization's Expertise)	<p>Family law remains CLA SoCal's largest practice area, comprising approximately 40% of our litigation casework. We have 1 Supervising Attorney, 7 Staff Attorneys, and 11 Paralegals in our Family Law Unit; many are bilingual and all of whom have extensive experience in Family Law. In 2020, our Family Law staff closed 340 cases as extensive service. They are overseen by Directing Attorneys and a Director of Legal Services who have significant experience in handling family law.</p> <p>Thirty years ago, CLA SoCal opened the first court-based DVRO clinics in the Los Angeles County Superior Court system. Today we still operate these clinics at the Compton Courthouse and Whittier Courthouse. During the summer of 2020, in response to COVID-19, we opened a third DVRO Clinic in Orange County. For the most part, all three clinics operated remotely in 2020; our Los Angeles clinics have reopened in 2021.</p> <p>CLA SoCal enhanced our work at our LA DVRO clinics with a successful DV Litigator project between 2019-2021. The litigator accepted referrals from the clinics; he prioritized the representation of clients whose opposing parties were represented, or who were least able to effectively appear pro per at permanent restraining order hearings. This project also helped us introduce case managers to our program; these staff help traumatized clients and clients dealing with myriad issues access additional resources beyond CLA SoCal, and help advocate for them through their legal processes.</p> <p>CLA SoCal also has deep partnerships with community organizations. We share funding with shelters and victims' advocates to provide wraparound services to victims of DV and sexual assault. We have staff onsite at Family Justice Centers, which bring together social services</p>		

	agencies with law enforcement. We also work closely with UC Irvine School of Law and Chapman University Fowler School of Law.
Support (Support for PLL)	<p>Initially, the PLL will work with our current Clinic attorneys and paralegals to learn the RO process and how to draft Temporary Restraining Orders before taking over the clinic.</p> <p>Soon thereafter, the PLL will shadow veteran Family Law Unit attorneys during representation of domestic violence survivors at Court in restraining order hearings, and in contested divorce, child custody, and visitation cases. Next, they will sit as second chair at these hearings. The PLL will then move to lead counsel, teamed with a Supervising Attorney or Directing Attorney sitting in second chair. Only after they have handled several cases in tandem will they begin providing representation on their own.</p> <p>There is a host of training that new legal staff receive when they onboard at CLA SoCal. As a new family law attorney, the PLL must become certified through a 40-hour state-approved Domestic Violence Advocate training early in their employment. They will be directed to Practicing Law Institute (pli.edu) and given access to DV toolkits published by other agencies such as the Family Violence Appellate Project. New legal employees also watch an organizational library that includes trainings on language justice, DV presentations, and trauma-informed care.</p> <p>In addition, all CLA SoCal staff are participating in ongoing Equity, Inclusion and Diversity training that will continue through 2021-2022. CLA SoCal also provides classes for MCLE credit for its staff on legal issues such as motivational interviewing. By late 2021, training completion will be tracked in a new system to track staff training.</p> <p>Finally, the PLL will be invited to all CLA SoCal's social events, which build camaraderie and help staff step away from work on stressful cases. CLA SoCal has hosted many remote social events, but certainly looks forward to reinstating in-person potlucks in 2022.</p>
Safeguards (Protections for PLL and Clients)	<p>All new staff with CLA SoCal undergo a comprehensive onboarding process, which includes review of our staff policies and procedures such as confidentiality, technology use, and whistleblower, and provision of equipment and orientation to their work infrastructure, including case management system and remote work technology. The PLL will also undergo a two-week onboarding with their new unit, including education outlined above in question #3. Finally, new employees are introduced to our staff on our bi-weekly staff calls and via our internal social media page. Remote onboarding has been successfully underway since April 2020.</p> <p>Providing high-quality, trauma-informed care to our clients is paramount to our staff and management. Family Law Unit Supervisor Yolanda Omana has worked at CLA SoCal since 2000, handling all aspects of family law from domestic violence restraining orders to full representation on divorce, custody, and paternity matters.</p> <p>Ms. Omana will supervise the PLL utilizing a variety of avenues that she already utilizes with existing staff, including one-on-one meetings, case reviews, onsite observation, and a formal semi-annual evaluation process that tracks written goals and objectives (with informal evaluations at the 30-, 60- and 90-day marks for new staff). These evaluations focus not only on quality of legal services provision, but ability to practice in accordance with our client-centered organizational values, and progress towards meeting professional development goals.</p> <p>Currently Ms. Omana holds virtual meetings with her staff but may resume in-person meetings later in 2021; she will initially hold weekly check-ins with the new PLL to ensure ongoing education and quality of work. The Family Law Unit is a close-knit unit in which members work together to troubleshoot thorny case issues and educate one another on new trends and best practices; case reviews are held monthly.</p>
Recruitment (Strong and Diverse Pool of Candidates)	<p>Since the shutdown, CLA SoCal has been successful in hiring more than a dozen staff, including attorneys and paralegals. These new staff bring with them a variety of skills including bilingual language skills and expertise in specific areas of law. We offer competitive pay and benefits, including loan repayment assistance, and a supportive culture that values</p>

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	<p>teamwork and inclusivity. Interviews are conducted by Directing Attorneys and Supervising Attorneys to ensure the best fit for the job.</p> <p>We find our applicants using several means:</p> <ol style="list-style-type: none"> 1) Many of our applicants come to us through the informal network of public interest attorneys and law schools in the region, as well as through leads from our own staff. Locally, we are working with our partners at UC Irvine Law School, Chapman University Law School, and other legal aid providers to find applicants, particularly those who have experience working in DVRO clinics. 2) Our Pro Bono department is reaching out to its contacts at law schools and firms. 3) In addition to our networks, we have also been able to attract successful employees through our online postings. <p>Our entry-level Family Law Attorney job description is the basis for our hiring criteria. Even though the PLL is not yet admitted to the Bar, they will be expected to fully perform all required duties of the position.</p> <p>CLA SoCal thanks the State Bar of California for its consideration of this proposal.</p>
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GRANT BUDGET				
Months of Funding	12			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$63,000	\$0	\$0	\$63,000
PLL Payroll Taxes and Benefits	\$0	\$0	\$17,010	\$17,010
TOTAL PERSONNEL	\$63,000	\$0	\$17,010	\$80,010

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Contra Costa Senior Legal Services		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$70,000	06/30/2021	05/30/2022
County(ies) Served	Contra Costa		
Substantive Area(s)	Consumer/Finance;Family/Domestic Violence;Health and Long-term Care;Housing;Other - Simple Wills, Small Claims Counseling		
Impact (PLL's Work)	<p>Our desired PLL (Karen Hinojosa) would focus her work on the following areas of law: Health Planning, Advance Health Care Directives, Durable Powers of Attorney, Simple Wills, Elder Abuse Restraining Orders, and Small Claims Counseling with a particular focus on assisting monolingual Spanish speaking seniors in Contra Costa. While in law school at UC Hastings, our candidate worked at the Medical-Legal Partnership for Seniors Clinic which gave her relevant experience both in many of the same legal areas CCSLS handles, and with serving older adults. Plus, since we have had the good fortune of working with Karen as our Legal Fellow for the past several months (funded by Legal Services Funding Network [LSFN]), she is already familiar with our legal processes, our staff, and the ways we deliver services to clients virtually during this time of the Coronavirus pandemic. Karen's LSFN fellowship ends in June 2021 and we currently lack the budget to keep Karen on. The timing of the PLL grant would therefore be ideal. In addition, Karen is bi-lingual in Spanish which is extremely helpful in a county with 26% LatinX population (Source: U.S. Census as of 7/19). Demand for our services has been rising each month since the vaccination campaign began. Plus, senior centers are starting to reopen and we expect our in-person monthly legal clinics to recommence soon. As a PLL, Karen will ensure we have the qualified legal staff to properly serve all seniors in need in our County.</p>		
Impact (Organization's Expertise)	<p>Contra Costa Senior Legal Services ("CCSLS") is a private, non-profit agency that has been providing free legal services to low-income seniors 60 and older since 1976 to enable them to live independently and with dignity. We provide legal assistance on average to more than 1,000 clients each year (prior to Covid) about 40% of whom are disabled. These services enable seniors to stay in their homes, secure public benefits, recover property wrongly taken from them, plan for the future with health care directives and powers of attorney, and obtain relief from physical, financial and emotional abuse. Whereas many cases involve limited advice or pretrial settlement, our attorneys commonly appear in court for eviction matters and restraining orders. Our four full-time attorneys and a roster of volunteer attorneys offer direct legal services, administer clinics, supervise pro bono volunteers, and educate the public. Up until the pandemic, we held monthly clinics at Senior Centers around the county to serve many of our clients. We have pivoted to virtual clinics using telephone & Zoom appointments for the time being. Our Supervising Attorney, Victoria Snyder, will be responsible for supervising our PLL (she has signed the "PLL Declaration of Supervising Attorney" for the Office of Admissions). She has supervised Karen as our Legal Fellow. With more than 11 years of experience and 7 years at CCSLS, Victoria is one of our most experienced attorneys who can provide guidance to Karen to ensure successful client service delivery.</p>		
Support (Support for PLL)	<p>We are committed to ensuring this PLL Grant experience is a worthwhile one for our PLL. Karen's supervising attorney will work with her to self-assess her skills and identify training goals at the outset of the PLL in areas of law (e.g., financial elder abuse, wills), legal skills (e.g., evaluating capacity, trial advocacy, motions practice), and other (e.g., trauma-informed client communication). We will encourage her, at CCSLS' expense, to select at least one Professional Development Training during her PLL tenure through an organization such as the Practicing Law Institute (PLI). We will make sure she can attend any training for the PLL cohort as well. We will encourage her to attend trainings offered by NCLER, LAAC, and the Contra Costa Bar Association in areas where she feels she could use additional knowledge & expertise.</p>		
Safeguards (Protections for PLL and Clients)	<p>Karen came to CCSLS as a part-time Legal Fellow after being vetted through a competitive selection process by the Legal Services Funding Network (LSFN). She became full-time as to become a Legal Fellow and we have had the opportunity to work with Karen since July of 2020, we know she will be able to work effectively with us as a PLL. We have already conducted on-boarding to help her become familiar with our policies and procedures,</p>		

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	substantive law in our areas of practice, and client population. She was also trained on our intake procedures, Kemps Client Database, Essential Forms, administration of legal clinics and volunteer attorneys, and collaboration tools such as Microsoft Teams platform so she can work remotely as a vital team member. There are regular check ins scheduled with the legal team and senior staff, in addition to our weekly all staff meetings. As Karen shifts to a full-time PLL, additional training will be offered in other areas of law such as housing and more advanced training in elder abuse restraining orders. Victoria will continue to meet individually with Karen to ensure her legal services meet our clients' needs and ensure quality of service.
Recruitment (Strong and Diverse Pool of Candidates)	We have had the good fortune of being assigned Karen Hinojosa as a Legal Fellow starting in the Summer of 2020 courtesy of the Legal Services Funders Network (LSFN). The LSFN Post-Graduate Legal Fellows Program was designed in the midst of the 2020 coronavirus pandemic to address the needs of Bay Area Legal Services Organizations by connecting them to recent graduates of Bay Area Law Schools who are faced with a delay in their ability to take the California Bar Exam. Key evaluation criteria for our PLL, given current needs, are Spanish language skills, experience with clinics, demonstrated ability to communication with seniors, and experience with advance health care planning. Karen meets and exceeds these criteria. When we recruited Karen as a Legal Fellow, she was an optimal fit for CCSLS since our attorney responsible for advance health care directive clinics and powers of attorney was planning to retire in August 2020. Karen had a background in medical legal clinic work from her time at Hastings and speaks Spanish, which was a gap in our organization at the time. The outgoing attorney conducted an extensive handover with Karen to bring her up to speed on our clinics including introductions to volunteer attorneys and our critical senior center partners. Karen's fellowship ends in June 2021 and it was a natural step to see if we could extend her association with CCSLS through this PLL Grant. Karen has demonstrated her aptitude during the Legal Fellowship and has blended well with our team. It was an easy decision to invite her to apply for this PLL funding opportunity to increase her hours and extend her time at CCSLS.

GRANT BUDGET				
Months of Funding	11			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$60,000	\$0	\$0	\$60,000
PLL Payroll Taxes and Benefits	\$10,000	\$0	\$0	\$10,000
TOTAL PERSONNEL	\$70,000	\$0	\$0	\$70,000

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Elder Law & Advocacy		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$71,000	06/01/2021	06/01/2022
County(ies) Served	Imperial, San Diego,		
Substantive Area(s)	<p>Conservatorship; Consumer/Finance; Disability Rights; Family/Domestic Violence; Employment; Guardianship; Health and Long-term Care; Housing; Immigration; Income Maintenance; Other - The project will also cover the following substantive areas: living will, advance health care directive, health care proxy, power of attorney, estate plan/will, protection from civil harassment or stalking, protection from elder or dependent abuse, access to justice.</p>		
Impact (PLL's Work)	<p>EL&A's PLL will assist in San Diego and Imperial county's Senior Legal Services and Caregiver programs, and the Imperial County Unlawful Detainer clinic. Case types will include non-litigation civil legal matters in both one-on-one and clinic settings. Under the supervision of an EL&A staff attorney as their Supervising Attorney, the PLL will perform the duties of a staff attorney including maintaining their own case load.</p> <p>The PLL will have the opportunity to engage in a substantial number of legal subject matter cases. The practice will allow the PLL to apply their academic knowledge and skills to actual legal matters presented by clients. After the training period, they will handle a range of cases from simple legal matters with obvious legal solutions, to cases that involve more complex legal issues and require in-depth research and communication with others. In those types of cases, the PLL will have the benefit of collaborating with EL&A's highly experienced attorneys and supervisors. This collaboration can help foster growth and confidence in a new attorney.</p> <p>The PLL position will help the organization meet an anticipated pent-up demand for services. The organization expects an increased demand specifically related to housing issues due to eviction moratoria and other changes to the law. The PLL will also assist in the Imperial County Unlawful Detainer Partnership Clinic on a monthly basis. The PLL will provide support to the attorneys assigned to the project and will also work directly with clinic participants.</p> <p>The PLL will focus their work on both San Diego and Imperial Counties. The geographic region includes urban, rural and frontier areas. Clients will be older adults who qualify under the Older Americans Act for legal services. Special efforts will be made to assist clients in the 75 and older group.</p>		
Impact (Organization's Expertise)	<p>Since 1978, EL&A has been providing free legal services for older adults and their families throughout San Diego and Imperial Counties. Its high-volume programs reach thousands individuals annually who are living in urban, rural and frontier communities. Service delivery and legal issue subject areas are tailored specifically to the needs of older adults. EL&A develops innovative programs in response to demonstrated needs that reach especially vulnerable, underserved groups of seniors such as those who are over the age of 75, housebound or institutionalized primarily due to severe poor health, low-income, minority, limited or non-English speakers, and those at risk of impoverishment due to financial elder abuse. EL&A provides a valuable service to low-income seniors who have legal issues. With a focus on pre-litigation legal intervention, client issues are resolved, often leading to recovery of funds or preservation of assets and saving these older individuals the stress, anxiety and cost of litigation.</p> <p>The PLL will be joining established projects which will offer a large variety of legal experiences. The Senior Legal Services and Caregiver programs have been operating for several decades; the Imperial County Unlawful Detainer project is in its sixth year. The PLL will also be joining a staff which has many long-term attorney employees who will be able to mentor and act as a resource for the PLL.</p>		

	<p>EL&A collaborates and partners with numerous other community service and legal aid providers to offer its clients access to as many resources as possible and is constantly expanding its resource network. The PLL will have the opportunity to learn about this network, which in turn will lead to an understanding of community-based referral resources for clients with nonlegal needs.</p>
<p>Support (Support for PLL)</p>	<p>The PLL will receive in-depth one-on-one training to ensure that they can obtain case facts and other details from clients who may have issues hearing, speaking clearly, or understanding legal concepts and the legal advice provided to them. This requires practice, patience, and compassion, which are required to effectively help a significant portion of the older adult populations served by the organization. Clients may have physical limitations, medical conditions and transportation issues which may prevent them from providing documents or traveling to court. They may also have limitations using technology. All of these must be taken into consideration when providing informed legal services to an older adult population.</p> <p>Training will also include 'shadowing' other staff attorneys as they provide services. During COVID-19 restrictions, this will be done in a shared Zoom format. Ongoing training in substantive legal areas will be provided for the PLL under EL&A's established training procedures including use of EL&A's in-house WIKI which covers frequently encountered substantive legal issues and provides templates and research on relevant elder law topics. In-house MCLE civil legal topic and law practice in-house trainings are provided by legal experts. On-line trainings through LAAC and support center LSP's cover topics of relevance to the legal services provider community, and specifically to those practicing elder law. The PLL will have access to online research databases and court fillable form program (Lawyaw), as well as print legal practice guides.</p> <p>As part of their ongoing legal practice training, the PLL will have the opportunity to participate in regular attorney meetings, contribute to web-based and print educational articles, will assist in the preparation of reports of their legal activities, contribute to the organization's social media efforts, and will participate in community education and outreach events.</p>
<p>Safeguards (Protections for PLL and Clients)</p>	<p>EL&A will onboard the PLL using its established human resources procedures either remotely or in-person. Trainings will be provided either remotely or in-person. Because the organization has been both onboarding and training new employees and volunteers during the pandemic, it will be able to do so if necessary for the PLL.</p> <p>The PLL will be under the direct supervision of their assigned Supervising Attorney who will act as both mentor and resource on their cases. When the PLL is ready to handle their own caseload as determined by the legal supervising staff, the PLL will be assigned cases. Initially, if pandemic restrictions remain in place, the supervising attorney will be monitoring client interactions remotely. When pandemic-related restrictions are lifted, client interactions will be monitored by the Supervising Attorney in-person to ensure that clients are given the correct legal advice, and that elder clients are treated with patience and respect. After the initial observation period, cases handled by the PLL will be reviewed regularly by the PLL's assigned Supervising Attorney or legal supervising staff through viewing files in the organization's database. The Supervising Attorney will review any cases with the PLL where an issue needs to be discussed and will provide supplemental training and resources where indicated. The PLL will have access to all of the attorney staff in order to be able to consult on case matters and best practices.</p>
<p>Recruitment (Strong and Diverse Pool of Candidates)</p>	<p>EL&A currently has one PLL applicant. Upon receiving notification of a PLL grant award, the organization will immediately seek additional candidates by advertising the position in a variety of venues including law schools in the San Diego area, and those outside of the area such as UCI School of Law, UCLA School of Law and others in California and in other states. EL&A will also advertise the position through LAAC, NP Works, Idealist, and others.</p> <p>EL&A will give special consideration to candidates who are bi-lingual, are diverse, have experience with legal aid work (paid or volunteer), have worked with special populations including persons with disabilities or advanced age, and can demonstrate a passion of the provision of free legal services to low-income or underserved populations. This type of experience will indicate that a candidate is not only interested in the PLL option, but also cares about the work done by nonprofit legal services organizations.</p>

GRANT BUDGET				
Months of Funding	12			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$60,000	\$0	\$0	\$60,000
PLL Payroll Taxes and Benefits	\$11,000	\$0	\$0	\$11,000
TOTAL PERSONNEL	\$71,000	\$0	\$0	\$71,000

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Eviction Defense Collaborative		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$70,000	06/01/2021	06/01/2022
County(ies) Served	San Francisco		
Substantive Area(s)	Housing		
Impact (PLL's Work)	<p>Eviction Defense Collaborative (EDC) seeks a community lawyer to join our Tenant Right to Counsel team. EDC is the only legal services organization in San Francisco solely focused on eviction prevention. In addition to being the Lead Partner for San Francisco Tenant Right to Counsel (TRC), EDC provides San Francisco's most vulnerable populations legal services in an eviction, rapid emergency rental assistance for those at risk of displacement, and advocacy for clients in shelters. EDC's work includes:</p> <ol style="list-style-type: none"> 1) full scope legal representation to tenants facing eviction; 2) coordinated coverage at Mandatory Settlement Conferences (MSC) and San Francisco Superior Court's TRC program point of contact along with the Mayor's Office of Community Housing and Development (MOHCD); 3) operating the TRC Referral to Legal Representation System; 4) trainings to TRC Partners and community stakeholders; 5) TRC program data collection, evaluation, and monitoring support to MOHCD. <p>As a staff attorney, this PLL will play a key role in the implementation of TRC in San Francisco, working at the forefront of the universal right to representation movement, in one of a handful of cities where right to counsel is being implemented as a strategic intervention in the local housing crisis. Working with a team of attorneys, interns, and volunteers, the PLL will represent tenants fighting eviction lawsuits. TRC stabilizes and preserves affordable housing, prevents displacement, and protects the diversity of San Francisco.</p> <p>Primary PLL responsibilities include:</p> <ol style="list-style-type: none"> 1) Providing full scope representation to tenants in eviction matters including: <ol style="list-style-type: none"> a) Preparing responsive pleadings, discovery, and motions; b) Advocating for tenants and negotiating on their behalf with landlords and landlords' attorneys in unlawful detainer (eviction) actions; c) Representing tenants at court hearings, settlement conferences, and trial. 2) Supporting volunteer attorneys and attorneys at other legal services organizations representing tenants. 3) Conducting trainings to nonprofits and community-based agencies. 		
Impact (Organization's Expertise)	<p>Eviction Defense Collaborative (EDC) has over 25 years of experience in providing Eviction Defense legal services to San Francisco tenants. As Lead Partner for the San Francisco Tenant Right to Counsel (TRC) Program, EDC has a wealth of opportunities for the PLL to provide Full Scope and Limited Scope representation to tenants facing eviction. EDC provides such services to thousands of tenants annually. EDC's clients come from majority low income communities of color. 77% are Black, Indigenous, People of Color (BIPOC), 83% are extremely low-income, and 44% differently abled.</p> <p>EDC is the only legal services organization in San Francisco ("SF") solely focused on eviction prevention. In addition to being the TRC Lead Partner, EDC provides SF's most vulnerable populations legal services in an eviction, rapid emergency rental assistance for those at risk of displacement, and advocacy for clients in shelters. EDC's work prevents displacement and homelessness, stabilizes communities, and reduces racial disparities in housing, particularly for low income tenants.</p> <p>EDC has been a training ground for tenant attorneys nationwide, providing technical support to the tenants' rights communities since its inception. EDC's new Director of Litigation and Policy, Ora Prochovnick is a long term Bay Area tenants' rights activist, and was the Director of Clinical and Public Interest Law Programs, as well as Director of the Housing Law Advocacy Clinic at JFK University for the past 10 years. As such, EDC is expanding our</p>		

	<p>technical assistance to community legal service partners. The PLL will therefore receive direct training from a lifelong tenants' rights attorney and educator, and will join the housing justice movement at a historical time when stable housing means the difference between life and death.</p>
<p>Support (Support for PLL)</p>	<p>The PLL will be trained internally to deliver culturally sensitive, client centered, and trauma informed services. They will also have access to legal templates via EDC's Lawyaw software. The PLL will attend monthly trainings available to all staff attorneys at Tenant Right to Counsel (TRC) agencies on topics such as preparing responsive pleadings, discovery, motions to vacate, settlement negotiations, and trial preparation, conducted by experts from the TRC program. The PLL will have full access to the Practicing Law Institute's entire library of training courses. Trainings will also be conducted in-house within the agency, both formally and informally, through an assigned supervising mentor, shadowing and participation in case rounds meetings.</p> <p>Additionally, the PLL will participate in EDC's 20-21 Racial Equity Initiative. One month prior to George Floyd's murder, and the resulting global outcry for racial justice, EDC hired World Trust Educational Services, an organization focused on strategically advancing racial justice to provide Board and staff racial equity education and to conduct an organizational audit of our policies and practices in an effort to build an actively anti-racist organization. Human Rights activist and former Black Panther member Ericka Huggins is our lead teacher for the initiative. Ericka led the staff in a powerful workshop on May 22, 2020, just three days before Mr. Floyd's murder, and held a follow up session the following week. She has since led 3 more workshops, with 6 more scheduled for 2021. Finally, the PLL will have access to EDC's Employee Assistance Program which provides staff with increased behavioral health services.</p>
<p>Safeguards (Protections for PLL and Clients)</p>	<p>Several measures will ensure that the PLL provides safe, effective, and sensitive legal services to clients. The PLL will not be solely responsible for cases for several months, instead working together with a mentor, supervisor and/or the PLL's more experienced attorney partner. When hired, the PLL will meet individually with EDC's Operations and HR Assistant for a new staff orientation, and with the managing paralegal to learn court filing processes. The PLL will also be provided with written and visual training materials. Ongoing training, as mentioned above, will include monthly Tenant Right to Counsel (TRC) program trainings focused on specific legal topics directly relevant to TRC work and unlimited access to Practicing Law Institute materials. The PLL will receive direct hands-on supervision through the assignment of a designated senior staff attorney mentor and weekly one-on-one meeting with their supervising attorney and/or the Deputy Director of Litigation. Regular collaboration with other staff will be achieved through attendance at weekly litigation team meetings, multiple small group case review meetings throughout the week, and assignment to subcommittees to work on specific advocacy projects. The PLL will be paired with different attorneys at various times in order to learn different methods.</p> <p>EDC has continued to provide services uninterrupted during COVID using a remote workplace model that was scaled within one week of the Shelter-In-Place order. Now, EDC is rolling out a hybrid workplace model that will include both remote and in office work. As such, the PLL will work both remotely and on site in EDC's office located in SOMA, on the boarder of the Tenderloin district in San Francisco. EDC follows all COVID related CDC, OSHA, and SFPDPH guidelines to ensure the safety of staff and clients.</p>
<p>Recruitment (Strong and Diverse Pool of Candidates)</p>	<p>EDC staff has worked with 2 candidates in the past who are qualified individuals for the PLL program. EDC staff also includes an adjunct law professor with long time connections to the Northern California law school community. Using these connections, our agency will seek to recruit from among qualified recent law school graduates. EDC will also utilize its relationships within its network of Bay Area housing rights organizations and with other California nonprofit legal services organizations to promote our participation in the PLL program. Additionally, EDC will list an advertisement for the opening in the San Francisco Chronicle. EDC will ensure its recruitment follows best practices to attract a diverse pool of qualified candidates. In addition to a stellar scholastic record, the candidate must have intimate knowledge of eviction defense, and/or a history of providing services to low income clients. The scoring of applications and interviews will be heavily weighted in these areas, ensuring the best candidate is selected.</p>

GRANT BUDGET				
Months of Funding		12		
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$70,000	\$0	\$0	\$70,000
PLL Payroll Taxes and Benefits	\$0	\$0	\$16,100	\$16,100
TOTAL PERSONNEL	\$70,000	\$0	\$16,100	\$86,100

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Family Violence Law Center		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$74,000	06/01/2021	06/01/2022
County(ies) Served	Alameda		
Substantive Area(s)	Family/Domestic Violence		
Impact (PLL's Work)	<p>FVLC's lawyers serve a high volume of clients each year: in 2019-20 we provided 1,186 survivors with free legal services. Since the beginning of the pandemic, service requests have spiked and the severity of violence experienced by clients has increased. Many of our clients are struggling financially; we have noticed that an increased number of survivors seeking shelter were homeless and sleeping in their cars. We continue to connect them with local community resources, but these resources are overtaxed due to the pandemic. The survivors we serve are greatly in need of additional support to stabilize their families and access healing.</p> <p>One of our clients' biggest unmet legal needs is assistance with their dissolution and custody cases. We experience such a high demand for assistance with restraining orders (a demand that we expect to remain high and possibly increase as the pandemic ends) that we often are unable to assist clients with dissolution or stand-alone custody cases. A full time PLL would help meet the volume of restraining order requests during, and hopefully in the months after, the pandemic, and also free up some of FVLC's senior attorneys' time to handle dissolution or custody matters. The fellow will provide legal advice and counsel, in-court representation, paperwork preparation and court filing, clinic-based pro per assistance, and appropriate referrals. The fellow also will have the opportunity to learn how to represent clients in other matters by serving as second chair on some of the family law cases and taking some housing cases in partnership with our Housing Staff Attorney. Through these services, domestic violence survivors will have meaningful, supportive access to justice and become better equipped to permanently establish independent lives away from an abusive partner.</p>		
Impact (Organization's Expertise)	<p>FVLC has a distinguished history and an established record of providing domestic violence survivors with meaningful access to the justice system. FVLC is the only domestic violence agency in Alameda County that has a team of staff attorneys providing no-fee attorney representation in partnership with a team providing supportive services such as emergency relocation. In FY 19-20, FVLC provided comprehensive no-fee legal services to 1,186 clients, the majority of whom were low-income women of color: 85% were people of color (of clients who provided ethnicity and race information), 30% were immigrants, and 21% had limited English proficiency.</p> <p>FVLC provides a comprehensive service model for domestic violence survivors, based on the understanding that clients' ability to follow through on legal matters improves significantly when they receive the emotional and logistical support provided by FVLC's other programs. To that end, FVLC seamlessly integrates free attorney representation with other critical supportive work including counseling, case management, criminal justice advocacy, and direct financial support. In 2019, FVLC added housing legal and case management services to our holistic model. FVLC staff has always worked with survivors to help them with relocation and other housing issues created by domestic violence. However, we have been limited in our staff and financial capacities to help survivors with their greatest housing needs. We have added a Housing First project that adds two new staff, including a housing attorney, and a significant amount of low barrier client assistance funds to help keep survivors stably housed. Ultimately, as a result of FVLC's services, victims are better equipped to establish safe, independent lives away from abusive partners.</p>		
Support (Support for PLL)	<p>All new lawyers are given training by FVLC staff on domestic violence dynamics, laws pertaining to Domestic Violence Protection Act restraining orders, and legal form completion. All new lawyers shadow FVLC staff attorneys and conduct client appointments with a FVLC staff attorney present before they work with clients alone. All paperwork is reviewed by a FVLC attorney before filing. FVLC monitors the adequacy and effectiveness of its supervision by encouraging and eliciting constant feedback from staff and volunteers.</p>		

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	FVLC's Managing Attorney and Senior Staff Attorney regularly meet with staff attorneys and volunteers to discuss their experiences, observations and any relevant issues that come up in the course of their legal work. In particular, during the yearly evaluation process, staff is asked to consider and give feedback on any additional training, support, structure and/or direction they feel they need and what specifically their supervisor(s) can do to support their performance and goals.
Safeguards (Protections for PLL and Clients)	Supervision of all legal staff, including the PLL, is conducted using the following mechanisms: 1) weekly check-ins with staff attorneys; 2) annual written evaluations; 3) periodic court watch to observe FVLC attorneys in the courtroom; 4) regularly scheduled legal department meetings; and 5) an FVLC calendaring system (both electronic and paper) that assists the Managing Attorney in monitoring each attorney's workload. Cases are closed after the Managing Attorney reviews the file to determine whether everything has been completed, including a case closing letter sent to the client and a substitution of attorney filed with the court. FVLC's procedures are modeled after the American Bar Association's Standards for Providers of Civil Legal Services to the Poor. These safeguards continue in place during the pandemic; FVLC's attorneys have been working remotely since the beginning of the pandemic and have successfully onboarded and supervised one new staff attorney and two fellows.
Recruitment (Strong and Diverse Pool of Candidates)	FVLC will publicize the PLL position by posting job listings with law schools including but not limited to the following: Berkeley Law, Hastings College of the Law, Stanford Law School, USF School of Law, Golden Gate University School of Law, and Santa Clara School of Law. FVLC additionally will send copies of the job listing to select professors and instructors at these schools, including Nancy Lemon, who teaches a Domestic Violence Law Practicum at Boalt. FVLC will also advertise the fellowship with the California State Bar, local and specialty bar associations, One Justice and the Legal Aid Association of California, community-based organizations with whom we partner, the American Bar Association Commission on Domestic Violence national listserv, and the California Partnership to End Domestic Violence. FVLC will also post the PLL position on its website at fvlc.org, at craigslist.org under both legal and non-profit jobs, and at idealist.org, a website devoted to non-profit opportunities.

GRANT BUDGET				
Months of Funding	12			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$61,440	\$0	\$0	\$61,440
PLL Payroll Taxes and Benefits	\$12,560	\$0	\$0	\$12,560
TOTAL PERSONNEL	\$74,000	\$0	\$0	\$74,000

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Inland Counties Legal Services		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$75,000	03/01/2021	06/01/2022
County(ies) Served	Riverside, San Bernardino,		
Substantive Area(s)	Family/Domestic Violence - N/A		
Impact (PLL's Work)	<p>Selena Pierre joined ICLS as a PLL in March 2021. Ms. Pierre has a diverse background and experience in assisting marginalized low-income persons which makes her well suited to make a valuable contribution to ICLS's family law practice group. Having grown up in Haiti, one of the poorest countries in the world, Selena has witnessed the impact of poverty on vulnerable populations, making her uniquely qualified to work with ICLS's diverse demographic of low-income clients.</p> <p>The Family Law practice group serves clients in the rural and metropolitan areas of San Bernardino and Riverside Counties. Selena will focus on legal assistance for domestic violence victims in the rural areas of San Bernardino and Riverside Counties in communities with a large low-income population. ICLS has formal partnerships with organizations providing supportive services to domestic violence survivors and children in the cities of Riverside, Barstow and Indio, named the Victim's Legal Advocacy Project (VLAP). Barstow has an estimated population of 23,972 and a poverty rate of 36.6%; Indio has an estimated population of 91,765 and a poverty rate of 16.5%. Surrounding Indio and Barstow are rural communities with very little access to legal services. Households in both Indio and Barstow are diverse with 52.6% of the households in Indio speaking a language other than English. For Barstow, 29.7% of households speak another language. As an immigrant to the United States, Selena can identify with the diverse communities ICLS serves.</p> <p>Selena will focus on ICLS's VLAP project by providing additional support to attorneys to prepare for hearings and trials, conduct legal research and client interviews. After extensive training, ICLS will allow Selena to conduct trials and hearings with a more experienced attorney present to mentor her.</p>		
Impact (Organization's Expertise)	<p>Since its establishment in 1958, ICLS has been a community resource for free legal services in the Inland Empire. ICLS covers both San Bernardino and Riverside Counties and a primary focus is on legal advocacy for survivors of domestic violence. As a result of the great need created by the COVID-19 pandemic, The Victim's Legal Advocacy Project (VLAP) will be Selena's primary focus. ICLS has long standing partnerships with Haley House/Desert Sanctuary in Barstow and the Family Justice Centers in the cities of Indio and Riverside to provide legal assistance to survivors of domestic violence and sexual assault through regular on-site intakes. ICLS has been conducting outreach at Haley House/Desert Sanctuary since 1997 and the Family Justice Centers since 2013. Outreach appointments are scheduled by ICLS partners who identify whether there is a need to screen for legal issues and the collaboration ensures that survivors receive holistic services to help them escape the cycle of violence.</p> <p>Cara L. Whisler, Esq., with ICLS since 2007 has been the Family Law Practice Group Director (PGD) since 2017. During her time as PGD she has focused solely on family law matters. Cara currently leads the VLAP Project and is responsible for the Family Law Team's outreaches to rural communities. She supervises five attorneys and three secretaries. She will be Selena's primary supervisor and the three legal secretaries will provide supportive services to Selena. Selena will also have the support of her fellow staff attorneys, all of whom have varying levels of legal experience from 20 plus years of experience to one year of experience. Ms. Whisler's comprehensive legal experience in domestic violence issues and practical experience working in the communities ICLS serves, will help Selena develop the skills necessary to serve our clients.</p>		
Support (Support for PLL)	ICLS offers training for all advocates which are provided by experienced in-house advocates and external experts in their fields. The trainings cover subjects ranging from equity and inclusion, health and wellness as well as substantive law and litigation practices. During		

	<p>Selena's first week, she participated in a two-hour training on unconscious bias conducted by an expert in the field. ICLS will build on this training by providing follow-up trainings in the next six months to assist the program in minimizing and addressing unconscious bias in the workplace. ICLS will also be providing a Wellness and Dealing with Stress training in April provided by an outside expert in the field, Julia Wilson, Esq.</p> <p>Substantive legal trainings are included in monthly attorney roundtable meetings in which in-house experts and volunteer attorneys deliver presentations on their areas of practice. On April 21, 2021, ICLS will have collaborated with a pro bono attorney presenting a training on child custody and visitation issues, which Selena has been invited to attend. Additionally, ICLS will start a series of 3-hour litigation trainings at the attorney roundtables. The trainings will consist of a lecture and then small group practice sessions. The first session will focus on opening statements and will be conducted by a pro bono attorney. Every other month, advocates will receive litigation training on different subject matters.</p> <p>In addition to the schedule of trainings noted above, Selena will have access to ICLS's in-house resources include free access to Practicing Law Institute's webinar trainings, Westlaw as well as an organization-wide pleadings bank. To further support attorneys working remotely, ICLS leverages its technology to engage staff through MicrosoftOffice 360 Microsoft Teams video conferencing, Chats and Teams Channels that allow group postings to build cohesiveness. Through Microsoft Teams, advocates have been able to work together efficiently without in-person contact.</p>
<p>Safeguards (Protections for PLL and Clients)</p>	<p>ICLS intends to work closely with Selena to provide her similar opportunities for litigation as a first-year licensed attorney. In addition to Cara Whisler's guidance and mentorship, Selena will also be mentored by the Deputy Director of Litigation, Sang Banh, who has practice law for over 17 years. The Family Law Practice Group currently consists of five attorneys and three legal secretaries, not including Ms. Pierre.</p> <p>Selena will be trained through group discussions and individualized instruction. The Family Law Team hold weekly litigation and staff meetings to discuss cases and provide support to each other. The Family Law attorneys hold a separate weekly litigation meeting with Deputy Director of Litigation Sang Banh to brainstorm on cases. Additionally, Sang provides mentorship for new attorneys by attending their hearings and taking a hands-on approach in guiding them through the litigation process.</p> <p>As part of her team building efforts, Ms. Whisler's team has daily morning email check-ins and weekly video conferencing meetings. Cara meets with each advocate individually each week to discuss and strategize on case activities. As a new attorney Selena will shadow experienced attorneys during their client conferences and court hearings and she will be provided training on navigating client services for survivors of trauma.</p> <p>ICLS also relies on a case management system (CMS), capable of running reports that will capture the time advocates spend on specific activities on a daily basis to give a detailed analysis of an advocates' daily accomplishments. Advocates are trained to included detailed notes regarding case activities in the CMS that can be overseen by the PGD. The work done on each case by Selena will be reviewed by Cara Whisler in the CMS as well as during meetings to ensure that Selena's clients are receiving quality legal services.</p>
<p>Recruitment (Strong and Diverse Pool of Candidates)</p>	<p>ICLS sought to recruit a strong pool of candidates by advertising the position on Ziprecruiter, an online job search platform, that cross-posts on other career sites such as LinkedIn, Glassdoor, Indeed, and CareerBuilder to generate a large pool of potential candidates. The position was advertised on ICLS's website as well. Family Law Practice Group Director Cara Whisler and Deputy Director of Litigation Sang Banh reviewed the applications that ICLS received, focusing on granting interviews to candidates who had prior volunteer experience and experience working with the low-income community. Although having some experience working in a legal office was viewed positively, the emphasis was on applicants that had diverse backgrounds and experiences because the project Selena Pierre will be working on focuses on domestic violence survivors living in rural communities.</p> <p>Selena found the position on Indeed and applied in February 2021. ICLS' application process involves two levels of interview. The first interview is conducted by practice group directors with a series of questions that focus on the applicant's background and experience working</p>

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	in non-profits and with low-income persons. The second interview was conducted by Deputy Director of Litigation Sang Banh and Executive Director Darrell Moore. The second interview focuses more on the applicant's goals and their ability to work with our clients. Although other applicants with more legal experience applied for the job, Selena was offered the position based upon her commitment to assisting the low-income community, and she would be a good fit with the family law practice group, which is a collaborative and diverse team.
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GRANT BUDGET				
Months of Funding	15			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$58,000	\$0	\$14,500	\$72,500
PLL Payroll Taxes and Benefits	\$17,000	\$0	\$4,210	\$21,210
TOTAL PERSONNEL	\$75,000	\$0	\$18,710	\$93,710

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Inner City Law Center		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$60,000	06/01/2021	06/01/2022
County(ies) Served	Los Angeles		
Substantive Area(s)	Housing		
Impact (PLL's Work)	<p>The PLL will join Inner City Law Center's (ICLC) well-established Healthy Homes project as a staff attorney and participate in affirmative litigation that promotes decent, affordable housing and addresses conditions that threaten the health and safety of tenants. The team uses sophisticated plaintiff's litigation techniques to address housing-related health hazards, preserve affordable housing, improve unhealthful conditions, protect residents from landlord retaliation, and, when appropriate, recover financial damages. We anticipate increased complaints of unsafe conditions and retaliation as pandemic restrictions and protections are lifted. Months have gone by without code enforcement inspections, and tenants and workers are concerned about exposure to COVID-19. At the same time, months have gone by in which property owners have been unable to evict tenants for alleged failure to pay rent. We anticipate a surge of tenants requesting our assistance with slum conditions and increased retaliation by property owners who have been unable to pursue founded or pre-textual evictions. The PLL will be integrated into the current model in in order to expand our ability to respond to both a backlog and surge of complaints. The PLL will be trained and provided opportunities to take part in client interviews, deposition and hearing preparation, legal research, discovery, drafting of pleadings, court appearances, and will work closely with pro bono co-counsel. Although not admitted, the PLL can work on all aspects of the cases under close supervision of a very experienced attorney and so provide the same support any newly admitted attorney offers, while simultaneously building a skill set that will make them a very valuable new hire upon their admission to the bar.</p>		
Impact (Organization's Expertise)	<p>ICLC's Healthy Homes work is at the very heart of its work. While ICLC has expanded its methods and interventions for preventing and ending homelessness over the last 40 years, slum housing litigation was one of its first interventions and has remained a centerpiece of its work ever since. For more than three decades, ICLC has set the standard for promoting and decent, affordable housing and addressing conditions that threaten the health and safety of tenants. The team assists thousands of tenants each year to assert and defend their rights to habitable housing through its outreach, its partnership with the Los Angeles Housing and Community Investment department, and its pursuit of justice for tenants living in slum housing through litigation. The team has always been led by experienced civil litigators and is currently led by veteran civil litigation attorney Kim Miller under the supervision of Director of Legal Services, who has litigated and overseen the litigation of slum housing cases for more than two decades. Over the last five years, the team has successfully litigated more than forty multi-plaintiff cases on behalf of more than 500 tenants living in deplorable conditions, obtaining repairs, protecting tenancies and, in some instances, obtaining financial remuneration, including return of unlawfully collected rent. Currently, the team represents 376 tenants living in 17 properties across Los Angeles County. The PLL would be fully integrated into the legal team and represent tenants in all phases of litigation from investigation and due diligence, discovery and pre-trial litigation to trial or alternative dispute resolution.</p>		
Support (Support for PLL)	<p>The PLL will receive the same training as other staff attorneys joining ICLC, including trauma-informed and client-centered representation, cultural competency, the nuts and bolts of benefits and of landlord tenant law, multi-client representation, ethics and professional responsibility and other trainings more specific to their caseload. New litigation team members usually attend the NITA trial skills training held in Los Angeles in January with a cohort of their ICLC colleagues and will in 2022 if the class is offered. Otherwise, they will attend similar online NITA trial skills training online. Most of the training offered to new attorneys is in-house and provided by a mix of staff, pro bono attorneys and experts. Each month training is provided to all staff. Thus far in 2021 the topics have included: Vital Documents and Immigration Representation; Legal Needs of the Elderly through a Homelessness Lens; and Gender Diversity and Pronouns Best Practices; with upcoming</p>		

	<p>trainings on Veterans and “Bad Paper” and Legal Needs of the Native Los Angeles Community. In addition to the supervision of the Director of Litigation, Managing Attorney Retired Commissioner Doug Carnahan offers assistance with ethics issues and review writing. Attorneys at ICLC have access to Lexis Nexis online and written materials and the litigation team’s pleadings bank is a bountiful collection of 40 years of innovative slum housing strategies.</p>
<p>Safeguards (Protections for PLL and Clients)</p>	<p>The Healthy Homes project’s caseload and structure means that each new attorney is closely supervised by the Director of Litigation and by teammates through the “buddy method” of case responsibility. One attorney is never left to represent a case solo, but always has a partner on that case with whom they must confer before submitting work product to the court or client. All significant written product runs through either the Directing Attorney or senior attorney for finalization and sign-off. New attorneys are trained on skills, such as preparing a client for depositions by the Director of Litigation, and then observe the skill as conducted by a more experienced teammate, followed by being observed demonstrating the skill. Eventually they will be asked to do the same for a newer attorney.</p> <p>The team meets every week to discuss its cases and upcoming deadlines and goals. Civil litigation of this nature is demanding and non-stop, but it most instances allows sufficient notice and time to allow for review by a senior or directing attorney.</p> <p>Treating clients with dignity is a core ICLC value. All staff are trained in client interviewing techniques to assure that core value is met. New attorney’s interactions with clients are observed after first having observed client interviews conducted by senior staff.</p> <p>In response to the pandemic, all ICLC teams are working remotely. Program Managers increased the frequency of team meetings, ensuring that staff stay connected and to check on everyone’s wellbeing. All staff have been set up with the proper equipment to successfully and safely perform their jobs from home. Client services are being conducted remotely as much as possible, using the internet, telephones, mail, and fax. If an in-person meeting is required, social distancing mandates are being followed and extra precautions with disinfecting common areas are in place.</p>
<p>Recruitment (Strong and Diverse Pool of Candidates)</p>	<p>We have seen more and more candidates proactively seeking out employment opportunities with ICLC. This shift, along with our encouragement and responsiveness to such candidate-driven ‘recruitment,’ has created a new and unencumbered opportunity for candidates to share their most genuine selves, and has added greater depth and diversity to our candidate pool. We are deeply committed to continuous improvement across all aspects of our work, especially around recruitment, retention, and organizational culture. There are so many elements that need to come together perfectly for a candidate seeking enriching and meaningful employment – a vacancy, meeting all position requirements, timing, alignment with an organization’s mission and values, the number of applicants, an organization’s screening and hiring process, the interview, and the list goes on and on. While we have our own internal limitations, such as funding, we believe that our work is too important to be constantly opening and closing the door of opportunity for interested candidates. We maintain a perpetually open door for candidates to express interest in employment with ICLC, which we couple with thoughtful outreach in the community, at colleges and universities, and within each of our networks. At ICLC, every member of staff is empowered to advance our ever-growing pillar of inclusivity.</p> <p>With the COVID-19 pandemic still part of our day-to-day lives and the effects on the most vulnerable and marginalized communities not fully actualized, we knew that any of our ICLC teams would benefit from another fighter against injustice. Amy Frazee was among several candidates who proactively reached out to express interest in joining ICLC and participating in the PLL Program. Amy’s experiences, education, diversity of exposure, and thoughtful engagement throughout the candidacy process has confirmed that she is great fit for ICLC and the PLL Program.</p>

GRANT BUDGET

Months of Funding

12

Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$60,000	\$0	\$5,000	\$65,000
PLL Payroll Taxes and Benefits	\$0	\$0	\$14,950	\$14,950
TOTAL PERSONNEL	\$60,000	\$0	\$19,950	\$79,950

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Justice & Diversity Center of the Bar Association of San Francisco		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$82,000	06/01/2021	06/01/2022
County(ies) Served	San Francisco		
Substantive Area(s)	Housing		
Impact (PLL's Work)	<p>The Justice & Diversity Center of the Bar Association of San Francisco (JDC) plans to hire a PLL to support our Affirmative Eviction Prevention Project. Operated with support from State Bar EAF Homelessness Prevention funds, this project intervenes in landlord-tenant conflicts before they become so critical that the landlord seeks or delivers an Unlawful Detainer (eviction) order.</p> <p>Direct project services include pre-eviction tenant legal consultations, advocacy, and dispute resolution, aiming to prevent the filing of Unlawful Detainer cases, stabilize low-income people's housing, and keep tenants in housing that is affordable for them. This legal advocacy focuses on a number of pre-eviction issues, including payment disputes and tenant behavioral issues that jeopardize leases and housing, conflicts over the necessity of unit repairs and building conditions, unit habitability disagreements, sub-tenancy issues, and general lease compliance matters.</p> <p>PLL services provided by this project will consist of consultations with clients to ensure that they understand their legal rights and obligations as tenants in San Francisco. When necessary, the PLL will draft and send letters to landlords and/or the Rent Board to facilitate conflict resolution, request medically documented accommodations, and make a record of legal rights and obligations. The PLL will also 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.</p> <p>This project exclusively serves indigent residents of the San Francisco Bay Area. Many of these clients are Latinx monolingual Spanish-speakers, reflecting the socio-economic dynamics that put immigrant families in peril of losing their housing. JDC will select a highly qualified applicant for the PLL position with relevant experience and linguistic abilities.</p>		
Impact (Organization's Expertise)	<p>JDC has provided tenant advocacy and eviction defense legal and social services to low-income San Franciscans for more than 30 years, preventing countless thousands of evictions and helping tenants with a wide array of legal issues that stabilize their lives. A plurality of our agency's clients are Latinx and nearly all JDC direct service staff speak Spanish, giving us a strong ability to connect with and serve our target population.</p> <p>Most public funding available in San Francisco for eviction prevention legal services projects is restricted to situations where an Unlawful Detainer case has already been filed with the Superior Court of San Francisco, officially initiating eviction proceedings. However, JDC provides pre-eviction legal advocacy services for tenants 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, the process requires less staff time and fewer monetary resources from our clients to maintain their housing.</p> <p>JDC also serves tenants facing eviction as part of its Homeless Advocacy Project (HAP), which participates in the Tenants' Rights Coalition, in partnership with Bay Area Legal Aid and eleven other legal aid organizations in San Francisco. This citywide project strives to provide universal representation for tenants who are facing eviction. However, it is critical to the community's ability to stop evictions that legal services intervene earlier in landlord-tenant disputes to prevent the conflict from rising to the point of legal action.</p>		

<p>Support (Support for PLL)</p>	<p>Because JDC has been providing pre-eviction tenant advocacy for more than three decades, we have developed robust legal training modules, document resources, and expert support for attorneys who provide housing advocacy.</p> <p>As part of the PLL's initial onboarding, Supervising Attorney Greg Gomes will train the PLL in the basics of tenant advocacy, including on substantive landlord-tenant law and project workflow. The Supervising Attorney will continue to provide daily ongoing support and guidance throughout the PLL's tenure.</p> <p>External resources for the PLL will include access to the Westlaw legal research database and online trainings from leading subject matter experts through the Practicing Law Institute (PLI), including modules on various topics on landlord-tenant law and ethical and practical issues in the provision of direct legal services. The PLL will attend monthly San Francisco-specific trainings in landlord-tenant law through the Tenant Rights Coalition, whose nonprofit members provide free direct services to low-income San Francisco tenants. The PLL will also have access to JDC's in-house law library, which includes the Rutter Group practice guides in Landlord-Tenant Law and Pre-Trial Civil Litigation, The Green Book published by the National Housing Law Project, and Continuing Education of the Bar's Eviction Defense Manual.</p> <p>In addition to substantive legal trainings and support provided to the PLL, the new member of the JDC team will also receive standard new staff orientation and training in trauma-informed service provision. This training emphasizes the importance of allowing the experiences and preferences of each client guide the services that we provide. We recognize that when the client decides which services he/she wishes to access and which legal avenues to pursue, our services achieve a natural cultural competence and equity. No one understands the cultural implications of the services they receive better than the clients themselves.</p>
<p>Safeguards (Protections for PLL and Clients)</p>	<p>The PLL will first attend JDC's new staff orientation, complete entry paperwork with Human Resources, and participate in training that all staff receive. Once this process is complete, the PLL will begin an intensive onboarding and training process with the Supervising Housing Attorney, Greg Gomes. This Supervising Attorney will provide the PLL with training on landlord-tenant law, housing advocacy, and the ethical and practical considerations of protecting housing for low-income San Franciscans. The Supervising Attorney will then introduce the PLL to the many resources and manuals he/she will use and reference in the operation of the project.</p> <p>Once the PLL is ready to begin serving clients, he/she will meet with the Supervising Housing Attorney at least daily to review the PLL's work and approach to working with clients. The Supervising Housing Attorney will review every document and piece of advice that the PLL produces for project clients, ensuring that the PLL is following best practices and advancing clients' interests.</p> <p>These supervision sessions will take place via telephone and video conferencing platforms, like Zoom, until it is safe to conduct meetings in-person. We have been conducting similar activities via Zoom for more than a year and are confident in our ability to onboard, train, and supervise the PLL remotely until it is safe to resume in-person contact. Project client services will likewise follow this protocol to ensure the safety and health of JDC staff and clients.</p>
<p>Recruitment (Strong and Diverse Pool of Candidates)</p>	<p>JDC has already begun the search for a PLL and identified two excellent candidates. Unfortunately, neither of the candidates we identified for the PLL position were eligible to apply to become a PLL – despite their strong interest in the position. This experience informs our confidence that we will be able to recruit a strong eligible PLL candidate to support our Affirmative Eviction Prevention Project.</p> <p>Our recruitment process for this position will lean heavily on our relationships with law schools in the San Francisco Bay Area, including UC Hastings, UC Berkeley, Stanford, University of San Francisco, and Golden Gate University. We have already asked the career department at UC Hastings to solicit applications from recent graduates who qualify as for the PLL program and received positive responses. While the first two excellent applicants were ineligible, the quality of those applicants is a strong sign of the potential of these</p>

	schools to provide us with a committed and capable candidate for this important PLL position.
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GRANT BUDGET				
Months of Funding	12			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$66,017	\$0	\$0	\$66,017
PLL Payroll Taxes and Benefits	\$15,983	\$0	\$0	\$15,983
TOTAL PERSONNEL	\$82,000	\$0	\$0	\$82,000

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Law Foundation of Silicon Valley		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$76,000	05/01/2021	05/01/2022
County(ies) Served	Santa Clara		
Substantive Area(s)	Disability Rights; Health and Long-term Care		
Impact (PLL's Work)	<p>The Law Foundation of Silicon Valley respectfully requests funding to support a PLL beginning on or near May 1, 2021 to perform duties on behalf of our Health Program. We are in the process of completing the interview and selection process for this position. We made a verbal offer to a candidate who is a PLL and she verbally accepted.</p> <p>The PLL would be hired to support various projects within our Health Program. During the first few months of their contract the PLL would be asked to focus on projects within our patients' rights unit. Later they would be called upon to expand their duties to monitor and address conditions in the Santa Clara County jail system, conduct legal research to address sweeps of homeless encampments in San Jose and other duties as assigned.</p> <p>While working on patients' rights matters, the PLL will assist in representing patients in locked psychiatric facilities in administrative hearings, investigating and resolving complaints from recipients of mental health services regarding improper denials of patients' rights; monitoring and challenging mental health facilities and services for compliance with statutory and regulatory patients' rights provisions; and providing technical assistance, training, and outreach to mental health providers, consumers, and community members.</p> <p>The PLL will gain experience doing client interviewing, issue spotting, oral advocacy in administrative hearings, legal research and writing, and develop translatable legal skills while helping our team continue direct services work and expand our systems change efforts.</p> <p>The Health Program works with clients in Santa Clara County. For clients who self-identify, demographics are as follows: 50% of clients are male and 49% are female; 63% of clients have a disability; 26% of clients are White/Not Hispanic Origin; 33% of clients are Hispanic or Latino; 9% of clients are API; and 8% of clients are Black.</p>		
Impact (Organization's Expertise)	<p>The Law Foundation of Silicon Valley is Santa Clara County's largest provider of free legal services. Our mission is to advance the rights of underrepresented and low-income individuals and families in our diverse community through legal services, strategic advocacy, and educational outreach. The Law Foundation serves more than 10,000 low-income people in Santa Clara County each year through our Children & Youth, Health, and Housing Programs.</p> <p>The Law Foundation's team of nearly 90 attorneys, social workers, and staff, together with volunteers, ensure stable homes for abused and neglected children, help people living with chronic illnesses access the benefits they need to remain healthy and self-sufficient, provide low-income people access to safe and affordable housing and address a number of other critical issues including domestic violence, discrimination, human trafficking, mental health and more.</p> <p>The project we are proposing would be managed within the Law Foundation's Health Program, which serves communities that are historically excluded from health systems including Black, Indigenous, Latinx, AAPI, other people of color, LGBTQIA individuals and people experiencing homelessness.</p> <p>The Health Program combines community lawyering and grassroots advocacy to help clients with health disabilities lead more independent and fulfilling lives. A team of 13 attorneys and staff work with people in Santa Clara County who identify as having mental health or developmental disabilities and people who are living with HIV or AIDS.</p>		

	<p>We recognize that many things influence health equity and social determinants of health including jails and prisons, and law enforcement, unequal access to health care, lack of basic income, racism and more. Our work is structured around community and movement lawyering and grassroots advocacy that is informed by the direct legal services we provide on a daily basis.</p>
Support (Support for PLL)	<p>Upon starting with the Law Foundation, the PLL will have a robust training plan. The first step in the plan is to learn about the Law Foundation's programs and to get a deeper understanding of the priorities of the Health program. Next, the PLL will be provided substantive legal training on relevant topics from their colleagues and from webinars provided by Disability Rights California, PLI, and other organizations. Training on trauma-informed care and vicarious trauma will also be included. The PLL will learn how patients' rights hearings are conducted at all 10 psychiatric facilities where the Law Foundation conducts hearings by shadowing hearings, through simulated trainings, and by gradually taking on more of the hearing representation while being shadowed.</p> <p>The PLL will have regular check-in meetings with Abre' Conner, the directing attorney of the Health program. Soon, the entire team will be embarking on a series of litigation trainings, and continued learning is a regular part of its practice.</p> <p>The Law Foundation has an extensive race, equity, and inclusion initiative that includes a significant foundational training program for all staff. The PLL will have opportunities to participate in a variety of work groups across the organization focused on efforts such as hiring and retention, cultural celebrations, data and evaluation, and support for staff of color. The Health program is deeply focused on race equity work in their day to day efforts and frequent training opportunities are given to staff through guest speakers, webinars, and group learning opportunities.</p> <p>The Law Foundation uses CFW as its client database. The PLL will receive training on use of CFW and will be asked to regularly enter client data.</p> <p>At the end of 4 and 12 months, the PLL will receive a formal evaluation to be conducted by Abre'.</p>
Safeguards (Protections for PLL and Clients)	<p>The Health program staff meets three times a month to discuss priorities and address challenges. The Patients' Rights team meets weekly to discuss hearing representation and case questions. The PLL will meet bi-weekly and one-on-one with Abre' to review progress against tasks and to set and track goals. The entire team has an "open door" policy and is very supportive of one another's questions throughout the week. The Law Foundation holds an all staff meeting on a monthly basis.</p> <p>At the start of employment a professional development plan will be developed for the PLL and progress against goals will be tracked on an ongoing basis, culminating in a final evaluation after 12 months. They will be issued a computer and a phone if needed, and access to all Law Foundation systems, including the shared network and database, will be issued.</p> <p>As previously mentioned, to safeguard clients' experiences, the PLL will have ample opportunities for shadowing and being shadowed before they will start representing clients independently.</p> <p>Although we don't expect there to be any issues with the newly hired PLL, the Law Foundation has robust human resources protocols to address individual performance issues when they arise.</p> <p>The Law Foundation staff is currently working remotely and the patients' rights staff attend hearings virtually. Internal meetings are held via Microsoft Teams and Zoom or via phone. When absolutely necessary, staff visit the Law Foundation's office in Downtown San Jose or meet with clients while following distancing and safety protocols. All office visits are coordinated using a master calendar to ensure that no staff people are working in close proximity to one another. All staff members must adhere to established safety protocols.</p>

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Recruitment (Strong and Diverse Pool of Candidates)	We have concluded the search process for this position. The job notice was posted on LinkedIn and Indeed, on our organization's website and was shared on social media. We received applications from 10 applicants. We narrowed the search to two finalists who are PLLs and who exhibited a passion for the work of the Law Foundation, a willingness to learn and grow professionally, and relevant skills and experience. We made a verbal offer to our finalist, Rebecca Basson, on April 15, 2021 and she verbally accepted the offer. We expect Rebecca to begin on or near May 1, 2021. She will be relocating to the Bay Area from North Dakota, Rebecca graduated from Washington University School of Law in 2020 where she earned a Dean's Service Award and was a member of the Native American Law Students Association.
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GRANT BUDGET				
Months of Funding		12		
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$64,923	\$0	\$0	\$64,923
PLL Payroll Taxes and Benefits	\$11,077	\$0	\$0	\$11,077
TOTAL PERSONNEL	\$76,000	\$0	\$0	\$76,000

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Learning Rights Law Center		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$70,000	06/01/2021	06/01/2022
County(ies) Served	Los Angeles, San Bernardino, Ventura,		
Substantive Area(s)	Disability Rights; Education		
Impact (PLL's Work)	<p>LRLC will provide a 10-day onboarding period. Our PLL attorney will receive a series of cases and statutes to review to understand the basics of our unique area of the law. We will then slowly introduce a variety of responsibilities.</p> <p>LRLC will give our PLL exposure to a number of different kinds of representational responsibilities. In the education context, LRLC is positioned to provide a variety of meeting dynamics ranging from entirely informal parent-teacher conferences (wherein our attorneys accompany a parent and are able to navigate these interactions in a very informal way) to the more structured Individualized Education Plan meeting representation (where attorneys are tasked with overseeing meetings and "defending" the student's interests in a way that allows the non-legal educational planning to happen).</p> <p>Our practice is built around laws that contain administrative hearing requirements, our attorneys are able to assume individual representation and engage in all types of responsibilities much sooner than they would in other fields of law. Even our newest attorneys are asked to draft due process complaints, attend Resolution Sessions (informal Alternative Dispute Resolution meetings) and Mediations with Administrative Law Judges. LRLC expects any hearing that goes forward during the PLL's tenure to include hearing preparation and, if the case was one that the PLL had drafted, hearing appearances and witness questioning.</p> <p>It is important to stress our mission: LRLC works with students who, as a consequence of disability or discrimination, have been denied equal access to a public education. Our demographic data regarding who qualifies under our representation criteria shows that our clients tend to come from a lower socio-economic strata, are often families of color, and often have unique issues related to poverty. The PLL will provide needed legal representation to these underserved communities thus expanding the number of families we can help.</p>		
Impact (Organization's Expertise)	<p>For fifteen years, LRLC has handled a large volume of clients through our Education Rights Clinic and our direct representation work. In addition to these two legal divisions, LRLC also provides community based training and education, and is a trusted resource for underserved families to learn about their rights under the IDEA, Section 504, the ADA, and other civil rights protections. Our breadth of influence has enabled us not only to reach a large number of families, but also to target systemic barriers and understand broader trends impacting our clients, and this has enabled us to pursue broader impact litigation. In addition to matters before the Office of Administrative Hearings, LRLC has cases pending in state court, federal district courts, and the Ninth Circuit. We recently served as plaintiff in a Writ action relating to the Los Angeles Unified School District's refusal to adhere to state and federal special education assessment obligations during the COVID-19 closures.</p> <p>LRLC handles special education matters both in a consultative way before disagreements arise and by providing due process representation for families when it is clear that an impasse has been reached over a student's particular needs and programming offers. For example, LRLC provides assistance to students unfairly subjected to discipline procedures, or who have their rights denied during the implementation of discipline proceedings. LRLC addresses broader and systemic issues in educational planning and implementation and tries to resolve situations where students are unable to achieve their meaningful and equitable educational goals.</p> <p>The PLL at LRLC will be supervised directly by the Legal Director, Alexis Casillas. Ms. Casillas has extensive experience training attorneys to handle educational rights issues,</p>		

	<p>particularly in the special education context, and how to navigate administrative and non-administrative litigation for educationally-related issues.</p>
<p>Support (Support for PLL)</p>	<p>Any PLL hire will have access to the same resources our current staff attorneys have: a practice management software (Clio Manage), a research system (LexisNexis), an education-specific Special Education Connection database, access to CaseText pending our office contract on that system, our CLE opportunities (PLI subscription, and all attorneys have access to the Council of Parent Attorneys and Advocates trainings throughout the year and the 2022 Annual Conference in Boston), and all of the in-office supports, activities and programming LRLC provides, including periodic “lunch and learn” talks from experts in the field, and planned future craft nights and other fun programming to create community amongst staff.</p> <p>Our newer attorneys are provided with recommended CLE courses based on the more tenured attorneys’ experiences. This, along with ongoing mentoring and check-in meetings, encompasses LRLC’s multi-faceted professional development strategy. LRLC wants our attorneys to be comfortable and capable of taking on responsibilities with our clients, so supervisors carefully focus on what skill areas to target and what types of tasks our attorneys want to improve in as they discuss our attorneys’ ongoing CLE programming.</p> <p>Beyond that, LRLC also wants to make sure that our attorneys (and staff) are well prepared to be empathetic and effective with our clients who, by virtue of our mission, are more likely than not to be economically disadvantaged, culturally diverse, and to have suffered from trauma. Our Racial Justice Committee has put together a series of anti-racism trainings and provides ongoing referrals for programming that would prepare our staff and attorneys to be prepared to practice in a more informed and appropriate manner. This includes attending external programming and then internal re-teaching of information learned at these programs for our entire LRLC team when appropriate.</p>
<p>Safeguards (Protections for PLL and Clients)</p>	<p>Significant thought is given to new attorneys assignments. Tasks are assigned with pre-reading, a proposed approach, and scheduled check-ins and deadlines to ascertain structure to each assignment. Supervisors prompt the newer attorneys to find their own way of approaching a task and getting from initial query to a presentable work product. This is a balancing act between the attorney and supervisor, but it is a process LRLC embraces wholeheartedly.</p> <p>LRLC developed modules for staff to learn its management software. Supervisors issue assignments with a comprehensive plan about what a new attorney comes to that assignment already knowing and maps an approach to gain a level of competency to achieve the overall task. Discrete sub-tasks within the assignment are flagged and reviewed with the attorneys. As with all new attorneys, the PLL’s work will be reviewed throughout the drafting process, and will require supervisor sign-off before it is filed.</p> <p>LRLC has been effectively working remotely since March 2020. LRLC works to create community even if it is over tiny computer screens. To this end, supervisors have scheduled a series of large-group, small-group, and one-on-one meetings to allow staff to collaborate as they would if our offices were open. There is a weekly Case Review Meeting where cases are assigned, workflows of the office are discussed, and any long-term projects are reported on. Between those meetings, a series of subgroups also meet to discuss various projects. For example, LRLC is targeting a particular geographic area to address institutional barriers to mental health programming and lawyers, staff, and advocates meet to report on stories from affected families and to discuss potential legal strategies that address those barriers. Individual attorneys meet together at regular intervals to discuss their ongoing cases. Organization-wide staff meet once a month for office information and informal socialization.</p>
<p>Recruitment (Strong and Diverse Pool of Candidates)</p>	<p>LRLC is currently recruiting PLL candidates through its connections to local law schools. LRLC’s volunteer and law clerk programs have spent years recruiting to nearby schools, including Loyola, UCLA, USC, and more. LRLC has reached out to the career services departments at these schools to see if they have recent graduates who are eligible for the PLL program. Learning Rights is also reaching out to other local schools with similar inquiries about potentially PLL eligible recent graduates. LRLC is focusing its outreach on additional law schools with higher percentages of students of color and students who come from low-income backgrounds, to ensure they better understand the families that we work with.</p>

	<p>LRLC will evaluate and select candidates in accordance with the organization's current hiring practices. All staff, particularly new attorneys, are asked to create short-term objectives and goals for professional development. LRLC provides work based on those goals and aspirations. Attorneys report quarterly on their work distribution based on those goals, and to ensure that their weekly schedules progress them towards those goals. A large part of our evaluation process for attorneys revolves around how the attorneys are developing of their professional skills and their managerial tasks in light of where they start and what reasonable goals they set for themselves.</p> <p>As to the more "soft" aspects of becoming a successful attorney, we instigate conversations with all staff and attorneys about their abilities to interact with clients and with coworkers. We discuss work and office flow on a regular basis to ensure everyone is comfortable with current systems, and to support staff members who need better navigation help.</p> <p>We have recently launched a standardized rating scale for new hires, and are implementing a progress monitoring self-survey for attorneys and staff to complete and review with supervising staff.</p>
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GRANT BUDGET				
Months of Funding	12			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$70,000	\$0	\$0	\$70,000
PLL Payroll Taxes and Benefits	\$0	\$0	\$12,250	\$12,250
TOTAL PERSONNEL	\$70,000	\$0	\$12,250	\$82,250

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Legal Access Alameda		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$69,000	06/01/2021	06/01/2022
County(ies) Served	Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Fresno, Glenn, Humboldt, Imperial, Inyo, Kern, Kings, Lake, Lassen, Los Angeles, Madera, Marin, Mariposa, Mendocino, Merced, Modoc, Mono, Monterey, Napa, Nevada, Orange, Placer, Plumas, Riverside, Sacramento, San Benito, San Bernardino, San Diego, San Francisco, San Joaquin, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, Tulare, Tuolumne, Ventura, Yolo, Yuba,		
Substantive Area(s)	Consumer/Finance;Family/Domestic Violence;Employment;Housing;Other - The CFLA program provides assistance to lower income clients throughout California on all legal issues related to or arising as a result of the Covid pandemic or a natural disaster, such as wildfires and earthquakes. Currently we are seeing issues in family law, housing, employment and consumer law mostly, but there are other areas of law that are addressed such as insurance and FEMA and other benefits.		
Impact (PLL's Work)	<p>The PLL will work closely with the Disaster Projects Managing Attorney (DPMA) to deliver services to disaster survivors and those impacted by Covid. The PLL's will work on the California Free Legal Answers platform ("CFLA"). CFLA is a collaboration between Legal Access Alameda (and the Disaster Legal Assistance Collaborative) and California Lawyers Association. Using the ABA's Free Legal Answers platform, CFLA offers lower-income Californian's the opportunity to request free legal advice on a wide range of legal issues. Volunteer attorneys draft answers to questions posted by clients (statewide), and those answers are reviewed by expert attorneys before being posted. (Substantive areas of law include insurance, housing, employment, FEMA and other benefits, family, and consumer).</p> <p>The PLL will:</p> <ul style="list-style-type: none"> • Recruit, train, and support volunteer attorneys; • Draft answers to questions not selected by volunteers, which will be reviewed by an expert attorney; • Draft FAQs to send to CFLA clients and for the DLAC website (www.disasterlegalservicesca.org). <p>Also, after a disaster, the PLL will work with the DPMA on the hotline (including recruiting and training volunteers, outreach, and developing materials for volunteers and clients calling in) and on staffing clinics – all under the supervision of an attorney.</p>		
Impact (Organization's Expertise)	Legal Access Alameda has been staffing the Disaster Legal Assistance Collaborative since 2015. Tiela Chalmers, CEO and General Counsel of Legal Access, has been chairing disaster legal response efforts in California even prior to that. Legal Access currently has a team of 2.5 FTE in addition to Chalmers assigned to disaster response work. The PLL's direct supervisor would be the Disaster Projects Managing Attorney, Pam Hinchliffe, who has been involved in disaster work since June of 2020. Hinchliffe has substantive expertise in family law and housing, and is an experienced supervisor. Chalmers will also remain very involved, meeting with the group every week (and likely more in the immediate aftermath of a disaster).		
Support (Support for PLL)	The PLL will be required to complete the approximately 10 hours of MCLE training now available (and being created by June 2021 by DLAC and Pro Bono Training Institute) on the substantive law areas outlined above. That training includes content relating to trauma-informed client interaction, and all of the presenters are expert attorneys from legal services programs. In addition, we will have the PLL go through the approximately 10 hours of MCLE training recorded as part of the Landlord Tenant Boot Camp (March and April of 2021), and the approximately 18 hours of MCLE training recorded as part of the Family Law Boot Camp (April and May of 2020). Each of these trainings (created inhouse by Legal Access and by the Alameda County Bar Association) are taught by a range of experts in the field, all of whom have been in practice in that area a long time. They also include judicial officers		

ATTACHMENT D

	consistently assigned to that subject area. These trainings also include a significant focus on working with low-income clients and cultural competence. Our goal is to give the PLL a very solid base in the most common areas of legal need for disaster survivors and those affected by Covid. Our website also includes many templates and legal resources collected over the past year. Finally, the PLL will have access to FastCase, an online legal research platform.
Safeguards (Protections for PLL and Clients)	As described above, the PLL's work on CFLA, the hotline, and disaster clinics will all be overseen by an experienced attorney. The PLL will be responsible for drafting CFLA answers, coming up with potential responses to hotline questions, completing forms and writing letters at clinics, and drafting FAQs – but none of those things will be delivered to the client without first being reviewed by an experienced attorney. In terms of onboarding and collaborating, Legal Access has been all remote since March 2020, and most likely will remain that way indefinitely. We are now accustomed to working remotely, and have onboarded several staff remotely. Legal Access staff as a whole meet once a week by Zoom to check in on each project. In addition, the Disaster Projects staff (and this would include the PLL as well as their supervisor) meets once a week by Zoom, to do a detailed check in on how things are going, issues that have come up, etc. Finally, for the first 6 months at least, the PLL can expect to meet with their supervisor regularly. Legal Access also uses Slack to communicate (in addition to email, of course) and to facilitate collaboration.
Recruitment (Strong and Diverse Pool of Candidates)	We will send out notices to all ABA and State Bar accredited law schools in California. We have particularly strong contacts in Bay Area schools, and will use those as well to spread the word. We will also post on various online platforms that have proved helpful. We have also already received an inquiry from a PLL, and will follow up. The Alameda County Bar Association is examining creating a "PLL Matchmaking service" and obviously this may also be a good source of applicants. We will also reach out to our partners in affinity bars, many of whom have members who are law students and new JD's. Our evaluation criteria will include overall eagerness to learn, interest in public service, an ability to work independently but also check in, and ability to absorb information rapidly. We will prioritize candidates with experience or background in the low-income and disadvantaged communities we serve, and with competence in a language other than English. All of these criteria will help us select a candidate who is able to learn the new substantive law and work successfully with our clients.

GRANT BUDGET				
Months of Funding	12			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$59,000	\$0	\$580	\$59,580
PLL Payroll Taxes and Benefits	\$10,000	\$0	\$129	\$10,129
TOTAL PERSONNEL	\$69,000	\$0	\$709	\$69,709

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Legal Aid Foundation of Los Angeles		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$50,000	06/01/2021	06/01/2022
County(ies) Served	Los Angeles		
Substantive Area(s)	Housing		
Impact (PLL's Work)	<p>The PLL will be representing Tenant Defendants working on Full Scope Unlawful Detainer Eviction Defense Cases. The PLL would assist in the full scope representation from the interview intake with the clients, completing answers, pre-trial motions, propounding/responding to written discovery, depositions, negotiations with Opposing Parties/Counsel, Court appearances, trial preparation and trial litigation (Bench or Jury) and even possibly writ or appellate work. Also, the PLL will engage in extensive preventative work to avoid the filing of such cases pre-UD in tenant advocacy thru addressing complaints re habitability, Landlord Harassment, reasonable accommodations etc.</p> <p>Even though training, supervision and onboarding will be the priority, the PLL will eventually be the primary assignment on these cases and will be representing tenants in their unlawful detainers as the attorneys/advocates of record with the court and any advocacy engaged therein. Although the PLL will be working with other attorneys/advocates on the team doing the same eviction defense work, the goal of the PLL's work would be to take on as many full scope and limited cases as reasonable and expected to carry the same case load as the other attorneys working on the Eviction Defense Team at the requisite skill and experience level.</p> <p>The PLL will focus on serving the most vulnerable people in Los Angeles County, where 2.1 million people are low-income; many of these individuals are in dire need of civil legal services. Since we began tracking in March 2020, LAFLA has received over 2,200 COVID-19 related calls through our intake line, and nearly 50% of those have been housing related issues, including inability to pay rent due to coronavirus related illness and/job loss, tenant harassment and tenants' rights and related safety issues. We expect as the Covid-19 protections lift in LA County, the need for housing attorneys in this area will be great.</p> <p>The PLL has not yet been identified.</p>		
Impact (Organization's Expertise)	<p>LAFLA has provided free legal services to poor and low-income people who are homeless or at risk of homelessness since its inception over 90 years ago. In 2020, LAFLA closed 6,000 Housing cases, ranging from prevention of loss of housing to enforcing tenants rights to safe and habitable housing conditions. LAFLA regularly partners with other public interest law firms including Inner City Law Center, Bet Tzedek, Neighborhood Legal Services of Los Angeles County and Public Counsel on Measure H, CA State Bar's Equal Access Homeless Prevention Fund, Shriver, Self Help Centers, and other programs to provide services to clients who are homeless or at risk of homelessness; we will continue to collaborate and share best practices on this work. We are the legal services program lead to the new Los Angeles County & City "Right to Counsel" Project. Furthermore, LAFLA works with a network of community based organizations focused on community outreach such as SAJE (Strategic Actions for a Just Economy), Liberty Hill, East Yard Leads, One LA, LACan, Libre, and many others. We are also involved in a number of housing coalitions involving countless other organizations and entities to better serve our communities.</p>		
Support (Support for PLL)	<p>The PLL will be working with a much larger group of attorneys and advocates not only in the eviction defense/housing but also benefits, domestic violence, veterans, re-entry, and immigration. The organization regularly holds significant trainings sponsored within and are involved in larger trainings throughout the state and the country. LAFLA regularly is involved/invited to trainings with LAAC, Nita, PLI and a vast array of other providers. Further, we have our own internal Pro Bono Institute Training Project that has an extensive library of trainings across the fields that the organization practices. Also, we have a Race</p>		

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	<p>Equity Committee led by the Racial Justice and Equity Director focused on the race equity lens for our work as legal service providers.</p> <p>As far as the direct eviction defense training work that the PLL will be doing, much of our internal housing trainings have been digitized. We have considerable materials, presentations, templates, samples, etc. of case work and documents over LAFLA's many years involved in unlawful detainer defense. In addition, the LAFLA maintains a physical law library in its main office and holds access to Lexis Nexis, CEB, Rutter Guide, (to name a few) and other publications for on-line access for its staff.</p>
Safeguards (Protections for PLL and Clients)	<p>The PLL will receive initial training on LAFLA's policies and procedures and in use of LAFLA's case management system, as well as in the substantive law practiced in their assigned workgroup or project.</p> <p>The managing attorneys supervise their respective workgroup and special project staff by holding case reviews no less than twice a month. Additionally, managers conduct individual case reviews on a quarterly basis using caseload reports generated from LAFLA's case management system, LegalServer. At case review, the group discusses potential cases for acceptance, develops case plans, and proposes potential strategies. representation. Depending on the complexity of an assignment, a managing attorney may assign another staff attorney to act as a mentor and provide substantive support.</p> <p>The managing attorney monitors progress, ensures competent legal work, and promotes professional development of staff by reviewing selected files, establishing work plans and goals for the case, evaluating accomplishments and deficiencies, and discussing strategies and techniques for providing effective legal assistance/representation.</p> <p>As noted previously, the PLL will be working with a team of 12 advocates including 8 attorneys and a managing attorney that is a part of a much larger housing team at the organization (almost 60 advocates). All of which are doing similar work in defending tenants in order to keep them in their homes or prevent displacement from over- reaching landlords.</p>
Recruitment (Strong and Diverse Pool of Candidates)	<p>We will recruit a candidate through our internal networks as well as posting on our website, NLADA's website, MIE, idealist.org and social media channels. Additionally, we work with Law School Career Placement staff in our recruitment efforts and both Human Resources and the Pro Bono Director have contacts at most law schools in Southern California. We hope to identify candidates who have some social justice experience and a passion for LAFLA's mission.</p>

GRANT BUDGET				
Months of Funding	12			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$38,168	\$0	\$26,832	\$65,000
PLL Payroll Taxes and Benefits	\$11,832	\$0	\$8,318	\$20,150
TOTAL PERSONNEL	\$50,000	\$0	\$35,150	\$85,150

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Legal Assistance for Seniors		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$82,000	01/01/2021	06/01/2022
County(ies) Served	Alameda		
Substantive Area(s)	Family/Domestic Violence;Guardianship;Housing;Immigration;Income Maintenance		
Impact (PLL's Work)	<p>The PLL is primarily client-focused, serving older adults in the areas of elder abuse and housing. Christian Ramos came to LAS as a summer intern in 2019 and became a Legal Services Funders Network (LSFN) fellow with LAS since summer 2020. If funded, Christian will continue to work with and represent (PLL-certified) older adults in elder abuse and housing (along with other areas of law). In his brief time with the agency, Christian has become a trusted member of the legal staff, notably for his strong work ethic and welcoming, warm communication with clients in crisis. Housing and elder abuse are the two most impacted areas of law for the agency. COVID-19 has created a significant increase in need and Christian is a critical member of the team in supporting this increased demand, navigating stressful situations for clients.</p> <p>Christian is exploring a project for the agency to ensure older adults have access to technology so they can have meaningful access to the courts during the pandemic. For many older adults, the digital divide poses due process concerns that could have long-term devastating impacts. Christian plans to address this issue by creating accessible resources to distribute to clients in the community. . This guide can be used by older adults to find local community centers that have computers and access to broadband internet where seniors can access legal advice from LAS as well as other organizations that moved the intake process and client meetings to virtual appointments for safety purposes in response to the COVID-19 pandemic. Additionally, the guide will have instructions on how to access and use two commonly used video conference programs: Zoom and BlueJeans. The guide will ideally have screengrabs to create a clear and visually pleasing walk-through of the sign-in process through the end of the meeting.</p>		
Impact (Organization's Expertise)	<p>The PLL will primarily assist LAS in the two areas of law that have the highest volume of clients, housing and elder abuse. In the past year, LAS helped over 400 older adults in these areas. Given the complex legal and supportive needs that older adults require in these areas, it is necessary for a lawyer to balance the practical issues and legal reality of the situation. The PLL will benefit from the combined years of experience from the five attorneys working in these areas, who are seasoned attorneys with multiple years of direct client service. Christian is already working in both areas, conducting intakes to fully representing clients, and benefiting from LAS' mentorship.</p> <p>Housing: Over the past five years, LAS has created a housing program that is the only older adult- focused program in Alameda County. When older adults are displaced, they not only lose their homes, but their cultural community, caregivers, support networks and stability. The housing program provides full eviction defense, as well as counsel and advice for other housing issues. The end of COVID eviction moratoria will cause a large increase in demand for housing legal assistance. In anticipation of this increased need, LAS is focused on increasing staffing and resources for our housing program.</p> <p>Elder Abuse: Elder abuse has been LAS' primary practice area for many years and is what the agency is known for throughout the state, both for our direct services and for our annual conference focused on preventing and combatting elder abuse. Elder abuse can take many forms, including financial, physical, and emotional. We represent elder abuse survivors, typically seeking restraining orders to protect them from their abusers. This is another area of law that requires additional resources due to increased isolation caused by COVID-19.</p>		
Support (Support for PLL)	<p>The PLL will continue receiving direct training from LAS attorneys in elder abuse and housing. The PLL will also have access to trainings through local bar associations and legal agencies on substantive law and legal skills that will help to assist in professional development and support. Christian is currently attending a monthly national call on COVID-</p>		

	<p>19 pandemic's effect on homeowners. Additionally, Christian attends a quarterly meeting with the Alameda Superior Court on family violence legal matters that the Court is facing where he discusses these issues with judges, court staff, and other valued community members.</p> <p>At LAS, we encourage professional development by paying for our staff's membership fees in various bar organizations, Christian's fees will also be paid by LAS. Christian is already a member of East Bay Trusts and Estates Lawyers, which has enabled him to network with various agencies and community members servicing older adults. Christian is also a member of the Practicing Law Institute, which provides access to trainings in several different areas of law, predominantly legal aid-related areas. We plan on expanding Christian's membership in legal organizations so he can attend a wider arrange of legal trainings and connect with numerous legal professionals. These meetings will greatly improve and help develop Christian's professional skills and legal knowledge.</p> <p>Additionally, our staff also have access to several trainings focused on equity, diversity and inclusion that train staff to provide more culturally competent services to our diverse clientele.</p>
<p>Safeguards (Protections for PLL and Clients)</p>	<p>The PLL will receive focused guidance and support through an assigned supervising attorney. Christian will meet weekly with his supervisor, to ensure he is getting the support he needs for the cases he is managing and the digital divide project. He has created a work flow chart for his remaining time as an LSFN Fellow at LAS, to ensure he is getting the experience he expects in his time with the agency. If he receives PLL funding, he will create a similar work flow chart for the funding period.</p> <p>In addition to supervision from his supervisor, Christian's work will be periodically reviewed by the Legal Director and the Executive Director, who is also an attorney. All hearings conducted by the PLL will be directly supervised by an experienced attorney. The attorney will conduct extensive preparation for the hearing with the PLL, including a review of all filings, evidence and client/witness preparation. Christian will attend a weekly legal case review meeting, attended by all legal staff. At that meeting, difficult or novel cases are brought for discussion. Christian will be asked to present his cases at these meetings to further prepare his cases. All attorneys in the office will be available at all times for Christian, if he has questions and his direct supervisor is not available.</p> <p>LAS's Legal Director frequently consults with legal staff and reviews all closed legal cases. LAS' three supervising attorneys also manage caseloads within each area of law and assist with day-to-day management of legal staff. Each legal practice area, including housing and elder abuse, hold a weekly meeting to manage cases and coordinate service delivery. This structure ensures there are multiple highly experienced LAS staff to review Christian's work, ensuring the client is getting the same service they would receive by an LAS staff attorney.</p>
<p>Recruitment (Strong and Diverse Pool of Candidates)</p>	<p>Christian began as a legal intern with LAS in the summer of 2019, after completing his second year of law school. From the start, Christian displayed great skill and compassion in working with older adults. During his summer at LAS, he worked on projects in all the legal areas that LAS practices including conservatorships, elder abuse, public benefits, health law, housing law, legal guardianship of minor children, and naturalization. He evaluated new prospective client calls, handled the intake process for various areas, drafted various judicial council forms, provided clients with case updates, and researched legal topics for all departments.</p> <p>After graduating from law school, Christian was awarded a fellowship to work at LAS through the Legal Services Funders Network (LSFN) that runs through August 1, 2021. The LSFN Post-Graduate Law Fellowship was designed in the midst of the COVID-19 pandemic to address the needs of the Bay Area Legal Services Organizations to increase the capacity to serve. During this Fellowship, Christian again demonstrated great skill and care in handling multiple cases from start to finish and managed the intake process for cases in public benefits, elder abuse, and housing.</p> <p>The Provisionally Licensed Lawyer program of California has allowed Christian to take representation of clients even further. Recently, in his first hearing representing a client, Christian was a poised and strong advocate for his client, making a positive impression on</p>

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	several of the LAS attorneys who also attended the hearing to observe him. Even with the challenges of conducting the hearing over a virtual platform, Christian was effective in his strategy and argument. If given the option to continue with LAS through the PLL program, there is no doubt that he will continue on his path toward becoming an exceptional attorney, while providing critical support to LAS in a challenging time.
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GRANT BUDGET				
Months of Funding	17			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$65,600	\$0	\$0	\$65,600
PLL Payroll Taxes and Benefits	\$16,400	\$0	\$0	\$16,400
TOTAL PERSONNEL	\$82,000	\$0	\$0	\$82,000

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Legal Assistance to the Elderly		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$73,000	01/01/2021	06/01/2022
County(ies) Served	San Francisco		
Substantive Area(s)	Housing		
Impact (PLL's Work)	<p>Provisionally Licensed Lawyer (PLL) Jessica Juarez has been with our housing team since January 2021. During this time she has excelled, impressing the entire team with her skill, her commitment to improving and learning, and dedication to her clients. Ms. Juarez has been given a role similar to a first-year attorney under the supervision of Senior Supervising Attorney Margaret DeMatteo who closely monitors compliance with the program requirements and restrictions. Ms. Juarez is focusing primarily on full-scope representation in Unlawful Detainers. As such, she manages a caseload, under the supervision of Ms. DeMatteo. Our cases are assigned during our weekly housing meetings where the entire housing team meets to discuss new cases, evaluate them and consider legal strategies. From there, Ms. Juarez will be responsible for all aspects of her assigned cases. This includes:</p> <ul style="list-style-type: none"> • meeting and interviewing clients, • conducting factual investigation and evaluating case, • preparing initial responses, fee waivers, pre-trial motions, • conducting discovery, • leading settlement and case management discussions with opposing counsel, • arguing motions in court and attending mandatory settlement conferences, • preparing settlement agreements, and • Preparing for trial. If the case proceeds to trial, similar to a first-year attorney, Ms. Juarez would second chair her first trial with opportunities to conduct some of the trial. <p>As any first-year attorney and in compliance with the PLL program requirements, Ms. Juarez's work is closely supervised. To date, Ms. Juarez has managed client relations in Spanish and English, prepared initial responses, discovery, reviewed settlement agreements, negotiated with opposing counsels, appeared ex parte, argued a demurrer in San Francisco Superior Court and conducted a deposition. The deposition exemplifies the close supervision and training Ms. Juarez has received with the supervising attorney helping her prepare an outline, training her in conducting depositions, and then attending the deposition to provide any necessary support.</p>		
Impact (Organization's Expertise)	<p>For over 40 years LAE has provided free legal services to seniors and adults with disabilities in San Francisco. We provide comprehensive, holistic legal services in multiple practice areas including elder abuse prevention, healthcare preservation, benefits advocacy, consumer law, end of life planning and housing/eviction defense. Our clients are majority women and BIPOC. Many clients are also isolated by language and immigration status, with about 20% being non-English speakers. About 60% of our clients are frail or disabled and 6% are homebound or in a medical facility. Our clients are also overwhelmingly low income: 53% of our clients living below the federal poverty level (FPL) and 73% living below 200% of FPL guidelines.</p> <p>Our PLL, Ms. Juarez, has joined our largest practice area with seven attorneys, housing/eviction defense. Fully 60% of our clients face housing threats including evictions, terminations of subsidies, unlawful rent increases, denials of necessary modifications, and extra-judicial evictions and harassment. We have an extremely experienced team with collectively over 90 years of working in housing/eviction defense. Our housing cases ranging from full-scope representation in unlawful detainer actions, to challenging illegal rent increases and rental subsidy terminations in administrative hearings, to affirmative actions to fight landlord harassment and housing discrimination.</p> <p>Ms. Juarez is supervised by Senior Supervising Attorney Margaret DeMatteo who has over eight years working in housing law. She has received extensive training in supervising and</p>		

	<p>spent many years supporting new attorneys. She will also be supported by Director of Litigation Thomas Drohan who has worked as LAE's primary housing attorney for over 28 years and has extensive experience supervising and training new attorneys, LAE's Executive Director, who also worked as a supervising housing attorney for over 7 years, and Hannah Kim, Supervising Housing attorney who has over 5 years working as a housing attorney.</p>
<p>Support (Support for PLL)</p>	<p>At LAE, because we have an extremely experienced and collaborative housing team, we are able to hire and train inexperienced attorneys, including our PLL, Ms. Juarez. We provide extensive one-on-one, in-house trainings on substantive housing law and unlawful detainer procedural law, including motion writing, preparing initial responses and discovery, and deposition preparation. We also have our new attorneys participate in external trainings particularly those conducted by the Practicing Law Institute (PLI), Western Center on Law and Poverty, and National Institute of Trial Attorneys. Ms. Juarez has already taken several of these trainings. Ms. Juarez has access to Westlaw Edge, as well as our internal database of templates to learn and work from.</p> <p>Ms. Juarez also attends the monthly Eviction Defenders meeting where eviction defense attorneys from legal services organizations across San Francisco meet to exchange strategies, and news from the court and our cases. After each meeting there is a training for new attorneys on various aspects of unlawful detainer defense, which are sometimes taught by our Director of Litigation or other staff attorneys. Topics include: settlement negotiations, discovery, reasonable accommodations, and trial preparation.</p> <p>Our weekly Housing Team meetings provide another opportunity for Ms. Juarez to learn and ask questions of our entire housing team. At this meeting we strategize and discuss litigation plans for new cases, as well as brainstorm around issues that arise in on-going cases. Ms. Juarez has a bi-weekly one-on-one with her supervisor to review all of her cases. We also have a housing slack channel where questions can be asked (particularly when working remotely). Finally, we have an open-door policy where any attorney can ask any supervisor or attorney for advice.</p> <p>Ms. Juarez also joined our DEI Committee, and will participate in staff-wide trainings, such as Cultural Humility vs. Cultural Competence and Biases & Microaggression.</p>
<p>Safeguards (Protections for PLL and Clients)</p>	<p>Our PLL, Ms. Juarez started her onboarding through multiple trainings mentioned above. Direct overview of office policies, calendaring, access to email, PLI, Westlaw, Slack, Salesforce (our client database), and Box drive for client files, were all provided one on one with the supervising attorney at the start. Trainings are assigned on a rolling basis as they are available, though nearly all trainings through PLI are available on demand at any time. Bi-weekly supervision is over the phone, while weekly staff meetings are conducted over zoom. Collaboration with other staff occurs at the weekly housing meeting, or through Slack where anyone can post a question or issue for feedback.</p> <p>Ms. Juarez maintains an outline of cases she is working on, and which attorney she is working with on each case. The Supervising Attorney oversees all casework, and client communications are conducted via email with the Supervising Attorney cc'ed, or present via conference call over the phone. In person client meetings are rarely happening at this time, but when they resume, the Supervising Attorney will be present with Ms. Juarez and client at legally sensitive meetings. This ensures safe, effective and sensitive advocacy is being provided by Ms. Juarez to the client, and allows the Supervising Attorney to tailor professional development opportunities in real time through coaching and assigned trainings. Due to COVID, this has been happening remotely for months. As the Supervising Attorney and staff are also remote, effective systems have been put in place to address client and staff needs in the face of remote work. Maintaining a culture of communication helps make PLLs feel comfortable going to their supervisor with any questions they have.</p> <p>Since Ms. Juarez began her work with us, she has been supervised in the ways outlined above by Supervising Attorney Margaret DeMatteo.</p>
<p>Recruitment (Strong and Diverse Pool of Candidates)</p>	<p>In 2020, we participated in the Legal Services Funders Network (LSFN) Fellowship program, which was designed during the coronavirus pandemic to address the needs of Bay Area Legal Services Organizations by connecting them to recent graduates of Bay Area Law Schools who faced a delay in their ability to take the California Bar Exam. After the</p>

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fellowship, we were able to hire our fellow, and had funding to extend the LSFN fellowship from January to June 2021 for two additional fellows in the area of eviction defense. Through this collaboration, we interviewed and hired Ms. Juarez, PLL.

We are seeking this funding to allow Ms. Juarez to continue with LAE. Ms. Juarez has already shown that she is an excellent advocate. She takes initiative, asking for new challenging assignments and cases. She always asks for feedback and proactively seeks out training and skill development opportunities. She is a natural litigator, demonstrating an ability for oral arguments and taking depositions. As a native Spanish and English speaker, she has often worked with our monolingual Spanish speaking clients. Significantly, her lived experience has also allowed her to connect to these clients. Ms. Juarez is Latina, a single mom, in the first generation of her family to attend college and the first in her family to earn a J.D. She has demonstrated a great commitment to our clients, her community and to the provision of legal services.

At LAE, to ensure that we receive a strong and diverse pool of candidates we not only post new jobs on our website, but we also share job listing on websites such as PSJD, LAAC, indeed, idealist, and LinkedIn, and share job listings with other legal aid organizations in our networks and with law schools in the Bay Area as well as law student associations.

GRANT BUDGET				
Months of Funding		17		
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$58,850	\$0	\$29,425	\$88,275
PLL Payroll Taxes and Benefits	\$14,150	\$0	\$7,062	\$21,212
TOTAL PERSONNEL	\$73,000	\$0	\$36,487	\$109,487

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Legal Services for Seniors		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$73,000	06/01/2021	06/01/2022
County(ies) Served	Monterey		
Substantive Area(s)	Family/Domestic Violence;Guardianship;Health and Long-term Care;Housing;Income Maintenance		
Impact (PLL's Work)	<p>LSS PLLs advocates (Advocates) will work on housing, physical/financial elder abuse prevention and recovery, income maintenance (Social Security and other public or private benefit programs), health care access, Medicare and Medi-Cal appeals, Advance Health Care Directives, Wills, Springing Financial Powers of Attorney, Probate Guardianship/Limited Conservatorships, and consumer protection.</p> <p>General areas of law in which we provide representation:</p> <p>1) Public Benefits: Denial of Social Security and other pensions are often due to institutional oversight, not the senior's fault. We will provide assistance in pension regulations to successfully address problems created by the better than the agencies providing those pensions and learn to get to the heart of the challenge ensuring clients receive the income they deserve.</p> <p>2) Financial Abuse: Financial elder abuse victims are stripped of their life savings. When seniors realize they have been taken advantage of, they question their ability to care for themselves and avoid reporting the abuse. LSS will provide supervised attorney representation so seniors are comfortable knowing their confidences go no farther.</p> <p>3) Physical Abuse: Advocates will be supervised in assisting seniors with obtaining restraining orders in domestic violence court, keeping our clients safe and independent.</p> <p>4) Housing: Advocates will address legal threats to seniors in the areas of housing: maintenance of eligibility for affordable and/or subsidized housing; tenant defense in unlawful evictions, substandard living conditions and other tenant-related issues, We protect senior homeowners from losing homes to unscrupulous lenders, dishonest contractors and greedy family members. We are beginning to see a new area of senior housing scams.</p> <p>5) Health Care, Insurance and Estate Planning: Assisting seniors Medicare, Medi-Cal and private-pay health insurance problems. We also prepare Advance Health Care Directives (AHCD) and Wills.</p> <p>6) Probate Law: Representing seniors in Probate Guardianship petitions and Limited Conservatorships (seniors seeking custody of adult disabled children).</p>		
Impact (Organization's Expertise)	<p>LSS has been providing these same PLL services for 35 + years. LSS has the experience in working with PLL in this grant training period: Our current staff consist of a) Creighton Mendivil (SBN 266939) Executive Director/Attorney with 11 years legal aid experience in the PLL practice areas; b) Teri Scarlett (SBN 132682) Supervising Attorney with 33 years experience in the project areas of law; c) Kellie Morgantini (SBN 201022) Pro Bono Attorney, LSS' previous Executive Director and Directing Attorney with 26 year experience with LSS and these proposed projects; d) Albert Maldonado (SBN 59695) Pro Bono Attorney and retired judge practicing since 1974.</p>		
Support (Support for PLL)	<p>Every year LSS participates in sexual harassment training. Further LSS is a MCLE provider presenting trainings in our practices areas. Between January and March of 2021 LSS staff has participated in the following MCLE trainings: Sexual Harassment; Neighbor Disputes; as well as other professional educational sessions: Mortuary Practices (Neptune Society); Alliance on Aging Service; California Advocates for Nursing Home Reform (CANHR) Medi-Cal Trust Recovery; Lawyer Self-Care (presented by Lita Abella, (CalBar)</p>		
Safeguards (Protections for PLL and Clients)	<p>LSS Executive Director/ Directing Attorney and our Supervising Attorney, collectively have more than 35+ years' legal aid experience. Our entire legal staff meets twice per week for case review – where we review cases, receive education on new legal issues and other issues important for our advocates to know and help direct how we handle cases. The Executive Director and Supervising Attorney also consult directly with each attorney, legal advocate and volunteer on a daily basis on individual cases, advocates' case loads, as well</p>		

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	as identification and treatment of specific clients' legal matters. Each day, the Executive Director meets for a set time with each advocate and attorney to ensure direct oversight and communication with staff (e.g., training a new advocate on the particulars regarding general landlord/tenant law or detailed case management with attorneys who have undertaken litigation for financial elder abuse, etc.). These meeting during Shelter in Place have been using Zoom. LSS looks forward to returning to supervision in person when safe. These same practices will be used with any PLL.
Recruitment (Strong and Diverse Pool of Candidates)	LSS is working currently with two PLL to assist them in attaining their required hours. LSS will advertise a paid position through Monterey College of Law and the local Bar Association.

GRANT BUDGET

Months of Funding	12			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$55,000	\$0	\$0	\$55,000
PLL Payroll Taxes and Benefits	\$18,000	\$0	\$0	\$18,000
TOTAL PERSONNEL	\$73,000	\$0	\$0	\$73,000

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Legal Services of Northern California		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$83,000	07/01/2021	06/01/2022
County(ies) Served	Amador, Butte, Calaveras, Colusa, Del Norte, El Dorado, Glenn, Humboldt, Lake, Lassen, Mendocino, Modoc, Nevada, Placer, Plumas, Sacramento, Shasta, Sierra, Siskiyou, Solano, Tehama, Trinity, Yolo		
Substantive Area(s)	Consumer/Finance;Disability Rights;Education;Employment;Health and Long-term Care;Housing;Immigration;Income Maintenance		
Impact (PLL's Work)	<p>Under the direct supervision of the pro bono manager, LSNC's PLL will engage in a broad range of legal work across LSNC's practice areas including the following specific projects:</p> <p>COVID-19 Tenant Assistance - The PLL will assist with coordination of LSNC's program-wide direct client assistance related to the California COVID-19 emergency rental assistance program. In addition to assisting clients directly with their applications to the program and supporting volunteers providing direct assistance, the PLL will also prepare outreach materials and Know Your Rights presentations related to COVID-19 rental debt, assist with and work on cases related to any COVID-19 rental debt clinic organized by LSNC, and engage in community outreach, research and coordination on other COVID-19 related projects.</p> <p>Disaster Relief - The PLL will assist with coordination of local and program-wide disaster relief response efforts in our service area, preparing outreach materials and Know Your Rights presentations related to disaster relief. The PLL will work with supervising attorneys on disaster relief cases related to FEMA benefits, anti-price-gouging protections for disaster survivors, insurance claims, and other disaster public benefit issues.</p> <p>Rural Communities - The majority of LSNC's 23-county service area is rural, and the PLL will serve clients and support volunteers serving clients throughout LSNC's service area. The PLL will also work in coordination with the Expanded Access Project (EAP) that utilizes both staff and volunteers to operate evening and weekend clinics designed to serve low-wage workers, students and others who are unable to access LSNC services during business hours. The PLL's work with EAP will focus on expungement work, naturalization, and employment issues.</p> <p>The PLL will also assist staff in volunteer recruitment and clinic logistics for the projects listed above, help maintain LSNC's volunteer database and records of project efforts for grant reporting and analysis.</p>		
Impact (Organization's Expertise)	<p>LSNC's proposed projects for the PLL are focused on the organization's pro bono activities, which include direct client representation in all of LSNC's core practice areas - housing, health, public benefits and civil rights. The PLL would work in coordination with volunteers in both clinic and in-office settings to provide legal advice, assistance and, in some cases, full scope representation to low-income residents of LSNC's 23 northern California counties. As the primary legal aid provider in the region, LSNC assists more than 10,000 clients each year in matters that range from evictions and public benefit terminations to school discipline hearings and naturalization applications. LSNC is already engaged in the specific project areas described in (1) above, including COVID-19 tenants' rights work, disaster assistance and the EAP clinic areas.</p> <p>As described in (3) below, the PLL's primary supervisor will be LSNC's pro bono manager. The PLL will also work with other qualified attorney supervisors throughout the program when appropriate. The pro bono manager supervises, in collaboration with the managing attorneys of each field office, the legal work of LSNC's attorney and non-attorney volunteers, with additional support from LSNC's three regional counsel - specialists in the areas of housing, health and public benefits law. Under attorney supervision, the PLL can accept cases that volunteers open in clinic or field office settings for more extensive representation</p>		

	<p>than the volunteer can provide. The PLL can also provide co-counseling support to volunteer attorneys working on longer-term cases. The PLL will not undertake legal work in areas outside of LSNC's traditional practice, which is extremely broad in scope, but will add capacity to its pro bono programs during the project year. LSNC's pro bono programs, particularly in rural offices, have expanded significantly in the last four years, and the PLL would further expand our capacity to serve clients through our pro bono services.</p>
Support (Support for PLL)	<p>LSNC provides comprehensive skills and substantive law training to legal graduates and attorneys. Since the organization shifted to remote work due to the COVID-19 pandemic, that training has been provided via videoconference, in shorter formats. In accordance with LSNC's training practices, the PLL will receive 10 to 20 hours of in-house training by qualified staff in the areas of housing, public benefits and health law. The PLL will also receive in-house training in providing accessible services to various client communities, language access, interviewing skills, legal writing, writ practice, administrative hearing advocacy and a variety of litigation skills important for lawyers in their first year of practice. LSNC provides ongoing training to all advocates, on a weekly basis while our advocates are working remotely, on a variety of legal issues related to our practice. Additionally, the PLL will receive in-house training specific to the project areas listed in (2) above.</p> <p>While working remotely, the PLL will be provided a laptop computer, an internet based phone connection, telephone headset and any other necessary home office equipment. When working in the office the PLL will have an appropriate work space with access to all appropriate computer and office machine resources. Both remotely and in the office, the PLL will have access to LSNC's online case management system, its internal advocacy resource materials, Westlaw and all computer software necessary to engage in full scope legal representation.</p> <p>The pro bono manager will directly supervise the PLL. With more than eight years in practice, the pro bono manager works with dozens of volunteer attorneys, legal graduates, law students and non-attorneys and has successfully trained and supervised them remotely. She will supervise all of the PLL's legal work. The PLL will also work with qualified supervisors throughout the program based on need and subject matter expertise.</p>
Safeguards (Protections for PLL and Clients)	<p>As described above, the pro bono manager is an experienced attorney and supervises volunteers and law students throughout the year, in addition to providing support to other attorneys in the program. LSNC's training program is comprehensive and ongoing, with weekly training updates in the organization's primary areas of practice. Individual case work is monitored on an ongoing basis, using LSNC's online case management system that permits managers to review the status of open and closed cases. LSNC has consistent policies, uninterrupted during the pandemic, on review of open cases in progress as well as closed cases. Managers ensure appropriate case handling and verify the accuracy of advice and quality of legal assistance. The PLL will also have the resource of LSNC's three regional counsel, subject matter experts in housing, public benefits and health law, to advise and co-counsel on complex cases. The pro bono manager will ensure the PLL's professional development by working in collaboration with field office managing attorneys to identify appropriate cases to build the PLL's skills in the areas of administrative hearing representation, litigation and negotiation. The PLL will be supervised and trained in accordance with LSNC's ordinary plans for new legal graduates and attorneys.</p>
Recruitment (Strong and Diverse Pool of Candidates)	<p>LSNC is an equal opportunity, affirmative action employer. Consistent with the organization's hiring policies, LSNC will develop and post a job announcement that will be posted on its website, sent to all ABA accredited law schools and shared with state and local Bar associations and organizations representing historically underrepresented law students and attorneys. LSNC has strong relationships with law school career services offices nationwide, as it engages in nationwide recruiting for summer law clerks, externs and new legal graduates on an annual basis and has done so consistently for more than 25 years. LSNC will accept applications for a set period of time and offer interviews to the most qualified candidates, prioritizing candidates who speak languages commonly spoken in LSNC's client communities and those whose work or life experience make them especially qualified for the position.</p>

Months of Funding	11			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$68,646	\$0	\$0	\$68,646
PLL Payroll Taxes and Benefits	\$14,354	\$0	\$0	\$14,354
TOTAL PERSONNEL	\$83,000	\$0	\$0	\$83,000

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Los Angeles Center for Law and Justice		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$76,000	06/01/2021	06/01/2022
County(ies) Served	Los Angeles		
Substantive Area(s)	Family/Domestic Violence;Immigration		
Impact (PLL's Work)	<p>Under this project, the PLL would be providing legal assistance to victims of human trafficking (HT), with a focus on matters relating to immigration relief. As the Project continues PLL may also provide assistance on a range of other legal issues to address consequences of victimization and address the client's goals for safety and stability; this may include criminal justice advocacy issues and public benefits issues. PLL will be working with the general population served by LACLJ, which is low-income survivors of domestic abuse, sexual assault and/or human trafficking with a special emphasis on undocumented survivors. Typical work for PLL would include: (a) conducting trauma-informed, client-centered interviews and assessing the needs of victims in terms of their immediate legal needs as well as other legal issues that are an outgrowth of the victimization; (b) providing legal services including legal research and factual investigation, counsel and advice, brief services and document preparation, and preparation of immigration petitions and motions to be filed at the Executive Office for Immigration Review or Immigration Court; (c) engaging with FBI, police and prosecutors to report and advocate for victims and accompany them to interviews with law enforcement; (d) preparing AB629 CalVCB applications; and (e) coordinating with in-house social work team to coordinate service delivery and identify/address non-legal issues that have an impact on the client and/or their legal case. This position will be particularly beneficial for a newly-practicing PLL as they will join a skilled team of attorneys doing this work, through which they can develop practical legal skills that will benefit their practice regardless of where they go next, such as interviewing clients, determining eligibility for various forms of relief, drafting applications, declarations and motions, preparing clients for interviews and hearings and eventually representing clients in those applications, at those interviews and hearings.</p>		
Impact (Organization's Expertise)	<p>The PLL project is a longstanding project which is central to LACLJ's service model: providing comprehensive legal services to survivors of crime. LACLJ was founded to respond to the unmet need for legal services among the Latino immigrant populations in Los Angeles. For 45 years, this has remained LACLJ's primary service population, and will be the population served by the PLL. In recent years, the percentage of LACLJ clients who are undocumented has increased to over 60%. With this increase, LACLJ saw an increase in clients who had survived human trafficking (HT). As we identified an important overlap between victims of domestic violence, sexual assault and HT, we developed capacity to serve HT survivors in-house rather than refer them elsewhere. Now as part of our standard service model LACLJ assesses every incoming client for HT, but we also have partnerships with HT service providers such as CAST for continued referrals of HT clients. While the primary legal need of the HT survivors at LACLJ is immigration services, such as T Visas, survivors also often need public benefits and criminal justice advocacy. These services are the core of our HT work and will make up the primary workload of the PLL. LACLJ's HT work is led by our Directing Attorney for immigration, Michelle Carey, who has 17 years of experience as an attorney representing survivors on immigration cases, 15 years of experience supervising staff and volunteers, and 8 years managing LACLJ's immigration team and work. She has also been a trainer on survivor-based forms of immigration relief for national technical assistance providers including ASISTA and the ILRC (Immigrant Legal Resource Center). The Senior Attorney who will be directly supervising the PLL, Julie Tedford, has over 12 years' experience providing direct legal services and 10 years of experience supervising staff and volunteers.</p>		
Support (Support for PLL)	<p>At this time all LACLJ onboarding, training and work are performed remotely and LACLJ will provide PLL with equipment and tools necessary to participate in all activities remotely. PLL will receive the standard onboarding trainings given to all staff on topics such as timekeeping, office procedures, the use of equipment and systems and LACLJ's unique integrated service model. Also, PLL will receive the trainings standard for client-facing staff,</p>		

	<p>such as providing trauma-informed services, motivational interviewing, and comprehensive legal issue spotting. The LACLJ immigration Senior Attorney will lead all phases of the PLLs training: Phase (1): PLL shadows the Senior and Staff Attorneys in client meetings, interviews, hearings and other activities. Through shadowing, PLL learns client communication, legal assessment, declaration drafting and other skills through modelling done by the experienced attorneys. Phase (2): PLL conducts client meetings with an experienced attorney observing and providing support and feedback. Phase (3), the PLL conducts client meetings independently. Throughout these phases, weekly case reviews with the Senior Attorney and bi-weekly meetings with the Directing Attorney provide a further opportunity for personalized training. PLL will also participate in monthly LACLJ immigration team meetings, and all-staff meetings, trainings, and activities, including activities related to trauma informed services and cultural responsiveness. In addition to the in-house training and mentorship, PLL will be connected to the broader network of HT service providers through trainings and meetings. PLL will receive webinar trainings by national experts such as ILRC, ASISTA and CAST. PLL will also attend CAST's weekly Legal Advocates Working Group meeting where they will receive further insights into trafficking-related legal work. PLL will also join in monthly meetings with the LACLJ immigration team and join with the team in webinars by ILRC, ASISTA and CAST on cutting edge/changing issues related to serving HT survivors, as they become available.</p>
<p>Safeguards (Protections for PLL and Clients)</p>	<p>As with all attorney supervision at LACLJ, the supervision of the PLL will be conducted pursuant to LACLJ's Standards of Practice and the ABA Standards of Practice for the Supervision of Domestic and Sexual Violence Attorneys. Supervisory activities include sitting in on client intakes, attending hearings, reviewing files, and conducting employee reviews and check-ins. As LACLJ is committed to trauma-informed supervision, the Senior and Directing Attorneys supervising the PLL are trained in how to recognize the vicarious trauma that is a likely result of working with survivors, how to make an implement plans to address, prevent and remedy both vicarious and direct work-related trauma. The LACLJ immigration Senior Attorney will be the primary supervisor for PLL and be responsible for the PLL work on this project. After PLL completes the initial training period, they will be assigned approximately 15 cases from the Senior Attorney's caseload that are appropriate fit for PLL based on their strengths and overall capacity. Additional cases may be assigned to the PLL, depending on considerations such as workload and PLL comfort level. These cases will then be managed by the PLL, with case progress reviewed by the Senior Attorney at weekly case reviews. During case review, the Senior Attorney will provide supervision, discuss case strategy and next steps, answer questions, and provide support with prioritizing task and managing deadlines. The Senior or Directing Attorney will review all written work of the PLL and must approve any documents before filing. The Directing Attorney will have biweekly meetings with the PLL to provide mentorship and additional case strategy and support. Senior Attorney will also check in with clients periodically to confirm a positive level of rapport is being developed between the client and the PLL and address any communication or other issues that might benefit from further support.</p>
<p>Recruitment (Strong and Diverse Pool of Candidates)</p>	<p>LACLJ will take the following steps to recruit a strong and diverse pool of candidates, which primarily involve leveraging our longstanding relationships with law schools and other legal service providers in addition to new resources that have been created to match PLL and supervising attorneys, including: (a) contact directors of local law school immigration clinics (such as U.S.C., Southwestern, UCLA and Loyola) and their specialized programs, such as those in public interest and Critical Race Studies, to ask them to share the job posting with their networks of students; (b) contact law school public interest and career development offices and post the position on their job boards; (c) share the job posting with other service providers working in the immigration field, such as our co-partners in the Los Angeles VAWA Network, who are all leaders in the field of survivor-based immigration work and who work with many student and recent graduate volunteers; (d) register the opportunity on the LA-Region Bar Associations Provisional License Partnership website, which facilitates matching of PLLs and supervising attorneys; (e) post the position on the California Lawyers Association online community for provisional licensees; (d) post the position on listservs related to immigration and human trafficking legal services, such as the national VAWA expert and LA-specific SIJS listservs; (e) post with the Multicultural Bar Association (MCBA), a coalition of various diversity bars in LA County, and finally, (f) post the position on the various job boards where we typically post positions, such as Public Service Job Directory,</p>

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	NLADA, LAAC, CPEDV, the LA County Domestic Violence Council newsletter, as well as general job sites such as Indeed and Idealist.
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GRANT BUDGET

Months of Funding	12			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$63,000	\$0	\$0	\$63,000
PLL Payroll Taxes and Benefits	\$13,230	\$0	\$0	\$13,230
TOTAL PERSONNEL	\$76,230	\$0	\$0	\$76,230

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Mental Health Advocacy Services		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$80,000	05/01/2021	06/01/2022
County(ies) Served	Los Angeles		
Substantive Area(s)	Consumer/Finance; Disability Rights; Employment; Health and Long-term Care; Housing; Income Maintenance; Other - expungement/clearing criminal records with dismissal/sealing of past convictions & arrests		
Impact (PLL's Work)	<p>During the grant period, Howard Canton (MHAS' selected PLL), will provide free legal services to low-income individuals with mental health disabilities in a variety of areas including housing, public benefits, and other legal issues related to clients' mental health disabilities. Howard is extremely qualified to do this work as he has already been doing very similar client work as a Senior Legal Services Advocate with MHAS. As a PLL, Howard will maintain his own caseload of clients, some of whom he will assist with brief advice and counsel, others of whom he will be more extensively represent. He will engage in research and writing, negotiation, administrative advocacy, and court advocacy on behalf of his individual clients, and provide technical assistance and training to community partners.</p> <p>80% of the clients Howard serves – and will continue to serve during the grant period – are Black, Indigenous, and People of Color. As a native Spanish speaker, Howard is also able to serve monolingual Spanish speakers, who make up close to 50% of the clients he currently assists.</p> <p>The majority of Howard's work will be assisting individuals with mental health disabilities who are experiencing compounding harms due to the COVID-19 pandemic including increased risk of eviction and homelessness. Many of the clients Howard has helped over the past year and will continue to help during the grant period are at risk of falling off the looming "eviction cliff" as eviction moratoria are lifted at the federal, state, and local levels. Howard will provide these individuals with tenant defense assistance in landlord-tenant rental disputes, will educate clients and help them take advantage of utility assistance, rent relief, and homelessness prevention programs, and will inform clients and help them to exercise their tenant, debt collection, and fair housing rights.</p>		
Impact (Organization's Expertise)	<p>MHAS has been a leader in the disability rights movement and in the fight for equal rights for people with mental health disabilities for over forty years, providing free, direct legal services to approximately 3,000 individuals every year.</p> <p>The PLL's proposed projects fit squarely within MHAS's current areas of focus and expertise. Since 2000, MHAS has maintained a robust fair housing project, funded by the U.S. Department of Housing & Urban Development, to educate mental health consumers and service providers about fair housing rights and responsibilities. During this time, MHAS has also provided direct services in the areas of housing both to clients who attend these trainings and to clients contacting MHAS through its general intake line.</p> <p>In 2020, MHAS launched a new 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 two of the largest mental health services providers in Los Angeles. Clients are provided with tenant defense assistance in landlord-tenant rental disputes, including counseling, advice and consultation, renter education and representation, and legal services to improve habitability and to ensure receipt of eligible income or benefits to improve housing stability.</p> <p>This expertise is shared with Howard (and all staff attorneys) through structured guidance and supervision, including weekly case review and ongoing daily supervision. Howard's supervisor at MHAS has been and will continue to be Jo Bloomfield, who has 15 years of experience as an attorney and who has over 10 years of experience providing direct services and supervising attorneys in the proposed PLL practice areas. Howard will also benefit from</p>		

	the culture and practice of collaboration and support of MHAS's entire team of attorneys, who bring additional expertise in housing, public benefits, consumer law, and related issues.
Support (Support for PLL)	<p>Every MHAS employee is provided with training on a variety of topics at the beginning of and throughout their employment at MHAS. Howard has received in-house training on several substantive areas including expungement, consumer law, and Supplemental Security Income (SSI) and other Social Security benefits. Howard has also received in-house training on client interviewing skills, legal research and writing, and working with clients who are survivors of interpersonal violence. MHAS also hosts regular participatory trainings and discussions both in-house and sometimes featuring external guest speakers on diversity, equity, and inclusion and trauma-informed care. Finally, MHAS invites Toby Rothschild to present annually to the MHAS legal services team on updates in Ethics.</p> <p>MHAS staff, including Howard, further regularly attend and participate in trainings that MHAS staff provide externally on fair housing, working with clients with challenging behaviors, and special education. (MHAS is a Multiple Activity Provider approved to provide CLE credit with the State Bar of California.) This past year, MHAS adapted its standard fair housing training to include up-to-date information on the web of federal, state, and local COVID-19-related eviction moratoria, educating renters on what they need to know and do to preserve their housing as these moratoria begin to expire. MHAS' housing team further updates the entire MHAS staff regularly as changes in the law have been and continue to be swiftly enacted.</p> <p>In the past year, Howard has attended over ten external trainings including, among others, (1) Public Counsel: Navigating Unemployment in the COVID-19 Landscape, (2) National Housing Law Project: Eviction Defense During COVID-19, (3) Worksafe: Disability, Workers' Compensation, and COVID, and (4) Legal Aid Foundation of Los Angeles: Employment Issues During COVID-19. Howard will continue to attend these types of external trainings as these opportunities arise.</p> <p>Finally, MHAS provides all staff attorneys with access to LexisNexis.</p>
Safeguards (Protections for PLL and Clients)	<p>The quality of Howard's services to MHAS clients – as well as his own experience at MHAS – is structurally safeguarded in a number of ways.</p> <p>First, Howard will be supervised by MHAS Managing Attorney Jo Bloomfield who will provide oversight on all cases handled by Howard. Howard and Jo will meet one-on-one weekly where Jo will provide guidance on specific cases and issues, critique quality of work, review Howard's overall caseload, and discuss priorities for the coming week. Furthermore, Howard - and all MHAS attorneys - are required to record their casework in MHAS' online case management system, LegalServer. Howard's notes, progress on cases, and completed work is available for review at any time and is periodically checked by Jo. Jo will also review any proposed new case with Howard prior to execution of any legal representation agreement with a potential client. Similarly, Jo will review work done on the case prior to case closure.</p> <p>Second, Howard will participate in regular staff meetings and project meetings, which include discussion of specific cases and issues raised by staff members and discussion of ethical issues. In 2021, the attorneys are holding weekly case review meetings.</p> <p>Finally, MHAS has an "open-door" culture, meaning that all staff are encouraged to interact with one another, go to one another with questions, and support one another in their work, in their professional development, and generally as human beings working together. This policy extends equally from the Office Receptionist to the Executive Director.</p> <p>MHAS has been successfully operating remotely during the pandemic but hopes to return to the office at the end of the summer, 2021. Even while working remotely, however, MHAS has maintained an open, connected environment with regular staff meetings, staff "happy hours", and other opportunities for staff to connect with one another remotely.</p>
Recruitment (Strong and Diverse Pool of Candidates)	MHAS is fortunate in that we already have an excellent internal candidate, Howard Canton, identified for our PLL position. Howard first joined MHAS in 2018 as a post-law school volunteer. When a Legal Services Advocate position opened up, he was immediately hired into it based on his superb work performance. Over the past couple of years, Howard has

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	<p>worked on a number of MHAS projects including our General Intake Line and our Medical-Legal Community Partnership where he has assisted clients with housing and public benefits issues, among other legal needs. He has excelled in any task he has been given, has received consistently positive feedback from both clients he has served and partners with whom he has interacted, and has earned universally high praise from his supervisors.</p> <p>We are thrilled that Howard is eligible for the Provisional Licensure Program and is on a path to becoming licensed to practice law in the State of California. A bilingual, smart, and kind advocate, he is exactly the type of person we need to join the field and help close the justice gap in California. He is dedicated to the clients that MHAS serves, is a team player, and is a skilled and effective advocate. Having successfully recruited him, our focus now is to make sure we can retain him in this field, which we hope this grant will help us do.</p>
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GRANT BUDGET				
Months of Funding	13			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$66,000	\$0	\$0	\$66,000
PLL Payroll Taxes and Benefits	\$14,000	\$0	\$0	\$14,000
TOTAL PERSONNEL	\$80,000	\$0	\$0	\$80,000

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Neighborhood Legal Services		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$91,000	04/01/2021	06/01/2022
County(ies) Served	Los Angeles		
Substantive Area(s)	Housing; Income Maintenance; Other - Legal services related to homelessness and homelessness prevention		
Impact (PLL's Work)	<p>Through a combination of individual representation, high impact litigation and public policy advocacy, Neighborhood Legal Services of Los Angeles (NLSLA) combats the immediate and long-lasting effects of poverty and expands access to health, opportunity, and justice in Los Angeles' diverse neighborhoods.</p> <p>The PLL will work with NLSLA's housing and homelessness projects. Since the start of the COVID-19 pandemic, NLSLA has seen a significant uptick in both housing and homelessness cases. The PLL will help NLSLA address this heightened community need by providing supervised representation of clients as well as assist with impact litigation and policy advocacy matters as needed. NLSLA has a long history of providing representation in housing and homelessness matters, including innovative programs such as Shriver Housing Project-L.A. and StayHoused LA, which provide access to legal representation to low-income people facing eviction, and Lawyers Preventing and Ending Homelessness Project, which provides legal help to the homeless in the Antelope, San Fernando and San Gabriel Valleys.</p> <p>NLSLA's service area, Los Angeles County is one of the most racially, ethnically and culturally diverse areas of the country and includes large numbers of poor people who collectively speak more than a hundred languages. The PLL will focus on three geographic regions within LA County: the San Fernando, San Gabriel and Antelope Valleys. These regions contains significant numbers impoverished immigrants, including monolingual Spanish-speakers and one of the largest concentrations of Asian Pacific Islanders (API) in the United States. These minority groups face significant language and cultural barriers to accessing the legal system and have a high concentration of legal issues related to housing and homelessness.</p>		
Impact (Organization's Expertise)	<p>NLSLA has deep experience with all manners of legal assistance to low-income clients including direct representation (brief and extended service), legal clinics, impact litigation, policy advocacy, self-help assistance and community outreach. NLSLA attorneys—based in offices, courthouses and clinics throughout the county—specialize in areas of the law that disproportionately impact low-income people, including affordable housing and eviction defense, access to public benefits, support for domestic violence victims, access to healthcare, worker and consumer rights, and employment and training.</p> <p>In the past year, NLSLA has responded to the COVID-19 pandemic to reach as many impacted tenants as possible through client representation, impact litigation, remote clinics, and community and partner presentations and video calls. During this time, COVID-19 tenant protection ordinances were adopted by a vast majority of municipalities in Los Angeles County and our housing attorneys responded by learning the nuances or the new ordinances to ensure the provision of the highest quality advice, education, and advocacy for our clients and applicants for our services. Our attorneys have significant experience in eviction defense, section 8 and public housing, illegal rent increases, disability accommodations, unsafe living conditions and fair housing and discrimination.</p> <p>Cassandra Goodman, the Director of Housing and Homelessness at NLSLA, will be the PLL's direct supervisor. Cassandra has over 20 years of experience in public interest housing law and criminal defense. Cassandra was instrumental in establishing NLSLA's Shriver Housing Project-LA over 10 years ago and she has supervised attorneys at all experience levels throughout her career.</p>		

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Support (Support for PLL)	<p>The PLL will have access to all standard office technologies in addition to cutting-edge legal aid equipment, software and case management system. NLSLA is at the forefront of legal technology and utilizes up-to-date platforms for case work, database management and reporting, inter-office communication, legal research and artificial intelligence. NLSLA utilizes Legal Server, Lawyaw, Hotdocs, Westlaw and OneLegal, among other legal technologies. The PLL will work closely with NLSLA's Vice-President of Operations and Legal Technology, Charlie Gillig to ensure their technological needs are met.</p> <p>In 2020, technology played an increased role in the day to day operations of NLSLA. In March 2020, NLSLA transitioned to full remote operations. We assessed the technological capacity of its staff to work remotely and provided equipment as needed. We purchased and supplied staff with laptops, hotspots, printers and other devices so that staff could perform their work duties remotely. NLSLA also took steps to ensure that client data privacy and confidentiality would be protected by immediately updating its Technology Policy and created a "Telework Policy" which outlined expectations and best practices for working and utilizing telecommunication platforms remotely. E-filing and e-signing have become more regular practices to ensure timely filing and we adopted a policy to ensure clients are aware and have an opportunity to review what is being filed for them. The PLL will be fully prepared to work in office, remotely or in a hybrid model.</p>
Safeguards (Protections for PLL and Clients)	<p>The PLL will receive the same on-boarding as a first-year attorney. The administrative onboarding will include human resources, fiscal and technology trainings. The substantive training will include training presentations and videos, review of NLSLA housing and homelessness training materials, and meetings with all housing and homelessness supervisors. The PLL will participate in case reviews, sit in on client interviews and attend live hearings. Additionally, the PLL will receive training on providing culturally sensitive, trauma-informed legal services. NLSLA provides staff with regular trainings on topics such as implicit bias, self-care, and diversity, equity and inclusion (DEI).</p> <p>In the first few months, the PLL will receive close guidance on all aspects of the position. The supervising attorney will meet with the PLL weekly to monitor substantive learning and determine when the advocate is ready for casework and advocacy. The PLL will begin by assisting attorneys and paralegals with existing cases and advocacy projects. The PLL will shadow experienced attorneys and second chair court appearances as part of their training plan. Once the supervising attorney has determined the PLL is ready, the PLL will begin representing clients. The PLL will then and follow NLSLA's policy whereby the supervising attorneys meet with their attorneys every two weeks. All case and advocacy work will be reviewed by the supervising attorney. In addition to assigning a supervisor, NLSLA will also assign a mentor attorney that meets with the PLL twice a month and is there to respond to any questions or issues that the PLL has.</p> <p>As mentioned in the previous question, NLSLA has formalized systems that allow its programs to function as if staff were in the office. The PLL will be able to perform their duties and be a full member of a legal team regardless of being in-office or remote.</p>
Recruitment (Strong and Diverse Pool of Candidates)	<p>NLSLA has a robust history of seeking and hiring diverse candidates. Over 70% of our advocates of NLSLA advocates are people of color. NLSLA's President & CEO, Yvonne Mariajimenez, is Latina and grew up in a low-income communities we serve. Women make up 65% of our staff, including 52% of our lawyers. Diversity, Equity and Inclusion is a touchstone for NLSLA and plays an important role in all decision-making, including recruitment and hiring decisions. NLSLA also looks for outstanding individuals with leadership skills, the ability to work collaboratively and efficiently, who are committed to the community, dedicated to serving others, and willing to be flexible to meet our clients' needs.</p> <p>We will recruit for this position as we have for other employment openings. We also have two relatively new internal post-law school staff members who may be considered for this position. Both of these candidates are people of color.</p>

GRANT BUDGET

Months of Funding

14

Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$70,000	\$0	\$0	\$70,000
PLL Payroll Taxes and Benefits	\$21,000	\$0	\$0	\$21,000
TOTAL PERSONNEL	\$91,000	\$0	\$0	\$91,000

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	OneJustice		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$55,000	02/24/2021	12/24/2021
County(ies) Served	Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Fresno, Glenn, Humboldt, Imperial, Inyo, Kern, Kings, Lake, Lassen, Los Angeles, Madera, Marin, Mariposa, Mendocino, Merced, Modoc, Mono, Monterey, Napa, Nevada, Orange, Placer, Plumas, Riverside, Sacramento, San Benito, San Bernardino, San Diego, San Francisco, San Joaquin, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, Tulare, Tuolumne, Ventura, Yolo, Yuba		
Substantive Area(s)	Consumer/Finance;Family/Domestic Violence;Education;Employment;Health and Long-term Care;Housing;Immigration;Income Maintenance		
Impact (PLL's Work)	<p>The PLL has been with OneJustice since January 2019. Since then, her work has included the administration and coordination of many of our training programs for legal services organizations, including the Capacity Building Academy and our Webinar series. Additionally, the PLL now covers much of our IOLTA work including providing technical assistance and resources to the QLSP's we serve. An example of her project listings include the Immigration Legal Service Provider convenings, Social Workers in Legal Aid project, Legal Aid Compensation Survey, and state and federal policy work.</p> <p>During the grant period, the PLL will continue providing consulting and technical assistance to legal services organizations, with a focus on QLSP's. Based on the Justice Gap needs shown by the 2017 national Justice Gap Study and the 2019 state Justice Gap Study, an additional project the PLL will work on will be a detailed landscape scan of how COVID-19 has further impacted the justice gap and how legal aid has adjusted to meet the needs of their clients.</p> <p>This includes, but is not limited to, an analytical look into the practice areas of housing, income maintenance, and family law. The research will start with the Justice Gap studies and use additional existing research from the California Shriver Civil Counsel Act Evaluation and the Access to Justice Commission to analyze where the civil justice system was before the pandemic and how it has been impacted since.</p> <p>Possible outputs include trainings, written resources, cohort building sessions, and a formal report tailored to the specific needs of the legal aid community. An emphasis will be placed on how the pandemic has impacted different geographic regions in California and take into account additional factors such as natural disasters and attorney density in these areas.</p>		
Impact (Organization's Expertise)	<p>As a support center and capacity building organization, OneJustice has undertaken similar projects in the past with great success. For example, the PLL began her career at OneJustice by performing a landscape scan of the state of children and youth in California and how they receive legal services. This project included interviewing many legal services organizations that serve children and youth in the state, extensive research on the legal services children and youth can access, and ended with a final convening that brought together key community stakeholders to discuss the work they were doing and how to work together.</p> <p>In addition, as a recipient of a State Bar Bank Grant, OneJustice undertook a three-year project designed to impact the training and development of rising leaders in immigration legal services organizations throughout the state. This project created the Capacity Building Academy, which trained hundreds of QLSP staff members throughout the three-years in nonprofit and pro bono program management.</p> <p>The PLL led the final nonprofit management cohort on this project and generated reports on the project's impact on legal aid advocates and surveyed past participants.</p>		

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Support (Support for PLL)	<p>The PLL is being supervised by OneJustice's CEO, Phil Hwang, who has over 24 years of legal experience, including having worked at legal aid organizations as a housing, economic security, and immigrants rights attorney. Phil has worked with dozens of legal fellows throughout his career and will ensure that the PLL receives OneJustice's full support in accessing professional development opportunities.</p> <p>OneJustice puts a strong emphasis on professional development and support. The PLL will have access to funds and support to find external trainings in diversity and inclusion, cultural humility, project management, empirical research, and any other required skills based trainings needed to undertake her work. This also includes providing opportunities for the PLL to participate in external trainings that will deepen her substantive expertise in legal areas handled by QLSPs. OneJustice is also well-connected to legal experts throughout the legal aid community statewide and will connect the PLL with experts to provide additional support and mentorship.</p>
Safeguards (Protections for PLL and Clients)	<p>The PLL and her supervisor meet on a biweekly basis to discuss project management and professional development. In addition, the PLL will continue to meet with any other supervisor on her existing projects on a regular basis. At the moment, these meetings take place virtually but can be transitioned to in office meetings when in-office work continues. The PLL has been provided with the necessary technical equipment to achieve these goals while working remotely. The PLL's supervisor regularly analyzes the PLL's work progress and products to ensure the highest quality of outputs.</p>
Recruitment (Strong and Diverse Pool of Candidates)	<p>The PLL is an existing OneJustice staff member. Her work will continue on many of her existing projects but she was asked to contemplate and develop the proposed project based on her professional development goals, expertise, and needs of the legal aid sector.</p>

GRANT BUDGET

Months of Funding	10			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$46,610	\$1,731	\$0	\$48,341
PLL Payroll Taxes and Benefits	\$8,390	\$311	\$0	\$8,701
TOTAL PERSONNEL	\$55,000	\$2,042	\$0	\$57,042

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Public Counsel		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$69,000	06/01/2021	06/01/2022
County(ies) Served	Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Fresno, Glenn, Humboldt, Imperial, Inyo, Kern, Kings, Lake, Lassen, Los Angeles, Madera, Marin, Mariposa, Mendocino, Merced, Modoc, Mono, Monterey, Napa, Nevada, Orange, Placer, Plumas, Riverside, Sacramento, San Benito, San Bernardino, San Diego, San Francisco, San Joaquin, San Luis Obispo, San Mateo, Santa Barbara, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Trinity, Tulare, Tuolumne, Ventura, Yolo, Yuba		
Substantive Area(s)	Disability Rights; Health and Long-term Care; Housing; Income Maintenance; Other - Public Counsel assists veterans and their families with removing barriers to employment, healthcare, and benefits through discharge upgrade advocacy (removing derogatory information from their military separation documents) and representation in court to resolve traffic tickets, quality of life citations, and expungements/ dismissal of eligible past convictions.		
Impact (PLL's Work)	The COVID pandemic has highlighted extreme discrepancies in services to People of Color (POC) and diverse communities, including access to economic resources, employment, healthcare, and housing. Specifically for veterans, recent studies show that POC are more than twice as likely to be reprimanded and unfavorably discharged, and more likely to have mental health issues leaving the military. These circumstances negatively affect their civilian lives. Public Counsel's Center for Veterans' Advancement (CVA) clients are disproportionately POC and reside in low-income and rural communities in Los Angeles County. To bridge the gaps in resources, the PLL will provide direct legal assistance to low-income, unhoused, and at-risk veterans with disabilities to help them access VA compensation benefits and health and mental health care, and to correct unfavorable discharges. To support clients' economic advancement, the PLL attorney will also provide direct legal representation to obtain the dismissal of tickets and citations and their fines and fees for these veterans. Public Counsel intends to leverage the PLL by seeking an advocate with professional skills and experiences in social and human services; with a holistic care perspective and a trauma-informed approach to legal services; who is familiar with community partners and resources; who understands the intersectionality between judicial and sociocultural systems; who is aware of mental health stigmas and military cultural humility that may impede the veteran from seeking support. Such a PLL would not only understand the client's legal needs, but would be able to most effectively communicate those needs, including relevant symptoms, with legal reasoning in administrative and court proceedings.		
Impact (Organization's Expertise)	<p>The CVA project was created with the objective that veterans will have access to essential benefits, housing resources and services, and financial stability. They are more likely to receive these safety nets if they have legal services in the essential stages of their case. Since 2009, CVA has assisted 4,680 clients, handled 8,648 matters, and placed 315 cases with pro bono counsel. CVA has two full-time attorneys with over 20 years' combined experience in social services and legal aid; one of CVA's staff attorneys has a Master in Social Work (MSW), with experience on trauma-informed and holistic care. CVA attorneys are accredited by the Department of Veterans Affairs, and are active within the state and local bar and subject matter associations. They have provided training to attorneys on veterans' law, and are considered experts in this field. In terms of impact litigation, CVA has partnered with a prominent law firm to file a Writ and pending class action lawsuit before the Court of Appeals for Veterans Claims (CAVC) on the VA's denial of due process rights in the Post 9/11 Caregiver Program. Oral arguments have been heard before the CAVC; this litigation is currently pending a key decision.</p> <p>CVA routinely conducts legal clinics for the veteran community. Before the pandemic, we held regular clinics on the VA campus and at Coordinated Entry Events for unhoused veterans, and we conducted an in-person discharge upgrade clinic linking veterans with less</p>		

	<p>than honorable discharges to pro bono attorneys to assist them in applying for an upgrade, including writing persuasive and empathetic personal statements. CVA has successfully transitioned the in-person clinic to a remote model. The PLL will have continued training and support with the discharge upgrade clinic, the CEE clinics, our current impact litigation, and all aspects of the job by CVA staff.</p>
<p>Support (Support for PLL)</p>	<p>The PLL will be an integral member of the CVA Team and will receive oversight and mentorship in all aspects of the PLL's work from the Directing Attorney, Supervising Attorney, and Senior Staff Attorney for the project.</p> <p>The following training will be provided to the PLL, all of which is available online: Practical Tactics for Trauma-Informed Legal Advocacy; A Guide to Post-Traumatic Stress Disorder for Advocates: How to Effectively Address PTSD in Matters Involving Veterans and Others Affected by Trauma; Advocating for Veterans: The Basics on VA Benefits, Discharge Upgrades, Veteran Cultural Competency, and Marginalized Veteran Populations; and Restoring Veteran Status and Eligibility for VA Benefits Through Character of Discharge Review.</p> <p>Additional professional development would include relevant subject matter webinars in VA benefits advocacy from the National Veterans Legal Services Program, as funding allows. Because Public Counsel has strong relationships with large law firms, the PLL would be invited to all trainings offered by these firms.</p> <p>Because of our extensive pro bono program, we maintain a library of training materials, samples, and online resources on veterans' law, tickets, and expungements. Public Counsel will provide access to these materials for the PLL, who will be expected to study and gain a greater understanding of the legal issues of the cases they are working on. As required by the State Bar ethics rules, the PLL will need to stay on top of changes in the law to be competent in their practice. This is accomplished through the aforementioned research and study when working on cases.</p> <p>The CVA team has weekly case reviews with a standing agenda item for professional development. During these meetings, as a member of the team, the PLL could share ideas about additional training needs and opportunities, as well as address any other support they may need.</p>
<p>Safeguards (Protections for PLL and Clients)</p>	<p>The PLL will be onboarded and treated the same as any other member of the Public Counsel staff and the veterans' team. They will be required to complete a background check since they will be working directly with clients and will have access to case files.</p> <p>Public Counsel continues to deliver the majority of our services to clients remotely, using telephone and email extensively, and exchanging documents via email or courier service. Some of our employees continue to make court appearances as required, although for most matters the courts are closed. Within this remote environment, the PLL will be fully onboarded by our Human Resources and IT Departments, ensuring effective access to a computer, internet, phone, email, video conferencing, our case management database, our encrypted file storage website, and our legal publication and training resources. They will be fully integrated into the organization's communication network via all-staff emails, public emails, regular project updates to all staff, all-staff meeting, veterans' team meetings, and our inter-office chat forums.</p> <p>Regarding training, Public Counsel will provide access to and verify that the PLL has undergone, at minimum, the above training. During weekly case review, the PLL will have the opportunity to bring any questions or concerns about their cases to the CVA team. Prior to the submission of any final work product or claim for VA benefits, a CVA staff attorney will be checking the quality of the product and provide substantive, constructive feedback to the PLL, as needed.</p> <p>Regarding goals, the PLL will have a goal setting meeting with their supervisor at the beginning of their term, and a constructive performance evaluation at the end. The PLL will be able to share their successes and positive impacts with their peers in monthly project reports that go out to all staff.</p>

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Recruitment (Strong and Diverse Pool of Candidates)	The Human Resources department has approved the attached job description for this position, and has posted it on Public Counsel's website and commonly used employment search websites. Public Counsel has received completed applications from several excellent candidates, many of whom are veterans themselves. Public Counsel is deeply invested in the prospect of providing invaluable experience to a PLL who is themselves a veteran, as this individual would contribute an essential and unique perspective to our work. All eligible candidates will be weighed in accordance with the job description. Staff have been trained on equitable hiring processes that minimize implicit bias.
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GRANT BUDGET				
Months of Funding		12		
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$57,000	\$0	\$0	\$57,000
PLL Payroll Taxes and Benefits	\$11,970	\$0	\$0	\$11,970
TOTAL PERSONNEL	\$68,970	\$0	\$0	\$68,970

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Riverside Legal Aid		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$50,000	05/03/2021	01/03/2022
County(ies) Served	Riverside		
Substantive Area(s)	Conservatorship; Consumer/Finance; Family/Domestic Violence; Guardianship; Housing; Immigration; Income Maintenance		
Impact (PLL's Work)	<p>The PLL will be hired to act as a supervised attorney is most or all of the work that Riverside Legal Aid engages in. Briefly those areas of law which are IOLTA funded have always included family law, landlord tenant, probate, conservatorship, guardianship, consumer protection and other appropriate general civil. Additionally RLA operates a federal clinic which includes bankruptcy and federal cases and funded by the federal court attorney admissions fund and American college of bankruptcy. Most recently RLA has opened a DACA preparation and citizenship preparation service. This service is completely unfunded and run exclusively by volunteers. The PLL whose resume is attached has prior housing experience and has expressed a strong interest in probate and conservatorship. She is currently being trained in Probate and conservatorship. The PLL is an immigrant who speaks 3 foreign languages and will be able to show a strong presence for RLA in the much underserved immigrant community which we target in many of our efforts. The PLL will be looking for full time employment in the legal profession and it is hoped that her talents and training she will receive during her PLL employment would make her an ideal candidate to continue at Riverside Legal Aid in the future.</p>		
Impact (Organization's Expertise)	<p>As I stated before all of the projects that Riverside Legal does at this time are areas we have have several years of experience in and as far as bankruptcy/federal is concerned we are the only legal aid in the inland empire doing work directly at the federal court. The only exception is DACA/citizenship. That is a project recently created in the summer of 2020. Every area that we serve has both experienced attorneys and experienced paralegals working for many years in these areas, including the DACA/citizenship volunteer attorney. Our homelessness prevention attorneys have all done litigation in that field. Our family law attorneys have done clinics and court appearances, hearings and trials in family law. All of the other areas of law are similarly staffed. All of these attorneys will oversee the PLL as she navigates through the various areas of law. The ED will also provide guidance and review.</p>		
Support (Support for PLL)	<p>Currently RLA in conjunction with our partner court Riverside Superior Court is doing a 8 hour training on Thursdays (2 hours each date) with mcle credit. The PLL is attending. She is also receiving training in Probate from our contract attorney who specializes in this area. The paralegal in probate is also helping. Another volunteer has recommended a PLI training in family law for legal aid which she will participate in as well. RLA has free access to PLI for all employees including volunteer and their trainings are excellent. Much of the training will be provided OJT by supervised participation interviewing clients at clinics. The supervisors will be the attorney specialists assigned to the clinics. PLI also has programs which address the issues of diversity, equity and inclusion, trauma-informed care, and cultural humility. The cultural background of the PLL should be helpful in the trainings in these areas.</p>		
Safeguards (Protections for PLL and Clients)	<p>All of our clinics and services are still being performed remotely with several exceptions and partial exceptions. The federal and bankruptcy clinic has reopened completely to clients at the federal court in a patio location for safety. Each clinic is supervised by 2 expert attorneys and 1 paralegal expert in bankruptcy. The probate attorney who is currently training the PLL is doing so by phone and video when he is speaking to clients and on court calls. The family clinic is partially opened. The attorneys and paralegals come into the office and speak to the clients by telephone. This makes it easy to train as the trainee can observe all the work being done and also hear and speak to a client on speaker. As more services are performed by the PLL and she is trained in them it will be done in person or partially in person or remotely if necessary as circumstances in the pandemic develop.</p>		
Recruitment (Strong and Diverse Pool of Candidates)	<p>RLA currently has 4 PLL volunteers working. 2 are male, 2 are female. Two are immigrants. 2 are persons of color. 1 is Spanish speaking. Another speaks 3 Indian/Pakistani languages. 3 are younger, 1 is middle-aged. One has a strong military and police background. The pool of PLL's who have been recruited are about as diverse as possible in</p>		

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	such a small group. Diversity is applicable and necessary to all of our projects because of language issues and cultural sensitivity as to all. Our new and yet unfunded DACA/Citizenship clinic is particularly targeted to a diverse population of attorneys and other employees.
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GRANT BUDGET

Months of Funding	8
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Personnel

	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$45,000	\$0	\$0	\$45,000
PLL Payroll Taxes and Benefits	\$5,000	\$0	\$0	\$5,000
TOTAL PERSONNEL	\$50,000	\$0	\$0	\$50,000

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Santa Clara University Alexander Law Center		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$90,000	07/01/2021	06/01/2022
County(ies) Served	Santa Clara		
Substantive Area(s)	Consumer/Finance;Immigration		
Impact (PLL's Work)	<p>The Katharine & George Alexander Community Law Center (KGACLC) is pleased to engage a Provisionally-Licensed Lawyer (PLL) to provide and expand legal assistance, education, and outreach for Santa Clara County immigrant communities. Our goal is to empower through education, advocacy, and service.</p> <p>Under the supervision of the Immigration Practice Director, the PLL will carry an immigration caseload including but not limited to assistance and orientation regarding T-Visas, U-Visas, acquired citizenship, political asylum, deferred action for childhood arrivals, and various aspects of citizenship matters. In addition to handling immigration cases, the PLL will advance legal redress for immigrant communities by staffing the immigration brief advice clinic and conducting know-your-rights community education and outreach events. The PLL will also staff the consumer debt clinic housed at the Santa Clara County Superior Court to specifically aid immigrants with consumer issues. Low-income and limited-English-speaking immigrants are particularly vulnerable to deprivations of consumer rights because of language and cultural barriers. COVID-19 has had a particularly adverse impact on the immigrant communities as well. Working with their supervisor, the PLL will learn from and collaborate with existing networks and community-based organizations serving immigrant populations to holistically address legal needs.</p> <p>The selected PLL is particularly qualified to do this work, as she was the recipient of a competitive 2019 KGACLC law student summer fellowship for a similar project. As a law student summer fellow she carried an immigration caseload along with the associated challenges of ever-changing laws. She skillfully and thoughtfully approached each matter; providing excellent client-centered service. Since that time, the PLL has been tireless in her efforts to empower and educate the immigrant community. She will leverage and further develop the important work and relationships already built for a successful PLL engagement at KGACLC.</p>		
Impact (Organization's Expertise)	<p>KGACLC was founded over twenty-five (25) years ago with a two fold mission: to train law students to be social justice advocates and to provide free legal services for low-income individuals. KGACLC serves 1,000 clients each year through 1) community outreach, 2) advice clinics, 3) educational workshops, and 4) full-representation cases, including court and administrative hearings. KGACLC practice areas include consumer law, immigration, and workers' rights. Our staff also serve as leaders in collaborative efforts to increase access to the legal system for low-income individuals and communities, and participate in media appearances, presentations, and training events.</p> <p>The PLL will work under the supervision of KGACLC's immigration and consumer law practice directors. Each has over 20 years of experience in their respective areas and are sought out experts in their field. Because KGACLC is a clinical program, we will provide the rich training, mentorship, and oversight needed for a successful PLL engagement, while expanding the availability of legal services for the low-income immigrant community.</p>		
Support (Support for PLL)	<p>KGACLC is uniquely positioned to provide the PLL with exceptional support. As a clinical program that trains law students and volunteer attorneys, we have a fully developed model that teaches community lawyering, legal skills, and the substantive law necessary to handle matters in each of our practice areas. We utilize both in-house developed resources (practice guides and templates) as well as online resources including commercial tools. In alignment with the academic schedule, a new training session begins three-times per year. The training is front-loaded at the beginning of the period, readying both students and volunteers to assist clients with maximum effectiveness. The anticipated PLL has already participated in much of the standard training; thus, continued engagement would mean advanced learning and</p>		

ATTACHMENT D

	<p>enhanced opportunities to serve the client community. Together with their supervisor, the PLL will identify needed training.</p> <p>Additionally, the law school and university, offer a plethora of trainings, panel discussions, and workshops each week during the academic year. Recent topics include: responding to anti-Asian violence in the U.S.; coded bias; bystander intervention; build your network; stress management; and mindfulness (to name a few). The PLL will have the flexibility to participate in personal and/or professional development trainings offered on campus.</p> <p>Outside of the campus offerings, the PLL will have access to the many community-based organizations that we partner with who host substantive law and/or other trainings.</p> <p>KGACLC is an environment that promotes and actively supports continuous learning.</p>
Safeguards (Protections for PLL and Clients)	<p>The PLL is well acquainted with the overall culture, mission, and procedures of the KGACLC office and will be able to immediately begin focusing on advancing the project. The supervisor(s) will have a regularly scheduled weekly meeting with the PLL, with additional availability on an as needed basis. Initial meetings will focus on developing a solid work plan that includes goals and objectives, desired outcomes, deliverables, timelines, potential resources (people, partners, technology, financial), and evaluation. Early on, the PLL will work with the supervisor to identify key stakeholders and community collaborators, scheduling introductions and meetings, as appropriate. Additionally, the PLL will have ready access to the KGACLC executive director who will help facilitate community connections and provide support.</p> <p>The PLL has already received extensive training through KGACLC's clinical program about delivering safe, effective, and sensitive client-centered legal services. She has had the opportunity to shadow attorneys and has also been observed interacting with clients. The PLL has experience working with and in community-based organizations that collaborate with KGACLC and who refer clients for legal services. She is quite familiar with our client base and thus can provide effective service.</p> <p>Lastly, over the last year, KGACLC successfully transitioned to remote client services. We utilize Zoom, telephone, and other online tools to connect with our clients and volunteers. We also conduct advice clinics and legal trainings online. Staff come to the office to perform essential services as needed (i.e. to receive original client documents). The PLL will be assigned a fully equipped individual office for use throughout the one-year engagement that includes a computer, telephone, hardware, software and other office equipment. The PLL will have access to the office on a limited basis for essential tasks until COVID-19 restrictions are lifted and will otherwise use remote resources for work as all KGACLC staff members do.</p>
Recruitment (Strong and Diverse Pool of Candidates)	<p>The PLL is a former KGACLC Cindy Avitia Immigration Justice Summer Fellow, selected and vetted through a competitive process that included staff, advisory board, and the foundation funder. She successfully completed the fellowship, our clinical course, and is a frequent volunteer. The PLL work is directly related to and an extension of the work of that was began during the fellowship.</p> <p>The selected PLL is exceptionally qualified for the role. She has a demonstrated commitment to public interest and social justice, connections to immigrant communities, fluency in Spanish, and experience executing the proposed project. Given the abbreviated grant application timeline and specific PLL criteria, we are quite pleased to have such an exceptional candidate.</p>

GRANT BUDGET				
Months of Funding	11			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$67,164	\$0	\$0	\$67,164

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PLL Payroll Taxes and Benefits	\$22,836	\$0	\$0	\$22,836
TOTAL PERSONNEL	\$90,000	\$0	\$0	\$90,000

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Senior Citizens Legal Services		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$87,000	05/01/2021	06/01/2022
County(ies) Served	San Benito, Santa Cruz		
Substantive Area(s)	Consumer/Finance; Disability Rights; Health and Long-term Care; Housing; Income Maintenance; Other - Property Rights and rebuilding efforts of fire victims.		
Impact (PLL's Work)	<p>Senior Citizens Legal Services (SCLS) is pleased to have located a highly qualified PLL who is already well-versed with our services. Karin McGuire (PLL) was a prior volunteer in 2019 and has lived and worked in Santa Cruz county for many years. She graduated from Monterey College of Law in May 2020 and is eligible to apply for the PLL program. McGuire is presently once again volunteering with SCLS and will be hired with the funds from this grant. SCLS does not otherwise have funding to hire.</p> <p>In addition to expanding SCLS capacity in all our regular case services, our PLL will help SCLS focus needed services on our primarily Spanish-speaking clients in South county Santa Cruz and will assist fire victims in navigating administrative hurdles to obtaining rebuilding permits. SCLS has long had offices in both North and South counties within Santa Cruz, but for the past year has not had adequate funding to maintain rent and staffing in our South county office. South county residents are predominately Hispanic and have been the hardest hit by Covid-19. SCLS will leverage this PLL position to enable our Spanish-speaking paralegal to once again utilize our office in the Watsonville Senior Center and offer in-person weekly intakes.</p> <p>SCLS has experienced a large increase in requests for assistance since April 2020 and approximately 38% of our current cases involve Covid related concerns. The PLL will handle cases from start to finish under the direct supervision of our Director of Litigation and help us meet this increased service need. The PLL will help provide direct legal representation in judicial and administrative proceedings for cases involving residential care patient rights, tenant rights, unlawful detainers, financial and physical elder abuse, Social Security and SSI, Medicare and Medi-Cal; consumer problems, debt collection defense, and age discrimination.</p>		
Impact (Organization's Expertise)	<p>SCLS has been providing high quality legal services to persons aged 60 and older who reside in Santa Cruz and San Benito counties for nearly 50 years. Our Agency has long thrived on the model of utilizing high quality volunteer services who receive close supervision and training from our staff and directing attorneys. The new PLL position fits easily into our already established systems, and this is especially so where the selected PLL has prior volunteer experience at SCLS. The PLL will directly support projects which SCLS has offered our communities for decades. We are highly experienced with the subject matters our office handles and have a strong, well-established staff. We are also well connected with other service and community organizations.</p> <p>SCLS endeavors to provide a work environment that encourages professional development while supporting the PLL and their need for a sustainable work/life balance. The PLL will be provided with daily guidance and support from the core full-time staff consisting of Executive Director, Tanya Ridino; the Director of Litigation Melia Powell; and the Executive Assistant/Paralegal, Claudia Uribe. Ms. Ridino has nearly 20 years legal experience and over a decade working in the non-profit sector. Ms. Powell will offer the primary supervision for McGuire and has supervised all SCLS interns for the last 6 years. Ms. Uribe has been with our office for 7 years and will readily offer technical support to our PLL. The PLL will attend weekly staff meetings as well as a weekly one-on-one meeting with either Ridino or Powell who will provide mentoring and on-the-job training aimed at navigating the PLL through the transition from student to practicing lawyer. The PLL will also be encouraged to collaborate with SCLS legal advocates on specific cases to cultivate growth and achievement.</p>		

<p>Support (Support for PLL)</p>	<p>SCLS has rich professional development opportunities. We also value staff collaboration and utilize weekly case review meetings to leverage the existing expertise within our offices for training purposes. Each new client intake is discussed during these meetings to determine whether the case is a good fit for SCLS and next steps regarding legal representation. The meetings provide the opportunity for the PLL to brainstorm ideas with the staff and address potential challenges that may arise during representation. One on one check-ins throughout the case continue with our Director of Litigation and all case closures are carefully reviewed by her.</p> <p>As a non-profit organization on a limited budget, we utilize many free training opportunities. Our PLL may attend CANHR'S Spring Webinar Series, NCLER's senior legal training programs and utilize LAAC's on-line training database. All trainings will be provided in our conference room/library and also streamed via our "discord" account. Our PLL will also be offered the opportunity to attend CANHR's Annual Elder Law Conference in November 2021. Finally, our local Bar Association also has a rich program of MCLE materials including diversity, equity, and trauma-informed care that our PLL can download and self-study.</p> <p>SCLS also has robust internal systems which our PLL will have full access to including Microsoft 365 Office Suite, PIKA client management system and our local shared document drives where legal templates, samples, and other training materials are stored. The PLL will also have access to LexisNexis and FastCase for legal research. Finally, SCLS is fortunate to have strong connections throughout our legal community and a healthy, supportive board. Our PLL will have the opportunity to reach out to local attorneys and our board members for additional mentorship and learning opportunities. We understand that a well-supported PLL will best serve our organization and our community at large.</p>
<p>Safeguards (Protections for PLL and Clients)</p>	<p>SCLS has already hired a stellar candidate to fill the PLL role contingent on grant funding. The PLL is currently serving as a volunteer for us and working remotely from her home office. She has completed most of the steps for onboarding and has been sufficiently oriented to SCLS and its employees. Fortunately, this PLL served previously as an SCLS volunteer so on-boarding was efficient, and she has already begun participating in our weekly conference calls offering her important voice to the conversation about each new case in our office.</p> <p>Typically, each new employee goes through a two-step training process before beginning client interactions. The first step involves one-on-one training where the new hire listens in on an experienced staff member's client intake call. The second step involves answering any questions that may have arose, and then the new hire is supervised during her client intake call. In this particular case, our PLL had already gone through this training procedure, so she has begun her client intakes without need for additional training.</p> <p>Each client intake is then presented at our weekly case conference to ensure the matter is appropriate for SCLS assistance and to establish the next steps and level of service needed. Thereafter, the PLL supervisor is available on a daily basis. In addition to formal, regular meetings, supervision will take place through informal, unplanned interactions that arise from quick questions and conversations over the phone or email. These events will provide teachable moments that can be as instructive and meaningful as formal supervision sessions. We also have robust tools for working remotely including collaborating via Teams videoconferencing, email and "Slack" text messaging, so we are well-prepared to work with our PLL remotely, or in person, as she feels best.</p>
<p>Recruitment (Strong and Diverse Pool of Candidates)</p>	<p>As explained above, SCLS has already successfully completed the recruitment process for our PLL position. Claudia Uribe, our Paralegal/Executive Assistant has been with SCLS since February 2016 and previously served as our Office Manager. She truly is the link to all our moving pieces. Uribe is well versed in our recruiting and hiring procedures and posted the SCLS PLL advertisement on Ideal and Craigslist, our normal channels of recruitment. Ridino and Powell interviewed two candidates, but the hiring choice was made easy when Karin McGuire, our prior SCLS volunteer and recent law school graduate, expressed interest in the position. McGuire had actually been suggested as a possible candidate by an SCLS board member who remembered her previous position at SCLS. Uribe was in the process of trying to locate her contact information when McGuire emailed her responding to the Ideal</p>

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	<p>job posting. SCLS is very pleased to be able to support McGuire in obtaining her full license while increasing our service capacity at the same time.</p> <p>SCLS has strongly felt the impact of the Covid-19 pandemic. We saw a staggering increase in client calls for services, while simultaneously losing all our volunteer support for almost an entire year. Our county has been hard hit by the volume of Covid cases, with our large numbers of low-income Hispanics and agricultural workers suffering the most. The CZU Lightening Complex fires last year added an intensity to the need for help that our office had never experienced before. We are very pleased to have the opportunity for grant funding to bring on much-needed staff to our small team in order to best serve the needs of our community.</p>
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GRANT BUDGET

Months of Funding	13			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$72,800	\$0	\$0	\$72,800
PLL Payroll Taxes and Benefits	\$14,200	\$0	\$0	\$14,200
TOTAL PERSONNEL	\$87,000	\$0	\$0	\$87,000

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Social Justice Collaborative		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$65,000	05/31/2021	05/31/2022
County(ies) Served	Alameda, Contra Costa, Marin, San Francisco, San Joaquin, San Mateo, Santa Clara, Solano, Sonoma, Stanislaus		
Substantive Area(s)	Guardianship; Immigration		
Impact (PLL's Work)	<p>The provisionally licensed lawyer working at SJC will provide direct legal representation for clients in immigration court. The work primarily consists of working directly with clients to prepare them for immigration hearings, prepare and review substantive applications and supporting documentation for filing in court, and litigate cases in immigration court. The PLL will work within the SJC team, directly with both legal support staff and other attorneys, under direct supervision of the Legal Director, to engage in zealous representation and advocacy for SJC's immigrant clients.</p> <p>With an additional lawyer, SJC will complete additional cases that were backlogged due to the coronavirus pandemic and resulting court closures. As court slowly opens up, current staff will be overwhelmed with the rescheduling of court cases that had been cancelled during the pandemic. The PLL would take advantage of training materials and courses that were created by SJC in late 2020 to hit the ground running. The PLL would then be prepared to go to court and represent clients in removal proceedings, allowing SJC to fully take advantage of the PLL program.</p> <p>The PLL will also participate in SJC's Pro Bono Program, by providing day-of assistance during monthly clinics. With immigration reform on the horizon, the remote clinic model that SJC pioneered in 2020 will be an essential tool to responding to changes in the law. The PLL's engagement in the Pro bono Program will allow it to grow while maintaining its high quality.</p> <p>The PLL would focus on the monolingual Spanish and Mam communities in California where SJC primarily works—in Alameda, Contra Costa, Marin, San Joaquin, and Stanislaus Counties. SJC is one of the few agencies with a physical presence in the Central Valley, and SJC would leverage the PLL to continue the zealous representation of marginalized communities in the Central Valley.</p>		
Impact (Organization's Expertise)	<p>SJC is an expert removal defense immigration provider in California. SJC has been providing direct legal representation to immigrants since 2012, primarily focusing on humanitarian law (asylum, special immigrant juvenile status, U and T visa, VAWA, etc.). Since 2012, SJC has hired and supervised many new law school graduates and newly licensed entry-level attorneys. SJC is accustomed to working with new lawyers or recent graduates who have limited experience in immigration law.</p> <p>The primary supervision of the PLL will be handled by the Legal Director at SJC, who generally oversees the provision of legal services. SJC's Program Manager supports the Legal Director in ensuring that all cases are assigned in a timely manner and that deadlines are communicated and respected. She also provides detailed case supervision and technical assistance.</p> <p>SJC has developed various types of technology to help staff work collaboratively to get work done. Because SJC has been working remote for the last year, staff is accustomed to working together to meet deadlines, provide feedback, review drafts, and finalize immigration court filings. The in-house expertise in this area will contribute greatly to the success of the PLL, who can rely on any number of staff members for help and guidance in administrative duties.</p> <p>SJC has deep experience working with underserved and marginalized communities. Many of SJC staff members are immigrants or were raised in immigrant families, and are deeply</p>		

	<p>rooted in the communities they serve. SJC staff is overwhelming fluent in Spanish, and many are trilingual, speaking Mam, English, and Spanish. This enables SJC to be culturally competent as we provide holistic legal services to clients.</p>
<p>Support (Support for PLL)</p>	<p>SJC has invested serious time and effort into developing internship and fellowship programs of various types of the years—from experiences for high schoolers to law students and post-grad fellowships. SJC has supervised so-called “bridge” fellows (post-grad law students who are waiting for bar results), including has supervised a fully remote fellow in 2020 that through the Legal Services Funders Network grant. SJC is committed to developing the next generation of social justice lawyers, and has taken its role as mentor very seriously through the years. We see the PLL Program in the same light as these experiences.</p> <p>SJC has developed varied training materials to train the next group of social justice lawyers. The training spans a variety of topics, from litigation to the basics of asylum law and removal defense, to direct and cross-exam, oral argument, brief writing, cultural humility and trauma-informed lawyering, secondary trauma, etc. These materials enable SJC to train fellows and new lawyers without taxing the current staff too heavily.</p> <p>These training materials have been created both in-house and taken from other leading sources, such as Pro Bono Training Institute, the American Immigration Lawyers Association (AILA), and other experts such as Center for Gender and Refugee Studies, etc. The purpose of these trainings is to give new lawyers (or lawyers who are new to immigration law) a broad knowledge of immigration law and prepare them to represent the vulnerable population that SJC works with.</p> <p>SJC staff have access to CaseText, a commercial research database. SJC also has access to the trainings provided by the American Immigration Lawyers Association (AILA), and has sponsored its attorneys to attend the California and/or national conference each year. SJC also has a huge database of motions, briefs, templates, and samples that are shared and used for the benefit of all staff.</p>
<p>Safeguards (Protections for PLL and Clients)</p>	<p>All SJC staff and interns go through a rigorous online training module through a web-based education platform. The trainings incorporate quizzes to assess comprehension, and management is able to view and track progress towards completion, as well as weak points in the assessment. The trainings developed for SJC attorneys are in-depth and range from trial advocacy and nuts and bolts of substantive law, to cultural humility and trauma informed lawyering.</p> <p>Besides the required onboarding training, SJC has built-in infrastructure to ensure that all interns, fellows, and new lawyers have the support they need to succeed. This involves weekly office hours which are held by upper management, including the Legal Director and Program Manager, and are open to everyone.</p> <p>Communication can be more challenging in a remote world, when staff can't just drop in on supervisors to ask questions (and vice-versa). While dedicated office hours starts to address that need, SJC has also implemented other techniques to ensure that staff is well-supported and well-supervised. Slack is used for all interoffice communication, and Airtable is used to collaborate on substantive work for filing. Salesforce, SJC's CRM, is used to track all important hearing dates, deadlines, and client information, and the sophisticated reporting allows supervisors to keep track of the direct reports' assigned cases and caseload.</p> <p>All work is subject to quality control by management as well as the Legal Director. SJC staff all currently utilize peer-review systems to ensure that all work is reviewed once by a peer before it is reviewed by supervisors. All of the work of new lawyers and fellow is reviewed by experienced lawyers at SJC before it is submitted to court.</p>
<p>Recruitment (Strong and Diverse Pool of Candidates)</p>	<p>SJC has already posted job postings with local Bay Area (and beyond) law schools for the PLL position, and has posted the position on our website as well as Indeed.com. These avenues have typically been successful in attracting candidates to jobs at SJC. SJC will also utilize, if necessary, additional job search websites such as Idealist and Craigslist, which have also provided candidates for positions in the past.</p>

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	<p>SJC uses a variety of criteria when evaluating candidates, and to that end, uses a variety of tools. In the past 6 months, SJC has developed an online assessment which has been utilized to evaluate legal assistants and case manager applicants, and SJC will use a similar assessment to evaluate the PLL candidate. This assessment was developed to evaluate the practical ability of candidates for open positions.</p> <p>SJC incorporates a written assessment for all applicants applying for attorney positions at SJC. The written assessment is developed to test the rigor of the legal analysis, issue spotting ability, and quality of writing of the lawyer applicant.</p>
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GRANT BUDGET				
Months of Funding		12		
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$50,000	\$0	\$10,000	\$60,000
PLL Payroll Taxes and Benefits	\$14,683	\$0	\$0	\$14,683
TOTAL PERSONNEL	\$64,683	\$0	\$10,000	\$74,683

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	UC Davis School of Law Legal Clinics		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$89,000	06/01/2021	06/01/2022
County(ies) Served	Sacramento, Solano, Yolo, Yuba		
Substantive Area(s)	Family/Domestic Violence;Immigration;Other - Civil Rights		
Impact (PLL's Work)	<p>The PLL will work with the directors of the Immigration Law Clinic (ILC), Civil Rights Clinic (CRC), and Family Protection and Legal Assistance Clinic (FPC), performing legal research, document drafting, appearing in court, and assisting in the supervision of clinical law students.</p> <p>The ILC is one of a handful of providers offering high quality representation to indigent immigrants. The ILC was one of the first of its kind in the United States. Given its proximity to the Central Valley, California's agricultural center, the ILC is in a unique position to serve the state's large community of both documented and undocumented immigrants. The ILC has represented clients from all over the world, seeking release on bond, challenging removal orders, or seeking discretionary relief from deportation.</p> <p>The CRC advocates for the rights of prisoners and other indigents. Cases have addressed far-reaching constitutional issues in federal district courts and the Ninth Circuit. Issues have included claims of denial of medical or dental care, correctional officer misconduct, denial of freedom of religion, violation of due process, excessive force, and false imprisonment. CRC students also are encouraged to investigate matters involving gender, employment, education, housing, and police practices that may give rise to civil rights claims on behalf of indigent clients.</p> <p>The FPC is the only provider of free legal services to victims of intimate partner violence and sexual assault in Yolo County. Since opening in 1999, the FPC has represented hundreds of low-income victims in Yolo County and helped clients obtain restraining orders, financial support, and child custody. FPC further provides holistic legal advice and advocacy to victims on a wide array of legal areas impacted by abuse, including housing, employment, campus adjudicatory hearings, victims' compensation, and criminal matters.</p>		
Impact (Organization's Expertise)	<p>For fifty years, the UC Davis School of Law Clinical Program has provided legal services without charge to indigent persons, particularly client groups that have traditionally lacked significant legal representation, such as non-citizens, victims of domestic violence, and prisoners. At the same time, the Clinical Program provides opportunities for students to practice law under the supervision of attorneys and to learn about the justice gap in California for underserved populations.</p> <p>The PLL will work with the ILC, CRC, and FPC. These award-winning clinics have earned national and international acclaim for both their high-quality public service and their unique pedagogical value within the law school curriculum. The clinics are directed by experienced attorneys who excel both in the substantive fields of law, and in their ability to teach students. Professor Amagda Perez has co-directed the ILC since 2007 and practiced immigration law since 1993. Co-director Holly Cooper joined the clinic in 2006. Professor Carter White has directed the Civil Rights Clinic for 22 years. Professor Kelly Behre has directed domestic violence clinics since 2009, and joined the FPC in 2014. Accordingly, the Fellow will have the opportunity to work with and be mentored by lawyers with deep experience both in the practice of law and in training junior colleagues.</p>		
Support (Support for PLL)	<p>We expect to hire a PLL with Immigration, Civil Rights, and/or Domestic Violence experience through summer employment, clinical courses, or externships, and will provide any necessary additional training on substantive law in-house based on the training currently offered to clinical law students. The PLL will participate in the full-day orientation provided to clinical law students, taught by the clinic directors, which will include a range of practice issues, including confidentiality, trauma-informed practice, and client relations. The PLL will have the opportunity for direct mentoring and training from the clinic directors, who will</p>		

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	provide feedback on the PLL's research, written work product, and oral advocacy. In addition, the PLL will mentor and supervise clinical law students, under the direct supervision of the clinic directors. The clinic directors will provide feedback on the PLL's feedback to the law students. In addition, the PLL may have the opportunity to participate in lectures, workshops, seminars, and conferences taking place at the law school.
Safeguards (Protections for PLL and Clients)	The PLL will never work on a case or matter that is not also under the direct supervision of one of the clinic directors. Accordingly, an experienced, fully-licensed attorney will review all of the PLL's written documents, statements in court, or oral client advisements, and offer any necessary suggestion, comment, or correction. Before any court appearance or client consultation, the PLL will talk it through with a clinic director. The PLL's work will be supported by three legal assistants working for the clinics. The PLL will interact with other attorneys, students, and support staff on a daily basis. In addition, the overall clinical program is directed by Gabriel J. Chin, Edward L. Barrett Jr. Chair and Martin Luther King Jr. Professor of Law at the School of Law, a faculty member with extensive clinical teaching experience. Professor Chin is in turn supervised by the Dean of the School of Law, Kevin R. Johnson, who is also a member of the clinical faculty. The clinics have successfully operated remotely since March, 2020. Accordingly, the clinical program is experienced in collaborative and cooperative work without being in the same physical space.
Recruitment (Strong and Diverse Pool of Candidates)	We will seek applicants with a J.D. degree, relevant experience in summer employment, clinics, externships, or pre-law-school employment, Spanish or other language skills, and a demonstrated commitment to support under-served communities. UC Davis School of Law has been very successful in recruiting. We have strong networks among lawyers interested in public interest practice, and among diverse groups of lawyers. We are one of the few, if only, law schools in the United States with both a majority minority student body, and a majority minority faculty.

GRANT BUDGET				
Months of Funding	12			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$58,000	\$0	\$0	\$58,000
PLL Payroll Taxes and Benefits	\$31,000	\$0	\$0	\$31,000
TOTAL PERSONNEL	\$89,000	\$0	\$0	\$89,000

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Veterans Legal Institute		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$67,000	04/16/2021	04/16/2022
County(ies) Served	Los Angeles, Orange, Riverside, San Bernardino,		
Substantive Area(s)	Family/Domestic Violence;Income Maintenance;Other - Veterans Law		
Impact (PLL's Work)	<p>Veterans Legal Institute (VLI) is hiring Chris Asmar, a former VLI volunteer, who currently holds a temporary provisional license issued by the State Bar. As a PLL, Mr. Asmar will be assisting with veterans benefits, discharge upgrades, and family law. His role will be as other first year attorneys in advice and counsel, document preparation, limited representation, conducting clinics in family law and veterans benefits, and placing cases through Veterans Legal Institute's pro bono attorney network which includes several family law mediators and the legal firm Sheppard Mullin.</p> <p>Veterans Legal Institute will leverage his provisional license to its full advantage by using Mr. Asmar's understanding of administrative processes.</p> <p>Mr. Asmar's work will focus on free legal aid for homeless, disabled, and indigent veterans, many of whom are survivors of post traumatic stress, traumatic brain injury, or military sexual trauma. COVID has drastically increased their anxiety and confusion because of the job losses, evictions, access to healthcare, needs for pandemic parenting plans, and government agency closures. For example, the Veterans Administration had been fielding over 30,000 calls a day about veterans benefits and the National Archives have been closed, limiting essential access to records. All of these stressors have placed our vulnerable veteran population at greater risk of homelessness and suicide.</p> <p>Mr. Asmar is particularly qualified to do this work as he is a former VLI volunteer Senior Law Clerk which gave him extensive knowledge and field experience in military cultural competency. In March 2021, Mr. Asmar approached VLI and asked to volunteer as a temporarily provisionally licensed attorney. Further, his background includes multiple volunteer positions in public interest law that includes self-help clinics, the Public Defender, and Public Law Center.</p>		
Impact (Organization's Expertise)	<p>VLI is one of the very few public interest law firms in the nation dedicated to veterans. All of the management, staff, and volunteers are veterans, military family members, or passionate veteran advocates. VLI's mission is holistic legal care founded in compassionate and strategic free legal services that is military specific. Since inception, VLI has provided free legal services to homeless, disabled, and low-income veterans using a small staff leveraging its pro bono attorney network. Practice areas include consumer law, family law, employment, estate planning, housing, veterans benefits, and discharge upgrades. In order to reach veterans who may be isolated because of transportation and communication challenges, VLI provides over 40 clinic dates a year in the Counties of Orange, Los Angeles, San Bernardino, and Riverside. For years, VLI has held monthly clinics in family law and veterans benefits to meet the ever increasing demand for these practice areas. Senior Staff Attorney Nancy Jones, a USMC Military Spouse who volunteered for over four years at VLI before coming on staff, will supervise Mr. Asmar. Mrs. Jones has an extensive and successful background in veterans benefits, including appeals. She is currently supervising other staff attorneys and one other PLL who is volunteering at VLI. One of her recent wins is conducting a hearing with the Board of Veterans Appeals on behalf of a veteran suffering from post traumatic stress as a result of a shooting in the 1990s. Mrs. Jones presented medical evidence and persuasive arguments to the board that the VA incorrectly decided against the Veteran. The Board of Veterans Appeals sided with the Veteran and VLI granting service connection for PTSD. This resulted in a retroactive award of over \$109,000 dating back to 2013. The veteran's PTSD was subsequently rated 70% by the VA. He will receive \$1,567/month in benefits.</p>		
Support (Support for PLL)	Support will include internal trainings on military cultural competency, trauma-informed trainings that cover DEI issues including but not limited to veteran suicide and military sexual		

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	trauma, LexisNexis, Clio, PLI, membership in the Orange County Bar Association its trainings and mentorship programs, listserves, and VLI's database of veteran benefit and family law forms and responses.
Safeguards (Protections for PLL and Clients)	PLL Chris Asmar will onboard as other VLI first year attorneys. This includes initial training, sitting in multiple hours of observation for professional client interaction, attending PLI trainings, assisting in clinics, using templates of form work, and having access to VLI's pro bono network. As a result of COVID-19, VLI maintains two phone call staff meetings and one zoom call per week. The team also communicates daily through Basecamp, emails, texts, and phone calls which provides a collaborative and cohesive network of support for clients. Senior Staff Attorney Jones will be able to ensure PLL Asmar provides safe, effective, and sensitive legal services to our veterans with daily in person communication, tracking of tasks in Clio, and regular one on one meetings to review his professional development and the progress of client outcomes.
Recruitment (Strong and Diverse Pool of Candidates)	Early in 2021, at least four PLL candidates approached VLI to volunteer. VLI chose two whose personal and professional aspirations were deeply connected to preventing veteran homelessness and suicide.

GRANT BUDGET				
Months of Funding	12			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$59,000	\$0	\$0	\$59,000
PLL Payroll Taxes and Benefits	\$8,000	\$0	\$0	\$8,000
TOTAL PERSONNEL	\$67,000	\$0	\$0	\$67,000

**PROVISIONALLY LICENSED LAWYERS GRANT
APPLICATION PROFILE**

Organization Name	Worksafe, Inc.		
	Total Amount Requested	PLL Start Date (Actual or Anticipated)	PLL End Date (Actual or Anticipated)
	\$105,000	02/01/2021	06/01/2022
County(ies) Served	Alameda, Contra Costa, Los Angeles, Marin, Orange, Sacramento, San Francisco, Santa Clara, Solano, Sonoma		
Substantive Area(s)	Employment; Income Maintenance		
Impact (PLL's Work)	<p>Since Worksafe is a statewide and national expert on occupational safety and health (OSH), our work to ensure stronger protections for workers at risk for COVID-19 has been in high demand. AnaStacia will be addressing this need by providing: (1) technical assistance, (2) impact litigation in collaboration with QLSPs and LSCs, (3) labor and employment training on COVID specific worker rights, (4) policy and administrative advocacy focused on ensuring worker protection during the pandemic, and (5) support and capacity building for impacted and at-risk Black workers. Data and studies are clear that Black workers are among the most at risk for employment and labor abuses, exploitation, and workplace hazard exposure.</p> <p>AnaStacia has extensive experience with representation of clients in unemployment insurance cases from her work for the past four years at the Sacramento-based Workers Rights Center, where she managed wage and hour cases, including representing clients at DLSE hearings and settlement conferences. AnaStacia also provided services on a range of employment issues to indigent clients through the Center's outreach clinics.</p> <p>Under the supervision of Jora Trang, AnaStacia will receive in-depth training on legal and policy advocacy specific to OSH protections for workers experiencing COVID-19 exposure as well as workers engaged in disaster relief, construction, wildfire disaster recovery, hotel hospitality, restaurant, warehousing, and the temporary and gig economies.</p> <p>As Staff Attorney, AnaStacia will provide legal assistance and representation at the request of QLSPs. In the pandemic, the majority of these will include filing complaints under the new COVID-19 Emergency Temporary Standard (ETS) and the Wildfire Smoke Standard, which Worksafe helped pass. AnaStacia will also be co-leading coalitions to ensure effective enforcement of these standards.</p> <p>Worksafe is the current Bay Area Regional Coordinator working with the Labor & Workforce Development Agency on outreach to workers throughout the Bay Area on COVID-19-specific protections.</p>		
Impact (Organization's Expertise)	<p>Worksafe is the only statewide support center providing expertise and technical assistance to QLSPs and legal support centers (LSC) on occupational safety and health (OSH) issues. During the pandemic, IOLTA and EAF funded organizations have been working to provide COVID-19 specific resources and assistance to their clients. Worksafe has been at the heart of providing training and technical assistance regarding COVID-19 specific labor and employment remedies. Worksafe is also a statewide expert for OSH issues during disasters, disaster relief, and (in particular) wildfires.</p> <p>Worksafe's mission is to prevent worker injury and death by making workplaces safer for workers, and we are the only statewide legal services organization in California that works to protect people from job-related hazards and empower them to advocate for their right to a safe and healthy workplace. Worksafe promotes occupational safety and health with a focus on eliminating workplace hazards and workplace-created toxic hazards that impact at-risk communities in California. As a legal services support center, Worksafe focuses on protecting California's most vulnerable workers by providing advocacy, technical and legal assistance and training to legal services programs that directly serve the community.</p> <p>For almost 40 years, Worksafe has led campaigns that made California a national leader in workplace health and safety laws and regulations. Some of our victories include one of the nation's first COVID-19 Emergency Temporary Standards, the Injury and Illness Prevention</p>		

	<p>Plan, the Outdoor and Indoor Heat standards, the Wildfire Smoke Standard, and the Workplace Violence in Healthcare standard. AnaStacia will be supervised by our Chief of Staff, Jora Trang, who has 20 years of legal experience, and 10 years of expertise in OSH law. She will be supported by our staff members who all have expertise in public health, OSH, and race equity in social justice work.</p>
<p>Support (Support for PLL)</p>	<p>AnaStacia will receive in-house training in the following legal substantive areas: OSH, labor and employment, wage and hour, worker's compensation, public health, and public benefits. In addition, Worksafe's Chief of Staff has expertise in race equity issues and will provide in-house training on race, equity, diversity, and inclusion issues as well as cultural humility and implicit bias in legal work.</p> <p>Worksafe has an internal Race Equity Committee, which AnaStacia is currently an active member of. We are embracing opportunities to create implicit bias and race equity trainings that explore the critical importance of creating community and legal programming that is trauma-informed and incorporates cultural humility.</p> <p>Worksafe's legal team utilizes a shared leadership model; thus, AnaStacia will be incorporated immediately into a collaborative team environment where her leadership skills will be amplified in all assignments. Worksafe also incorporates an interactive professional evaluation and growth process. All staff receive immediate feedback on their work and are evaluated annually. New staff are evaluated after three months. These evaluations are supported by a process of continuous feedback.</p> <p>AnaStacia will meet 1:1 with her supervisor on a weekly basis to address professional growth. She will engage with the legal team on a daily and weekly basis to ensure that she has support for her legal work and to ensure a high level of supervision and quality control on all legal work.</p> <p>Worksafe is invested in AnaStacia's professional development. Worksafe's attorneys are encouraged and supported to attend trainings, conferences and MCLE sessions throughout the year that support their professional growth. These trainings include advanced and intensive trial advocacy skills training through the National Institute for Trial Advocacy, Class Action lawsuits with the Impact Fund, and legal workshops through professional coalitions and legal affiliations.</p>
<p>Safeguards (Protections for PLL and Clients)</p>	<p>As Staff Attorney, AnaStacia reports to Worksafe's Chief of Staff and Equity, Jora Trang. Jora is a 10-year veteran of Worksafe and was recently recognized with the California Lawyers Association statewide Loren Miller Legal Services Award. AnaStacia's onboarding to her position is taking place under a carefully planned and staged process designed by Jora with participation of all staff. Jora's supervisory management plan includes regular one-on-one check-ins, weekly Legal Team meetings, and involvement in Worksafe's daily "Power Meetings" and weekly staff meetings.</p> <p>AnaStacia is already integrated into Worksafe's existing accountability and evaluation process, including being assigned to an experienced attorney, Jora, who is responsible for the oversight and supervision of her work. The legal team is provided with mentorship and supervision as well by the Executive Director.</p> <p>Worksafe has worked remotely with a high degree of effectiveness for more than a year now; we do look forward to renewing in-person interactions during the grant period. We use Zoom, Google Meet and Google Chat, and other tech tools to bridge the divide as we are unable to meet in person.</p>
<p>Recruitment (Strong and Diverse Pool of Candidates)</p>	<p>Worksafe underwent a rigorous search from December to February when we screened dozens of candidates. During this process we held lengthy interviews over a three-tiered process. The first screening process engaged two dozen candidates who participated in telephonic interviews. The top candidates from these phone interviews were selected for "in-person" zoom interviews with our legal staff which took place over zoom. Three top candidates emerged from this second level. These three finalists then underwent an intensive interviewing process with all of our staff until we selected AnaStacia as our top candidate.</p> <p>AnaStacia was the standout candidate with over ten years of legal and litigation experience. We were delighted to have her join us as a colleague on Feb. 10, 2020. Worksafe is integrating AnaStacia into our administrative and policy work with supervision from the Chief</p>

ATTACHMENT D

	of Staff and Equity and Executive Director as well as peer support from her fellow Staff Attorney, Karin Umfrey, and other Worksafe colleagues.
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GRANT BUDGET

Months of Funding	16			
Personnel				
	PLL Grant	Other SB Monies	Other Funding	Total
PLL Salary	\$84,500	\$0	\$0	\$84,500
PLL Payroll Taxes and Benefits	\$20,500	\$0	\$0	\$20,500
TOTAL PERSONNEL	\$105,000	\$0	\$0	\$105,000

Recommended PLL Grant Recipients by Area of Law

Substantive Area	Program
Conservatorship	Elder Law & Advocacy
Consumer/Finance	Elder Law & Advocacy Legal Access Alameda Santa Clara University Alexander Law Center Senior Citizens Legal Services
Disability Rights	Child Care Law Center Elder Law & Advocacy Mental Health Advocacy Services Public Counsel Senior Citizens Legal Services
Education	Child Care Law Center
Employment	Elder Law & Advocacy Public Counsel Worksafe, Inc.
Family/Domestic Violence	Community Legal Aid SoCal Elder Law & Advocacy Family Violence Law Center Inland Counties Legal Services Legal Access Alameda Los Angeles Center for Law and Justice UC Davis School of Law Legal Clinics Veterans Legal Institute
Guardianship	Elder Law & Advocacy
Health and Long-term Care	Elder Law & Advocacy Mental Health Advocacy Services Public Counsel Senior Citizens Legal Services
Housing	Bet Tzedek Legal Services California Rural Legal Assistance, Inc. Child Care Law Center Elder Law & Advocacy Eviction Defense Collaborative Inner City Law Center Legal Access Alameda Legal Aid Foundation of Los Angeles Mental Health Advocacy Services Public Counsel Senior Citizens Legal Services
Immigration	Elder Law & Advocacy Los Angeles Center for Law and Justice Santa Clara University Alexander Law Center UC Davis School of Law Legal Clinics
Income Maintenance	Child Care Law Center Elder Law & Advocacy Mental Health Advocacy Services Public Counsel Senior Citizens Legal Services Veterans Legal Institute Worksafe, Inc.