



The State Bar of California

DATE: February 16, 2022

TO: Members, Partnership Grants Committee

FROM: Christal Bundang, Senior Program Analyst, Office of Access & Inclusion

SUBJECT: Partnership Grants 2.0 Proposals and Funding Recommendations

EXECUTIVE SUMMARY

The Budget Act of 2021 appropriated \$68,847,067 to the Equal Access Fund for distribution as legal aid grants. This resulted in an unanticipated increase in the available 2022 Partnership Grant funding that needed to be encumbered or spent by June 30, 2023. Because the 2022 Partnership Grants application review process was already well underway, a second funding opportunity, Partnership Grants 2.0 (PG 2.0), was created to disburse the additional 2022 Partnership Grant funding.

For the PG 2.0 application cycle, 27 proposals were received from 20 Qualified Legal Services Projects (QLSPs) requesting a total of \$4,717,478 in funding. The Partnership Grants Committee (PG Committee) delegated authority to scoring teams comprised of staff and Committee members to review and score all proposals using the previously approved scoring rubric. The purpose of the February 16 meeting is to review all proposals and rubric scores and to develop tentative funding recommendations.

The funding amount available for PG 2.0 distribution is \$3,880,237.

The purpose of this memo is to provide background information on the PG 2.0 funding opportunity, an overview of the PG 2.0 review process, and a summary of the supplemental and new proposals to aid the PG Committee's discussion.

BACKGROUND

The Partnership Grants program is established by the State Budget Act, which annually provides that "[t]en percent of the [Equal Access Fund] ... shall be for joint projects of courts and legal services programs to make legal assistance available to pro per litigants." Funding is allocated through the Budget Act to the Judicial Council, and the Judicial Council has authority for final approval of grants. The State Bar administers the grant selection and distribution process through a contract with the Judicial Council. The Legal Services Trust Fund Commission (LSTFC)

oversees the administration of these grants, delegating primary responsibility for review and recommendations to the Partnership Grants Committee (PG Committee).

The Budget Act of 2021 appropriated \$68,847,067 to the Equal Access Fund for distribution as legal aid grants. This resulted in an unanticipated increase in the available 2022 Partnership Grant funding that needed to be encumbered or spent by June 30, 2023. Since the 2022 grant administration cycle concluded on July 29, 2021, the LSTFC decided to treat the additional \$3,880,237 Partnership Grant funding as a separate grant under a new Request for Proposal (RFP), naming it Partnership Grants 2.0 (PG 2.0). The LSTFC approved a timeline and distribution plan for PG 2.0 (Attachment A). Notably, the LSTFC directed that PG 2.0 utilize the same scoring rubric used for the 2022 Partnership Grants and PG 2.0 applicants were given the option to apply for supplemental funding for an existing 2022 Partnership Grant project and/or complete and submit a new application.

To be considered for funding, all applicants and proposed projects must meet eligibility requirements as outlined in the Partnership Grants 2.0 RFP Requirements, Priorities, and Policies (Attachment B). The PG 2.0 RFP was released on November 12, 2021, with a deadline for submission of proposals of December 17, 2021.

DISCUSSION

PARTNERSHIP GRANTS 2.0 REVIEW AND SCORING RUBRIC PROCESS

On November 4, 2021, the PG Committee discussed the review process for PG 2.0 applications. For applicants seeking supplemental funding, the PG Committee delegated authority to an ad hoc review team comprised of staff and one PG Committee member to review the applications and determine funding recommendations. The PG Committee determined that the focus of the supplemental application review was to confirm that applicants addressed prior deficiencies in their 2022 application (if any) and to ensure that applicants clearly described how supplemental funding would improve the project. The review team reviewed all 11 supplemental applications submitted.

The review process for applicants seeking funding for a new project or a substantial expansion of a current project differed slightly. In addition to delegating authority to an ad hoc review team, staff and PG Committee members engaged in an initial calibration process to ensure consistency in applying the scoring rubric. This entailed each committee member and staff independently reviewing and scoring three selected proposals for discussion at the PG Committee's January 14, 2021 meeting. The PG Committee discussed outlier scores, reasons for their own scores, and provided general guidance to the review team on how to apply the scoring rubric. Following initial calibration, the review team reviewed and scored the remaining 17 proposals, applying the guidance from the PG Committee.

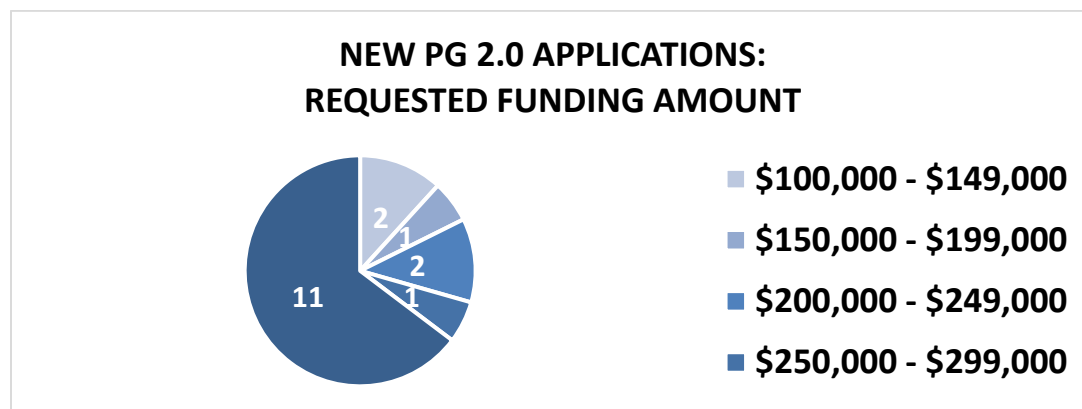
2022 PARTNERSHIP GRANT PROPOSALS OVERVIEW

Twenty-eight proposals were submitted requesting a total of \$4,717,478. Of the 28 proposals, 11 proposals (from 10 QLSPs) requested supplemental funding totaling only \$206,000 in funding requests. The remaining 17 proposals (from 13 QLSPs) for a new or substantial expansion to a current project submitted requests totaling \$4,511,478. Attachment C contains the supplemental applications and Attachment D contains the Profile Sheets for all new proposals.

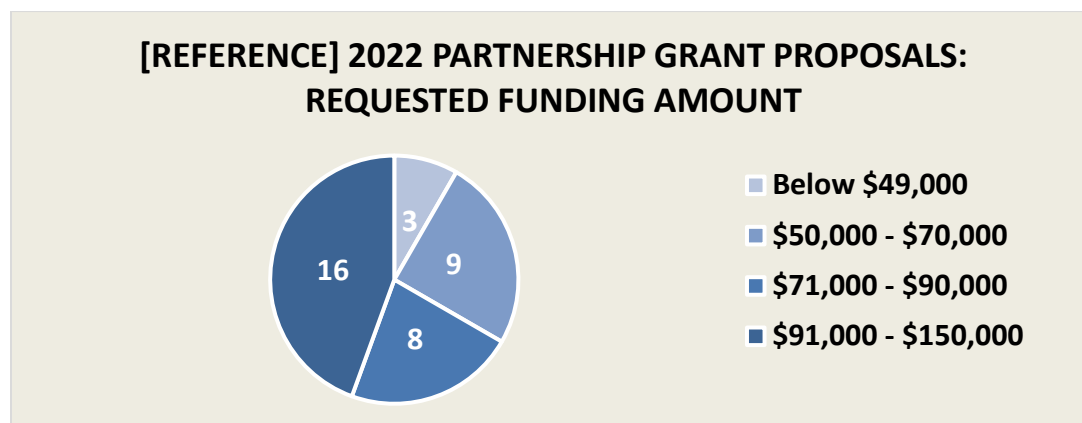
In addition to the scoring rubric, which has specific criteria to evaluate new PG 2.0 proposals, the following factors are provided as additional points for consideration by the PG Committee.

Funding Amounts

Applicants who submitted supplemental proposals requested amounts that ranged from \$4,000 to \$40,000. For applicants seeking new funding, requested funding amounts ranged from \$119,845 to \$300,000. PG Committee members will notice that the amounts requested were higher than those in the first round of PG funding. This is attributable to the fact that applicants were encouraged to develop innovative or substantial expansions to projects for a 21-month grant period, as opposed to the more typical 12-month period.

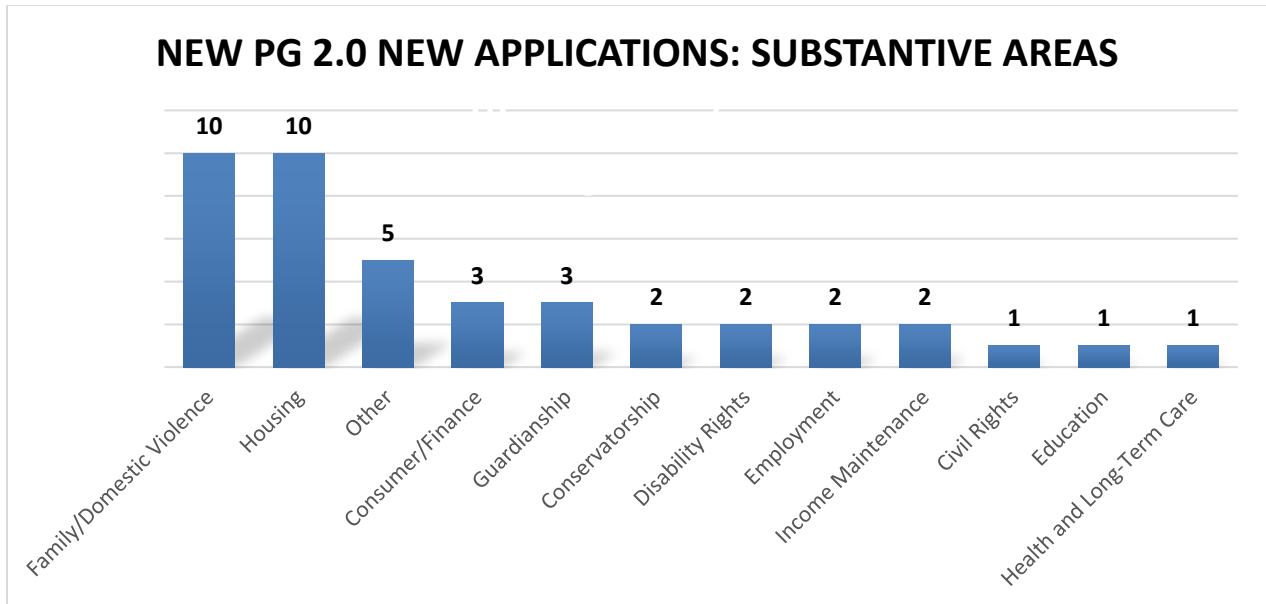


For the 2022 grant year, applicants requested amounts that ranged from \$49,000 to \$150,000. This funding range is consistent with prior grant years.

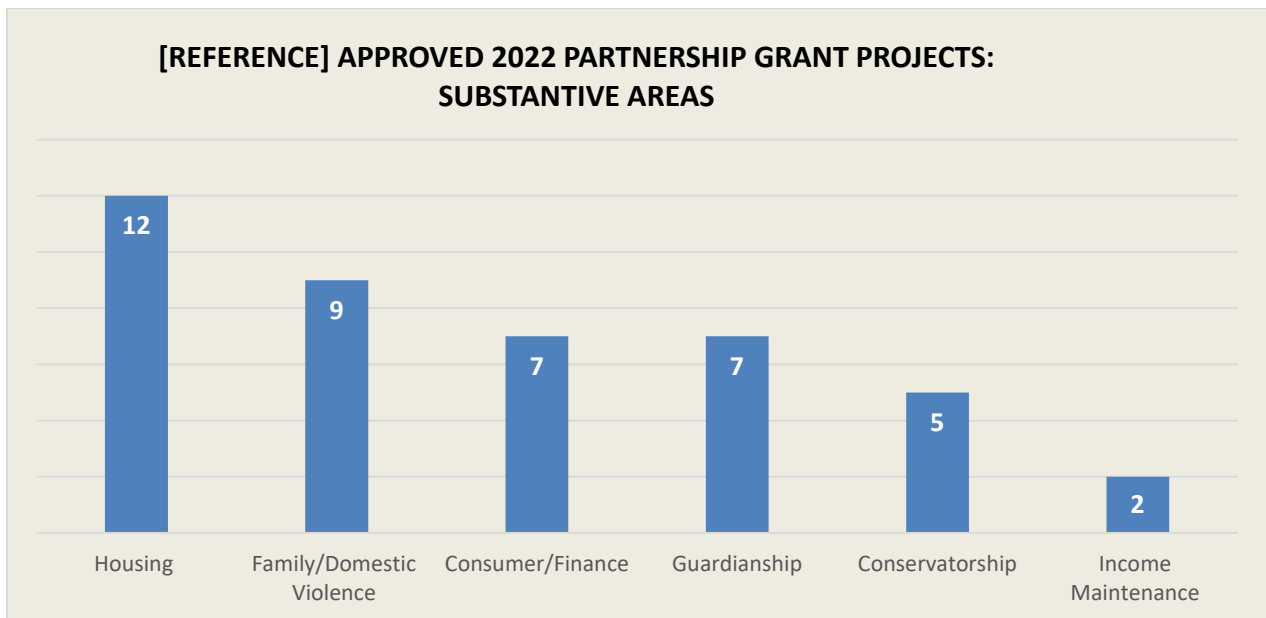


Substantive Areas

The majority of applicants requesting supplemental funding are seeking funding to support projects related to family law/domestic violence and guardianship matters. The new PG 2.0 project proposals focus on 12 substantive areas, with majority of projects providing services in family law/domestic violence and housing.

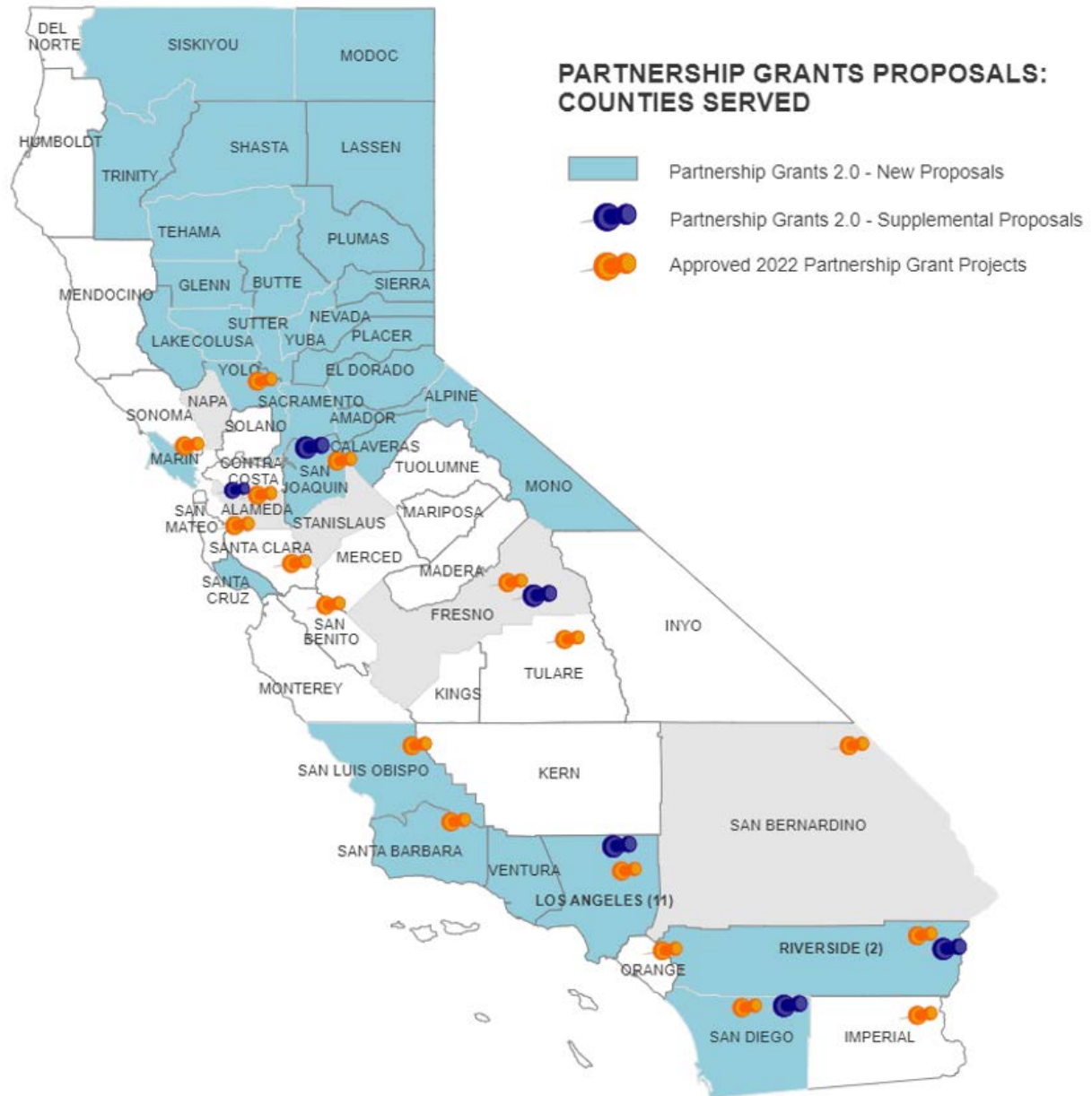


Similarly, half of the approved 2022 projects focused on housing and family/domestic violence.



Counties Served

The 17 proposed PG 2.0 projects span 31 counties in California, with the majority of projects (11), serving Los Angeles County. Two proposed projects would serve a total of 22 counties. In comparison, the 2022 Partnership Grant approved projects spanned 18 counties, with majority of project serving Los Angeles and Alameda Counties.



TENTATIVE FUNDING RECOMMENDATIONS

Based on past practice and in consideration of the review process outlined above, the review team developed tentative funding recommendations, which will be presented on February 16. Applicants not recommended for PG 2.0 funding will be encouraged to apply for the 2023 Partnership Grants cycle.

NEXT STEPS

Following the February 16 meeting, the final PG 2.0 allocation recommendations will be presented to the Legal Services Trust Fund Commission for approval on March 11. Since the Judicial Council approved the PG 2.0 distribution plan and total allocation at its September 30-October 1, 2021, meeting, and thus further approval by the Judicial Council is not required, grantees will be informed of their approved PG 2.0 awards following the March 11 Commission meeting. Pending administrative follow up including execution of grant agreements, the grant period for both supplemental and new applications will begin on April 1, 2022, and funding will be disbursed by March 30, 2022.

RECOMMENDATION

Should the Partnership Grants Committee concur in the proposed action, passage of the following resolution is recommended:

RESOLVED, that the Partnership Grants Committee approve the list of Partnership Grant 2.0 allocation recommendations, as finalized during the Committee's February 16 meeting.

ATTACHMENT LIST

- A.** Partnership Grant 2.0 Approved Timeline and Distribution Plan
- B.** Partnership Grant 2.0 RFP Requirements, Priorities, and Policies
- C.** Partnership Grant 2.0 New Project Profile Sheets
- D.** Partnership Grant 2.0 Supplemental Applications
- E.** Partnership Grant 2.0 Committee Rubric Scores and Funding Recommendations (to be completed on February 16)



The State Bar of California

OFFICE OF ACCESS & INCLUSION

DATE: August 13, 2021

TO: Members, Legal Services Trust Fund Commission

FROM: Members, Partnership Grants Committee

SUBJECT: Recommended Timeline and Distribution Plan of Additional Partnership Grant Funding

EXECUTIVE SUMMARY

On July 12, 2021, Governor Newsom signed the Budget Act of 2021 (SB129), appropriating ~~\$65,697,980~~ ~~68,847,067~~ in Equal Access Funds, of which ~~\$6,460,811~~ ~~6,775,720~~ is appropriated for Partnership Grants. Based on the expectation that less money would be available, the Partnership Grant Committee allocated \$2,580,574 on July 13, 2021. This leaves ~~\$3,880,237~~ ~~4,195,146~~ in additional funding to be encumbered or spent by June 30, 2023. The purpose of this memo is to describe the proposed timeline and distribution plan of the additional Partnership Grant funding for the Commission's consideration.

BACKGROUND

The Partnership Grants program is established by the State Budget Act, which annually provides that "[t]en percent of the [Equal Access Fund] ... shall be for joint projects of courts and legal services programs to make legal assistance available to pro per litigants." Funding is allocated through the Budget Act to the Judicial Council, and the Judicial Council has authority for final approval of grants. The State Bar administers the grant selection and distribution process through a contract with the Judicial Council. The Legal Services Trust Fund Commission (Commission) oversees the administration of these grants, delegating primary responsibility for review and recommendations to the Partnership Grants Committee (Committee).

On July 12, 2021, Governor Newsom signed the Budget Act of 2021 (SB129)¹, approving ~~\$65,697,980~~ ~~68,847,067~~ to distribute in Equal Access Funds (Attachment A). This resulted in an

¹ AB 128 was signed and chaptered on June 28, 2021, which initially referenced \$70,392,000 in Equal Access Funds **plus up to a maximum** of \$5,482,000 for filing fees. SB 129 then changed the administrative charge percentages. Of this amount, ~~\$65,697,980~~ ~~68,847,067~~ is available for Equal Access Fund distribution, which subtracts \$5,000,000 appropriated to the California Access to Justice Commission and administrative costs. AB164 was signed on July 16, 2021, which deleted an

unanticipated increase in the available 2022 Partnership Grant funding. The 2022 grant administration cycle had already commenced in February 2021, with the review process concluding on July 29, 2021 with the Partnership Grant Committee recommending grant awards in the amount of \$2,580,574 for the 2022 projects.

DISCUSSION

The Committee met on July 29, 2021 to discuss State Bar and Judicial Council of California staff's proposed distribution plan and timeline for the additional Partnership Grant funding.

GENERAL RECOMMENDATIONS

The Committee first discussed whether the additional funding should be administered as a part of the existing 2022 Partnership Grants cycle, with the grant period of January 1, 2022 – December 31, 2022, or as a separate grant under a new Request for Proposal (RFP).

Given the significant increase in funding, the Committee recognized the opportunity to encourage organizations to submit larger scale projects that could serve substantially more self-represented litigants. When the Committee considered the option to fully fund all current 2022 projects, given the quality of applications submitted and the thorough review process utilizing a scoring rubric, the Committee felt that it recommended the appropriate levels of funding for the proposed projects.

Therefore, the Committee recommends that the additional funding be administered as a separate grant under a new competitive grant process, informally referenced as Partnership Grants 2.0. The Committee also confirmed that applicants for this new funding opportunity would be subject to the same threshold eligibility requirements required of all Partnership Grant grantees. Pursuant to the budget bill language, applicants will also be subject to mid-year reporting requirements.

APPLICANT OPTIONS

To encourage interest from both current grantees and first-time applicants, the Committee recommends that two options be offered to potential applicants for Partnership Grant 2.0:

Option 1: Supplemental Application

Under this option, applicants may apply for supplemental funding for an existing 2022 Partnership Grant project. This option would only be available for the 36 projects recommended for funding (Attachment B)². In addition, option 1 would limit applicants from

incorrect reference to Partnership Grants in the approved Homelessness Prevention funds. AB 164 does not impact the Partnership Grants funding as described in SB 129.

² On July 29, 2021 the Partnership Grants Committee recommended a total of \$2,580,574 be allocated for the 2022 proposed Partnership Grant projects for the grant period of January 1, 2022 – December 31, 2022. The recommendation will be reviewed

requesting funding amounts that would exceed their original total requested amount. For example, if an applicant applied for a \$100,000 Partnership Grant, but was allocated \$75,000, it would only be able to apply for supplemental funding up to \$25,000.

With the recent implementation of the scoring rubric, the Committee wanted to provide an opportunity for 2022 applicants to improve their applications and demonstrate why supplemental funding should be awarded. If applicants choose this option, staff will provide the full rubric score breakdown, including feedback from the Committee, and provide technical assistance as necessary.

The typical grant period for Partnership Grants is January 1 – December 31. Since this funding would be used to supplement the 2022 Partnership Grant projects, the Committee proposes a shortened supplemental grant period of April 1, 2022 – December 31, 2022. It is expected that grantees would implement their projects as proposed in January and receive this funding during the course of the 2022 grant year.

Option 2: New Application

Under this option, applicants would complete and submit a new application. The intent of this option is to encourage applicants to develop unique and larger scope projects or propose a substantial expansion to an existing project. Applicants eligible under option 1 may also apply for funding under option 2. For this option, the Committee recommends an extended 21-month grant period from April 1, 2022 – December 31, 2023.

In recognition of the substantial increase in funding, the 2021 Budget Act specifically provides that these funds are available for encumbrance or expenditure until June 2023, giving programs more flexibility than in prior budget years. Since funds will be encumbered by June 30, approved grantees will be permitted to spend down through December 31, 2023.

Due to the amount of additional funding available and to provide further guidance to applicants, the Committee recommends a minimum funding request of \$75,000 and a maximum funding request of \$300,000. The Committee recommends that the award amount be spent down in the grant period, and that no carryovers be permitted. The Committee acknowledges that a 21-month grant period is unique and anticipates that future Partnership Grants will be administered in the typical annual grant cycle.

In order to expedite administration and distribution of funding, the Committee recommends utilizing the same scoring rubric used for the 2022 Partnership Grant review process for the new application options. Under option 1, current applicants could rely on previously understood selection criteria and expectations. Leveraging the same scoring rubric for option 2 would provide continuity for all applicants and consistency in the review process for the

for approval by the Commission at its August 13, 2021 meeting and considered by the Judicial Council at their September 30 – October 1, 2021 meeting. Staff anticipates that this funding will be distributed in January 2022.

Committee. While the Committee agreed that the scoring rubric could be better refined, they deferred recommending any adjustments until the administration of 2023 grants.

Additional Considerations

While the Committee hopes to distribute the additional ~~\$3,880,237~~ ~~4,195,146~~ as described above, any unallocated Partnership Grant funding will be returned back to the general Equal Access Fund for formula distribution to IOLTA/EAF eligible QLSPs and Support Centers.

To encourage new applicants, the Committee discussed plans for targeted outreach to formerly funded Partnership Grant projects, applicants that initiated but did not submit a 2022 Partnership Grant application, QLSPs serving rural counties and QLSPs providing services in specific substantive areas. Staff will also work with Judicial Council staff to coordinate outreach to the Courts and Self-Help Centers.

Proposed Timeline for Partnership Grants 2.0

The Committee recommends the following proposed timeline for the Partnership Grants 2.0, with a distribution date of April 1, 2022:

Date(s)	Activity
August 13, 2021	Legal Services Trust Fund Commission meeting to approve recommended distribution plan
September 30 – October 1, 2021	Judicial Council meeting to approve distribution plan
October 2021	Initial outreach to QLSPs and Courts
November 4, 2021	Partnership Grants Committee meeting to finalize RFP concepts
November 12, 2021	Release RFP
November 2021	Webinar for Potential Applicants
December 17, 2021	Deadline to submit RFP
January – February 2022	Application Review
February 2022	Partnership Grant Committee meeting to approve applications and grant amounts
March 2022	Legal Services Trust Fund Commission meeting to approve applications and grant amounts
April 1, 2022 – December 31, 2022	Option 1 grant period
April 1, 2022 – December 31, 2023	Option 2 grant period

RECOMMENDATION

Should the Legal Services Trust Fund Commission concur with the Committee's proposal, the Committee recommends passing the following resolutions:

RESOLVED, that the Legal Services Trust Fund Commission approves the proposed timeline and distribution plan for Partnership Grants 2.0.

ATTACHMENT(S) LIST

- A.** Senate Bill 129, Budget Act of 2021, Item 0250-101-001 of Section 4.00 and Item 0250-101-0932 of Section 5.00
- B.** 2022 Recommended Partnership Grant Projects

Senate Bill 129 (Excerpts)

SEC. 4. Item 0250-101-0001 of Section 2.00 of the Budget Act of 2021 is amended to read:

0250-101-0001—For local assistance, Judicial Branch 236,603,000

Schedule:

(5) 0150083-Equal Access Fund 70,392,000

Provisions:

1. In order to improve equal access and the fair administration of justice, the funds appropriated in Schedule (5), after distribution of the \$5,000,000 appropriated in Provision 2, are to be distributed by the Judicial Council through the Legal Services Trust Fund Commission to qualified legal services projects and support centers as defined in Sections 6213 to 6215, inclusive, of the Business and Professions Code, to be used for legal services in civil matters for indigent persons. The Judicial Council shall approve awards made by the commission if the council determines that the awards comply with statutory and other relevant guidelines. Up to 10 percent of the funds in Schedule (5) shall be for joint projects of courts and legal services programs to make legal assistance available to pro per litigants and not less than 90 percent of the funds in Schedule (5) shall be distributed consistent with Sections 6216 to 6223, inclusive, of the Business and Professions Code. Any funding not allocated for joint projects shall be redistributed consistent with Sections 6216 to 6223, inclusive, of the Business and Professions Code. The Judicial Council may establish additional reporting or quality control requirements consistent with Sections 6213 to 6223, inclusive, of the Business and Professions Code. Of the amount appropriated in Schedule (5), not more than 2.5 percent shall be available, upon order of the Department of Finance, for administrative costs of the Judicial Council and the State Bar.
2. In order to improve equal access and the fair administration of justice, \$5,000,000 shall be annually appropriated in Schedule (5) by the Judicial Council to the California Access to Justice Commission for grants to civil legal aid nonprofits, including qualified legal services projects and support centers as defined in Sections 6213 to 6215, inclusive, of the Business and Professions Code, to be used to support the infrastructure and innovation needs of legal services in civil matters for indigent persons. Of this amount, not more than 1 percent shall be available for administrative costs of the California Access to Justice Commission associated with distributing and monitoring the grants.

3. The California Access to Justice Commission shall make award determinations for grants described in Provision 2. In awarding these grants, preference shall be given to qualified legal aid agencies' proposals that focus on services to rural or underserved immigrant communities regardless of citizenship status and proposals that are innovative or that involve partnership with community-based nonprofits. Any funding not allocated in a given fiscal year shall be reallocated pursuant to Provision 1.
4. The grant process described in Provision 2 shall ensure that any qualified legal service project and support center demonstrates a high need for infrastructure and innovation to ensure that funding is distributed equitably among qualified legal service projects and support centers. The qualified legal service project or support center shall demonstrate that funds received under this provision will not be used to supplant existing resources.
5. The funds appropriated in Schedule (5) are available for encumbrance or expenditure until June 30, 2023.
6. The State Bar shall annually provide to the Judicial Council a report that includes funding allocations, annual expenditures, and program outcomes by service area and service provider for all Equal Access Fund and federal funding. Data shall be reported using the established reporting framework in the Equal Access Program including applicable outcome measures reported in Legal Services standardized reporting, state level performance measures, and main benefits scores. The Judicial Council shall provide this report to the Department of Finance by January 1 of each year for the prior fiscal year

SEC. 5. Item 0250-101-0932 of Section 2.00 of the Budget Act of 2021 is amended to read:

0250-101-0932—For local assistance, Judicial Branch, payable from the Trial Court Trust Fund..... 236,603,000

Schedule:

(7) 0150083-Equal Access Fund 5,482,000

Provisions:

8. In order to improve equal access and the fair administration of justice, the funds appropriated in Schedule 8. (7) are available for distribution by the Judicial Council through the Legal Services Trust Fund Commission in support of the Equal Access Fund Program to qualified legal services projects and support centers as defined in Sections 6213 to 6215, inclusive, of the Business and Professions Code, to be used for legal services in civil matters for indigent persons. The Judicial Council shall approve awards made by the commission if the council determines that the awards comply with statutory and other relevant guidelines. Upon approval by the Administrative Director, the Controller shall transfer up to 5 percent of the funding appropriated in Schedule (7) to Item 0250-001-0932 for administrative expenses. Ten percent of the funds remaining after administrative costs shall be for joint projects of courts and legal services programs to make legal assistance available to pro per litigants and 90 percent of the funds remaining after administrative costs shall be distributed, consistent with Sections 6216 to 6223, inclusive, of the Business and Professions Code. The Judicial Council may establish additional reporting or quality control requirements, consistent with Sections 6213 to 6221, inclusive, of the Business and Professions Code.
9. Funds available for expenditure in Schedule (7) may be augmented by order of the Director of Finance by 9. the amount of any additional resources deposited for distribution to the Equal Access Fund Program in accordance with Sections 68085.3 and 68085.4 of the Government Code. Any augmentation under this provision shall be authorized not sooner than 30 days after notification in writing to the chairpersons of the committees in each house of the Legislature that consider appropriations, the chairpersons of the committees and appropriate subcommittees that consider the State Budget, and the Chairperson of the Joint Legislative Budget Committee, or not sooner than whatever lesser time the chairperson of the joint committee, or the chairperson's designee, may determine.

	A	B	N	O	P	Q	U	V	Y	AA
1	2022 Partnership Grant Funding Recommendations									
2	Completed at the July 29, 2021 Partnership Grant Committee Meeting									
3										
4	Total Amount Requested:	\$3,094,000								
5	Total Amount Available:	\$2,580,574								
6	2021 Amount Awarded (for reference)	\$2,420,000								
7			Rubric Score							
8	Organization	Project Title	Selection Criteria Total	Funding Priority	Innovation	TOTAL	Total Amount Requested	2021 Award Allocation	PG Committee Tentative Funding Recommendation (as of May 7, 2021)	PG Committee Funding Recommendations (as of July 29, 2021)
9	Bet Tzedek Legal Services	Decedent's Estate Self-Help Clinic (NEW)	63	20	2	85	\$ 120,000	N/A	\$ 120,000	\$ 120,000
10	Bet Tzedek Legal Services	Remote Pro Se Technology Initiative (NEW)	63	20	6	89	\$ 150,000	N/A	\$ 120,000	\$ 120,000
11	California Rural Legal Assistance, Inc.	San Joaquin Housing Helpline Court Clinic Partnership (NEW)	59	20	3	82	\$ 137,000	N/A	\$ 120,000	\$ 120,000
12	Central California Legal Services	Tulare County Unlawful Detainer Workshop	62	16	0	78	\$ 75,000	\$ 68,680	\$ 70,000	\$ 70,000
13	Central California Legal Services	Tenant/Landlord Housing Law Project	51	16	0	67	\$ 72,000	\$ 68,680	\$ 60,000	\$ 60,000
14	Central California Legal Services	Guardianship Project	43	12	0	55	\$ 65,000	\$ 58,868	\$ 41,000	\$ 41,000
15	Community Legal Aid SoCal	Compton Self-Help Economic Expansion Project (NEW)	54	20	2	76	\$ 92,000	N/A	\$ 92,000	\$ 92,000
16	Community Legal Aid SoCal	Orange County Consumer Debt Workshop/Clinic	54	16	0	70	\$ 29,000	\$ 22,566	\$ 23,000	\$ 23,000
17	Community Legal Aid SoCal	Unlawful Detainer Workshop - Norwalk Courthouse	55	12	0	67	\$ 66,000	\$ 68,680	\$ 60,000	\$ 60,000
18	Elder Law & Advocacy	Imperial County Unlawful Detainer Clinic	54.7	17.3	0	72.0	\$ 74,000	\$ 69,661	\$ 74,000	\$ 74,000
19	Family Violence Law Center	Domestic Violence Pro Per (DVPP) Project	56.7	12	0	68.7	\$ 25,000	\$ 24,528	\$ 21,000	\$ 21,000
20	Inland Counties Legal Services	Consumer Rights Clinic	54	12	0	66	\$ 95,000	\$ 92,227	\$ 88,000	\$ 88,000
21	Justice & Diversity Center of the Bar Association of San Francisco	Shriver - SASH Self-Help	54	16	0	70	\$ 71,000	\$ 39,246	\$ 36,000	\$ 36,000
22	LACBA Counsel for Justice	LACBA-Domestic Violence Legal Services Project	63	16	0	79	\$ 99,000	\$ 89,284	\$ 80,000	\$ 80,000
23	Legal Access Alameda	Family Law Settlement Conference	58	12	0	70	\$ 65,000	\$ 63,774	\$ 61,000	\$ 61,000
24	Legal Access Alameda	Family Law Day of Court	63	12	0	75	\$ 30,000	\$ 29,434	\$ 25,000	\$ 25,000
25	Legal Aid Foundation of Los Angeles	2022 - Torrance Self-Help Center	63	16	0	79	\$ 100,000	\$ 88,302	\$ 84,000	\$ 84,000
26	Legal Aid Foundation of Santa Barbara County	Legal Resource Center Partnership	56	12	2	70	\$ 125,000	\$ 114,793	\$ 115,000	\$ 115,000
27	Legal Aid of Marin	Homelessness Prevention through Mandatory Settlement Conferences	64	20	1	85	\$ 80,000	\$ 78,491	\$ 80,000	\$ 80,000
28	Legal Aid Society of San Bernardino	Caregivers and Small Estates Accessing Justice	51	12	0	63	\$ 138,000	\$ 98,114	\$ 85,000	\$ 85,000
29	Legal Aid Society of San Diego	Name Change & Gender Marker Change Self-Help Clinic	54	12	4	70	\$ 85,000	\$ 83,397	\$ 75,000	\$ 75,000
30	Legal Aid Society of San Diego	Unlawful Detainer Clinic Expansion Project	64	12	0	76	\$ 80,000	\$ 78,491	\$ 72,574	\$ 72,574
31	Legal Assistance for Seniors	Partnership to Assist Limited Conservatorship Litigants	54	12	0	66	\$ 87,000	\$ 63,774	\$ 60,000	\$ 60,000
32	Legal Assistance for Seniors	Partnership to Assist Guardianship Litigants	54	8	0	62	\$ 67,000	\$ 63,774	\$ 48,000	\$ 48,000
33	Legal Services of Northern California	Yolo Consumer Clinic	59	20	0	79	\$ 67,000	\$ 62,000	\$ 67,000	\$ 67,000
34	Neighborhood Legal Services	STABILIZING FAMILIES PARTNERSHIP GRANT	54	16	0	70	\$ 102,000	\$ 98,114	\$ 100,000	\$ 100,000
35	Neighborhood Legal Services	CHATSWORTH CONSUMER TECHNOLOGY PARTNERSHIP GRANT	54	16	0	70	\$ 100,000	\$ 88,302	\$ 90,000	\$ 90,000
36	Neighborhood Legal Services	PASADENA CONTINUUM OF SERVICES	54	16	0	70	\$ 105,000	\$ 79,472	\$ 81,000	\$ 81,000
37	Public Counsel	Guardianship Clinic	59	8	2	69	\$ 60,000	\$ 29,434	\$ 22,000	\$ 22,000
38	Public Law Center	DeFacto & Adoptive Parent Assistance Project	59	16	0	75	\$ 50,000	\$ 49,057	\$ 47,000	\$ 47,000
39	Public Law Center	Orange County Courthouse Guardianship Clinic	54	12	0	66	\$ 60,000	\$ 39,246	\$ 32,000	\$ 32,000
40	Riverside Legal Aid	Small Estates Partnership	46	8	0	54	\$ 110,000	\$ 98,114	\$ 70,000	\$ 70,000
41	San Diego Volunteer Lawyer Program	Central Division Restraining Order Clinic	61.7	16	4	81.7	\$ 130,000	\$ 98,114	\$ 93,000	\$ 93,000
42	San Luis Obispo Legal Assistance Foundation	San Luis Obispo County Rental Clinic	64	20	3	87	\$ 115,000	\$ 98,114	\$ 110,000	\$ 110,000
43	Santa Clara University Alexander Law Center	Consumer Debt Clinic	54	12	0	66	\$ 60,000	\$ 58,868	\$ 50,000	\$ 50,000
44	Senior Citizens Legal Services	Indigent Landlord/Tenant Services and Mediation (NEW)	65	20	5	90	\$ 108,000	N/A	\$ 108,000	\$ 108,000
45										
46							\$ 3,094,000	\$ 2,163,599	\$ 2,580,574	\$ 2,580,574
47										
48								Available	\$ 2,580,574	\$ 2,580,574
49								Balance	\$ -	\$ -



The State Bar
of California

OFFICE OF ACCESS & INCLUSION

THE PARTNERSHIP GRANT 2.0 REQUEST FOR PROPOSAL: REQUIREMENTS, PRIORITIES, AND POLICIES

This document provides information for organizations interested in submitting proposals for Partnership Grants 2.0, an additional funding opportunity for 2022-2023. Organizations should review this document to ensure that the proposed projects are eligible for this funding, and that their proposals describe those activities in a manner that best addresses the principal concerns of the funding authorities.

Partnership Grants are competitive and discretionary. Project proposals must be submitted on SmartSimple by **5:00 p.m. on Friday, December 17, 2021.**

If you have any questions, please contact Christal Bundang at christal.bundang@calbar.ca.gov.

BACKGROUND

The State Budget Act establishes the Equal Access Fund “to improve equal access and the fair administration of justice.” The Equal Access Fund is allocated to the Judicial Council and administered by the State Bar of California, through its Legal Services Trust Fund Commission (Commission). Ten percent of the Equal Access Fund is reserved for “joint projects of courts and legal services programs to make legal assistance available to pro per litigants.”

On July 12, 2021, Governor Newsom signed the Budget Act of 2021 (SB129), approving an increase in Equal Access Funds, resulting in an unanticipated increase in the available 2022 Partnership Grant funding. Partnership Grants 2.0 (PG 2.0) is one-time funding opportunity that seeks to distribute a total of \$3,880,237 in Partnership Grants and is a separate funding opportunity from the 2022 Partnership Grants that have already been approved. For the 2022 grant year, a total of \$2.58 million was awarded to 36 eligible projects.

As with the typical Partnership Grants, PG 2.0 grants will be awarded through a competitive process. The Commission reviews all eligible proposals and makes funding recommendations to the Judicial Council. Decisions of the Commission, as approved by the Judicial Council, are final; there is no appeals process. Due to the limited availability of funding, all proposals may not be funded.

PG 2.0 offers two options for potential applicants:

Option 1: 2022 Supplemental Application

This option is only available for current 2022 Partnership Grant grantees. Under this option, applicants may apply for supplemental funding for an existing 2022 Partnership Grant project. Applicants may only request funding amounts up to their original total requested amount. For example, if an applicant applied for a \$100,000 Partnership Grant, but was awarded \$75,000, it would be able to apply for supplemental funding up to \$25,000.

Since this funding would be used to supplement existing 2022 Partnership Grant projects, the grant period for option 1 is April 1, 2022 – December 31, 2022 (9 months).

Option 2: New Application

This option is available to all eligible Qualified Legal Services Projects. Applicants eligible under option 1 may also apply for funding under option 2. Under this option, applicants would complete and submit a new application. The intent of option 2 is to encourage applicants to develop unique and larger scope projects or to propose a substantial expansion to an existing project. While Partnership Grants projects have historically been funded in a range from \$20,000 to \$100,000, given the funding's intent to encourage unique and larger scope project development, the Commission recommends a minimum funding request of \$75,000 and maximum request amount of \$300,000 for option 2 applicants.

The grant period for option 2 is April 1, 2022 – December 31, 2023 (21 months).

Consideration will be given to projects serving a diverse range of geographic areas, substantive issues, and client constituencies. Grantees must submit evaluation reports on the use and impact of these funds at reporting periods specified by the Legal Services Trust Fund Commission.

PG 2.0 SCORING RUBRIC

In an effort to provide continuity for applicants, the Commission will use the same scoring rubric used for 2022 Partnership Grants.

The rubric is comprised of four sections - Eligibility Requirements, Selection Criteria, Funding Priorities, and Innovation. Initial rubric scores will be shared with applicants, who will have an opportunity to improve their scores, by providing additional information or addressing concerns. Note that the Commission still maintains discretion when determining funding recommendations.

Eligibility Requirements

This section is not weighted. Applicants must meet the following criteria to be eligible to submit a proposal under both option 1 and option 2:

- **Qualified Legal Services Projects (QLSPs):** Pursuant to Business & Professions Code 6210 et seq., only QLSPs are eligible to apply for Partnership Grants.
- **Joint Court/Qualified Legal Services Projects:** Proposals must be for projects jointly developed and implemented by California State courts and QLSPs, and, except in rare circumstances, services must be delivered at or near the courthouse.
- **Indigent Persons:** Use of Partnership Grant funds is restricted to the provision of services to indigent persons as defined under Business and Professions Code §6213(d).
- **Self-Represented Civil Litigants:** Partnership Grant funding is restricted to providing assistance to individuals who are or expect to be engaged in civil litigation without representation by counsel. These funds cannot be used to make court appearances on behalf of litigants.

If the proposed project will be serving non-indigent persons or if individuals will be engaged in civil litigation, the project must identify non-Partnership Grant funds that will be used to cover this work.

Selection Criteria (80 points)

Based on responses provided in the proposal, the Committee will score each sub-section as “Exceeds Expectations,” “Meets Expectations,” or “Below Expectations” with corresponding multipliers for a maximum of 80 points.

Generally, responses that provide relevant and detailed information, such as metrics or specific examples would be scored favorably. Responses that do not appear responsive to the selection criteria’s description may be considered “below requirements.”

Funding Priorities (20 points)

In 2018, the Commission approved the following policy regarding funding priorities:

“Historically, Partnership Grants have been awarded as “seed funding,” with an initial expectation of funding reductions after the first three years and termination of funding after the fifth year. This model can sometimes lead to valuable, high functioning projects making major changes to their substantive focus or operational model for the purpose of retaining eligibility for Partnership Grant funding beyond the initial five-year period.

While the Commission continues to prioritize innovative programs, it also seeks to support existing projects that provide valuable services to underserved communities. The following considerations are intended to assist applicants in setting reasonable expectations regarding the expected timeframe for the duration of Partnership Grant support.

Matters to be taken into consideration when determining whether to renew Partnership Grant funding include:

- That Partnership Grants will continue to be awarded with the principal intention of providing seed funding for new projects, which may be renewed annually over an initial five-year period.
- That Partnership Grant funding may or may not be reduced from year to year during that time, taking into account project strength, demonstrated success, and funding availability.
- That the discretionary nature of Partnership Grants, under which the Commission's decisions on continued funding may be contingent upon projects meeting programmatic, administrative, and financial expectations. The Commission retains discretion not to renew funding within the initial five-year timeframe should projects be unable to meet basic expectations.
- That funding beyond a fifth-year cycle be considered on a case by case basis. Particular consideration should be given to projects supporting unmet rural needs, program that have evolved to respond to a recent emergency or disaster, and high functioning and heavily utilized projects that have been unable to secure alternate funding despite documented efforts. The foregoing examples are illustrative, not exclusive.
 - Applicants seeking funding beyond a fifth year into a second cycle must demonstrate the effectiveness of the project and provide additional justification such as documentation of their pursuit of alternate funding sources, narratives and quantitative data on local needs or circumstances, and/or additional project evaluation such as court feedback, case file review or other such evaluative processes.
 - Projects seeking funding beyond a fifth year will be reviewed with respect to the factors cited above, as well as in comparison to new and other renewing applicants in the areas of program strength, demonstrated success, and funding availability."

The Commission will exercise its discretion and score the project 1-5 based on funding priorities. That number will be multiplied by 4 for a maximum section score of 20 points.

Optional – Innovation (up to 10 points)

The Commission encourages innovative projects and may award up to 10 bonus points for innovation.

Examples of innovation may include:

- Projects that involve courts that have not had projects in a long time

Partnership Grant 2.0: Requirements, Priorities, Policies

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- Projects with models that were tried/successful in other jurisdictions, but are new to the court
- Initial projects in a case type (first consumer program, first conservatorship program, etc.)
- Projects testing new ways of providing services.

ELIGIBILITY REQUIREMENTS			
Please select “yes” or “no” for each requirement.			
Applicant is a Qualified Legal Services Project	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
Proposal is jointly developed and implemented by a California State court and services are delivered at or near the courthouse.	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
Proposed services will be provided only to indigent persons, as defined under Business and Profession Code §6213(d).	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
If NO, has the project identified non-Partnership Grant funds that will cover this work?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A
Proposed services will be provided only to self-represented litigants (individuals who are or expect to be engaged in civil litigation without representation by counsel).	<input type="checkbox"/> YES	<input type="checkbox"/> NO	
If NO, has the project identified non-Partnership Grant funds that will cover this work?	<input type="checkbox"/> YES	<input type="checkbox"/> NO	<input type="checkbox"/> N/A

DEFINITIONS	
Exceeds Expectations	Response is very high quality, addressing all questions in the request for proposal and all elements of the selection criteria. The identified strengths in the category are substantial with no or minimal weaknesses or additional questions identified. Any identified weakness has minimal effect on the overall quality of the response.
Meets Expectations	Response is good, effectively addressing most questions in the request for proposal and the selection criteria. Strengths and weaknesses are identified that may balance each other in significance. Overall quality of response is satisfactory
Below Expectations	Response is weak, neglecting to address questions in the request for proposal and the elements of the criteria. The responses identified weaknesses hold significant weight, overshadowing the identified strengths. Overall quality of response is inadequate, with significant flaws in key elements.

SELECTION CRITERIA (80 PTS)			
Checkmark the appropriate ranking for each category, and then multiply by the number below. Add sub-scores from A and B to get the total points for this section.			
CATEGORY & DESCRIPTION	Exceeds Expectations	Meets Expectations	Below Expectations
<u>Court Involvement</u> A successful proposal will indicate: <ul style="list-style-type: none"> • significant cooperation between the partner court and legal services organization, • integration with other court-based services and • if the project's services are to be reserved for only one litigant role, such as petitioners but not respondents, that this has been thoroughly explored with the court, and alternate legal resources that can provide meaningful if not equivalent levels of assistance to the opposing parties have been identified. 			
<u>Project Impact</u> A successful proposal will clearly address the needs of the targeted population with meaningful and timely outcomes.			
A. Number of Check Marks	X20=	X15=	X10=
Subtotal (A)			
<u>Administration</u> A successful proposal will have adequate: <ul style="list-style-type: none"> • staffing, • leadership, and • oversight of project monitoring, outreach and resource development. 			
<u>Project Budget</u> A successful project will clearly reflect how Partnership Grant funds are tied to actual project expenses or directly related costs.			
<u>Continuity Planning</u> A successful project will adequately describe meaningful continuity planning efforts, such as pursuing other sources of funding, recruitment of volunteers, and in-kind support.			
<u>Evaluation</u> A successful proposal will incorporate meaningful evaluation plans and metrics that effectively demonstrate how the project's planned goals will be achieved.			
B. Number of Check Marks	X10 =	X6 =	X3 =
Subtotal (B)			
Selection Criteria Total (A+B)			

Partnership Grant 2.0: Requirements, Priorities, Policies

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FUNDING PRIORITIES (20 PTS)

Keeping the funding priorities in mind, determine the number points you wish to score this project and then multiply by the number below.

<ol style="list-style-type: none"> 1. Partnership Grants will be awarded with the principal intention of providing seed funding for <u>new projects</u> and projects in their second to fifth year of funding. 2. Projects requesting funding beyond their fifth year that serve rural areas, are responsive to a recent emergency or disaster, or are high-functioning and heavily utilized projects but have been unable to secure alternate funding despite documented efforts are prioritized. 3. Projects seeking funding beyond a fifth year that are not in these priority areas are considered for funding only after proposed awards have been allocated for all prioritized projects. The State Bar retains discretion to waive this policy. 	5 4 3 2 1
Funding Priority Total Score	X4 =

OPTIONAL - INNOVATION (up to 10 PTS)

The Committee may exercise discretion in awarding points for innovation. Based on your review of the proposal, determine if wish to score additional points for innovation and provide your reason(s) below.

Additional points will be awarded to successful proposals that demonstrate innovation.	YES	NO
Bonus Points Awarded (1-10 pts)		
Reason(s) for awarding bonus points for innovation:		

OTHER POLICIES REGARDING ADMINISTRATION OF PARTNERSHIP GRANTS

The Commission has made policy determinations regarding certain substantive issues that have arisen repeatedly, as guidance for applicants seeking to strengthen their proposals, and to help ensure the consistency of its own deliberations and recommendations regarding Partnership Grants. The following statements of Partnership Grants policies were each approved by the Commission, on the dates indicated in parentheses after their titles:

Self-Representation and Attorney-Client Relationships (July 2017)

Self-represented litigants receiving services under a Partnership Grant are not prohibited from forming a confidential relationship with a lawyer, so long as they remain unrepresented when they appear in court. While we [the Commission] will ultimately defer to the court's own determination as to whether the litigant is self-represented, factors impacting this determination include where any attorney's participation takes place, and whether the attorney's name appears on pleadings or in the records of proceedings in court. So long as no appearance is made on the record and no representational activity occurs in court, formation of an attorney-client relationship in and of itself is not inconsistent with the "self-represented" status of a litigant.

Overhead, Administration, and Audit (August 2018)

Partnership Grant funds should pay for actual project expenses or directly related costs – to fund the project, but not the organization. Some programs have used individual line items to identify administrative costs. Others use an Allocated Cost Ratio, which is often based on a standardized formula; however, it is sometimes unclear how a formula-based allocation relates to the proposed activities.

- Some non-personnel costs which may be appropriately tied to the project include malpractice insurance and attorney licensing fees.
- As Partnership Grant-funded services should typically be performed primarily at or near the courthouse, which reduces the need for program space and equipment, costs allocated to these lines should be clearly justified in the budget narrative.
- Programs using formula-based allocated cost ratios must clearly explain what these comprise and how they are calculated, for purposes of Partnership grant budgeting.

Use of Partnership Funding as a Sub-grant Covering Wages of Court Staff (August 2018)

An organization receiving Partnership Grant funding is expected to be the primary service provider under that grant. However, greater efficiencies can sometimes be attained by sub-granting some of that funding to a court partner. The following considerations have been identified as relevant in determining whether to approve discretionary funding for such a request:

- The contract governing the relationship between the grant recipient organization and the court must clearly specify that grant-funded court staff will only work on project activities, not on other duties that might be assigned by the court.
- The contracted staff must follow the Guidelines for the Operation of Self-Help Centers, with particular regard to ensuring the court's neutrality as to the fact that services are being provided, the manner in which they are provided, and the persons to whom they are provided.
- The services funded would not otherwise be provided by the court, but for the Partnership Grant. The Partnership Grant shall not supplant existing funding or services.
- The project budget must include additional funding sufficient to assist litigants who do not qualify to be served with Partnership Grant funding.
- In these and all cases, the court must participate in providing feedback and in developing evaluative data. Where funding is sub-granted to the court partner for payment of court staff, this evaluative data will include information on the number of litigants using the service who do not meet the definition of "indigent" found at Business & Professions Code §6213.

Funding of Supervised Settlement Services through Partnership Grants (July 2019)

Partnership Grants may be used to support supervised settlement services to assist litigants in settling their litigation, so long as the settlement services are a component of court-based litigation and are overseen by an attorney.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Bet Tzedek Legal Services		
Project Name	Post-Hearing Virtual Services Project		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2022	\$300,000.00	\$300,000.00	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No			

Project Abstract

This one-time funding will allow Bet Tzedek to undertake an innovation in pro per services by creating a new post-hearing virtual service delivery model specifically designed for pro per litigants in Los Angeles County who have been appointed by the court to be conservators for a vulnerable adult. The centerpiece of the model is a website that will guide litigants toward successfully fulfilling their post-hearing requirements by providing tailored resources and live workshops designed to increase conservators' engagement with and successful completion of post-hearing obligations. The resources, which litigants will be able to access at any time, will constitute legal information and will include guidance regarding required post-hearing documents, information regarding post-hearing processes, instructions on completion and filing of documents, and an interactive map of resources and requirements by county for pro pers throughout the state. Pro pers will be able to register to receive self-help assistance via virtual bimonthly workshops and monthly in-person workshops at the Stanley Mosk Courthouse, staffed by Bet Tzedek advocates and volunteers. These workshops will be held at various times of the day to accommodate litigants' and volunteers' schedules and will assist pro pers on filing post-hearing documents. Finally, litigants will be assisted with the preparation of post-hearing court forms and documents. The project's goals include increased conservator engagement with post-hearing obligations, successful completion of post-hearing requirements needed for litigants to maintain their appointment as a conservator, increased safety, stability, and wellbeing of conservatee, and increased efficiencies throughout the probate process. This project is unique from other self-help services because it focuses on conservatorship post-hearing issues.

Court Name	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Los Angeles Superior Court	Stanley Mosk Courthouse	111 North Hill Street, Los Angeles, CA 90012	Once per month post hearing workshop – Likely Friday afternoon	6 hours/month virtually; 3 hours/month in person

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

Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	0	0	0
Information on Court Procedures and Hearing Preparation	0	0	0
Document Preparation and Review	0	0	0
Filing or Services Assistance	0	0	0
Supervised Settlement Services	0	0	0
Post-hearing Assistance	0	0	0
Other	450	54	0

Explain Other	<p>The long-term goal of Bet Tzedek's Post-Hearing Website is to create a best practices virtual pro per service model for conservatorship post-hearing requirements and virtual pro per education that can be replicated throughout California. The project will achieve this goal through the following objectives:</p> <ol style="list-style-type: none"> 1) Launch a virtual website that is user-friendly and meets the needs of pro per litigants 2) Launch virtual and in-person workshops for pro per litigants for post hearing filings 3) Provide virtual assistance to 450 pro per litigants after their conservator hearing during the lifetime of the grant 4) Work with Swell Inc. on UX (User Experience) testing to inform program improvements 5) Launch an outreach campaign to publicize the website
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Community Engagement – Outreach	Pro per litigants will be made aware of SHCC Post-Hearing Virtual Services through flyers posted in the courtroom, information on the court and Bet Tzedek websites, and through court staff with whom conservators meet regularly. Bet Tzedek will also engage in outreach with trusted partners and coalition members, including members of the Transitions Coalition, Adult Protective Services, Ombudsmen, law enforcement, the Alzheimer's Association, the Elder Abuse Forensic Center, California Elder Abuse Coalition, and local bars and Trust and Estates sections of Los Angeles County Bar. Known through the Transitions Coalition and our caregiver work in the Los Angeles area, the Bet Tzedek team is well-respected by service providers and professionals serving vulnerable adults and their families. These providers/partners frequently direct litigants to us; others seek our services as the result of our educational outreach sessions.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	Bet Tzedek has made a commitment to the court to serve all litigants who request assistance so long as the request is within its scope of services. Clinic staff screen all litigants to determine eligibility for services at the time of intake.

Alternative Services	For those litigants whose cases are more legally complicated, who are deemed ineligible, or who cannot self-represent due to disability, meaningful referrals will be made to Bet Tzedek's in-house Elder Law or Caregiver Program or the Los Angeles County Bar's Legal Referral and Information Service. Referrals will be made by clinic staff or volunteers at the time of service.
Court's Role	LASC will provide space at the Stanley Mosk Courthouse for in-person workshops, which will be provided monthly and purposefully held after the morning court's morning calendar. The bulk of services, however, will be provided virtually, and will make use LASC's virtual access resources. The Judicial Council and LASC have developed several resources that facilitate litigants' virtual access to the Court and their case. The proposed website and the services Bet Tzedek envisions providing through this new project will enable Bet Tzedek to build upon such foundational work. For example, LASC has made available the Justice Partner Portal, which will allow Bet Tzedek to track conservators' status in adhering to post-hearing requirements. Bet Tzedek will access the Justice Partner Portal to facilitate the tracking of data to facilitate a comparison of success between traditional in-person services and virtual services, as well as a comparison of the fulfillment of post-hearing requirements prior to and after this project's implementation. Understanding how to make virtual services meaningful and effective is critical to addressing the digital divide and conveniently delivering remote services to all pro pers.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Community Legal Aid SoCal			
Project Name	LA County SHLAC Hybrid Bridge project			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2022	\$318,613.00	\$228,813.00		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No				
Project Abstract	<p>We seek to expand the capacity of the LA County Self-Help network to meet the new opportunities and challenges posed by operating hybrid in-person/remote self-help to eligible SRLs.
As we resume in-person assistance, self-help operations will not immediately – and likely never will – return to what they were pre-pandemic.
Today, our Court system faces choices: return to the traditional SHLAC model; focus on remote self-help to the detriment of those who fall into the digital divide; attempt to juggle both as-is; or pluck the rare opportunity to meld the best of in-person self-help with the best of remote self-help. Our collective staff believe that the latter, multi-channel approach will best serve the Courts, and help ensure that fewer eligible self-represented litigants (SRLs) are left behind as they prepare to interact with the civil justice system.
CLA SoCal requests funding to help staff a collaborative, county-wide “remote team” to bridge the next several years as a hybrid approach is perfected. The funding of .6 FTE Staff Attorneys and 1 FTE Paralegal, Monday-Friday, will have four objectives: 1) increase capacity to handle demand for in-person and remote services at the Compton SHLAC; 2) collaborate with other providers to ensure that equitable services are available remotely, regardless of which SHLAC the SRL visits; 3) bring our organizations together to thoughtfully design and implement a robust, resilient hybrid model that will carry LA County SHLACs into the future; 4) support the Court’s effort to build a library of online videos to support SRLs.</p>			
Court Name	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Los Angeles County Superior Court	Compton	200 W. Compton Blvd, Compton, CA 90220 (remote)	5 days, M-Th 9-5; F 9-12	140

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Staff Attorney	0.7	0.6
	Directing Attorney	0.1	0
	Director of Legal Services	0.05	0
	Lawyers Total	0.85	0.6
Paralegals	Paralegal	1	1
		0	0
	Paralegals Total	1	1
Other	Fund Development Coordinator	0.05	0
		0	0
	Other Total	0.05	0

Goals and Objectives				
		Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options		0	0	0
Information on Court Procedures and Hearing Preparation		2100	0	0
Document Preparation and Review		2100	0	0
Filing or Services Assistance		500	0	0
Supervised Settlement Services		0	0	0
Post-hearing Assistance		0	0	0
Other		0	0	0
Explain Other	Number of views of educational videos published by the Court and CLA SoCal during the grant period.			

Community Engagement – Outreach	Court referrals are by far the most common type of referral for SRLs to the Compton SHC. CLA SoCal will work with Self-Help managers and Courthouse staff to ensure that they know about the new project and who can be helped by it. Prior to implementation of the workshops, CLA SoCal will also work with Court managers to list the workshops on the LA Superior Court/Compton Courthouse websites. Additionally, CLA SoCal will coordinate with Court staff to advertise the project through CLA SoCal social media and will refer eligible callers to our Hotline to the service.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	While the vast majority of SRLs who seek assistance from the SHLAC system are eligible under the 2022 definition of indigency (200% FPL and below), CLA SoCal and the Los Angeles Court do not intend to prevent any individual from seeking help from the SHLAC system if they exceed the allowable income. Staff funded through the County of Los Angeles and subsidized with additional legal services funding (including LA County Department of Consumer and Business Affairs) will be available to serve clients who do not meet eligibility guidelines.
Alternative Services	Equal Access Fund Partnership monies will be utilized for indigent individuals. Pro per litigants who do not meet the State Bar's income eligibility guidelines may be supported by funding provided by the LA County Department of Consumer and Business Affairs. Additionally, referrals will be provided to other Los Angeles County-based legal services programs for those who require extended legal services beyond the capacity of the SHLAC, including CLA SoCal and legal aid partners, the LA Bar Referral Service, LA County Small Claims Advisor, and the mediation program at the LA County Department of Consumer and Business Affairs.

Court's Role	CLA SoCal is subcontracted to operate the Self-Help Center at the Compton Courthouse. While this grant would fund remote staff who would not necessarily be housed at the Courthouse, they would be equipped by CLA SoCal and work closely with in-person staff at the Compton Self-Help Center. Court resources would include computers to allow SRLs onsite to contact the remote team for specific expertise, or to reduce wait times for in-person staff. The Court will also continue to provide JusticeCorps volunteers who will assist with in-person services as well as educational video production.
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**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Inland Counties Legal Services		
Project Name	Family Law Access Partnership (FLAP)		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2022	\$273,780.00	\$236,820.00	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No			
Project Abstract	<p>The Family Law Access Project (FLAP) breaks down the barriers for self-represented family law litigants to improve access to the family law court, specifically the Larson Justice Center which serves the rural areas of Coachella Valley. FLAP will be a collaboration between Inland Counties Legal Services, Riverside County Superior Court and California Desert Trial Academy College of Law. The new partnership with the College of Law will expand on ICLS's ability to recruit attorneys and student volunteers and provide local law students a hands-on opportunity to use their legal skills to assist low-income litigants. FLAP will assist low-income consumers with document preparation in the areas of dissolution, child custody and visitation, child and spousal support, paternity actions and domestic violence restraining orders. The project will rely on technology that will provide consumers with a self-guided interview application designed to increase the efficiency of document preparation. The documents will be reviewed by an attorney to ensure accuracy and the consumer will be provided with guidance on how to navigate the court process and prepare for their hearing. The success of this project will ensure that court consumers will be able to finalize their dissolution action, obtain domestic violence restraining orders and gain custody and support orders. The project will be one method of allowing low-income persons meaningful access to the courts.</p>		
Court Name	Branch (If Applicable)	Address	On-Site Days/Hours
Superior Court of California, County of Riverside	N/A	California Desert Trial Academy College of Law, 45290 Fargo, Indio	Tu/Th 9a-1p & 2p-4p
			Total Hours/Month
			48

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Staff Attorney II	0.6	0.54
	Practice Group Director	0.05	0.03
	Deputy Director of Litigation	0.01	0.01
	Lawyers Total	0.66	0.58
Paralegals	Paralegal	0.6	0.54
		0	0
	Paralegals Total	0.6	0.54
Other	Legal secretary	0.2	0.14
		0	0
	Other Total	0.2	0.14

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

Community Engagement – Outreach	ICLS will have a comprehensive marketing strategy by using print media and radio mass marketing as well as community education and outreach. The marketing strategy will be led by the Community Engagement Team. Aside from traditional marketing tools, ICLS intends to leverage its collaborations with existing partners that provide services to victims of domestic violence through regular community presentations. The Court will also provide marketing through its website and Self-Help Centers. With the number of litigants seeking family law services and the lack of resources available to litigants, ICLS anticipates that there will be an overwhelming number of referrals from the Court for its services.
Attorney-Client Relationship	Yes
Conflict of Interest Protocols	ICLS staff will check for conflicts through our case management system, Legal Server. A conflict search will reveal clients and opposing parties with the same name along with other identifying information such as birthdays and addresses. If a conflict is identified then the litigant will be referred to other resources such as Riverside Legal Aid, the Court Self-Help Center and the local Lawyer's Referral Service.
Income Eligibility Guidelines	An Applicant's income must be under 200% of the Federal Poverty Limit (FPL) or is someone who is eligible for Supplemental Security Income or free services under the Older Americans Act or Developmentally Disabled Assistance Act. Applicants must also be a United States Citizen or have legal immigration status in the United States. ICLS relies on its staff and a comprehensive case management system, LegalServer, to determine eligibility. ICLS's intake team is trained to screen all applicants for legal services through our coordinated intake system. Applicants who call inquiring about services are required to answer questions regarding their legal issues, citizenship status, and financial eligibility to ensure that they are both qualified for services and that ICLS has the resources and capacity to provide services. ICLS uses LegalServer to capture the information and calculate income and assets based on the applicant's answers regarding their household income, size, expenses, and assets.
Alternative Services	Litigants who are not eligible for this project's services will be referred to Riverside Legal Aid, which has an office in the City of Indio, the Riverside County Bar Lawyer's Referral Service, and the Court's Self-Help Centers. Litigants will also be provided with ICLS's family law brochure which list resources available to domestic violence victims.

Court's Role	<p>The specific days of the clinic may be modified depending on the volume and needs of the clients, but the schedule will remain two days per week. The clinic will be located at the California Desert Trial Academy College of Law, 45-290 Fargo Street, Indio, CA 92201 which is located a 2 minute drive or within walking distance, 0.7 miles away from the Courthouse. The Court has no available space within the Indio Courthouse.

The collaboration will involve a new partnership with the California Desert TrialAcademy College of Law to house the clinic and provide a training opportunity for local law students to work with low-income persons and issues affecting vulnerable populations.

Clients will be served at the clinic by volunteers and an ICLS legal secretary or paralegal, the ICLS staff attorney supervising the clinic will be available through video conferencing to provide services. Although the clinic will target the rural community in and around the City of Indio, any qualified applicant that attends the clinic will be aided.

The Court will provide referrals to the clinic, promote the clinic on its website and at its self-help centers, and various training that are currently provided by the Self-Help Center. The court will also allow ICLS project staff enhanced access to the Court's electronic records pertaining to client cases. The enhanced access will allow advocates to view case filings without charge electronically.</p>
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**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	LACBA Counsel for Justice			
Project Name	DVRO Remote Access Project			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2022	\$300,000.00	\$300,000.00		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No				
Project Abstract	<p>The Project was developed by LACBA Counsel for Justice Domestic Violence Legal Services Project (DVP) with Superior Court of California, County of Los Angeles (Court) staff and bench officers to improve access to justice for litigants in DVRO cases by providing remote information and assistance. The DVRO process is complicated, and many steps happen outside the courthouse, such as Emergency Protective Orders, service of process, and mediation and hearing preparation. Litigants should not need to go to the physical courthouse during court hours to get help with these critical parts of the process, especially as technology offers new options. The Project will also help self-represented litigants navigate the Court's new remote options, such as a new on-line forms production program, e-filing, and remote appearances. The Project will create a remote DVRO clinic staffed by volunteers through video-conference and telephone that will offer forms production assistance, e-filing, and information. The Project will also create remote tools that can be accessed outside of typical court hours, such as a chat hotline, webpage, written and video instructional pieces, and/or remote workshops addressing common questions. To assist in creating these tools, the Project will leverage existing partnerships with other DVP partners, such as the Los Angeles Police Department and domestic violence service providers. The Project also will work closely with Court staff to ensure the tools fit well with their needs. The Project will be staffed by an FTE attorney and a paralegal who will supervise volunteers and develop Project tools.</p>			
Court Name	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Los Angeles County Superior Court	Stanley Mosk	111 N. Hill St. #235 Los Angeles, CA 90012	M-Th 8am-3:30pm Fri 8am-12pm	168

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Directing Attorney	1	0.05
	Project Attorney	1	1
		0	0
	Lawyers Total	2	1.05
Paralegals	Paralegal/Legal Assistant	1	1
		0	0
	Paralegals Total	1	1
Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives				
		Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options		0	0	0
Information on Court Procedures and Hearing Preparation		3000	0	0
Document Preparation and Review		3000	60	240
Filing or Services Assistance		3000	0	0
Supervised Settlement Services		1000	0	0
Post-hearing Assistance		0	0	0
Other		0	0	0
Explain Other	In addition to the weekly workshops beginning in Q3 the Project will have instructional videos posted on-line which will cover the same topics as the workshops and will estimate 10 views/month of the videos.			

Community Engagement – Outreach	<p>The Project will communicate the availability of services to litigants and the community through a variety of methods:</p> <ul style="list-style-type: none"> • Informational handouts available in the Court's Restraining Order Center, the Court's Self-Help Resource Center, and the DVP courthouse restraining order clinic; • Information cards distributed to litigants through the Los Angeles Police Department and other law enforcement as possible; • Presentations given to domestic violence service providers through the Los Angeles County Domestic Violence Council and the City of Los Angeles Domestic Violence Alliance. • Posting information on the Los Angeles County Bar website
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	<p>Litigants who are eligible for the project will be meet two general requirements. They will be: (1) involved (or considering being involved) in a DVRO case and (2) meet the definition of "indigent person" for the purpose of the Legal Services Trust Fund Program. As DVP delivers legal services through pro bono attorneys, the Project will use the income limit formulas based DHHS and HUD formulas. When a litigant calls the Project for services, staff will explain the eligibility requirements. For litigants applying via web form, the website will clearly state the eligibility requirements. Before services are provided, the litigant will complete an intake form asking questions relevant to determination of eligibility under the definition. Depending on the litigant's access to technology, this form may be completed via a web form, or completed by staff while on the phone with the litigant and then emailed back for review and signature. The intake staff will input this information into the Project's case management system which contains a formula determining eligibility. If the system is not available, staff will do the determination using the income eligibility chart. If a petitioner wants services with preparation of the initial petition, staff will also determine whether the litigant is alleging a relationship that falls within the scope of the DVPA and facts that fall within the Act's broad definition of abuse. Some Project information posted on the Court's website or provided to law enforcement partners, will be available to the public without eligibility review.</p>

Alternative Services	Litigants who are above 200% of FPL and not otherwise eligible for Project remote clinic services under IOLTA will be referred to the walk-in LACBA Counsel for Justice Domestic Violence Restraining Order Clinic (DVP) which is in the Stanley Mosk Courthouse. At the DVP all DVRO litigants can receive legal information and forms preparation assistance regardless of income. Litigants who need assistance with legal issues beyond the scope of the Project will be referred to the Court's Self-Help Resource Center or to various other services as needed. The Project will maintain an updated list of local legal services organizations serving the public with needs such as housing, immigration, and family law. The Project will also maintain an updated list of other social service agencies for common needs such as domestic violence support, housing, mental health, and food banks.
Court's Role	The clinic will be a project of the pre-existing LACBA Counsel for Justice Domestic Violence Restraining Order Clinic which is in the Stanley Mosk Courthouse. However, the object of this proposal is to establish a fully remote clinic, helping self-represented litigants with the DVRO process from EPO and forms preparation through e-filing to remote hearing appearance. Project staff will be in the current DVP clinic space provided by LASC which they recently remodeled, installing an intake desk and 7 cubicles and office furniture. LASC provides a phone line, internet connection, and validated parking for LACBA DVP staff and volunteers and will also provide those resources to the staff and volunteers of the proposed Project.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Legal Aid Society of San Diego		
Project Name	East County Restraining Order Clinic		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2022	\$318,265.00	\$300,000.00	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No			
Project Abstract	<p>In partnership with the San Diego Superior Court, Legal Aid Society of San Diego's (LASSD) Pro Bono Program seeks to offer a full-time Domestic Violence/Civil Harassment/Elder Abuse Restraining Order Clinic at the East County branch of the San Diego Superior Court. The Court has expressed a need for daily full-time services to be offered to East County residents who are seeking protection from violence, stalking, sexual assault, elder/dependent adult abuse, and severe harassment. The proposed project will operate daily in the East County Regional Center branch court from 8:30 a.m. to 12:30 p.m. and 1:00 p.m. to 4:00 p.m., Monday through Friday, providing assistance with court forms, explanation of the law, options and alternatives, and referrals.

The program will be staffed with one staff attorney, one advocate, and volunteer attorneys and students. Ongoing communication with court personnel will create a collaborative program that benefits both the court and self-represented litigants in having appropriate paperwork processed efficiently.

The main goals of the program are to help self-represented litigants access and fully participate in the legal system, and educate litigants so they can make more informed choices that result in effective and efficient filings for the litigant and the Court. Helping litigants complete necessary paperwork ensures that the Court is given the information necessary to render a decision on a temporary restraining order that day. By providing these services, the program assists pro per petitioners protect themselves from dangerous situations, and pro per respondents protect themselves from frivolous litigation.</p>		
Court Name	Branch (If Applicable)	Address	On-Site Days/Hours
San Diego Superior Court	East County	250 E. Main St, El Cajon, CA 92020	MTuWThF/8:30- 12:30; 1:00--4:00
			Total Hours/Month
			151

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Staff Attorney	1	1
		0	0
		0	0
	Lawyers Total	1	1
Paralegals	Advocate	1	0.81
		0	0
	Paralegals Total	1	0.81
Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives				
		Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options		0	0	0
Information on Court Procedures and Hearing Preparation		0	0	0
Document Preparation and Review		0	0	0
Filing or Services Assistance		0	0	0
Supervised Settlement Services		0	0	0
Post-hearing Assistance		0	0	0
Other		0	0	0
Explain Other	<p>The main project goal is to assist low-income, self-represented litigants understand the court process and complete necessary court documents to succeed in meritorious Domestic Violence, Civil Harassment, and Elder Abuse Restraining Order actions.</p> <p>A second goal is to see Program users have greater comfort in navigating the court system by assisting many in their own language with cultural competence. LASSD will collaborate with minority bar partners to provide culturally appropriate assistance to those involved in restraining order actions in their own language.</p> <p>The court spends approximately 30 minutes with each SRL who has not obtained assistance at a self-help clinic, explaining paperwork and reviewing forms for critical information. A third goal for the program to measurably ease the burden on Family and Civil/Elder restraining order judges and court personnel handling SRLs.</p> <p>A fourth goal is to provide meaningful referrals to free mediation services and other legal options. These other options can often provide a better result than a judge in a Civil Harassment restraining order case and can often settle tensions between litigants.</p> <p>A fifth goal is to engage the greater legal community in a meaningful way with the use of new technology. Many potential volunteers are reluctant to assist East County populations due to the long commute. With the use of technology such as Zoom, the Program will be able to utilize more volunteers and provide assistance to more litigants.</p>			
Community Engagement – Outreach	<p>Communication and continued partnerships with like-minded nonprofits throughout the County ensure that the community knows where to find the Program and what services are offered. LASSD's Community Response Team is trained to identify candidates for Self-Help Clinic services and will direct persons to the appropriate clinic on a case-by-case basis. The Court relies on Program staff and volunteers to lighten their load and refers as many walk-ins as the Program can handle each day, often encouraging litigants to come back another day if the Clinic does not have time to assist them. LASSD also prints and distributes marketing materials on at least a quarterly basis, and provides information on Program services on its website and 211 (San Diego County's resource and information hotline and website for community services). LASSD staff members also attend community events and participate in seminars and panels, devoted to serving this community and ensuring services are well-known and well-respected throughout San Diego County.</p>			
Attorney-Client Relationship	No			

Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	Participants will be required to complete an application (intake form) before utilizing clinic services. These applications will be reviewed by staff prior to providing assistance to verify eligibility as to income, subject matter, and appropriate venue. Participants will also be screened to see if they have already retained counsel. If the individual indicates representation, the program staff or volunteers would further inquire as to the nature of representation. If it is representation on another matter, the Program would be able to assist. If it is on the same/related matter, the Program would refer the individual back to their attorney of record. Informational flyers will be posted throughout the East County courthouse to indicate what services are provided by the program to low-income SRLs seeking or answering TROs.
Alternative Services	A litigant who is not eligible for project services would be referred to the San Diego County Bar Association's Lawyer Referral and Information System (LRIS) and the San Diego Law Library. Any litigants seeking different services outside of the project's scope, such as assistance with family law custody/visitation orders or divorce would be referred to the Family Law Facilitator. Litigants seeking legal advice or representation will be referred to LRIS, LASSD's main line for client screening, and other organizations who provide legal advice and representation in restraining orders such as the San Diego Volunteer Lawyer Program, Center for Community Solutions, Your Safe Place, and License to Freedom.
Court's Role	The court will: 1. Provide private space in the East County Regional Center branch where LASSD will operate the clinic during hours in which the courthouse is open. 2. Provide security for the clinic in connection with regular security provided at the courthouse. 3. Provide utilities and some furniture as agreed upon by the parties. 4. Refer persons to the clinic, where appropriate. 5. Allow authorized LASSD personnel access to the court facility. 6. Provide telephones that will allow LASSD to make outgoing calls, both nationwide and long distance, to customer cell phones as well as internal court extension calls.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Legal Aid Society of San Bernardino			
Project Name	Domestic Violence and Homeless Prevention			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2022	\$366,566.00	\$300,000.00		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No				
Project Abstract	<p>Victims of domestic violence are often forced to flee their homes, with nowhere else to turn. Landlords also sometimes turn victims of domestic violence out of their homes due to the violence experienced on the property. Studies from across the country confirm that domestic violence is a primary cause of homelessness for women and families, verifying the connection between domestic violence and homelessness.</p> <p>Legal Aid Society of San Bernardino (LASSB) and the San Bernardino Superior Court have an active project (Caregivers' Access to Justice) that assists low-income and senior caregivers with document preparation. LASSB proposes to create a similar project for domestic violence victims. This project would allow eligible applicants to obtain document preparation assistance, legal advice, and procedural information. LASSB will identify appropriate cases referred by the court and outside marketing efforts for either document preparation, legal assistance, or a combination of efforts needed to efficiently resolve the issues. Applicants will undergo an eligibility guideline to ensure they are low-income or seniors and do not have a conflict present. Document assistance will include a review of their forms, assistance in preparation, guidance in maneuvering through the process, and legal advice. LASSB may also provide procedural assistance to facilitate immediate filing and processing of their casework. The clinic will be Mon-Thru 9-12:30 pm and 1:30 pm-4 pm. The collaboration will eliminate procedural barriers, prevent unnecessary delays, reduce the need for multiple court visitation, reduce litigants' confusion and stress, and aid in reducing the court's case backlog created by COVID-19 closures.</p>			
Court Name	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Superior Court of Riverside County		4050 Main St, Riverside, CA 92501	Remote Services Monday-Thursday 9am-12:30 and 1:30 pm-4pm (Designated Space Tentative)	110

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Project Attorney for consultation, instructing staff, review casework, negotiation;	2	2
	Supervising Attorney	0.2	0.1
	Executive Director/Attorney	0.1	0.05
	Lawyers Total	2.3	2.15
Paralegals	Paralegal/Legal Assistant to conduct client intake, interview, preparation of case work, processing casework, evaluation of document preparation	1	0.83
		0	0

	Paralegals Total	1	0.83
Other	administrative HR. for chief administrator	0.2	0.1
	Executive Director	0.1	0.05
	Other Total	0.3	0.15

Goals and Objectives				
		Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options		0	0	0
Information on Court Procedures and Hearing Preparation		150	150	150
Document Preparation and Review		150	150	150
Filing or Services Assistance		150	150	150
Supervised Settlement Services		20	0	20
Post-hearing Assistance		0	0	0
Other		20	0	20
Explain Other	The Project Goal is to expand our court volunteers' program in Riverside County. The project goal also includes continuously reviewing the court process to ensure the clients are receiving high-quality results and the court relationship continues to prosper.			

Community Engagement – Outreach	LASSB will communicate the availability of legal services to assist with Domestic Violence, Elder Abuse, and Eviction Defense. LASSB outreach program would be modified to now include the services offered under this grant. LASSB operates a website that would advertise the availability of these services. There would be direct community contact through workshops, social media, events, town-hall meetings, and day-to-day interaction with clients who contact LASSB and its partner organizations. The court clerk's office refers any inquiring clients to the project site. As clients benefit from LASSB services they will spread the word, furthering communicating the availability of the services and significantly augmenting more traditional advertising methods.
Attorney-Client Relationship	Yes
Conflict of Interest Protocols	Legal Services will be provided by LASSB who will first screen for eligibility, which will include income eligibility and a conflict of interest screening. If an applicant is determined to have a conflict, LASSB will refer the applicant to a local agency to provide the needed assistance and will provide a self-help packet.

Income Eligibility Guidelines	<p>All clients served through this project will first be screened for eligibility according to the State Bar's established Eligibility and Poverty-Income Guidelines issued each year by the State Bar, as more particularly defined in B&P Code, Section 6213(d).

Clients served must:
1) Be pursuing or seeking to pursue legal action regarding Domestic Violence, Elder Abuse or Unlawful Detainer within Riverside County; AND
2) Have a gross, household income within 200% of the current poverty threshold established by the U.S. Office of Management and Budget; or,
3) Be eligible for Supplemental Security Income or free services under the Older Americans Act or Developmentally Disabled Assistance Act.

It should be noted that if the client seeking services is disabled, their income shall be determined after deducting the costs of medical and other disability-related special expenses.</p>
Alternative Services	<p>The specific project will work closely with the Riverside Superior Court to identify additional resources for applicants who may not be eligible. LASSB will build a local network in Riverside for applicants who may not be eligible for services. Eligible services will include other domestic violence services, which include shelters, document preparation services, local legal service agencies, Riverside County Bar Association, Southwest Riverside County Bar Association, Riverside Lawyer Referral Service, or other bar associations. For applicants who need to flee the city, LASSB will work with San Bernardino local partners to provide them housing and other trauma services.</p>
Court's Role	<p>At the present moment, the court does not have a designated space available. If space becomes available, LASSB may be considered. The court will provide access to search for documents filed, which will benefit applicants who do not have the required documents available.

In an instance, where space is designated, the court will provide the space required to assist pro per clients. The protocols established by the court require a court agent to unlock the rooms at the onset of each day. The court provides custodial, security and online access which is required to review case records. The court also provides a technician to correct internet service problems.

The collaboration with the court includes a direct referral from the bench, their courtroom staff, or the filing clerks. LASSB will continue to disseminate information through their website, brochures, and/or day-to-day interactions with clients who contact LASSB. As clients benefit from LASSB and Court collaboration services, they will spread the word to other pro per clients, further communicating the availability of the services and greatly augmenting more traditional advertising methods. Due to urgency, LASSB will add a telephone prompt to the intake process which will allow expedited assistance.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Legal Aid Foundation of Los Angeles		
Project Name	LAFLA Self Help Remote Technology Access Project - New		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2022	\$300,000.00	\$300,000.00	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No			

Project Abstract

For 18 years, Legal Aid Foundation of Los Angeles (LAFLA) has closely partnered with the Los Angeles County Superior Court to deliver high-quality, courthouse-based assistance to self-represented litigants. In response to the COVID-19 pandemic, LAFLA rapidly transitioned to a remote assistance delivery model in March 2020, serving over 17,000 litigants via telephone, text message, video conferencing, and mail technologies. Although we returned to in-person courthouse-based services in November 2021, we remain keenly aware that low-income, self-represented litigants continue to face overwhelming barriers to the justice system. From transportation, to technology, to legal literacy and language access, low-income litigants need and deserve accessible, uncomplicated, and contemporaneous options that meet their needs. To address this need, LAFLA's expert self-help team is the only Los Angeles Superior Court partner to date with a live telephone hotline that provides immediate remote assistance to litigants facing legal crises with their housing stability, personal safety, and/or family-related needs. This project seeks funding for one full-time-equivalent attorney (FTE) and another .2 FTE attorney that would enable LAFLA to (1) sustain our unique live self-help telephone hotline Monday-Thursday for litigants who experience barriers to in-person, courthouse-based services, (2) utilize technology to develop innovative and plain language mobile phone-friendly fillable eviction defense and restraining order forms, (3) enhance our remote supervision of Court JusticeCorps members and other volunteers who deliver an increasing volume of remote Unlawful Detainer Answer assistance, and (4) develop a first-of-its-kind centralized, remote Motion to Set Aside eviction judgment clinic in collaboration with the Court.

Court Name	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Los Angeles Superior Court	Torrance Courthouse	825 Maple Avenue., Torrance, CA 90503	8:30-12 pm, 1 pm-4:30 pm	121

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Staff Attorney (Step 4)	1	1
	Staff Attorney (Step 8)	0.2	0.2
		0	0
	Lawyers Total	1.2	1.2
Paralegals		0	0
		0	0
	Paralegals Total	0	0
Other		0	0

		0	0
	Other Total	0	0

Goals and Objectives				
		Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options		0	0	0
Information on Court Procedures and Hearing Preparation		700	0	0
Document Preparation and Review		400	0	0
Filing or Services Assistance		400	0	0
Supervised Settlement Services		0	0	0
Post-hearing Assistance		0	0	0
Other		0	0	0
Explain Other	LAFLA project staff will collaborate with the Court to develop online e-training courses for pro se litigants, as well as training resources for JusticeCorps members and volunteers. LAFLA project staff will also develop a mobile-friendly document assembly tool for pro se litigants to prepare Unlawful Detainer General Denial Answers, as well as restraining order court forms.			

Community Engagement – Outreach	LAFLA will collaborate with the Court, our legal services and community partners, and local libraries to distribute multi-language outreach materials to litigants and the community on LAFLA’s remote self-help services and will prominently post the availability of our remote self-help hotline on LAFLA’s website and social media accounts. LAFLA’s staff will also inform qualified applicants of the remote self-help hotline and, upon request, will directly transfer pro se litigants to hotline to ensure a warm, coordinated referral.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	LAFLA’s Self-Help Center services are available to any self-represented litigant, regardless of financial and citizenship status, who seeks assistance with a qualifying subject matter that is within the jurisdiction of the Los Angeles Superior Court. In alignment with the Court and our legal services partners, LAFLA’s self-help services include, but are not limited to, eviction defense, family law, restraining order assistance, consumer issues, clearing criminal records (in 2022), name changes, and more. The project attorney will triage litigants with issues other than eviction defense and restraining order assistance to other staff within LAFLA’s Self-Help Center Workgroup to ensure that they build swift expertise in these predominant areas. To establish eligibility, all litigants are screened for pro se status, subject matter eligibility, and jurisdictional eligibility. Qualified litigants are then asked to provide additional intake information—such as gender, race/ethnicity, language, education level, COVID-19 impact, household size, and household income—that LAFLA and our partners utilize for ongoing assessment and evaluation purposes.

Alternative Services	LAFLA maintains a detailed and updated resources and referrals directory for litigants who are either ineligible for the project's services and/or who are seeking direct counsel. LAFLA's website (https://lafla.org/self-help/) includes a robust self-help section that features nearly 20 know-your-rights informational videos in multi-languages, 31 self-help guides and informational hand-outs, frequently asked questions litigant questions, and referral links to hundreds of government, non-profit, and private agencies across 34 legal areas. For those litigants with issues outside Los Angeles County, LAFLA relies on our extended, nationwide self-represented litigant network to connect litigants with meaningful referrals. Litigants are given the option to receive resource and referral information in their preferred language via postal mail, email, text message, or telephone.
Court's Role	Like LAFLA, the Court is committed to continuing meaningful remote operations for self-represented litigants and will provide the facilities, staffing, technology, and training resources to ensure its success. More specifically, the Court provides designated courthouse-based meeting spaces for partnership collaboration, as well on-site computer terminals and internet access that litigants and/or JusticeCorps members may use to receive or provide remote services from other sites. LAFLA will leverage the Court's expertise in technology (e.g., Articulate 360 software, HotDocs, etc.) to train our Self-Help Center Workgroup staff in its utility, as well as JusticeCorps members to deliver remote pro se assistance and develop online instructional videos. We will also coordinate with Court staff to promote our remote services.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Legal Aid of Marin		
Project Name	Community Court Expansion		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2022	\$205,895.00	\$140,000.00	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No			

Project Abstract

Marin Community Court, began as a pilot collaborative with representatives of Legal Aid of Marin (LAM), Marin Superior Court, and St. Vincent de Paul Society. Together, they identified and addressed a problematic trend: a dangerous cycle wherein “lifestyle” infractions, and resulting fines and late penalties, created barriers to employment and impacted housing stability. Community Court is an anti-poverty initiative that addresses legal needs of people who are marginalized in one of California's wealthiest counties. Community Court is held in a low-barrier environment – St. Vincent de Paul's dining room, giving participants the option of appearing remotely, or in-person at the dining room. Pre-screened participants meet with volunteer or staff attorneys who help present mitigation in support of requests for fines to be vacated upon completion of community services hours, education, or engagement with services tailored to the participant's circumstances. Ideally each person leaves the Court with fines vacated and, where relevant, a registered, insured vehicle. Services expanded in 2019 and early 2020 with Partnership Grant support. The project was interrupted in March 2020, due to COVID-19, and resumed in June 2020, through the use of web-based audio and video conferencing. This request seeks to continue this previously funded work; allowing LAM to (1) bring intake to eligible people; (2) refine intake processes to facilitate easy, informed access, and ready identification of underlying legal issues; (3) assess longer-term impact through quantitative and qualitative analysis; and (4) show a track record of the impact of expansion to attract future financial support.

Court Name	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Marin County Superior Court		3501 Civic Center Drive, San Rafael, CA 94903	2nd Tues of each month 3 PM - 5 PM	2
		St. Vincent de Paul Society, 820 B St., San Rafael, CA 94901	2nd Tues of each month 2 PM - 5 PM	3

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Senior Attorney	0.2	0.2
	Supervising Attorney	0.01	0.01
		0	0
	Lawyers Total	0.21	0.21
Paralegals	Community Court Coordinator	0.8	0.65
		0	0
	Paralegals Total	0.8	0.65
Other	Executive Director	0.01	0.01

		0	0
	Other Total	0.01	0.01

Goals and Objectives				
		Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options		0	0	0
Information on Court Procedures and Hearing Preparation		0	0	0
Document Preparation and Review		300	20	0
Filing or Services Assistance		200	0	0
Supervised Settlement Services		300	0	0
Post-hearing Assistance		300	0	0
Other		0	0	0
Explain Other	<p>The dollar value of fines eliminated is a measure of success. In 2019 Community Court waived \$241,635 in fines and late fees faced by participants. In 2020 the total amount waived was \$103,445 and through November 2021 the Court waived \$101,102 in fines and fees faced by the participants.</p> <p>The number of participants' matters that closed is a measure of success. In 2019, 341 participant infractions were closed. In 2020 150 participant infractions were closed and in 2021, through November 30, 152 participant infractions were closed.</p> <p>The number of participants whose California driver's licenses that were restored is also a measure of the project's success. In 2019, 49 participants' driver's licenses were restored. In 2020, 17 participants' driver's licenses were restored and in 2021, through November 30, 36 participants' driver's licenses have been restored.</p> <p>LAM's project goals for 2022 include serving more than 300 participants.</p>			

Community Engagement – Outreach	LAM continues to facilitate community-based intake and outreach at an outdoor space at The Phoenix Project in Marin City, home to many of Marin's Black residents. Since 2020, LAM established three new community-based weekly intakes and outreach to further expand the Community Court's holistic and client-centered mission. LAM partnered with North Marin Community Services (NMCS) to conduct intakes during NMCS's walk-in case management services, providing a one-stop clinic to address multiple barriers in participants' lives. Starting in the summer of 2021, LAM joined the newly re-opened St. Vincent de Paul "Help Desk", held weekly in an outdoor space next to their dining room. Along with LAM's legal services, Marin's unhoused populations pick up bagged lunches, charge phones, and speak to case managers and housing navigators. LAM also partnered with St. Rafael's Church in downtown San Rafael. This church serves over 5,000 parishioners, predominately Spanish-speakers. LAM continues to identify under-represented populations in Marin County and takes services to that community in the spirit of the Court, which is to bring court to where participants are most comfortable. LAM regularly conducts intake and outreach at the Canal Alliance in the predominantly Latinx Canal neighborhood in San Rafael. LAM staff also conducts monthly outreach at West Marin Community Services, an organization that supports Latinx agricultural workers. In 2022 LAM will resume its outreach to homelessness service organizations and provide instruction to social workers on enrollment of their clients in the project and how to support them through the process.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	Participants supported by the Partnership Grant must be indigent as defined by Business & Professions Code section 6213(d). Participants fill out a LAM intake form and attest to their income. Many participants are referred by homeless service providers who have identified that an infraction is a barrier to housing or employment, resolution of which would help the participant to remove such barriers. The Community Court Coordinator reviews the intake for eligibility. The Community Court Coordinator then communicates with the Court Clerk to ascertain eligibility for the Court. Criteria include that the Court has jurisdiction over the infraction, and that, with limited exceptions, the participant has not previously received relief from the Community Court.
Alternative Services	Persons who are not eligible for Community Court's services due to lack of jurisdiction or substantive eligibility are referred to local legal services including New Beginnings Law Center (e.g. expungements) and LAM's in-house services (e.g. FasTrak fines). Persons who are not eligible due to income, but whose driver's licenses are suspended, are referred to Marin Superior Court's Traffic Court for assistance.
Court's Role	In-kind space for the Court is provided at St. Vincent de Paul dining hall. Marin Superior Court Judge Beverly Wood presides over the Court remotely, through the use of web-based audio and video conferencing, with support from a Court Clerk and volunteer bailiff. LAM staff notify the Court's Clerk when there is a new applicant to the Community Court; the Court's clerk researches the infractions in need of resolution; and the Court shares and coordinates the docket of new and returning cases with LAM staff. Community Court operates outside of the courthouse, to reduce participant intimidation caused by the formality of standard judicial proceedings.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Mental Health Advocacy Services			
Project Name	Mental Health Court Clinic			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2022	\$300,000.00	\$300,000.00		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No				
Project Abstract	<p>Mental Health Advocacy Services proposes launching a new Clinic near the Hollywood Mental Health Courthouse targeting individuals with mental health disabilities. The Clinic will be open two full days/week (T/F) and will be staffed by at least one Staff Attorney and one Case Manager (other staff and volunteers may also be utilized). During the grant period, the Clinic will provide 1:1 services to 700 individuals.</p> <p>The Clinic will provide Court-approved information and resources about Mental Health Court proceedings to litigants and other members of the public who are not currently in custody.</p> <p>The Clinic will also offer information and brief services on a range of ancillary civil legal issues with a goal of helping litigants achieve greater overall stability, thus allowing them to move through their proceedings at Mental Health Court with greater efficiency and success (and with less likelihood of returning). This will include helping litigants secure and maintain housing, helping litigants access SSI or other benefits to which they may be legally entitled, and assisting litigants with obtaining - or having reinstated - their Driver's License or California ID, among other civil, legal needs. Litigants needing more extensive representation will be referred either internally to another MHAS project or to another legal aid agency.</p> <p>Finally, the Clinic will offer quarterly workshops on Psychiatric Advance Directives (PADs). Used widely in other states, and growing in popularity in California, PADs are shown to promote increased autonomy and lead to better health and legal outcomes for people with mental health disabilities.</p>			
Court Name	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Mental Health Courthouse	Hollywood	3255 Wilshire Blvd., Los Angeles, CA 90010	T/F 9:30-3:30	50

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Staff Attorney	1	1
	Supervising Attorney	0.25	0.25
	Managing Attorney	0.07	0.07
	Lawyers Total	1.32	1.32
Paralegals		0	0
		0	0
	Paralegals Total	0	0
Other	Case Manager	0.5	0.5
		0	0
	Other Total	0.5	0.5

Goals and Objectives				
		Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options		0	0	0
Information on Court Procedures and Hearing Preparation		500	0	0
Document Preparation and Review		100	0	0
Filing or Services Assistance		0	6	60
Supervised Settlement Services		0	0	0
Post-hearing Assistance		0	0	0
Other		0	0	0
Explain Other	<p>NOTE: MHAS also has a goal of providing 100 individuals with "other" individual services (referring to providing other advice and counsel/brief services on other ancillary civil legal needs) but the Chart is not saving this information when entered in the "Other" row.</p> <p>In addition to the individual services provided via the Clinic, MHAS will host quarterly workshops open to the public on Psychiatric Advance Directives (PADs). PADs are legal documents in which individuals specify their wishes regarding desired treatment, medications, and decision-making proxies should they become psychiatrically hospitalized. Used widely in other states, and growing in popularity in California, PADs are shown to promote increased autonomy and lead to better health and legal outcomes for people with mental health disabilities. By making PADs available to Mental Health Court litigants, MHAS will be able to provide individuals with mental health disabilities with this essential, effective, and currently highly under-utilized legal instrument.</p>			

Community Engagement – Outreach	MHAS will publish information about the Clinic's services and hours on its website and will work with Court partners to make this information available on the Court website as well. MHAS will create and submit posters to our Court partners for their approval, which will then be displayed throughout the courthouse's public spaces. MHAS will also work closely with the Public Defender's office, the Public Guardian, and key panel attorneys who most commonly appear at Mental Health Court to make sure they know about the Clinic and can refer their clients to it. Finally, MHAS will circulate flyers about the Clinic to our partner legal services and community organizations. All outreach materials will be available in both Spanish and English.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	MHAS will go through its standard organization intake for every individual receiving individual services at the Clinic. This includes asking each potential client about their monthly household income. This information is compared to the eligibility threshold (200% of federal poverty level beginning January 1, 2022) to determine whether the client is eligible for MHAS' services, including services received through the proposed Clinic.

Alternative Services	Litigants who meet the eligibility threshold for MHAS services but require more extensive services in a legal practice area currently covered by other MHAS projects will be referred internally to the relevant MHAS project. (In 2022-23, this will include housing, benefits, expungement, driver's license/ID issues, and consumer finance.). Litigants who have legal needs beyond MHAS' current practice areas will be referred to another legal aid organization (MHAS maintains an active list of legal practice areas covered by each LA-based legal aid organization). If a litigant's income exceeds MHAS' eligibility threshold, then they are referred to the Los Angeles County Bar Association Referral Service.
Court's Role	N/A. Mental Health Advocacy Services is currently discussing utilizing space within the Public Defender's Office to operate the Clinic.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Neighborhood Legal Services			
Project Name	International Service - Hague Remote Self-Help			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2022	\$376,492.00	\$300,000.00		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No				
Project Abstract	<p>NLSLA will expand its partnership with the Superior Court of California, County of Los Angeles ("Court") to provide remote services for litigants who need help with international service of process, focusing on family law matters. The project will help litigants who need assistance with serving documents to individuals abroad, including countries that are a signatory to the Hague Service Convention ("Hague").

Remote technology developed during the pandemic will be leveraged to provide services efficiently and effectively. The service will include Hague service assistance, translation, information on a country's Hague requirements and other self-help services as needed.

The target population will include low-income, underserved individuals, especially those who reside in remote and rural areas. The project will collaborate with all ten (10) courthouses throughout Los Angeles County that have a family law department.

The project will be conducted remotely in collaboration with the Self-Help Legal Access Centers ("SHLAC") throughout Los Angeles County. The hours of operation for this project will be during SHLAC operating hours.

The project's staffing will include an NLSLA supervising attorney, staff attorney, and JusticeCorps fellow. The remote team under this project will work closely with staff on-site at the courthouses and provide technical assistance to the Court and SHLAC staff as needed.

The Court's participation will include identifying and referring litigants who need services under this project. It will also certify documents as needed to meet the requirements of the Hague. Moreover, the Court will play a vital role in evaluating the project.</p>			
Court Name	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Superior Court of California, County of Los Angeles	Pasadena Courthouse	300 E. Walnut Street, Pasadena, CA 91101	Remote M-Th, 8:30 am - noon and 1:00 pm - 4:00 pm; F, 8:30 am - noon	126.85
Superior Court of California, County of Los Angeles	Van Nuys Courthouse East	6230 Sylmar Avenue, Van Nuys, CA 91401	Remote M-Th, 8:30 am - noon and 1:00 pm - 4:00 pm; F, 8:30 am - noon	126.85
Superior Court of California, County of Los Angeles	Whittier Courthouse	7339 South Painter Avenue, Whittier, CA 90602	Remote M-Th, 8:30 am - noon and 1:00 pm - 4:00 pm; F, 8:30 am - noon	126.85
Superior Court of California, County of Los Angeles	Stanley Mosk Courthouse	111 North Hill Street, Los Angeles, CA 90012	Remote M-Th, 8:30 am - noon and 1:00 pm - 4:00 pm; F, 8:30 am - noon	126.85
Superior Court of California, County of Los Angeles	Torrance Courthouse	825 Maple Avenue, Torrance, CA 90503	Remote M-Th, 8:30 am - noon and 1:00 pm - 4:00 pm; F, 8:30 am - noon	126.85
Superior Court of California, County of Los Angeles	Chatsworth Courthouse	9425 Penfield Avenue, Chatsworth, CA	Remote M-Th, 8:30 am - noon and 1:00 pm - 4:00 pm; F, 8:30 am - noon	126.85

		91311		
Superior Court of California, County of Los Angeles	Compton Courthouse	200 West Compton Boulevard, Compton, CA 90220	Remote M-Th, 8:30 am - noon and 1:00 pm - 4:00 pm; F, 8:30 am - noon	126.85
Superior Court of California, County of Los Angeles	Governor George Deukmejian Courthouse	275 Magnolia Avenue, Long Beach, CA 90802	Remote M-Th, 8:30 am - noon and 1:00 pm - 4:00 pm; F, 8:30 am - noon	126.85
Superior Court of California, County of Los Angeles	Michael D. Antonovich Antelope Valley Courthouse	42011 4th Street West, Lancaster, CA 93534	Remote M-Th, 8:30 am - noon and 1:00 pm - 4:00 pm; F, 8:30 am - noon	126.85
Superior Court of California, County of Los Angeles	Pomona Courthouse	400 Civic Center Plaza, Pomona, CA 91766	Remote M-Th, 8:30 am - noon and 1:00 pm - 4:00 pm; F, 8:30 am - noon	126.85

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Directing Attorney	0.05	0
	Supervising Attorney	0.05	0
	Staff Attorney	1	1
	Lawyers Total	1.1	1
Paralegals	Paralegal	1	1
	Coordinator	0.05	0
	Paralegals Total	1.05	1
Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives				
		Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options		0	0	0
Information on Court Procedures and Hearing Preparation		1500	0	0
Document Preparation and Review		1500	0	0
Filing or Services Assistance		300	0	0
Supervised Settlement Services		500	0	0
Post-hearing Assistance		0	0	0
Other		0	0	0
Explain Other	In addition to the above goals and objectives, NLSLA will develop an instructional video for litigants to view. The clip will be approximately 10 to 15 minutes in length and describe the international service process. It will also inform litigants of their responsibilities in proceeding with the case.			

Community Engagement – Outreach	The primary source of referrals will come from the ten (10) courthouses with family law departments. Specifically, litigants may be identified at Family Law Case Management Conferences. Litigants who need assistance with serving a party in a foreign country will be referred to the Self-Help Legal Access Center ("SHLAC"). Furthermore, the availability of the services under the project will be posted on the Court's website and NLSLA's website. Moreover, NLSLA regularly promotes its self-help services provided through SHLAC, including at community presentations, where information about how to access the services are shared. Daily, hundreds of people call NLSLA's hotline, and staff are trained to direct people to SHLAC as appropriate. Additionally, NLSLA's network of Self-Help Centers is listed on the website of legal service partner agencies, including on Law Help, CA Legal Advocates, and the Legal Aid Association of California.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	All litigants who need assistance with serving a party abroad will be asked to fill out a project specific intake form, modeled after the form used by other Self-Help Legal Access Centers ("SHLAC") supervised by NLSLA, which includes a self-declaration of income level. Most litigants assisted through this project will be indigent as required by the Legal Services Trust Fund; however, this remote Hague project will be required to serve litigants irrespective of income due to the Court's mandate. The Court mandates that all users of the Court be able to access services provided at a Self-Help Center. Nevertheless, most users of the SHLACs operated by NLSLA are indigent and are Legal Services Corporation ("LSC") eligible to receive free legal services.
Alternative Services	Because self-help services will be provided under this project, all parties on a case will be able to receive assistance. However, because this project will be assisting with international service of process, mostly petitioners will likely be referred. Furthermore, services will be provided irrespective of income and residency pursuant to the Court's mandate on self-help services. The only litigants not eligible for the project's services would be represented litigants. If self-represented litigants ask for services beyond self-help, including legal advice and/or legal representation, they will be provided with referral(s) to other legal service agencies and/or bar association lawyer referral services. If the litigant needs self-help services beyond serving a party abroad, a referral to another self-help service - either in-person or remote - will be provided. Subject matter eligibility will be assessed through the litigant's completion of the project specific intake form.
Court's Role	Because the services under this project will be provided remotely, the project will not need to access the Court's space or facilities, other than the initial intake and review, which may take place on-site at a Self-Help Legal Access Center ("SHLAC"). With respect to data, the Court and SHLACs will provide referrals and information on Los Angeles County residents who need assistance with serving parties abroad in family law matters.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Neighborhood Legal Services			
Project Name	Remote UD Self-Help for San Gabriel Valley			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2022	\$372,051.00	\$300,000.00		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No				
Project Abstract	<p>NLSLA will expand its partnership with the Superior Court of California, County of Los Angeles ("Court") to support vulnerable self-represented litigants in the underserved geographic areas of the San Gabriel Valley. Specifically, the project will focus on providing housing assistance via remote technology to residents living in Pasadena, Glendale, Pomona and West Covina - areas with very limited access to Self-Help housing services.</p> <p>The team would assist litigants with education and information on how to navigate the Unlawful Detainer ("UD") process for pre-UD matters such as Reasonable Accommodation letters, illegal lockout letters, harassment complaints, and habitability requests. It will also hold monthly virtual workshops to provide additional guidance for tenants and/or landlords on the post-judgement process. In addition to remote direct services, this project would also work with the Court to promote and develop an array of web-based tools and interactive materials to educate the public on these and other collaterally related housing issues for community members throughout Los Angeles County.</p> <p>The project will be conducted remotely in collaboration with the Self-Help Legal Access Center ("SHLAC"). The hours of operation will be during SHLAC operating hours. The project's staffing will include NLSLA supervising attorney, staff attorney, support staff, and volunteers. The remote team under this project will work closely with staff on-site at the courthouses and provide technical assistance to the Court and SHLAC staff as needed. The Court's participation will include identifying and referring litigants. Moreover, the Court will play a vital role in evaluating the project.</p>			
Court Name	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Superior Court of California, County of Los Angeles	Stanley Mosk Courthouse	111 N. Hill Street, Los Angeles, CA 90012	Clinic will be virtual (no walk-in assistance) but housed at the courthouse as follows: MTWTh 8:30 am - 12:00 pm and 1:00 pm - 4:00 pm; F 8:30 am - 12:00 pm and 1:00 pm - 2:00 pm	132

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Directing Attorney	0.05	0
	Associate Supervising Attorney	0.05	0
	Staff Attorney	1	1
	Lawyers Total	1.1	1
Paralegals	Paralegal	1	1
		0	0
	Paralegals Total	1	1
Other	Housing Coordinator	0.05	0

		0	0
	Other Total	0.05	0

Goals and Objectives				
		Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options		0	0	0
Information on Court Procedures and Hearing Preparation		350	24	240
Document Preparation and Review		300	24	240
Filing or Services Assistance		150	0	0
Supervised Settlement Services		75	0	0
Post-hearing Assistance		0	0	0
Other		50	0	0
Explain Other	NLSLA anticipates that 350 litigants will view pre-recorded web-based videos that provide general information regarding popular housing topics such as Notices and navigating the eviction process. Note: The 50 individuals to be served under other individual services (first column, last row) should be zero (0), A technical glitch is causing it to populate the number 50.			

Community Engagement – Outreach	NLSLA will provide informational flyers to Court staff, Justice Partners and community based organizations to inform them of the project and the availability of remote assistance for San Gabriel Valley self-represented litigants experiencing housing issues. Additionally, NLSLA will list the services on the Court website and NLSLA website, along with other legal websites such as CAllegadvocates.org and other such resources. NLSLA will conduct outreach by hosting Know Your Rights workshops with community organizations to increase awareness of the project, engage in meetings with the LA Tenants Union, KTown for All, LA Community Entry Services, and the Los Angeles Homeless Services Authority ("LAHSA"). NLSLA will utilize these connections to further build relationships with other community service organizations that are providing resources to the vulnerable or unhoused to raise awareness about the project and its service offerings. These relationships will also allow the project to get materials and flyers out to different segments of the community.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	This project will target serving indigent, self-represented litigants in housing matters. All litigants would need to complete an initial intake that requires information about the total household income and a self-declaration of income level, as well as their residency. An intake screener would do an initial screening of all participants to assess whether they meet the eligibility guidelines required for service: indigent with a focus on those who reside in the San Gabriel Valley areas. Approximately 95% of litigants who are served by the Self-Help Legal Access Centers operated by NLSLA are at or below the poverty level and are Legal Services Corporation ("LSC") eligible to receive free legal services. All litigants will be interviewed by the intake paralegal to determine if they meet the subject-matter eligibility. If not, the litigant will be provided appropriate referrals.

Alternative Services	<p>NLSLA is currently a part of several comprehensive housing collaboratives uniquely designed to address housing needs associated with vulnerable tenants that are homeless or at risk of becoming homeless, facing challenges arising out of physical/mental health disability, served with an unlawful detainer or post-judgement action, and/or require advocacy as a result of their status as a mobile home park owner. If a litigant is ineligible for services under this project, staff will be trained to re-direct them to one of our partner agencies for additional or higher-level assistance, a court Self-Help Legal Access Center, other local legal service providers, government agencies, and/or a bar association lawyer referral service.</p> <p>Because self-help services will be provided under this project, all parties on a case will be able to receive assistance. However, litigants who are represented will be ineligible for the project's services. If self-represented litigants ask for services beyond self-help, including legal advice and/or legal representation, they will be provided with referral(s) to other legal service agencies and/or bar association lawyer referral services. If the litigant needs self-help services beyond the scope of the project, a referral to another self-help service - either in-person or remote - will be provided.</p>
Court's Role	<p>The project will be co-located at the Stanley Mosk Courthouse, located at 111 N. Hill Street, Los Angeles, CA 90012, as part of an existing self-help center. While NLSLA intends on focusing the majority of its remote services to underserved areas of the San Gabriel Valley, including Pomona, West Covina, Pasadena and Glendale, NLSLA plans to leverage its current infrastructure and staff available at the Stanley Mosk courthouse to support, train and work closely with the virtual team to ensure that varying needs that arise are met.</p> <p>NLSLA will not require a separate office space within the Court since the project will be virtual and co-located with an existing housing program. However, NLSLA will need to work with the Court's IT Department to create links that would be housed on the Court's website to directly connect litigants to the project's content and resources on a separate platform. This would help the project to track referrals from the Court, number of viewers accessing the various resources provided, and viewer satisfaction for outcome reporting. NLSLA's expansion would also require dedicated staff and/or clerk representatives in the four (4) expansion courthouses to help facilitate referrals, provide case information, and/or work with NLSLA staff to address unique issues or special accommodation requests that may arise with litigants who have a disability, limited mobility, or limited access to technology. NLSLA will furnish all necessary equipment, as well as absorb the cost of supplies.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Neighborhood Legal Services			
Project Name	A2J: Navigating a Remote World			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2022	\$376,492.00	\$300,000.00		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No				
Project Abstract	<p>The COVID-19 pandemic forced Self-Help Legal Access Centers ("SHLAC") to shift to remote operations. Despite the public health crisis, quarantining orders, and court operations in flux, the community still needed assistance. NLSLA quickly developed its operations to meet that need by leveraging technology. Over time, NLSLA developed protocols and systems, tested them, and made modifications as needed.</p> <p>Despite the re-opening of in-person SHLAC services on November 8, 2021, the services have been limited due to the adherence to public safety protocols. Currently, in-person services are limited to restraining orders, Unlawful Detainer answers, and initial triage screenings. Access to both in-person and remote services is necessary to meet the diverse needs of the community and to comply with the Court's Access LACourt Your Way policy. In Los Angeles, SHLAC provides approximately 300,000 instances of service in a year. With the reduced number of in-person services available, remote services are critical to meet the needs of Los Angeles County residents.</p> <p>The process and protocols refined during the pandemic are valuable and should not be abandoned. Continued remote services would not only help to maximize access to justice, but it would also allow litigants to save time and money by avoiding Los Angeles' congested traffic. This pilot project will be a collaboration between the remote team and in-person team to further improve services. The remote team will be anchored by an attorney and paralegals with the skills and aptitude to contribute to the development of innovative technology.</p>			
Court Name	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Superior Court of California, County of Los Angeles		The services will be remotely offered and will not be housed at any Courthouse. All Courthouses may refer litigants who need assistance by the remote team under this project.		145

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Directing Attorney	0.05	0
	Supervising Attorney	0.05	0
	Staff Attorney	1	1
	Lawyers Total	1.1	1
Paralegals	Paralegal	1	1
	Coordinator	0.05	0
	Paralegals Total	1.05	1
Other		0	0

		0	0
	Other Total	0	0

Goals and Objectives				
		Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options		0	0	0
Information on Court Procedures and Hearing Preparation		12000	0	0
Document Preparation and Review		12000	0	0
Filing or Services Assistance		12000	101	6000
Supervised Settlement Services		12000	0	0
Post-hearing Assistance		0	0	0
Other		0	0	0
Explain Other	Additional project goals include providing the following services: Multi-lingual workshops for dissolution and parentage cases; educational workshops on the service by posting process and declarations of disclosure process; as well as clinics for rejected judgments, mandatory settlement conferences, trial briefs, preparation of serving by posting documents, and preparation of declarations of disclosure documents. A key objective of this project is to build processes and protocols for a hybrid service delivery model, piloting the collaboration between a remote team and in-person team.			

Community Engagement – Outreach	The availability of the services under the project will be posted on the Court's website and NLSLA's website. Moreover, NLSLA regularly promotes its self-help services provided through the Self-Help Legal Access Centers ("SHLAC"), including at community presentations, where information about how to access the services are shared. Daily, hundreds of people call NLSLA's hotline, and staff are trained to direct people to SHLAC as appropriate. Additionally, NLSLA's network of Self-Help Centers is listed on the website of legal service partner agencies, including on Law Help, CA Legal Advocates, and the Legal Aid Association of California. The primary source of referrals will come from the 12 Courthouses with a SHLAC and the filing windows.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	All litigants who need assistance under this project will be asked to complete an intake form, modeled after the form used by other Self-Help Legal Access Centers ("SHLAC") supervised by NLSLA, which includes a self-declaration of income level. Most litigants assisted through this project will be indigent as required by the Legal Services Trust Fund; however, this remote Hague project will be required to serve litigants irrespective of income due to the Court's mandate. The Court mandates that all users of the Court be able to access services provided at a Self-Help Center. Nevertheless, most users of the SHLACs operated by NLSLA are indigent and are Legal Services Corporation ("LSC") eligible to receive free legal services.

Alternative Services	Because self-help services will be provided under this project, all parties on a case will be able to receive assistance. Furthermore, services will be provided irrespective of income and residency pursuant to the Court's mandate on self-help services. The only litigants not eligible for the project's services would be represented litigants. If self-represented litigants ask for services beyond self-help, including legal advice and/or legal representation, they will be provided with referral(s) to other legal service agencies and/or bar association lawyer referral services. If the litigant needs self-help services beyond the scope of the project, a referral to another self-help service - either in-person or remote - will be provided.
Court's Role	Due to the nature of working remotely, the remote team will not need to access the Court's space or facilities. With respect to data, the Court and SHLACs will provide referral information.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Neighborhood Legal Services		
Project Name	Bridge to Self-Help (BSH)		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2022	\$376,492.00	\$300,000.00	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No			

Project Abstract

Individuals with physical and mental health challenges require extra support to ensure meaningful access to justice through the courts. Health harming legal needs increase stress, keep patients from adherence to treatment plans, and further intensify instability.

To respond to this need, NLSLA will expand partnership with the Superior Court of California, County of Los Angeles ("Court") to launch the Bridge to Self-Help ("BSH") remote project. The project will offer self-help services in key legal areas including family/domestic violence, housing, guardianship, and consumer/finance; create one-on-one or small group services as needed where litigants can receive more individualized self-help assistance; identify and link key referral sources including healthcare facilities and agencies serving unhoused individuals; and evaluate the ongoing need for accommodations and additional supports needed to ensure meaningful access to the courts.

The BSH project will target populations facing challenges that limit their ability to access the courts and existing services, including litigants having physical, mental health, developmental, or learning challenges; litigants referred by healthcare providers or other care team member; litigants who are unhoused and referred by a Coordinated Entry System or LAHSA partner agency; and litigants with limited-English proficiency.

The project will be conducted remotely and off-site in collaboration with the Self-Help Legal Access Center ("SHLAC"). The hours of operation will be during SHLAC operating hours. The project's staffing will include NLSLA supervising attorney, staff attorney, paralegal, and volunteers. The Court's participation will include identifying and referring litigants. Moreover, the Court will play a vital role in evaluating the project.

Court Name	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Superior Court of California, County of Los Angeles		The project will operate remotely and off-site as needed and receive referrals for litigants throughout Los Angeles County.	M-F, 30 hours per week with 5 hours per month for project administration and follow up.	129.9

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Directing Attorney	0.05	0
	Supervising Attorney	0.05	0
	Staff Attorney	1	1
	Lawyers Total	1.1	1
Paralegals	Paralegal	1	1
	Coordinator	0.05	0

	Paralegals Total	1.05	1
Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives				
		Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options		0	0	0
Information on Court Procedures and Hearing Preparation		2000	0	0
Document Preparation and Review		2000	0	0
Filing or Services Assistance		750	0	0
Supervised Settlement Services		750	0	0
Post-hearing Assistance		0	0	0
Other		0	0	0
Explain Other	<p>Some other project goals are as follows:</p> <ul style="list-style-type: none"> -Create an effective blueprint for offering enhanced self-help services to litigants needing extra help that is scalable and replicable; -Identify the need for self-help services beyond what are currently offered and seek out additional funding and resources as needed to fill those gaps; -Increase access to justice for litigants who are unable to access traditional Court Self-Help services; -Create new direct linkages within the court system to local health systems and community-based organizations not already engaged; -Identify opportunities for defining Court processes and workflows to further increase access for litigants with specialized needs. <p>NOTE: The first column, last row, should be 250 to reflect reasonable accommodation assistance. A technical glitch is causing the field to zero out.</p>			

Community Engagement – Outreach	<p>The Los Angeles County Department of Health Services ("DHS") partners with NLSLA and other organizations' Medical Legal Community Partnerships-LA ("MLCP-LA") to provide patients with legal services and support to health care workers. DHS provides care to over 600,000 individuals each year at four (4) hospitals, over two dozen outpatient centers and through its partnerships with community health centers. DHS also provides care at Los Angeles County jails and runs Housing for Health, the Office of Diversion and Reentry, and the Emergency Medical Services Agency. Through this partnership, the 12 MLCP-LA sites utilize their relationship with DHS sites to connect more individuals with disabilities with accessible legal assistance and resources that they and their families need. In addition, MLCP-LA has well-established partnerships with medical providers, community partners, and disability advocates that it utilizes to inform the community about the availability of services for individuals with disabilities who are not MLCP-LA or DHS clients. The project will also work with the various Self-Help Legal Access Centers to utilize its strong relationship with Court staff (i.e., Court clerks, other Court personnel, and the ADA Compliance Officer) and the bench to promote referrals to the program. The project will work with the Court to develop materials and trainings that explain the project, criteria for referrals, and the referral process.</p>
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	<p>All participants will complete an intake, which would include information such as income and residency. Individuals would be deemed eligible for services if their legal needs fall within the project's scope of services, and if they meet one or more of the following criteria:</p> <ol style="list-style-type: none"> 1. Litigants who self-identify or have been identified by a health care professional as having: <ol style="list-style-type: none"> a. a physical disability, whether visible or non-visible; b. a psychological disability; c. a mental disability, such as a traumatic brain injury or Alzheimer's; and/or d. an intellectual, developmental, or learning disability. 2. Litigants who have low-vision and/or are hard-of-hearing; 3. Litigants who are referred by: <ol style="list-style-type: none"> a. a partner health care provider or care team member; or b. any other partner organization or agency. <p>Among those eligible, particular prioritizations would be given to those litigants who are:</p> <ol style="list-style-type: none"> 1. monolingual in a language other than English, including American Sign Language ("ASL"), or who have limited-English proficiency; 2. unhoused; 3. survivors of domestic violence; and/or 4. unable to access existing Self-Help services. <p>Litigants who are not directly identified and referred by a health care provider or care team member, such as those who are walk-ins, self-referrals, or referred by partner organizations, among others, will be screened using a qualitative questionnaire performed by project staff personnel. Examples of questions may be related to receiving SSDI or SSI benefits, pre-existing accommodations in housing or other environments, and/or particular medical diagnoses. Aside from screening, this questionnaire would aid in narrowing how to best assist the litigant.</p>

Alternative Services	<p>Individuals who are deemed ineligible upon review of the BSH questionnaire or who present legal needs that go beyond the scope of services would be provided with referrals to other legal service agencies and/or bar association lawyer referral services. Additional targeted referrals would be made to relevant community organizations and/or social service agencies. Such individuals would also receive a referral directory identifying each organization's contact information and service areas, which will be continually updated.</p> <p>Ineligible individuals would also be provided with informational pamphlets; flyers; resource lists; Know Your Rights documents, particularly for those who are limited-English proficient; and links to recorded webinars to facilitate their own self-advocacy. All self-advocacy materials will be written and spoken in plain language to increase accessibility.</p> <p>BSH will perform a quarterly quantitative and qualitative assessment to identify any demographic trends of those who are presenting as ineligible.</p> <p>Because self-help services will be provided under this project, all parties on a case will be able to receive assistance. Furthermore, services will be provided irrespective of income and residency pursuant to the Court's mandate on self-help services. The only litigants not eligible for the project's services would be represented litigants. If self-represented litigants ask for services beyond self-help, including legal advice and/or legal representation, they will be provided with referral(s) to other legal service agencies and/or bar association lawyer referral services. If the litigant needs self-help services beyond the scope of the project, a referral to another self-help service - either in-person or remote - will be provided.</p>
Court's Role	<p>The services under this project will be provided by the Bridges to Self-Help team remotely and off-site. However, Court resources such as technology, document assembly programs, e-filing, and other resources will be leveraged to successfully deliver services to litigants.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Public Counsel			
Project Name	Appellate Clinic Expansion			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2022	\$197,000.00	\$197,000.00		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No				
Project Abstract	<p>Established in 2007, Public Counsel's Appellate Self-Help Clinic provides assistance to indigent, pro se appellate litigants with support from the Second Appellate District of the California Court of Appeal. The key goals of the Clinic are to: (1) improve equal access to justice by helping pro se indigent litigants effectively represent themselves on appeal; and (2) increase the efficiencies of the judicial system by decreasing record preparation times, reducing delays caused by pro se errors, and improving the quality and cogency of the briefing.

The Clinic is located at the Court of Appeal in downtown Los Angeles and is currently open to eligible participants one day a week. No direct representation of clients occurs at the Clinic and no attorney-client relationship is formed.

Clinic staff work with the court clerks to ensure our services meet litigants' needs for thorough and correct procedural guidance. We communicate informally with the clerk's office on an almost weekly basis. We also meet with the Administrative Presiding Justice at least once per year.

The desired outcome of this project is to increase equal access to the judicial system by providing indigent litigants with the tools and technical assistance they need to more effectively represent themselves in the appellate process. This outcome will also serve to reduce delays in the Court's administrative system caused by improper or inaccurate filings, and thereby improve the quality and efficiency of the judicial services that can be provided to the public.</p>			
Court Name	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
The California Court of Appeal	Second Appellate District	300 S Spring St B-228, Los Angeles, CA 90013	Tues-Thurs 8:30 am – 1:30 pm	60 hours (4-week months); 75 hours (5-week months)

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Staff Attorney	0.6	0.6
		0	0
		0	0
	Lawyers Total	0.6	0.6
Paralegals	Admin	0.4	0.4
		0	0
	Paralegals Total	0.4	0.4
Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	0	0	0
Information on Court Procedures and Hearing Preparation	1000	0	0
Document Preparation and Review	1080	4	80
Filing or Services Assistance	700	0	0
Supervised Settlement Services	100	0	0
Post-hearing Assistance	0	0	0
Other	100	0	0
Explain Other			

Community Engagement – Outreach	<p>The Clinic currently operates one day per week and is overwhelmed with requests for assistance. In expanding the Clinic to three days per week, we hope to be able to serve all the litigants needing our help. In addition, we intend to reach out to other legal services and community-based organizations in the Second Appellate District to ensure that prospective appellants and respondents know how to access services. The Directing Attorney of the Consumer Law and Economic Justice project at Public Counsel, under which the Self-Help Appellate Clinic operates, already has extensive contacts with legal services organizations from her involvement leading the Southern California Advocates for Consumer Justice Group. In addition, we will identify and work with legal services organizations in Ventura, Santa Barbara, and San Luis Obispo counties so they can publicize the Clinic to their clients and through their networks.</p> <p>Information about the Appellate Self-Help Clinic, including its hours and available services, will be available on Public Counsel's website and the California Courts website, courts.ca.gov. The Clinic's location and hours are also clearly marked in the Ronald Reagan State Building, which houses the Second Appellate District Court. Additionally, the information desk at the Second Appellate District Court hands out Appellate Self-Help Clinic flyers. These flyers are posted on the door of our physical Clinic as well as in the clerks' office. We have circulated the flyers with partner agencies and have posted them to Public Counsel's social media accounts.</p>
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	<p>Public Counsel has established protocols for the Clinic in accordance with current IOLTA guidelines for financial eligibility. We ask each litigant to fill out an intake sheet, the first page of which asks for income information. When we review each intake sheet, we record whether or not the litigant has established that they meet the income eligibility guidelines.</p>

Alternative Services	The Appellate Self- Help Clinic screens individuals to determine: (1) whether they are eligible for self-help assistance and/or pro bono representation; (2) whether to refer them to another legal services program; and (3) if they are over-income, whether to refer them to the local bar association lawyer referral service. Public Counsel will continue to refer individuals to other agencies or resources if they are eligible for other services and benefits. If a litigant needs help with an issue other than Second District appeals and it is one that Public Counsel can assist with, we refer the litigant to one of our in-house projects. Otherwise, we refer the litigant to another organization. We routinely refer litigants to the LA County Bar Association Lawyer Referral Service (SmartLaw).
Court's Role	The court is committed to continuing to support the Clinic by providing a centrally located space, equipment, and supplies necessary for the Clinic to operate, for which we are grateful. The Clinic will be open three days a week; one day will be by appointment only, and the other two days will accommodate walk-ins and same-day referrals from the court.

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Public Counsel		
Project Name	Guardianship Clinic Expansion		
Grant Year	Total Budget	Amount Requested	Amount Awarded
2022	\$901,532.00	\$300,000.00	
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse
No			
Project Abstract	<p>Established in 2001, Public Counsel's Pro Per Guardianship Clinic provides legal information, pro per assistance, and referrals to pro per litigants from throughout LA County who are seeking guardianships or other actions in the probate court. We propose to assist approximately 2,100 litigants annually by providing:</p> <ul style="list-style-type: none"> * Information about guardianships and other probate issues; * Screening to ensure that the litigant's legal matter is appropriate for filing in probate court; * Access to comprehensive needs assessments to identify any additional issues, followed by appropriate referrals; * Assistance in preparing pleadings; * Assistance with notices; and * User-friendly guides in English and Spanish to assist litigants with guardianship proceedings, including form pleadings, filing instructions, notice requirements, and information on appearing in court. <p>The proposed grant would enable us to operate the Clinic from 9:30am to 3:30pm Monday through Thursday at the Stanley Mosk Courthouse and provide remote services on Mondays and Tuesdays. All services are available in both English and Spanish. Services are provided on-site and virtually by Public Counsel staff and pro bono volunteers, including law students and attorneys, trained by Public Counsel. Clinic staff work closely with the court to ensure our services meet litigants' needs. We communicate informally with the clerk's office on an almost weekly basis and meet with the presiding probate judge twice per year. Our ultimate goal is to provide the litigants we serve with the tools they need to understand their case and to obtain the outcome they hope for.</p>		
Court Name	Branch (If Applicable)	Address	On-Site Days/Hours
Los Angeles Superior Court	Stanley Mosk Courthouse (Central District)	111 N Hill St, Los Angeles, CA 90012	MTWTH 9:30-3:30
			Total Hours/Month
			96

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Directing Attorney	0.05	0
	Supervising Staff Attorney	1	0.2
	New Hire (3rd Year)	1	1
	Lawyers Total	2.05	1.2
Paralegals	Paralegal	1	0.12
		0	0
	Paralegals Total	1	0.12
Other	Administrative Assistant	0.5	0.05
	Senior Social Worker	0.5	0.04
	Other Total	1	0.09

Goals and Objectives				
		Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options		0	0	0
Information on Court Procedures and Hearing Preparation		0	0	0
Document Preparation and Review		0	0	0
Filing or Services Assistance		3695	2	20
Supervised Settlement Services		0	0	0
Post-hearing Assistance		0	0	0
Other		0	0	0
Explain Other	Public Counsel offers a comprehensive needs assessment to litigants who attend our Guardianship Clinic to ensure that children who need them receive access to physical and mental health care, special education, services for children with developmental disabilities, and financial support. During the 21-month grant period, Public Counsel will help 88 children receive increased and/or new benefits, including Adoption Assistance Program, SSI, Medi-Cal, retroactive Foster Care, and Approved Relative Caregiver (ARC) payments.			

Community Engagement – Outreach	Information about the Guardianship Clinic, including its hours and available services, is available on Public Counsel's website and lacourt.org. The Clinic's location and hours are also clearly marked in the Los Angeles Superior Court building. Additionally, the information desk at the Stanley Mosk Courthouse hands out Guardianship Clinic flyers. These flyers are posted on the door of our physical clinic as well as in the clerks' office and in the courtrooms hearing guardianship matters. We have circulated the flyers with partner agencies and have posted them to Public Counsel's social media accounts. These flyers have been updated to reflect Public Counsel's current remote services. We will work in coordination with the probate investigations' office to schedule appointments.
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	Public Counsel has established protocols for the Clinic in accordance with current IOLTA guidelines for financial eligibility. We ask that each litigant fill out an intake sheet, the first page of which asks for income information. When we review each intake sheet, we record whether or not the litigant meets the income eligibility guidelines.

Alternative Services	<p>We help pro per litigants who reach out to our Clinic prepare their guardianship forms. We also offer litigants a comprehensive needs assessment, which helps us identify additional issues the litigant has, such as access to government benefits, special education advocacy, support groups, and nutrition.</p> <p>If a litigant needs help with a legal issue other than guardianship, and it is one that Public Counsel can assist with, we refer the litigant in-house or to a pro bono attorney. Otherwise, we refer the litigant to another organization. We routinely refer litigants to the Family Law Resource Center, Maynard Toll Center of the Legal Aid Foundation of Los Angeles, and the Restraining Order Center, all of which are located in the Stanley Mosk Courthouse. We refer litigants with conservatorship issues to Bet Tzedek.</p> <p>If a litigant asks for an attorney to represent them in their guardianship matter, depending on the litigant's income, we:</p> <ol style="list-style-type: none"> 1) refer them to other local public interest law firms, such as The Alliance for Children's Rights and Bet Tzedek, if they meet the IOLTA guidelines; or 2) refer them to the Los Angeles County Bar Association Referral Service if they do not meet the IOLTA guidelines.
Court's Role	<p>The court is committed to continuing to support the Clinic by providing a centrally located space, equipment, and supplies necessary for the Clinic to operate. We are grateful to the court for offering these much-needed resources to the Clinic.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	Senior Citizens Legal Services			
Project Name	Expanded Indigent Landlord/Tenant Services and Mediation			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2022	\$127,845.00	\$119,845.00		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No				
Project Abstract	<p>Our innovative partnership project targeting indigent tenants and landlords will help keep people safely housed and lower courthouse traffic by educating both sides in housing disputes and promoting mediation prior to unlawful detainer ("UD") hearings. For this project, Senior Citizens' Legal Services ("SCLS") has partnered with Santa Cruz County Superior Court ("Court") and contracted with Conflict Resolution Center ("CRC"). A full-time attorney has been hired to provide in-person, in pro per housing law services at the Santa Cruz County Law Library Monday-Friday mornings and at SCLS Monday-Thursday afternoons. Friday afternoons will be utilized for data entry. Funds were also secured for CRC to hire a part-time court mediation manager to oversee up to 10 pre- and post-filing UD mediations each month, at a location designated by CRC, and day-of-court mediation at the Court's UD calendar. However, staffing concerns at the Courthouse, including one judge's extended medical leave, caused the court to postpone day-of-court mediation. For CRC UD mediations, the Court created a referral system, ensured UD trials may be continued to allow for mediation and drafted local forms to allow mediation agreements to be filed into existing UD matters.

This new grant funding will increase the mediation component to a full-time position handling up to 30 mediation referrals each month. Additionally, it adds a part time legal assistant to help offset the administrative workload of the project attorney -- including reporting, evaluations and webinars -- so that she can focus on her unique legal skills to serve a greater number of consumers.</p>			
Court Name	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Superior Court of Santa Cruz		701 Ocean Avenue, Room 070, Santa Cruz, CA	M-F 8-12	80/month
Senior Citizens' Legal Services		501 Soquel Avenue, Suite F, Santa Cruz, CA 95060	M-Th 1-4:30	56/month
Senior Citizens' Legal Services		501 Soquel Avenue, Suite F, Santa Cruz, CA 95060	M-F 8-12	80/month
Conflict Resolution Center of Santa Cruz County		614 Ocean St, Santa Cruz, CA	M-F 8-5	up to 30 mediation referrals
Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs	
Lawyers		0	0	
	ED Supervision SCLS	0.05	0.05	
	ED Supervision CRC	0.08	0.08	

	Lawyers Total	0.13	0.13
Paralegals		0	0
		0	0
	Paralegals Total	0	0
Other	Legal Assistant	0.5	0.5
	Court Mediation Manager	1	1
	Other Total	1.5	1.5

Goals and Objectives			
	Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options	0	0	0
Information on Court Procedures and Hearing Preparation	325	24	120
Document Preparation and Review	175	24	120
Filing or Services Assistance	175	24	120
Supervised Settlement Services	125	24	120
Post-hearing Assistance	225	24	120
Other	125	24	120

Explain Other	<p>The partnership project has four basic goals:</p> <p>Goal 1: Expand service capacity for Superior Court of Santa Cruz's unlawful detainer calendar and in pro per housing related services.</p> <p>Goal 2: Provide earlier access to mediation as an alternative to the standard unlawful detainer docket.</p> <p>Goal 3: Preserve Court resources by having properly prepared self represented litigants, particularly with properly prepared documents, correct venue, service, and adequate courtroom presentation.</p> <p>Goal 4: Increase project participant satisfaction with the partnership project services compared with other standard services provided that are not part of the project.</p>
	<p>The quantified deliverables are presented here as project objectives:</p> <p>Objective 1A: To provide an additional up to 1,040 hours per year (roughly 86 hours per month) of professional mediation assistance for the unlawful detainer court docket, thus making a housing mediation program manager a full time position.</p> <p>Objective 1B: To complete mediation as an alternative to standard housing court docket for up to 20 additional cases per month, which is 240 referrals annually.</p> <p>Objective 1C: To provide an additional 312 hours per year (roughly 26 hours per month) of legal assistance for in pro per housing law services for Senior Citizens Legal Services.</p> <p>These realistic goals and measurable objectives will be met through the combined commitment and leadership of the Court, Senior Citizens Legal Services, the Conflict Resolution Center and oversight through the state.</p>

Community Engagement – Outreach	<p>These new legal housing services will be promoted via our mail chimp list serv email to all non-profit, government and legal organizations in the county jurisdiction. Print and social media outreach and community outreach will be initiated prior to and during the partnership project. It is anticipated that the marketing of these important new services will lead to potential housing problems being caught significantly "upstream" leading to more people remaining safely housed.

 Providing landlords and tenants information in housing matters and helping both sides understand their legal rights can pave way for resolution of housing disputes. Properly marketing this important new service will encourage individuals at risk of losing their housing to address potential problems earlier. Additionally, economic security is paramount to housing security, as the majority of evictions are based on non-payment of rent. Economic security is often related to understanding one's legal rights and ensuring continuation of public benefits.

 We anticipate a large wave of housing cases to come now that eviction moratoriums have ended and the economic impact of COVID-19 has not yet abated. Being ready and able to meet and triage community needs will be something that the legal assistant and every project partner will face. Working collaboratively and properly staying connected through consistent outreach will allow us to be more effective in our response rather than working in isolation.</p>
Attorney-Client Relationship	No
Conflict of Interest Protocols	N/A
Income Eligibility Guidelines	<p>Services are targeted for only indigent individuals under this partnership project. The Court is responsible for review and documentation of indigent status at the Law Library, while SCLS is responsible for the same at SCLS. To determine initial eligibility, the project attorney will use an already established intake form that includes the Self Help Center's screening questions.

 Additional questions about income have been added specifically to this form. At the Courthouse, the Law Librarian will generally be available to screen the individual and direct the person to the project attorney. If the individual is over income, they will be assisted using other available resources. Similarly at SCLS the legal assistant will complete the initial intakes using the SCLS screening form, which already includes income information and then determine whether to send the individual to the project attorney, or to other SCLS staff.

 From a practical stand point, historically, the Self Help Center has not seen income restriction be a problem. The Court's Self Help Center and SCLS had one previous partnership grant which began in 2008 and had similar income restrictions for conservatorship cases. Very few customers presented above income and virtually every customer was grateful for the legal assistance they received whether from the project staff or other Self Help Center staff. It is likewise expected that the Self Help Center and SCLS will have very few inquiries from housing law customers who are over resource limits and adequate alternative resources are available for those who are above income.</p>

Alternative Services	<p>As explained above, Fortunately, both the Court's Self Help Center, the Law Library and SCLS do have means to serve over income individuals or over income seniors in the case of SCLS. So, if any consumer is over income they will simply be referred to the court-employed staff at the Self Help Center or the Law Library, or to other qualified staff at SCLS if over 60. At SCLS, a landlord or tenant who is younger than 60 and over income will be referred back to the Self Help Center or Law Library. Additional referrals may be made to the County's Lawyer Referral Service, or the Watsonville Law Center or CRLA, if required. The legal assistant or the project attorney can also show the over-income consumer how to locate the court forms online while providing other referrals and explaining that services from the partnership project will not be available.</p>
Court's Role	<p>The attorney will be housed part time at the Law Library and part time at the SCLS Santa Cruz office.
The bi-lingual, part-time legal assistant will be housed at the SCLS Santa Cruz office.
The mediator will be housed at all of the below, based on the needs of the program: Superior Court of Santa Cruz Law Library, Senior Citizen Legal Services, Conflict Resolution Center of Santa Cruz County, or at community locations throughout Santa Cruz County, to meet the needs of the parties in mediation.

Customers will benefit from access to the wealth of resources already offered at the Santa Cruz Law Library. Six large tables, computers, copiers, internet services and other routine supplies will all be provided. These public computers are linked to the California Court's On-line Self Help center, have access to Nolo Press books and will include programs to prepare required judicial council forms. Security at the court-site is handled by court staff and by the Santa Cruz County Sheriff.

The project attorney has already been equipped with technological needs for the project. New laptop computers equipped with basic office programs such as Microsoft Office and Zoom as well as a VoIP extension telephone line will be purchased from the grant funds for the mediator and legal assistant. The laptops will be used in responding to email and phone calls from landlords and tenants and to spread the reach of our services through zoom based mediations, and for promoting these important new services throughout our community.</p>

**PARTNERSHIP GRANTS
PROJECT PROFILE**

Organization Name	UC Davis School of Law Legal Clinics			
Project Name	Partnership Grant 2.0			
Grant Year	Total Budget	Amount Requested	Amount Awarded	
2022	\$296,278.00	\$289,000.00		
Currently Funded Partnership Grant	Court Letter(s) on File	Memorandum of Understanding(s) Reviewed	All Services at Courthouse	
No				
Project Abstract	<p>This project will expand the existing services provided by the CRC to indigent pro se litigants with cases pending in the California Court of Appeal, Third Appellate District. The CRC would provide advice and assistance in writing legal briefs for clients raising employment, discrimination, and other civil rights claims in state court. It would be staffed by an experienced Clinic Director, a Staff Attorney, and law students enrolled for credit in the CRC which usually number around 10 students a semester. The project would be based out of the UC Davis School of Law Legal Clinics building in Davis, but would meet clients in the Stanley Mosk Library and Courts Building in Sacramento as well as online and on campus. It would run during regular business hours from 8:00AM to 5:00PM on Monday through Friday. The Court would refer indigent individuals who meet the financial criteria for legal representation to the CRC. The goal would be to provide quality legal assistance to indigent people representing themselves in the Court of Appeal in civil rights litigation in order to enhance the administration of justice. In addition to providing an educational opportunity for the students, we hope it would provide valuable assistance to pro se litigants, help the Court of Appeal resolve cases justly and efficiently, and improve the quality of the resulting decisions by providing better legal and factual analysis than most unrepresented, non-lawyer litigants would be capable of on their own.</p>			
Court Name	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
UC Davis School of Law Civil Rights Clinic		400 Mrak Hall Dr Davis, CA 95616	Monday through Friday 8:00AM to 5:00PM with appointment	160 hours

Personnel Categories	Project Staff	Total Project FTEs	PG Share of FTEs
Lawyers	Staff Attorney	1	1
	Director of Clinical Legal Education	0.01	0
	Clinic Director	0.05	0.05
	Lawyers Total	1.06	1.05
Paralegals	Senior Legal Secretary	0.05	0.05
		0	0
	Paralegals Total	0.05	0.05
Other		0	0
		0	0
	Other Total	0	0

Goals and Objectives				
		Number of Individual Services	Number of Workshops	Individuals to be Served at Workshops/Group Activities
Information on Legal Options		0	0	0
Information on Court Procedures and Hearing Preparation		10	0	0
Document Preparation and Review		5	0	0
Filing or Services Assistance		5	0	0
Supervised Settlement Services		5	0	0
Post-hearing Assistance		5	0	0
Other		5	0	0
Explain Other	The "Other" row in the chart above contains "5", but should be zero (0). The form appears to auto populate and duplicate the "Post-Hearing Assistance" Row values.			

Community Engagement – Outreach	The primary mode of availability of services to litigants and the community will be referral by the partner court to the CRC. However, the project will also be announced on the UC Davis CRC website. It is hoped that the Court of Appeal will also announce the availability of services on their website.
Attorney-Client Relationship	Yes
Conflict of Interest Protocols	A conflict check system is already in place with the entire UC Davis School of Law Clinical Program, the CRC, the Immigration Law Clinic, the Family Protection and Legal Advocacy Clinic, and the Water Justice Clinic. In this system, a prospective client's name is inputted into the system to match any other possible litigation they may have been a part of involving the entire Clinical Program. The prospective client themselves will be asked if they or anyone they know has ever been represented by the clinic or any other pertinent litigation. Further, the prospective clients name is emailed out to everyone involved in the entire legal clinic by confidential email to see if anyone currently involved in the clinic recognizes their name for the purposes of a conflict of interest check.
Income Eligibility Guidelines	All clients will have been deemed eligible for waiver of appellate court fees under Cal. Rules of Court, rule 8.26. In addition, the prospective client will fill out a short questionnaire about their income level either by seeking information about means-tested benefits or by assessing an individual's income relative to household size.
Alternative Services	N/A
Court's Role	The Court is expected to make available space for CRC attorneys and student attorneys to meet with clients and prospective clients. The Court will also make available judicial and clerk's office time to monitor and evaluate its operation.



12/16/2021

Grant Year: 2022

Due Date: December 17, 2021 5:00 pm

New or Supplemental Supplemental
Application: Application

Second Cycle: Yes

Prepared by: April Caires

Email: acaires@bettzedek.org
Contact Phone: 323-549-5819

Funding Opportunity: **Partnership Grants**
Project Title: **Remote Pro Se Technology Initiative**
Program Name: **Bet Tzedek Legal Services**
Applicant Title: **Director of Institutional Giving**
Address: **3250 Wilshire Boulevard 13th Floor**
City: **Los Angeles**

I verify the information in the Organization Profile is accurate and up to date.

I verify that I have read, and am familiar with, the eligibility requirements and funding criteria for Partnership Grants.

Form A - Project Profile

Respond to the questions as concisely and completely as possible. All responses must be self-contained and should only refer to materials uploaded with this proposal.

1. Application Contact: April Caires

Job Title: Director of Institutional Giving

Email: acaires@bettzedek.org

Telephone: 323-549-5819

2. Original Requested \$150,000.00
Amount:



3. 2022 Partnership Grant \$120,000.00

Allocation:

Enter your approved 2022 Partnership Grant allocation award

4. Supplemental Amount \$30,000.00

Requested:

Enter you requested supplemental amount below. This amount, plus your 2022 allocation must NOT exceed your original requested amount.

Original Application 2022_Remote_Pro_Se_Submission_150k.pdf
Upload: 407.9 KB - 12/14/2021 3:40PM

Total Files: 1

Form B - Project Description (Supplemental)

1. Describe how the supplemental funding would impact your approved 2022 Partnership Grant project, such as changes to project deliverables and administration of the project (250 word limit).



Supplemental funding will enable Bet Tzedek to further achieve the Remote Pro Se Technology Initiative's overarching goal, which is to increase access to justice by improving and expanding remote infrastructure for pro se litigants seeking elder abuse restraining orders (EARO) and conservatorships in Los Angeles County. Specifically, supplemental funding will be used to (1) create two additional online video tutorials for litigants to complement remote aid delivered by Bet Tzedek's EARO Clinic and Self-Help Conservatorship Clinic and (2) create written companion materials for all four online video tutorials created with grant funding.

The two additional online video tutorials will be on LACourtConnect, the LA Superior Court's (LASC) online remote hearing platform, and Guide and File, LACS's document preparation and remote filing software. The LACourtConnect tutorial was proposed in our original proposal but eliminated when we were awarded less than requested. This tutorial fills a critical gap in access for pro se litigants since all prior public education on the platform was geared toward attorney use. The Guide and File tutorial also fills a critical access gap for pro se litigants seeking to file forms remotely.

To augment tutorials and improve access for visual learners and deaf/hard of hear individuals, supplemental funding will also be used to develop written materials to complement all video tutorials developed. These materials will be developed by Bet Tzedek staff, translated into English and Spanish, and available to any pro se litigant seeking EARO and Self-Help Conservatorship Clinic remote assistance.

2. Describe any efforts or plans to improve your total rubric score or address application concerns from the Partnership Grants Committee. For example, addressing scoring rubric categories that were rated as "below expectations". (250 word limit)

Bet Tzedek's Remote Pro Se Technology Initiative received a total rubric score of 89 points, and no rubric categories were below expectations. However, supplemental funds will enable Bet Tzedek to significantly improve project impact, which received a score of 15 out of 20 in our initial application. With supplemental funding, Bet Tzedek will add two additional online video tutorials, one on LACourtConnect and one on Guide and File, significantly expanding access to court-based remote technologies for pro se litigants for years to come. Supplemental funding will also allow us to augment all online video tutorials with written materials, improving accessibility for all litigants, but especially for visual learners and deaf/hard of hearing individuals.

3. Upload any supplemental documents if needed (optional)



Form C - Project Budget

Supplemental Amount \$30,000.00
Requested:

Program Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
1. Lawyers	\$0	\$0	\$0	\$0
2. Paralegals	\$0	\$0	\$0	\$0
3. Other Staff	\$0	\$0	\$0	\$0
4. SUBTOTAL	\$0	\$0	\$0	\$0
5. Employee Benefits	\$0	\$0	\$0	\$0
6. TOTAL PROGRAM PERSONNEL	\$0	\$0	\$0	\$0

Program Non-Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
7. Space	\$0	\$0	\$0	\$0
8. Equipment Rental and Maintenance	\$0	\$0	\$0	\$0
9. Office Supplies	\$0	\$0	\$0	\$0
10. Printing and Postage	\$0	\$0	\$0	\$0
11. Telecommunications	\$0	\$0	\$0	\$0
12. Technology	\$0	\$0	\$0	\$0
13. Program Travel	\$0	\$0	\$0	\$0
14. Training	\$0	\$0	\$0	\$0
15. Library	\$0	\$0	\$0	\$0
16. Insurance	\$0	\$0	\$0	\$0
17. Evaluation	\$0	\$0	\$0	\$0
18. Contract Service to Clients	\$0	\$0	\$0	\$0



12/16/2021

19. Other	\$30,000	\$0	\$0	\$30,000
20. TOTAL PROGRAM NON-PERSONNEL	\$30,000	\$0	\$0	\$30,000
TOTAL PROGRAM	\$30,000	\$0	\$0	\$30,000
Administrative and Overhead				
21. Admin Personnel	\$0	\$0	\$0	\$0
22. Admin Non-Personnel	\$0	\$0	\$0	\$0
TOTAL ADMINISTRATIVE	\$0	\$0	\$0	\$0
TOTAL AMOUNT OF FUNDS	\$30,000	\$0	\$0	\$30,000

1. Lawyers

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
TOTAL LAWYERS	0.00	0.00	0.00	0.00

2. Paralegals

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
TOTAL PARALEGALS	0.00	0.00	0.00	0.00

3. Other Staff

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
TOTAL OTHER STAFF	0.00	0.00	0.00	0.00
TOTAL PERSONNEL (in FTEs)	0.00	0.00	0.00	0.00



Form D - Budget Narrative



Personnel

Account Title	Proposed Partnership Grant	Narrative
1. Lawyers	0	N/A
2. Paralegals	0	N/A
3. Other Staff	0	N/A
4. SUBTOTAL	0	
5. Employee Benefits	0	N/A
6. TOTAL PROGRAM PERSONNEL	0	

Non-Personnel

Account Title	Proposed Partnership Grant	Narrative
7. Space	0	N/A
8. Equipment Rental and Maintenance	0	N/A
9. Office Supplies	0	N/A
10. Printing and Postage	0	N/A
11. Telecommunications	0	N/A
12. Technology	0	N/A
13. Program Travel	0	N/A
14. Training	0	N/A
15. Library	0	N/A
16. Insurance	0	N/A
17. Evaluation	0	N/A
18. Contract Service to Clients	0	N/A
19. Other	30000	The creation of video tutorials on two topics, each translated in English and Spanish including written materials.
20. TOTAL PROGRAM NON-PERSONNEL	30000	
Administrative		
21. Admin Personnel	0	N/A
22. Admin Non-Personnel	0	N/A
TOTAL ADMINISTRATIVE	0	
TOTAL AMOUNT OF FUNDS	30000	



Any uploaded Letter(s) of Support and MOU are listed below and also attached at the end of this pdf.

Supporting Documents (Optional)

When naming optional supporting documents, please include the Organization's acronym (or short name) and a one - to - five word file description (note: any type of file may be uploaded).

Staff Review

Project Budget: No Revision Required



Grant Year: 2022

Due Date: March 18, 2021 5:00pm PST

Prepared by: April Caires

Email: acaires@bettzedek.org

Contact Phone: 323-549-5819

Funding Opportunity: Partnership Grants

Project Title: Remote Pro Se Technology Initiative

Program Name: Bet Tzedek Legal Services

Applicant Title: Director of Institutional Giving

Address: 3250 Wilshire Boulevard 13th Floor

City: Los Angeles

I verify the information in the Organization Profile is accurate and up to date.

I verify that I have read, and am familiar with, the eligibility requirements and funding criteria for Partnership Grants.

Form A - Project Profile

Respond to the questions as concisely and completely as possible. All responses must be self-contained and should only refer to materials uploaded with this proposal.

1. Application Contact: April Caires

Job Title: Director, Institutional Giving

Email: acaires@bettzedek.org

Telephone: 323-549-5819

2. Total Amount \$150,000

Requested:

Request project amounts
divisible evenly by \$1,000.

3. Partner Court(s)



Stanley Mosk Courthouse

**4. County(ies) Served by
this Project:**

County(ies) Served by this Project

Los Angeles

5. Substantive Area(s)

Conservatorship, Family/Domestic Violence

6. Is the project currently funded by a Partnership Grant?

No

7. Project Abstract

Provide a brief summary of the core aspects of your proposed grant project, including the legal area to be addressed; the target constituency; the type(s) of services to be provided; the location and hours of operation for this project; project staffing; general nature of court participation; and main goals. Detailed information regarding these areas will be provided in Form B – Project Description. This abstract will be submitted in summaries provided to the Legal Services Trust Fund Commission and the Judicial Council, as well as it is pulled into the Letter of Support template on Form F of this application. (250 word limit)



Faced with the unexpected challenges of the COVID-19 pandemic, Bet Tzedek's Self-Help Conservatorship Clinic (SHCC) and Elder Abuse Restraining (EARO) Clinic transformed their best practices, court-based clinics to a fully remote model virtually overnight. This experience proved that fully remote pro se assistance is not only possible, but done right, can significantly expand access for everyone, even after the pandemic has ended.

Bet Tzedek and the Los Angeles Superior Court (LASC) are joining forces to launch the Remote Pro Se Technology Initiative to improve and expand remote infrastructure created during the pandemic to further increase access to justice for litigants seeking elder abuse restraining orders and conservatorships in Los Angeles County. Program components include continuing remote SHCC and EARO Clinic services, developing online video tutorials to complement remote aid, coordinating with LASC to improve court technologies that support remote assistance, conducting outreach to publicize remote services, and launching remote EARO kiosk intake at Stanley Mosk. This initiative will not only increase access to justice at the nation's largest county court but will provide a model for effective remote services throughout California.

The Remote Pro Se Technology Initiative will be staffed by SHCC and EARO Clinic staff. In addition, a Pro Se Clinic Coordinator will be hired to bridge both clinics, providing intake and follow-up services. Remote SHCC assistance will be available Monday-Friday from 9:00am-5:00pm. Remote EARO Clinic assistance will be available Monday, Wednesday, and Friday from 9:00am-5:00pm.

Form B - Project Description

1. Court Involvement

A formal letter of support and memorandum of understanding must be uploaded to Form F. See Application Instructions for detailed information about these documents.

a. Court Coordination

Describe the current and planned coordination and collaboration on this project with existing court-based services. (250 word limit)



In March 2020, the pandemic forced the Los Angeles Superior Court (LASC) and Bet Tzedek's Elder Abuse Restraining Order (EARO) Clinic and Self-Help Conservatorship Clinic (SHCC) to transition to a remote service delivery model virtually overnight. While not without challenges, the forced transition created an opportunity to fully pilot remote pro se assistance for the first time and demonstrated that this type of assistance is not only possible, but if done right, can significantly increase access to justice for everyone. Given this experience, Bet Tzedek and LASC are joining forces to launch the Remote Pro Se Technology Initiative to improve, expand, and sustain remote pro se access to elder abuse restraining orders and probate conservatorships in Los Angeles County.

Having already partnered to provide our SHCC and EARO Clinic for the last decade, Bet Tzedek and LASC are deeply committed to the success of this initiative. We worked closely to design and develop the initiative, using our experience piloting remote services to directly inform program design. Additional collaborative partners include LASC's Self-Help Resource Center, Court Technology Services staff, and court personnel (judicial officers, probate clerk's office). LASC's Self Help Resource Center is a main partner, providing kiosks equipped with computers and telephones for walk-in litigants seeking elder abuse restraining orders at the Stanley Mosk to connect remotely with Bet Tzedek. LASC will also coordinate with us on logistics, integration, promotion, and evaluation of the initiative.

Court Name	Branch (If Applicable)	Address	On-Site Days/Hours	Total Hours/Month
Los Angeles Superior Court	Stanley Mosk Courthouse	111 North Hill Street Los Angeles, CA 90012	Remote	Remote

c. Facilities & Court Resources

Identify all space and material resources being provided by the court, and any special access to facilities or data to be provided to the project or its staff. (250 word limit)



The Judicial Council and LASC developed several web-based platforms that facilitate remote access, including Guide and File document preparation software that allows litigants to remotely fill out and file forms, Justice Partner Portal for partner agencies to remotely access court documents, and LACourtConnect for remote hearings. The pandemic created an opportunity to test the capacity of these technologies and even prompted LASC to develop new technologies in response to unmet needs. LACourtConnect, for example, was developed in direct response to the pandemic and fills a tremendous accessibility gap for those unable to travel to court for hearings.

The Remote Pro Se Technology Initiative will refine and significantly augment existing court technologies to expand remote access in 2022. As part of the initiative, we will work with the court on user improvements to Guide and File so litigants can more easily file limited conservatorships. The initiative will also create online video tutorials for pro se litigants on LACourtConnect to expand access to remote hearings.

In addition, LASC will provide kiosks equipped with computer terminals and phones for walk-in litigants to remotely connect with Bet Tzedek attorneys (who will be off-site) for assistance. LASC will also provide Justice Corps volunteers to staff kiosks at Stanley Mosk, answer questions, help litigants remotely connect, and print paperwork. This option fills a critical accessibility gap for litigants without computer access or needing space away from an abuser to safely file paperwork.

d. Regular Meetings

Project staff should meet no less than quarterly with key court partners, with a formal agenda. Identify the schedule for these meetings, who is expected to participate, and any issues currently to be resolved. (250 word limit)

Bet Tzedek staff involved in the Remote Pro Se Technology Initiative will have quarterly meetings with court staff (Self-Help Resource Center staff, judicial officers, clerk's office, administrative staff, Court Technology Services staff) to maintain, assess, and strengthen remote capabilities of the clinics. Meetings will address litigants' ability to effectively file and obtain elder abuse restraining orders and limited conservatorships through remote self-help, including document preparation software (Guide and File), filing (including e-filing), hearings (including LACourtConnect remote hearings), and the Justice Partner Portal. New strategies and technologies developed will be assessed, including video tutorials for pro se litigants and the remote EARO kiosk intake at Stanley Mosk. Meetings will also provide an opportunity for Bet Tzedek and court staff to develop and assess effective publication and referrals to remote services.

e. Evaluation Support



The court is considered to be an equal partner in ensuring that the funded services are meaningfully evaluated. Identify the court's role in evaluating this project. (250 word limit)

Bet Tzedek and LASC will work closely to evaluate the effectiveness of the Remote Pro Se Technology Initiative. We will meet at least quarterly with court staff (Self-Help Resource Center staff, judicial officers, clerk's office, administrative staff) to assess the quality and quantity of elder abuse and limited conservatorship petitions filed through remote assistance. Court Technology Services staff have also committed to providing Guide and File usage data to analyze the impact of improvements to the interface (# of petitions started, # completed, # e-filed).

f. Describe if there are other aspects of court involvement that distinguish this project from other self-help clinics, or any court partnership information not provided above. (250 word limit)

Please note, 1b, "On-Site Days/Hours" and "Total Hours/Month (onsite)," does not contain days and hours because this initiative funds remote assistance only.

2022 Remote Pro Se Technology Initiative hours: SHCC – Monday-Friday 9am-5pm; EARO Clinic – Monday, Wednesday, Friday 9am-5pm. During these hours, clinics are staffed by attorney(s) and/or paralegal(s) responding to requests for assistance and providing services. Remote services, provided through video conference or telephone, include: (1) assistance filling-out forms using online document preparation software, (2) filing (e-filing for conservatorship, email filing for EARO), (3) instructions on next steps (service, hearings, post-hearing), (4) follow-up consultations/post hearing assistance, (5) referrals. Hours and days for the remote EARO kiosk intake at Stanley Mosk are TBD.

Notably, compared to pre-pandemic onsite assistance, our remote model significantly expands hours of operation because attorneys and volunteers can provide aid from their home or office and avoid travelling to court. Services are now available all-day, compared to only morning availability previously, and our EARO Clinic added a third clinic day.

2. Project Impact

a. Program's Qualifications

What is the applicant program's experience providing assistance to self-represented litigants, including court-based services? (250 word limit)



Bet Tzedek has a well-established track record and more than a decade of experience launching and sustaining effective court-based self-help clinics for pro se litigants. Since 2007, our Self-Help Conservatorship Clinic (SHCC) has helped families navigate the complex conservatorship process so they can obtain legal authority to protect vulnerable elderly or intellectually disabled loved ones. Prior to the pandemic, services were provided at two courthouses, two public library sites and reached more than 1,400 litigants annually – over two-thirds of all conservatorships filed in LA County. Building on the successfully SHCC-model, in 2017, Bet Tzedek launched LA's first and only Elder Abuse Restraining Order (EARO) Clinic, filling a tremendous gap in pro se assistance. Since then, the EARO Clinic has seen a four-fold increase in seniors seeking assistance, serving 288 in 2019.

In March 2020, the pandemic forced both clinics to shift their best practices in-person, court-based services to a fully remote model. Through telephonic and virtual (video conference, email) assistance, combined with online document preparation and utilization of once underutilized or newly developed court technologies (Guide and File, LACourtConnect, Justice Partner Portal), both clinics continued to ensure access to justice during these uniquely challenging times – helping 293 with elder abuse restraining orders and 1,000 with conservatorship in 2020.

b. Needs Assessment

Describe the demographics of the target community, the geographic area to be served by the project, and why the target population is in particular need of the services to be provided. (250 word limit)



Our Remote Pro Se Technology Initiative provides remote assistance to the vulnerable populations served through our SHCC and EARO Clinics in LA County. EARO Clinic litigants are elderly (65+) or dependent adult (18-64 years with developmental/intellectual disabilities) victims of abuse. SHCC litigants are typically low-income, monolingual Spanish-speaking families seeking conservatorship for an incapacitated senior or dependent adult.

Given current demographic shifts, the need for both clinics only continues to grow. By 2030, California's senior population will double, relative to 2010, to 20% of the population. Elderly dependent adults nationwide will also double from 641,860 in 2000 to 1.2 million in 2030. Remote assistance is an effective strategy to expand access for this growing population, removing the need to travel to court, take time off work, secure childcare and improving access for those with mobility impairments or living in rural areas.

For remote assistance to be effective, however, it must bridge the digital divide and address barriers – complex online forms, litigants without technological ability, lack of computer access. For our EARO Clinic, bridging this divide is especially critical as we recently learned that we lost our onsite space at Stanley Mosk and services must remain fully remote. For our SHCC, the remote pilot proved not all litigants need our resource-intensive, in-person model and, with improved and expanded technology, we could serve more using a remote model. Remote services should not just be temporary workarounds for the current crisis; done right, they are powerful tools to expand access for everyone.

c. Types of Services to be Provided

Describe the legal issues to be addressed and the type and level of services to be offered by the project. (250 word limit)



Bet Tzedek's Remote Pro Se Technology Initiative will improve and expand remote infrastructure created during the pandemic to further bridge the digital divide and increase access to justice for litigants seeking elder abuse restraining orders and limited conservatorships in Los Angeles County. Elder abuse restraining orders give elders (65+) and dependent adults (18-64 years with developmental/intellectual disabilities) critical protection from physical abuse, neglect, and abandonment. Limited conservatorships give caregivers legal authority to make medical, financial, or social care decisions for elderly or dependent adults unable to do so on their own.

Remote assistance is provided by telephone or video conferencing and includes the full-range of aid offered at in-person, pre-pandemic SHCC and EARO Clinics, including (1) assistance filling-out elder abuse restraining order forms and limited conservatorship petitions (using online document preparation software), (2) filing (e-filing for conservatorship, email filing for elder abuse restraining orders), (3) instructions on next steps (service, hearings, post-hearing), (4) follow-up consultations/post hearing assistance, and (5) referrals to address additional needs.

In addition to this assistance, the initiative will improve and augment remote services using the following strategies:

1. Launching remote EARO kiosk intake at Stanley Mosk (litigant onsite at Stanley Mosk, Bet Tzedek assisting remotely).
2. Creating plain-language video tutorials to complement remote assistance:
 - Limited Conservatorship: general info, remote document preparation, e-filing
 - Limited Conservatorship: Post-Filing Steps
 - LACourtConnect: Pro Se Remote Hearings
3. Coordinating with LASC to improve court technologies that support remote access.
4. Implementing an outreach campaign to publicize remote SHCC and EARO services.

d. Coordination Efforts

Describe the current and planned coordination and collaboration on this project with other legal services providers, or other community organizations. (250 word limit)



Transcend Translation is a key partner in this initiative. Transcend works extensively with legal aid providers to create plain-language educational materials for the public. For this initiative, we will work with Transcend to create six video tutorials (three topics, each available in English and Spanish), two on steps in the limited conservatorship process and one on LACourtConnect remote hearings. Depending on litigant need, conservatorship tutorials will complement or replace one-on-one remote assistance, greatly increasing our capacity to serve the public. The LACourtConnect tutorial fills a gap in access for pro se litigants since all prior public education on the platform was geared toward attorney use. In 2023 and beyond, we plan to develop and launch additional tutorials with Transcend to further augment remote assistance.

Bet Tzedek will also assess and share best practices with other local pro se self-help providers, including Public Counsel's Guardianship Clinic and Los Angeles County Bar Association's Domestic Violence Restraining Order Clinic. These partners will provide valuable input as we test video tutorials and scalability of remote services.

In addition, SHCC and EARO Clinic staff work extensively with legal service providers and other community organizations to refer and collaborate on cases. Since both programs serve elderly and dependent adults, many partners overlap, including Adult Protective Services, Ombudsmen, law enforcement, and the Alzheimer's Association. Attorneys also participate in coalitions and task forces, including the Elder Abuse Forensic Center, California Elder Abuse Coalition, World Congress on Guardianship, International Guardianship Network, and Scams LA Working Group.



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



Identify any further or additional project goals, not identified above. (250 word limit)

- 1. Other:** The long-term goal of Bet Tzedek's Remote Pro Se Initiative is to create a best practices remote pro se service model that can be replicated throughout California. In 2022, the project goal is to improve and expand remote infrastructure created during the pandemic to further bridge the digital divide and increase access to justice for litigants seeking elder abuse restraining orders and limited conservatorships in Los Angeles County. The Initiative will achieve this goal through the following objectives:

Building Remote Clinic Capacity:

- 1) Providing remote assistance to 150 litigants seeking elder abuse restraining orders.
- 2) Providing remote assistance to 300 litigants seeking limited conservatorships using Guide and File exclusively.
- 3) Launching remote EARO kiosk intake at Stanley Mosk (litigant at Stanley Mosk, Bet Tzedek remote).
- 4) Creating and launching video tutorials on conservatorship and remote hearings for pro se litigants.
- 5) Working with Court Technology Staff on Guide and File improvements.
- 6) Launching an outreach campaign to publicize remote services.
- 7) Collaborating with LASC to improve court technologies that support remote access.

Evaluating Remote Clinic Effectiveness:

- 1) Evaluating and assessing the quality and quantity of limited conservatorship and elder abuse restraining orders filed remotely.
- 2) Using survey data, evaluate and assess litigants' remote service experience.
- 3) Using usage data from Court Technology Services, evaluate and assess Guide and File user improvements.
- 4) Using litigant feedback and usage data, evaluate and assess video tutorials.



**2. Total Number of 450
Individual Services:**

Do not include family members and others impacted.

**3. Total Number of 0
Workshops:**

4. Format: n/a

Describe the format for any workshops, including any use of video conference or electronic document assembly, and the goal for each type of workshop. (250 word limit)

f. Outreach & Community Engagement

- 1. Outreach:** The initiative will launch an outreach campaign to publicize the Remote Pro Se Technology Initiative in 2022. Information on remote clinics will be added to the more than 50 presentations members of Bet Tzedek's Elder Law team provide to law enforcement, social service agencies, and community partners annually. In addition, information on our remote clinics will be posted on our website at www.bettzedek.org and we will work with the court to include information on the California Courts website at www.courts.ca.gov.

Describe how you will communicate the availability of services to litigants and the community. (250 word limit)



2. Language Access: Bet Tzedek's staff members and volunteers collectively speak 26 different languages. Bet Tzedek will offer remote EARO and SHCC assistance in both English and Spanish. If a litigant requires an interpreter, Bet Tzedek will use staff, volunteers, or telephonic translations services. Video tutorials and online resources will be available in both English and Spanish.

Describe language capabilities among staff, including resources for translation services if necessary for serving the target population. (250 word limit)

3. Outreach Resources: As described above, the project will hire Transcend Translation to create six video tutorials (three topics, each available in English and Spanish) for pro se litigants to complement remote assistance. Two tutorials will be on steps in the limited conservatorship process and the third will be on appearing remotely through LACourtConnect. Directing Caregiver Attorney, Bertha Hayden, will be the primary liaison with Transcend. SHCC and EARO staff will be involved in the development, assessment, and testing of tutorials. Tutorials will be available online for litigants to access at Bet Tzedek's website, www.bettzedek.org and on the California Courts website at www.courts.ca.gov.

Identify any new resource materials to be developed, who will be responsible for preparing those materials, and how they differ from materials already posted, i.e., at www.courts.ca.gov. (250 word limit)

In addition, the educational materials (flyers, referral lists, training documents) created for the traditional in-person SHCC and EARO Clinics will be available in electronic form for litigants helped through remote services. These materials are continually updated and revised throughout the year, as needed.

3. Administration

a. Grant Year Timetable

For existing and new projects, describe the proposed timetable for the implementation or continued administration of the project by quarter for the grant year. Indicate if any significant changes to existing operations are anticipated. (250 word limit)



Q1 (January-March): Recruit a Clinic Coordinator to support the Remote Pro Se Technology

(250 word limit)

Initiative.

Provide remote assistance to 30-35 litigants seeking elder abuse restraining orders.

Provide remote assistance to 65-75 litigants seeking limited conservatorship. With LASC, develop remote EARO kiosk intake protocols (litigant at Stanley Mosk, Bet Tzedek remote).

Design the first of three video tutorials with Transcend.

Meet with LASC to access remote strategies/current technologies and make improvements, as needed.

Collaborate with Court Technology Service staff on Guide and File improvements.

Create evaluation surveys for pro se litigants that assess remote assistance. Develop community outreach plan to publicize the availability of remote clinic services.

Q2 (April-June): Train Clinic Coordinator on remote SHCC and EARO Clinic operations.

(250 word limit)

Provide remote assistance to 35-40 litigants seeking elder abuse restraining orders.

Provide remote assistance to 65-75 litigants seeking limited conservatorship. Train LASC and JusticeCorps volunteers on remote EARO kiosk intake protocols.

Survey litigants served through remote assistance.

Evaluate and compile survey responses of litigants, make program adjustments as needed.

Field test/refine the first video tutorial created by Transcend.

Design the second video tutorial with Transcend.

Meet with LASC to access remote strategies/current technologies and make improvements, as needed.

Collaborate with Court Technology Services staff on Guide and File improvements.

Conduct community outreach to publicize the availability of remote clinic services.



Q3 (July-September): Provide remote assistance to 35-40 litigants seeking elder abuse restraining orders.

(250 word limit)

Provide remote assistance to 65-75 litigants seeking limited conservatorship.
Launch remote EARO kiosk intake at Stanley Mosk (Bet Tzedek remote, litigant onsite at Stanley Mosk).
Survey litigants served through remote assistance.
Implement use of first video tutorial created by Transcend.
Field test/refine second video tutorials created by Transcend.
Design third video tutorials with Transcend.
Track views/downloads of available video tutorials.
Meet with LASC to access remote strategies/current technologies and make improvements, as needed.
Collaborate with Court Technology Services staff on Guide and File improvements.
Conduct community outreach to publicize the availability of remote clinics.
Evaluate and compile survey responses of litigants, make program adjustments as needed.

Q4 (October-December): Provide remote assistance to 40-45 litigants seeking elder abuse restraining orders.

(250 word limit)

Provide remote assistance to 70-80 litigants seeking limited conservatorship.
Provide remote EARO kiosk intake at Stanley Mosk (Bet Tzedek remote, litigant onsite at Stanley Mosk).
Survey litigants served through remote assistance.
Implement use of second video tutorial created by Transcend.
Field test/refine third video tutorials created by Transcend.
Track views/downloads of available video tutorials.
Conduct community outreach to publicize the availability of remote clinics.
Meet with LASC to access remote strategies/current technologies and make improvements, as needed.
Evaluate Guide and File usage data provided by Court Technology Services staff.
Evaluate and compile survey responses of litigants, make program adjustments as needed.

b. Staffing



Identify key personnel involved in staffing and supervising this project. If supervision is not being provided on-site, describe the steps that will be taken to ensure quality control. (250 word limit)

Remote Pro Se Clinic Coordinator (New Hire) will provide administrative support to the Remote Pro Se Technology Initiative. For the SHCC, support will include coordination of remote services and litigant follow-up. For the EARO Clinic, support will involve post-filing education and assistance.

Dani Kaiserman (Elder Law Attorney) runs daily remote EARO clinic operations, supervises volunteers, implements evaluation, develops educational materials, and is a liaison with LASC.

Dominique Sanz-David (Elder Law Attorney) oversees remote EARO Clinic operations, implements evaluation, and is a liaison with LASC.

Taylor Amstutz (Equal Justice Works Fellow) provides intake and assistance at the remote EARO Clinic on Wednesdays.

Lisa Liberatore (Elder Law Directing Attorney) provides direct supervision of the Elder Law attorneys and strategic support to the EARO Clinic.

Veronica Leichter (Legal Secretary) provides administrative support to the Remote Pro Se Technology Initiative.

Bertha Sanchez Hayden (Caregiver Directing Attorney) supervises SHCC staff and will work with Transcend on video tutorials. Bertha is also the primary liaison with Court Technology Staff on Guide and File improvements and evaluation.

Sarah Elrich (Caregiver Services Attorney) runs daily remote SHCC operations, assists pro se litigants with complex post conservatorship establishment issues, and is a liaison with LASC.

Isabela Garcia (Paralegal Advocate) provides daily remote SHCC assistance, supervises volunteers, engages in evaluation, and is a liaison with LASC.

Yessenia Moreno (Paralegal Advocate) provides daily remote SHCC assistance, supervises volunteers, and engages in evaluation.

Lolita Brayman (Pro Bono Clinic Coordinator) assists in pro bono recruitment and training for both clinics.



c. Supervision of Volunteers

Identify any volunteers to be utilized, their anticipated role, and how they will be trained and supervised. (250 word limit)

The Remote Pro Se Initiative will utilize pro bono attorneys, paralegals, law students, and social workers to support remote clinic operations. All volunteers will be trained and directly supervised by a Bet Tzedek attorneys to provide a wide range of remote services, including helping litigants complete court forms, providing limited conservatorship and elder abuse restraining order education, and providing referrals. For the remote EARO kiosk intake at Stanley Mosk, LASC will provide JusticeCorps volunteers to staff courthouse terminals, answer questions, help litigants remotely connect, and print paperwork. These volunteers will be trained by Bet Tzedek EARO staff.

d. Sub-Grants

Provide details for any sub-grant(s), including plans for oversight and evaluation of the services provided by the sub-grantee. (250 word limit)

n/a

e. Pro Se Document Review

How will the project ensure that documents are completed correctly? Who will conduct the review and when? (250 word limit)

The accurate completion of limited conservatorship and elder and dependent adult abuse restraining order forms is the essential function of the entire project. All documents are reviewed by staff attorneys. All expertise, trainings, resources, and materials are deployed with this basic goal in mind. Bet Tzedek is proud of the fact that to date, the court has not rejected any forms prepared by our clinics or asked litigants to correct or amend documents.

f. Eligibility for Services



1. Identify all criteria and guidelines used to establish eligibility for services and how the project screens for eligibility for services. (250 word limit): As a self-help clinic operating in partnership with the court, Bet Tzedek has made a commitment to the court to serve all litigants who request assistance so long as the request is within its scope of services. Clinic staff screen all litigants to determine eligibility for services at the time of intake.

2. Identify any resources or referrals to be provided to litigants who are not eligible for this project's services. (250 word limit): For those litigants whose cases are more legally complicated, who are deemed ineligible, or who cannot self-represent due to disability, meaningful referrals will be made to Bet Tzedek's in-house Elder Law or Caregiver Program or the Los Angeles County Bar's Legal Referral and Information Service. Referrals will be made by clinic staff or volunteers at the time of service.

This response will be included in the Letter of Support template on Form F of this application.

g. Attorney-Client Relationship

1. Will this project establish an attorney-client relationship?: No



3. Explain how litigants will be made aware of the scope of services to be provided and that no attorney-client relationship will be established. (250 word limit): For the Remote Pro Se Technology Initiative, Bet Tzedek will verbally explain to all litigants served the following: 1) there is no attorney-client relationship; 2) they are proceeding to pro se; 3) it is an equal access clinic, meaning the Clinic will help every eligible litigant equally, regardless of whether they are adverse to another litigant; and 4) the Clinic is separate from the court staff. Litigants are asked if they understand the above statements. If they do not, the clinic staff member will further explain the above until the litigant states that they understand. The litigant is then sent (either emailed or snail mailed) a disclaimer and disclosure statement stating the above.

This response will be included in the Letter of Support template on Form F of this application.

h. Impartiality of the Court

1. Impartiality of the No Court:

Will this project serve only one party or side of a matter?

4. Project Budget

a. In addition to completing Forms C and D, describe how this project will ensure Partnership Grant funds will only be used to provide services to indigent individuals, as defined by Business & Professions Code Section 6213 (d). If services will be provided to non-indigent persons, identify the non-Partnership Grant funds that will cover this work (250 word limit)



As indicated above, Bet Tzedek serves all litigants who request assistance within our scope of services. Accordingly, services through our Remote Pro Se Technology Initiative are open to the public and the provision of services is not dependent on the income of the person requesting assistance. However, a few factors will continue to ensure that Partnership Grant funds are used to provide services to indigent litigants only.

Since the project focuses on limited conservatorships and elder abuse restraining orders, the primary beneficiaries of clinic services are elders and developmentally disabled adults. Bet Tzedek has found that most elderly and developmentally disabled adults who have sought assistance receive Supplemental Security Income (SSI), eligibility for which is limited to indigent people.

5. Continuity Planning

Refer to RFP requirements regarding funding priorities. Partnership Grant funding is typically terminated after five consecutively funded grant years.

a. Describe plans to obtain funding that will sustain this project's services beyond the typical Partnership Grant funding cycle. (250 word limit)

Bet Tzedek is deeply committed to ensuring equal access to justice for pro se litigants. As a result of this commitment, we have an unbroken record of sustaining pro se clinics launched with Partnership grant seed funding. In operation for more than a decade, our SHCC is sustained through a combination of public and private grant funding. Our EARO Clinic, which is in its final year of Partnership funding, will be sustained through fundraising efforts and already is partially supported by grants that fund our larger Elder Law Project, including Victims of Crime Act funding from the California Office of Emergency Services and the Department of Justice. For the Remote Pro Se Technology Initiative, we will seek private and public funding to expand, improve, and sustain remote SHCC and EARO Clinic services in 2022 and beyond.

b. List all funding sources that have been explored or pursued for this Partnership Grant project in the last twelve months.

Specifically identify applications submitted, amounts requested, revenue raised for project operations, and any funds that were obtained by leveraging the Partnership Grant. This section may also be used to explain any barriers to pursuing funds. (250 word limit)



In May 2020, Bet Tzedek received \$40,000 in emergency COVID-19 funding from the May and Stanley Smith Charitable Foundation to support initial remote infrastructure for our SHCC. In addition to this application, our Development department is pursuing a targeted fundraising strategy to support our Remote Pro Se Technology Initiative that includes approaching public funders, private foundations, and individuals for support in 2022 and beyond.

c. Other Efforts

Describe any other efforts to support continuity planning, such as recruitment of volunteers or pursuing in-kind support (250 word limit)

Bet Tzedek was conceived as a volunteer-led response to a housing crisis in the early 1970s. Since that time, we have maintained an unwavering commitment to engaging large numbers of volunteers and pro bono attorneys. In 2019, 1,000 pro bono attorneys and volunteers donated nearly 40,000 hours, valued at more than \$10 million dollars in support. Our SHCC and EARO Clinic use pro bono attorneys and volunteers to significantly leverage staff expertise and serve more. While COVID-19 decreased the number of volunteers used, both programs are slowly beginning to use volunteers to assist with remote aspects of each clinic. As we further refine remote capabilities, the Remote Pro Se Technology Initiative will build out more robust volunteer roles in 2022.

6. Evaluation

Projects must submit detailed reporting and evaluation materials after each grant year. These will include an expenditures report, information on the demographics of clinic customers, findings from client satisfaction surveys, a report on meetings with court partners, and at least one additional evaluation modality

a. Project Services

For existing projects, provide a brief summary of services provided in the current year with any relevant highlights, benchmarks, challenges, etc. What changes have been made to the project over the past year, and what changes are anticipated in the upcoming grant year?

n/a

b. Upload a copy of the Satisfaction Survey now in use, or a proposed survey to be implemented in the coming grant year



Bet_Tzedek_EARO_Litigant_Survey.pdf
348 KB - 03/18/2021 4:03PM

SHCC_Survey_ENGLISH_2020.pdf
176.8 KB - 03/18/2021 4:04PM

Total Files: 2

c. Describe how the survey will be distributed, and how data will be gathered and analyzed. (250 word limit)

Our SHCC and EARO Clinic both routinely evaluate litigant's experience with clinic services using surveys. Surveys are distributed at the conclusion of assistance and compiled and analyzed at regular intervals. Examples of these surveys are uploaded with this application and will serve as a basis for the development of surveys for the Remote Pro Se Technology Initiative. However, the focus of Remote Pro Se Technology Initiative surveys will be on assessing specific aspects of remote service delivery. Surveys will either be emailed, snail mailed, or filled-out online, depending on litigant preference. Bertha Hayden, Caregiver Directing Attorney and Dominique Sanz-David, Elder Justice Attorney, will oversee survey development, implementation, collection, analysis, and dissemination of results. After collecting and compiling data, Bet Tzedek will share results with remote clinic staff, Bet Tzedek management, and LASC to make program adjustments, as needed. Results will also be included in our annual report to the Legal Services Trust Fund.

d. Identify at least one additional evaluation methodology to be used in assessing the impact or efficacy of this project's services. (250 word limit)

Evaluation is a key component of all Bet Tzedek programs. Methodologies used to evaluate and improve the Remote Pro Se Technology Initiative will include surveys of self-represented litigants, interviews with self-represented litigants, analysis of Guide and File usage data from Court Technology Services (# limited conservatorship petitions started, # completed, # e-filed), analysis of views and/or downloads of video tutorials, and interviews with court personnel. Access to the Justice PartnerPortal will also assist with evaluation efforts. The project will use information gleaned from these evaluation activities to streamline remote services, improve court efficiencies, and better meet litigants' needs.

Form C - Project Budget

Program Personnel



Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
1. Lawyers	\$40,221	\$0	\$49,158	\$89,379
2. Paralegals	\$21,001	\$0	\$25,669	\$46,670
3. Other Staff	\$35,208	\$0	\$43,032	\$78,240
4. SUBTOTAL	\$96,430	\$0	\$117,859	\$214,289
5. Employee Benefits	\$22,324	\$0	\$27,284	\$49,608
6. TOTAL PROGRAM PERSONNEL	\$118,754	\$0	\$145,143	\$263,897

Program Non-Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
7. Space	\$3,244	\$0	\$14,344	\$17,588
8. Equipment Rental and Maintenance	\$0	\$0	\$0	\$0
9. Office Supplies	\$320	\$0	\$1,745	\$2,065
10. Printing and Postage	\$350	\$0	\$1,908	\$2,258
11. Telecommunications	\$491	\$0	\$2,674	\$3,165
12. Technology	\$2,314	\$0	\$15,241	\$17,555
13. Program Travel	\$170	\$0	\$928	\$1,098
14. Training	\$566	\$0	\$3,088	\$3,654
15. Library	\$562	\$0	\$3,063	\$3,625
16. Insurance	\$436	\$0	\$2,378	\$2,814
17. Evaluation	\$0	\$0	\$0	\$0
18. Contract Service to Clients	\$0	\$0	\$0	\$0
19. Other	\$9,452	\$0	\$51,521	\$60,973
20. TOTAL PROGRAM NON-PERSONNEL	\$17,905	\$0	\$96,890	\$114,795
TOTAL PROGRAM	\$136,659	\$0	\$242,033	\$378,692
Administrative and Overhead				
21. Admin Personnel	\$0	\$0	\$0	\$0



22. Admin Non-Personnel	\$13,341	\$0	\$22,769	\$36,110
TOTAL ADMINISTRATIVE	\$13,341	\$0	\$22,769	\$36,110
TOTAL AMOUNT OF FUNDS	\$150,000	\$0	\$264,802	\$414,802

1. Lawyers

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Directing Attorneys	0.09	0.00	0.12	0.21
Staff Attorneys	0.36	0.00	0.44	0.80
	0.00	0.00	0.00	0.00
TOTAL LAWYERS	0.45	0.00	0.56	1.01

2. Paralegals

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Paralegals	0.34	0.00	0.41	0.75
	0.00	0.00	0.00	0.00
TOTAL PARALEGALS	0.34	0.00	0.41	0.75

3. Other Staff

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Clinic Coordinator	0.45	0.00	0.55	1.00
Legal Secretary	0.09	0.00	0.11	0.20
TOTAL OTHER STAFF	0.54	0.00	0.66	1.20
TOTAL PERSONNEL (in FTEs)	1.33	0.00	1.63	2.96

Form D - Budget Narrative

Personnel

Account Title	Proposed Partnership Grant	Narrative
---------------	----------------------------	-----------



12/01/2021

1. Lawyers	40221	Directing and staff attorneys on this grant are 1.01 FTEs. Trust funds pay 45% of the cost at \$40,221 and Non-Trust funds cover 55% at \$49,158.
2. Paralegals	21001	Paralegals on this grant are .8 FTEs. Trust funds pay 45% for \$21,001 and Non-Trust funds cover 55% at \$25,669
3. Other Staff	35208	Other staff are 1.2 FTEs. Trust funds pay 45% for \$35,208 and Non-Trust funds cover 55% at \$43,032.
4. SUBTOTAL	96430	
5. Employee Benefits	22324	Employee benefits include worker's compensation, health, dental, vision insurance, payroll taxes and pension. Trust Funds cover \$22,324 and Non-Trust funds cover \$27,284.
6. TOTAL PROGRAM PERSONNEL	118754	

Non-Personnel

Account Title	Proposed Partnership Grant	Narrative
7. Space	3244	The space \$3,244 allocation is a small portion of rent costs for program staff performing EAF-P funded activities based on FTEs. Trust fund dollars are \$3,244 and Non-Trust Funds \$14,344.
8. Equipment Rental and Maintenance	0	
9. Office Supplies	320	Office supplies represents a small portion of costs based on EAF-P staff FTEs. \$320 is covered with Trust funds and \$1745 is covered with Bet Tzedek funds.
10. Printing and Postage	350	Printing and postage represents a small portion of costs based on EAF-P staff FTEs. \$350 is covered by Trust funds and \$1908 is covered by Non-Trust funds.
11. Telecommunications	491	Telecommunications represents a small portion of costs for telephonen and internet based on EAF-P FTEs. \$491 is covered by Trust funds and \$2,674 is covered by Non-Trust funds.



12/01/2021

12. Technology	2314	Technology represents a small portion of costs for computer equipment, software subscriptions, IT consultants based on EAFP FTEs. \$2,314 is covered by Trust funds and \$15,241 is covered by Non-Trust funds.
13. Program Travel	170	Travel costs represent a small portion of costs for mileage (1200 miles x \$.545 = \$654 and \$444 parking. Trust funds cover \$170 and Non-Trust funds cover \$928.
14. Training	566	Staff training represents a small portion of costs of EAF-P staff FTEs. \$566 is covered with Trust funds and \$3,088 is covered by Non-Trust funds.
15. Library	562	Library represents a small portion of costs for printed and online library materials based on EAF-P FTEs. \$562 is paid with Trust funds and \$3,063 is paid with Non-Trust funds.
16. Insurance	436	Insurance costs are based on EAF-P FTEs and are paid \$436 in Trust funds and \$2,378 in Non-Trust funds.
17. Evaluation	0	
18. Contract Service to Clients	0	
19. Other	9452	Other costs include temporary labor (\$7,094) annual audit \$2,177 based on EAF-P FTEs, and \$50,000 for the creation of six video tutorials. \$9,452 is paid with Trust funds and \$51,521 is paid with Non-Trust funds.
20. TOTAL PROGRAM NON-PERSONNEL	17905	
Administrative		
21. Admin Personnel	0	
22. Admin Non-Personnel	13341	Admin Non-Personnel is a modified total direct cost calculation for indirect costs. \$13,341 is paid with Trust Funds and \$22,769 is paid with Non-Trust funds.
TOTAL ADMINISTRATIVE	13341	
TOTAL AMOUNT OF FUNDS	150000	



Download the Assurances document and upload a signed copy below.

Upload PDF Version of Signed Assurances Document: 2022_Remote_Pro_Se_Technology_Initiative_Project_Assurance_8_Bet_Tzedek_Legal_Services_.pdf
75.9 KB - 03/16/2021 12:26PM

Total Files: 1

Form F - Agreement of the Partner Court

Any uploaded Letter(s) of Support and MOU are listed below and also attached at the end of this pdf.

1. Upload Letter(s) of Support: Bet_Tzedek_Technology_for_Conservatorship___Elder_Abuse_-_PJ_Support_Confirmation.pdf
119.5 KB - 03/18/2021 4:08PM

Total Files: 1

2. Upload MOU(s):

Refer to application instructions for MOU requirements.

Supporting Documents (Optional)

When naming optional supporting documents, please include the Organization's acronym (or short name) and a one - to - five word file description (note: any type of file may be uploaded).



E-signature

Include full name and email of both the Executive Contact and Board Chair (or equivalent). Signer information can still be edited prior to agreement release.

**Executive Contact - Full
Name:**

**Board Chair/Rep - Full
Name:**

Executive Contact - Title:

Board Chair/Rep - Title:

Board Chair/Rep - Email:

Staff Review

Project Budget: Revision Requested

PARTNERSHIP GRANTS 2022 PROJECT ASSURANCES

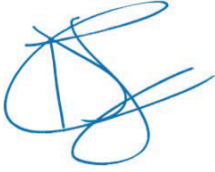
Program Name: Bet Tzedek
Project Title: Remote Pro Se Technology Initiative

Applicant assures compliance with the following:

- 1.&Applicant agrees it will use any grant funds it receives from the Partnership Grants portion of the Equal Access Fund only for purposes allowed under the State Budget Act, upon approval thereof, and any grant agreement it enters into with the State Bar of California.
- 2.&Applicant agrees to expend any grant funds solely on civil legal assistance to indigent* self-represented litigants in California courts. (*Business & Professions Code Section 6213(d))
- 3.&Applicant will not discriminate based on race, color, national origin, religion, gender, disability, age, marital or domestic partnership status, medical condition, or sexual orientation.
- 4.&Applicant will comply with quality control procedures adopted by the State Bar of California.
- 5.&Applicant will permit reasonable site visits and will present additional information deemed reasonably necessary to determine compliance with the terms of a grant under the Partnership Grants portion of the Equal Access Fund.
- 6.&Applicant will comply with fiscal management and control procedures adopted by the State Bar of California.
- 7.&Applicant agrees to consult with the State Bar of California concerning media coverage of any project funded by a Partnership Grant.
- 8.&Applicant understands that any proposal submitted for a Partnership Grant, and all documents submitted pursuant to issuance of a Partnership Grant, are public documents, and may be disclosed to any person.
- 9.&Applicant assures that, to the extent this grant is being sought for an existing project, the funds will be in addition to, and will not supplant, current funding committed to that project. However, to the extent the applicant seeks to move some of the funding already committed to the project for use on other activities, the applicant will submit to the Commission an explanation of the need for the other activities, justifying the alternate use of the funds.
- 10.&Applicant agrees it will cooperate with data collection processes or with research efforts of the State Bar of California or the Judicial Council to evaluate the Partnership Grants project.

11. Applicant acknowledges that it has read and will comply as fully as possible with the Guidelines for the Operation of Self-Help Centers in California Trial Courts, as affirmed February 28, 2011. ATTACHMENT B

Signed:



Executive Director
Bet Tzedek Legal Services

Diego Cartagena, President & CEO

Print Name

Date: March 11, 2021



Chair (or other officer), Board of Directors
Bet Tzedek Legal Services

David Schindler, Board Chair

Print Name and Title

Date: March 11, 2021

Funding Opportunity: Partnership Grants**Project Title: Remote Pro Se Technology Initiative****Organization: Bet Tzedek Legal Services****Partner Court Information**

Presiding Judge	Eric Taylor
Court Name	Los Angeles Superior Court, Stanley Mosk Courthouse
Address	111 N. Hill St.
City	Los Angeles
Country / Province	United States CA
Postal Code	90012
Court Phone	

My court has had an opportunity to review the applicant's abstract describing proposed services to self-represented litigants in partnership with my court. I fully support the grant proposal as described below:

1. Project Abstract:

Funding Opportunity: Partnership Grants
Project Title: Remote Pro Se Technology Initiative
Organization: Bet Tzedek Legal Services

Faced with the unexpected challenges of the COVID-19 pandemic, Bet Tzedek's Self-Help Conservatorship Clinic (SHCC) and Elder Abuse Restraining (EARO) Clinic transformed their best practices, court-based clinics to a fully remote model virtually overnight. This experience proved that fully remote pro se assistance is not only possible, but done right, can significantly expand access for everyone, even after the pandemic has ended.

Bet Tzedek and the Los Angeles Superior Court (LASC) are joining forces to launch the Remote Pro Se Technology Initiative to improve, expand, and sustain remote infrastructure created during the pandemic to further increase access to justice for litigants seeking elder abuse restraining orders and conservatorships in Los Angeles County. Program components include launching remote EARO intake at Stanley Mosk, developing online video tutorials to complement remote services, coordinating with LASC to improve remote court infrastructure, and conducting outreach to publicize remote services. This Initiative will not only increase access to justice at the nation's largest county court but will provide a replicable model for effective remote pro se services throughout California.

The Initiative will be staffed by SHCC and EARO Clinic staff. In addition, a Pro Se Clinic Coordinator will be hired to bridge the programs, providing intake and follow-up services. Remote SHCC assistance will be available Monday-Friday from 9:00am-5:00pm. Remote EARO Clinic assistance will be available Monday, Wednesday, and Friday from 9:00am-5:00pm.

2. Attorney-Client Relationship:

I understand the applicant does not plan to establish an attorney-client relationship and that customers will be made aware of the scope of services, as follows: For the Remote Pro Se Technology Initiative, Bet Tzedek will verbally explain to all litigants served the following: 1) there is no attorney-client relationship; 2) they are proceeding to pro se; 3) it is an equal access clinic, meaning the Clinic will help every eligible litigant equally, regardless of whether they are adverse to another litigant; and 4) the Clinic is separate from the court staff. Litigants are asked if they understand the above statements. If they do not, the clinic staff member will further explain the above until the litigant states that they understand. The litigant is then sent (either emailed or snail mailed) a disclaimer and disclosure statement stating the above. .

3. Impartiality of the court:

Applicant has advised the court that services will be provided to both parties or sides of a matter.

4. Alternative Services: The applicant has described the methods to be used to screen for subject matter eligibility, and the information and referral options that will be available for litigants who are ineligible for services due to income, subject matter, or residency:

Funding Opportunity: Partnership Grants
Project Title: Remote Pro Se Technology Initiative
Organization: Bet Tzedek Legal Services

For those litigants whose cases are more legally complicated, who are deemed ineligible, or who cannot self-represent due to disability, meaningful referrals will be made to Bet Tzedek's in-house Elder Law or Caregiver Program or the Los Angeles County Bar's Legal Referral and Information Service. Referrals will be made by clinic staff or volunteers at the time of service.

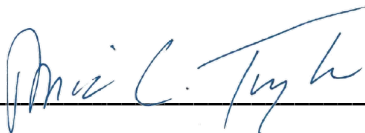
5. Memorandum of Understanding: I understand that, if the project is funded, the court and the applicant will memorialize the details of the partnership in a Memorandum of Understanding(MOU), which will reflect the depth of the partnership, including the respective areas of responsibility of the Court and the applicant, as well as plans for regular coordination meetings.

Status of MOU:

A fully executed MOU will be provided to the State Bar of California before the beginning of the grant year.

6. Additional Comments, if any:

Signature of Presiding Judge



Judge Eric Taylor

March 17, 2021

Date



12/17/2021

Grant Year: 2022

Due Date: December 17, 2021 5:00 pm

New or Supplemental Supplemental
Application: Application

Second Cycle: Yes

Prepared by: Luisa Medina

Email: Luisa@centralcallegal.org
Contact Phone: 559-570-1242

Funding Opportunity: **Partnership Grants**
Project Title: **Guardianship Project**
Program Name: **Central California Legal Services**
Applicant Title: **Development Director**
Address: **2115 Kern Street Suite 200**
City: **Fresno**

I verify the information in the Organization Profile is accurate and up to date.

I verify that I have read, and am familiar with, the eligibility requirements and funding criteria for Partnership Grants.

Form A - Project Profile

Respond to the questions as concisely and completely as possible. All responses must be self-contained and should only refer to materials uploaded with this proposal.

1. Application Contact: Luisa Medina

Job Title: Development Director

Email: luisa@centracallegal.org

Telephone: 5595701242

2. Original Requested \$65,000.00
Amount:



3. 2022 Partnership Grant \$41,000.00

Allocation:

Enter your approved 2022 Partnership Grant allocation award

4. Supplemental Amount \$24,000.00

Requested:

Enter you requested supplemental amount below. This amount, plus your 2022 allocation must NOT exceed your original requested amount.

Original Application Upload:

Form B - Project Description (Supplemental)

1. Describe how the supplemental funding would impact your approved 2022 Partnership Grant project, such as changes to project deliverables and administration of the project (250 word limit).



These funds double the Team Leader's time, strengthening attorney supervision and oversight, (3% to 6%), increase the support and guidance for enhanced outreach and evaluation efforts and restore the paralegal's time for direct services.

Guardianships for minor children play a key role, offering stability and a safe environment for children whose parents are not able to provide appropriate care and support. Placing a minor with a caring family or extended family member preserves and strengthens family connections. Statewide policies support such a placement for children when possible, avoiding group homes.

Today in Fresno County, the foster care system is in crisis, (see article) unable to find adequate placements for children, forcing minors to be housed unlawfully in county offices. Minority children represent the majority of children in the foster care system in Fresno County. From 2010-2019, Latino children entering the system increased from 52%-56%; there was a slight decrease for African-American minors from 18% to 16%; These minors remain in the system much longer, many up to three years or more. In the general population, African-Americans are 5.8% however, represent 22% in foster care; Latinos in foster care are 42% with population totals at 53.8%.

Obtaining additional funds has proven to be difficult; CCLS approached county staff several years ago -- no funds were available through their Child Welfare funds. County social workers do participate in the quarterly project meetings along a community program who works to support families with foster children.

2. Describe any efforts or plans to improve your total rubric score or address application concerns from the Partnership Grants Committee. For example, addressing scoring rubric categories that were rated as "below expectations". (250 word limit)



These supplemental funds allow the project to restore services, the current allocation reduces staff time to assist those seeking a guardianship for minor children. The project's services are highly valued by the Court, as has been the case for many years. The assigned paralegal, with many years of experience, also provides individual assistance to non-English speaking individuals and others with additional barriers. Without these additional funds, her time is reduced from 70%FTE to 42%FTE (original request) resulting in a reduction of services to eligible litigants. This impacts the level of services to be provided, leading to less children receiving the benefits guardianships can provide. Funding for direct services is supported by the EAP and with other State Bar funds, as noted in our original request.

Enhanced outreach activities target minority faith-based groups and professional associations (Latino Rotary, Hispanic Chamber, Black Chamber, etc.) to inform others of the project's services. CCLS will engage a new minority-serving partner to join our efforts in the quarterly meetings with suggestions for additional referrals. These activities will continue in coordination with the Cultural Brokers who are engaged for several years.

The County is recruiting a new DSS director to provide appropriate leadership; this presents an opportunity for CCLS to approach DSS in support of the project's successful efforts in obtaining safe placements for children. The guardianship process itself is overwhelming for many adults, this project brings direct services to eligible self-represented litigants in support of children needing protection.

3. Upload any supplemental documents if needed (optional)

Fresno_Bee_editorial_re_foster_care.pdf
85.6 KB - 12/17/2021 2:06PM

Total Files: 1

Form C - Project Budget

Supplemental Amount \$24,000.00
Requested:

Program Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
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12/17/2021

1. Lawyers	\$2,796	\$0	\$0	\$2,796
2. Paralegals	\$12,349	\$0	\$0	\$12,349
3. Other Staff	\$0	\$0	\$0	\$0
4. SUBTOTAL	\$15,145	\$0	\$0	\$15,145
5. Employee Benefits	\$8,855	\$0	\$0	\$8,855
6. TOTAL PROGRAM PERSONNEL	\$24,000	\$0	\$0	\$24,000

Program Non-Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
7. Space	\$0	\$0	\$0	\$0
8. Equipment Rental and Maintenance	\$0	\$0	\$0	\$0
9. Office Supplies	\$0	\$0	\$0	\$0
10. Printing and Postage	\$0	\$0	\$0	\$0
11. Telecommunications	\$0	\$0	\$0	\$0
12. Technology	\$0	\$0	\$0	\$0
13. Program Travel	\$0	\$0	\$0	\$0
14. Training	\$0	\$0	\$0	\$0
15. Library	\$0	\$0	\$0	\$0
16. Insurance	\$0	\$0	\$0	\$0
17. Evaluation	\$0	\$0	\$0	\$0
18. Contract Service to Clients	\$0	\$0	\$0	\$0
19. Other	\$0	\$0	\$0	\$0
20. TOTAL PROGRAM NON-PERSONNEL	\$0	\$0	\$0	\$0
TOTAL PROGRAM	\$24,000	\$0	\$0	\$24,000
Administrative and Overhead				
21. Admin Personnel	\$0	\$0	\$0	\$0
22. Admin Non-Personnel	\$0	\$0	\$0	\$0



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TOTAL ADMINISTRATIVE	\$0	\$0	\$0	\$0
TOTAL AMOUNT OF FUNDS	\$24,000	\$0	\$0	\$24,000

1. Lawyers

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Supervising Attorney	0.03	0.00	0.00	0.03
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
TOTAL LAWYERS	0.03	0.00	0.00	0.03

2. Paralegals

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Paralegal	0.25	0.00	0.00	0.25
	0.00	0.00	0.00	0.00
TOTAL PARALEGALS	0.25	0.00	0.00	0.25

3. Other Staff

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
TOTAL OTHER STAFF	0.00	0.00	0.00	0.00
TOTAL PERSONNEL (in FTEs)	0.28	0.00	0.00	0.28

Form D - Budget Narrative

Personnel

Account Title	Proposed Partnership Grant	Narrative
1. Lawyers	2796	.03 FTE additional Supervising Attorney time.



12/17/2021

2. Paralegals	12349	.25 FTE paralegal assigned to work under the project services.
3. Other Staff	0	
4. SUBTOTAL	15145	
5. Employee Benefits	8855	Fringe benefits and payroll taxes paid on behalf of employees working under the program.
6. TOTAL PROGRAM PERSONNEL	24000	

Non-Personnel

Account Title	Proposed Partnership Grant	Narrative
7. Space	0	
8. Equipment Rental and Maintenance	0	
9. Office Supplies	0	
10. Printing and Postage	0	
11. Telecommunications	0	
12. Technology	0	
13. Program Travel	0	
14. Training	0	
15. Library	0	
16. Insurance	0	
17. Evaluation	0	
18. Contract Service to Clients	0	
19. Other	0	
20. TOTAL PROGRAM NON-PERSONNEL	0	
Administrative		
21. Admin Personnel	0	
22. Admin Non-Personnel	0	
TOTAL ADMINISTRATIVE	0	
TOTAL AMOUNT OF FUNDS	24000	

Any uploaded Letter(s) of Support and MOU are listed below and also attached at the end of this pdf.



Supporting Documents (Optional)

When naming optional supporting documents, please include the Organization's acronym (or short name) and a one - to - five word file description (note: any type of file may be uploaded).

Staff Review

Project Budget: No Revision Required



12/08/2021

Grant Year: 2022

Due Date: December 17, 2021 5:00 pm

New or Supplemental Supplemental
Application: Application

Second Cycle: Yes

Prepared by: Susan Podesta

Email: spodesta@crla.org

Contact Phone: 530-742-5191

Funding Opportunity: **Partnership Grants**

Project Title: **San Joaquin Housing Helpline Court Clinic Partnership (Supplemental)**

Program Name: **California Rural Legal Assistance, Inc.**

Applicant Title: **Director of Grants and Contracts**

Address: **1430 Franklin Street Suite 103**

City: **Oakland**

I verify the information in the Organization Profile is accurate and up to date.

I verify that I have read, and am familiar with, the eligibility requirements and funding criteria for Partnership Grants.

Form A - Project Profile

Respond to the questions as concisely and completely as possible. All responses must be self-contained and should only refer to materials uploaded with this proposal.

1. Application Contact: Laura Clauson
Ferree

Job Title: Housing Helpline Co-Directing
Attorney

Email: lferree@crla.org

Telephone: 2094250306

2. Original Requested \$137,000.00
Amount:



3. 2022 Partnership Grant \$120,000.00

Allocation:

Enter your approved 2022 Partnership Grant allocation award

4. Supplemental Amount \$17,000.00

Requested:

Enter you requested supplemental amount below. This amount, plus your 2022 allocation must NOT exceed your original requested amount.

Original Application Upload: PG_Grant_CRLA__San_Joaquin_Housing_Helpline_Court_Clinic_Partnership.pdf
653.5 KB - 11/23/2021 1:48PM

Total Files: 1

4. County(ies) Served by this Project:

a. Explain "Other":



3. Explain how litigants will be made aware of the scope of services to be provided and that no attorney-client relationship will be established. (250 word limit):

This response will be included in the Letter of Support template on Form F of this application.

2. Identify which side will be served, and why the project has established this limitation? What are the social implications of this decision? How will this project address any risk to the appearance of the court's impartiality as a result of limiting services to one side of these matters? (250 word limit):

This response will be included in the Letter of Support template on Form F of this application.



1. Describe how the supplemental funding would impact your approved 2022 Partnership Grant project, such as changes to project deliverables and administration of the project (250 word limit).

Supplemental funding will allow CRLA and the San Joaquin County Superior Court (hereby referred to as "the San Joaquin County Partnership") to improve project collaboration and expand the evaluation efforts of the approved 2022 Partnership Grant project. The San Joaquin County Partnership will achieve these goals by adding an interview-style evaluation component to the project. In the middle of the grant term, the Director of Grants & Contracts (DG&C) will conduct one-on-one interviews with 3-5 participants served by weekly workshops for unlawful detainer cases to request feedback on services, interactions with the court, and the outcome of their case. Language interpretation will be arranged for participants as needed.

Following the client interviews, the DG&C will meet with the Court Executive Officer's (EO) designated representatives to discuss clients' feedback, as well as any administrative issues related to the project. Adding a point of contact between the DG&C and the EO's designated representatives ensures that all administrative concerns are addressed during the grant period, an important step to confirm that the project is sustainable for both the Court and CRLA.

At quarterly meetings, the San Joaquin County Partnership will use findings from the one-on-one interviews and Caller Evaluation Forms to evaluate project effectiveness and determine what adjustments are needed to improve project implementation. One-on-one conversations will allow CRLA to gather deeper insight from clients on their experience with the project that Caller Evaluation Forms cannot provide due to the intentionally simple format that encourages more clients with limited time to provide feedback.

2. Describe any efforts or plans to improve your total rubric score or address application concerns from the Partnership Grants Committee. For example, addressing scoring rubric categories that were rated as "below expectations". (250 word limit)



The Partnership 2.0 project will aim to improve upon original rubric scores in the “court involvement” and “administration” categories. A meeting between the DG&C and the EO will enhance the San Joaquin County Partnership’s collaboration by adding an opportunity for staff in administrative roles to assess the project from a different perspective than the CRLA program and Court Self-Help staff. Further, the supplemental funds will provide CRLA and Court staff with an additional tool to evaluate and improve Housing Helpline and self-represented litigant workshops for tenants based on in-depth client feedback.

To administer the awarded 2022 Partnership and proposed Partnership 2.0 grants, CRLA has a clear staffing plan in place. The DG&C will oversee grant administration, including coordinating with appropriate CRLA staff to complete the annual report, tracking grant-related deadlines, and serving as a point of contact with the State Bar. The Finance Director will track spenddown on grant funds and will submit budget modifications if needed. The Housing Helpline Managing Co-Directors will oversee program implementation to ensure all grant deliverables are met.

3. Upload any supplemental documents if needed (optional)

Form C - Project Budget

Supplemental Amount Requested: \$17,000.00

Program Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
1. Lawyers	\$1,229	\$75,565	\$0	\$76,794
2. Paralegals	\$0	\$0	\$0	\$0
3. Other Staff	\$3,592	\$2,100	\$0	\$5,692
4. SUBTOTAL	\$4,821	\$77,665	\$0	\$82,486
5. Employee Benefits	\$1,276	\$20,566	\$0	\$21,842
6. TOTAL PROGRAM PERSONNEL	\$6,097	\$98,231	\$0	\$104,328

Program Non-Personnel



Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
7. Space	\$7,664	\$0	\$0	\$7,664
8. Equipment Rental and Maintenance	\$0	\$0	\$0	\$0
9. Office Supplies	\$0	\$0	\$0	\$0
10. Printing and Postage	\$0	\$210	\$0	\$210
11. Telecommunications	\$181	\$2,306	\$0	\$2,487
12. Technology	\$201	\$2,600	\$0	\$2,801
13. Program Travel	\$0	\$0	\$0	\$0
14. Training	\$0	\$500	\$0	\$500
15. Library	\$0	\$0	\$0	\$0
16. Insurance	\$68	\$880	\$0	\$948
17. Evaluation	\$0	\$0	\$0	\$0
18. Contract Service to Clients	\$0	\$0	\$0	\$0
19. Other	\$112	\$1,841	\$0	\$1,953
20. TOTAL PROGRAM NON-PERSONNEL	\$8,226	\$8,337	\$0	\$16,563
TOTAL PROGRAM	\$14,323	\$106,568	\$0	\$120,891
Administrative and Overhead				
21. Admin Personnel	\$2,527	\$13,432	\$0	\$15,959
22. Admin Non-Personnel	\$150	\$0	\$0	\$150
TOTAL ADMINISTRATIVE	\$2,677	\$13,432	\$0	\$16,109
TOTAL AMOUNT OF FUNDS	\$17,000	\$120,000	\$0	\$137,000

1. Lawyers

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Housing Helpline Managing Co-Directors	0.01	0.09	0.00	0.10



12/08/2021

Housing Helpline Staff Attorney	0.00	1.00	0.00	1.00
	0.00	0.00	0.00	0.00
TOTAL LAWYERS	0.01	1.09	0.00	1.10

2. Paralegals

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
TOTAL PARALEGALS	0.00	0.00	0.00	0.00

3. Other Staff

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Administrative Legal Secretary	0.06	0.04	0.00	0.10
Administrative Staff (Finance Director, Director of Grants and Contracts)	0.03	0.10	0.00	0.13
TOTAL OTHER STAFF	0.09	0.14	0.00	0.23
TOTAL PERSONNEL (in FTEs)	0.10	1.23	0.00	1.33

Form D - Budget Narrative

Personnel

Account Title	Proposed Partnership Grant	Narrative
1. Lawyers	1229	Housing Helpline Co-Directing Attorneys at .10 FTE cumulatively to provide project supervision and oversight of project related staff and activities, with .09 FTE funded through approved Partnership funds and .01 FTE funded through Supplemental Partnership funds.
2. Paralegals	0	



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3. Other Staff	3592	Administrative Legal Secretary to provide project support at 0.10 FTE, with 0.04 FTE funded through approved Partnership funds and 0.06 FTE funded through Supplemental Partnership funds.
4. SUBTOTAL	4821	
5. Employee Benefits	1276	Payroll taxes and benefits including comprehensive health, dental, and vision coverage at 26.5% of wages; approximately 6% funded through supplemental Partnership funds.
6. TOTAL PROGRAM PERSONNEL	6097	

Non-Personnel

Account Title	Proposed Partnership Grant	Narrative
7. Space	7664	pro rata cost for staff and clinic space in Stockton field office and space for remote staff providing project supervision/oversight or administrative support, funded entirely through NonTrust Fund Monies
8. Equipment Rental and Maintenance	0	N/A
9. Office Supplies	0	N/A
10. Printing and Postage	0	includes court record printing charges
11. Telecommunications	181	pro rata share of telecommunications, cellular phone(s) and internet expenses for project staff in Stockton field office and expenses for remote staff providing project supervision/oversight or administrative support; approximately 7% funded through supplemental Partnership funds
12. Technology	201	pro rata share of servers, hardware, software, licenses, connectivity and maintenance of databases; approximately 7% funded through supplemental Partnership funds
13. Program Travel	0	N/A
14. Training	0	staff development expense for project staff per Collective Bargaining Agreement
15. Library	0	N/A

**12/08/2021**

16. Insurance	68	pro rata share of general liability, workers compensation and various coverages; approximately 7% funded through supplemental Partnership funds
17. Evaluation	0	N/A
18. Contract Service to Clients	0	N/A
19. Other	112	various direct project expenses including pro rata share of benefits management costs, payroll fees, and Staff Attorney state and local bar association membership fees; approximately 5% funded through supplemental Partnership funds
20. TOTAL PROGRAM NON-PERSONNEL	8226	
Administrative		
21. Admin Personnel	2527	Finance Director at .05 FTE and Director of Grants and Contracts at .08 FTE to perform the administrative duties required to implement the project and administer the grant; approximately 16% funded through supplemental Partnership funds
22. Admin Non-Personnel	150	de minimus share of administrative staff identified to the grant's allocation of general overhead costs, funded entirely through Non-Trust Fund Monies
TOTAL ADMINISTRATIVE	2677	
TOTAL AMOUNT OF FUNDS	17000	

Download the Assurances document and upload a signed copy below.

**Upload PDF Version of
Signed Assurances
Document:**

Any uploaded Letter(s) of Support and MOU are listed below and also attached at the end of this pdf.



**1. Upload Letter(s) of
Support:**

2. Upload MOU(s):

Refer to application
instructions for MOU
requirements.

Supporting Documents (Optional)

When naming optional supporting documents, please include the Organization's acronym (or short name) and a one - to - five word file description (note: any type of file may be uploaded).

Staff Review

Project Budget: No Revision Required



12/16/2021

Grant Year: 2022

Due Date: December 17, 2021 5:00 pm

New or Supplemental Supplemental
Application: Application

Second Cycle: Yes

Prepared by: Erin Scott

Email: escott@fvlc.org

Contact Phone: 510-208-0220

Funding Opportunity: **Partnership Grants**

Project Title: **Domestic Violence Pro Per (DVPP) Project**

Program Name: **Family Violence Law Center**

Applicant Title: **Executive Director**

Address: **470 27th Street**

City: **Oakland**

I verify the information in the Organization Profile is accurate and up to date.

I verify that I have read, and am familiar with, the eligibility requirements and funding criteria for Partnership Grants.

Form A - Project Profile

Respond to the questions as concisely and completely as possible. All responses must be self-contained and should only refer to materials uploaded with this proposal.

1. Application Contact: Stephanie Penrod

Job Title: Managing Attorney

Email: spenrod@fvlc.org

Telephone: 800-947-8301

2. Original Requested \$25,000.00
Amount:



3. 2022 Partnership Grant \$21,000.00

Allocation:

Enter your approved 2022 Partnership Grant allocation award

4. Supplemental Amount \$4,000.00

Requested:

Enter you requested supplemental amount below. This amount, plus your 2022 allocation must NOT exceed your original requested amount.

Original Application Upload: 2022_HP_RFP_FVLC__Domestic_Violence_Pro_Per_(DVPP)_Project.pdf
8.1 MB - 12/14/2021 2:23PM

Total Files: 1

Form B - Project Description (Supplemental)

1. Describe how the supplemental funding would impact your approved 2022 Partnership Grant project, such as changes to project deliverables and administration of the project (250 word limit).

The supplemental funding amount is so minimal that it would not meaningfully impact deliverables or administration, but it would allow us to cover existing costs that were not funded in our initial award. This would allow us to leverage those funds for other services in the face of increasing demand for FVLC's legal services, which have recently increased by 32%, as described below.



2. Describe any efforts or plans to improve your total rubric score or address application concerns from the Partnership Grants Committee. For example, addressing scoring rubric categories that were rated as “below expectations”. (250 word limit)

FVLC has increased our efforts to improve court collaboration and project impact over the last year, even as the pandemic made these goals more challenging. With the ongoing almost complete closure of the Hayward Hall of Justice, Project services are in high demand. We have worked extensively with Project partners to implement virtual TRO clinics and FVLC is increasing its EAFP clinic services in Jan 2022 to meet the increased demand. From July to Nov 2021, FVLC has seen a 32% increase in legal clients from the same period last year, including significant increases from the Project’s target population in Southern Alameda County; specifically, Hayward legal clients have increased by 60% and San Leandro by 30%. The current EAFP clinic is administered by an FVLC Senior Staff Attorney and staffed by volunteers, for whom we have increased recruitment and formalized remote supervision protocols to increase efficiency.

3. Upload any supplemental documents if needed (optional)

Form C - Project Budget

Supplemental Amount \$4,000.00
Requested:

Program Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
1. Lawyers	\$2,065	\$59,285	\$496,654	\$558,004
2. Paralegals	\$0	\$0	\$0	\$0
3. Other Staff	\$114	\$1,386	\$0	\$1,500
4. SUBTOTAL	\$2,179	\$60,671	\$496,654	\$559,504
5. Employee Benefits	\$719	\$1,385	\$98,976	\$101,080
6. TOTAL PROGRAM PERSONNEL	\$2,898	\$62,056	\$595,630	\$660,584



12/16/2021

Program Non-Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
7. Space	\$0	\$0	\$0	\$0
8. Equipment Rental and Maintenance	\$0	\$0	\$0	\$0
9. Office Supplies	\$0	\$0	\$0	\$0
10. Printing and Postage	\$0	\$0	\$0	\$0
11. Telecommunications	\$0	\$0	\$0	\$0
12. Technology	\$144	\$856	\$8,173	\$9,173
13. Program Travel	\$0	\$0	\$0	\$0
14. Training	\$0	\$0	\$0	\$0
15. Library	\$94	\$562	\$7,644	\$8,300
16. Insurance	\$0	\$0	\$0	\$0
17. Evaluation	\$0	\$0	\$0	\$0
18. Contract Service to Clients	\$864	\$5,136	\$1,000	\$7,000
19. Other	\$0	\$0	\$0	\$0
20. TOTAL PROGRAM NON-PERSONNEL	\$1,102	\$6,554	\$16,817	\$24,473
TOTAL PROGRAM	\$4,000	\$68,610	\$612,447	\$685,057
Administrative and Overhead				
21. Admin Personnel	\$0	\$0	\$0	\$0
22. Admin Non-Personnel	\$0	\$0	\$0	\$0
TOTAL ADMINISTRATIVE	\$0	\$0	\$0	\$0
TOTAL AMOUNT OF FUNDS	\$4,000	\$68,610	\$612,447	\$685,057

1. Lawyers

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Executive Director	0.00	0.01	0.35	0.36



Managing Attorney	0.01	0.07	0.93	1.01
Staff Attorneys	0.05	0.07	0.93	1.05
TOTAL LAWYERS	0.06	0.15	2.21	2.42

2. Paralegals

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
TOTAL PARALEGALS	0.00	0.00	0.00	0.00

3. Other Staff

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Finance Director	0.00	0.02	0.24	0.26
	0.00	0.00	0.00	0.00
TOTAL OTHER STAFF	0.00	0.02	0.24	0.26
TOTAL PERSONNEL (in FTEs)	0.06	0.17	2.45	2.68

Form D - Budget Narrative

Personnel

Account Title	Proposed Partnership Grant	Narrative
1. Lawyers	2065	\$2065 is requested from the Partnership grant to add back .01 FTE to the Managing Attorney and 0.25 FTE to each of the Staff Attorneys on the project.
2. Paralegals	0	
3. Other Staff	114	\$ 114 is requested from the Partnership Grant to add back the fraction of the FTE allocated to the grant that had been removed in the revision.
4. SUBTOTAL	2179	



12/16/2021

5. Employee Benefits

719

\$719 is requested from the Partnership Grant to add back the 34% of benefit costs removed in the revision.

6. TOTAL PROGRAM PERSONNEL

2898

Non-Personnel

Account Title	Proposed Partnership Grant	Narrative
7. Space	0	
8. Equipment Rental and Maintenance	0	
9. Office Supplies	0	
10. Printing and Postage	0	
11. Telecommunications	0	
12. Technology	144	\$144 is requested from the Partnership Grant to add back the 14.4% of essential technology costs removed in the revision.
13. Program Travel	0	
14. Training	0	
15. Library	94	\$94 is requested from the Partnership Grant to add back the 14.3% of essential subscription tools costs removed in the revision.
16. Insurance	0	
17. Evaluation	0	
18. Contract Service to Clients	864	\$864 is requested from the Partnership Grant to add back the 14.4% of the funds for our partner Legal Access Alameda whose work contributes so significantly to the on-going success of the project.
19. Other	0	
20. TOTAL PROGRAM NON-PERSONNEL	1102	
Administrative		
21. Admin Personnel	0	
22. Admin Non-Personnel	0	
TOTAL ADMINISTRATIVE	0	
TOTAL AMOUNT OF FUNDS	4000	



Any uploaded Letter(s) of Support and MOU are listed below and also attached at the end of this pdf.

Supporting Documents (Optional)

When naming optional supporting documents, please include the Organization's acronym (or short name) and a one - to - five word file description (note: any type of file may be uploaded).

Staff Review

Project Budget: No Revision Required



12/14/2021

Grant Year: 2022

Due Date: December 17, 2021 5:00 pm

New or Supplemental Supplemental
Application: Application

Second Cycle: Yes

Prepared by: Ms. Nancy Bigelow

Email: nmbigelow@icls.org

Contact Phone: 951-368-2538

Funding Opportunity: **Partnership Grants**

Project Title: **Consumer Rights Clinic**

Program Name: **Inland Counties Legal Services**

Applicant Title: **Grants & Compliance Manager**

Address: **1040 Iowa Avenue Suite 106**

City: **Riverside**

I verify the information in the Organization Profile is accurate and up to date.

I verify that I have read, and am familiar with, the eligibility requirements and funding criteria for Partnership Grants.

Form A - Project Profile

Respond to the questions as concisely and completely as possible. All responses must be self-contained and should only refer to materials uploaded with this proposal.

1. Application Contact: Sang Banh, Esq.

Job Title: Deputy Director of Litigation

Email: sbanh@icls.org

Telephone: 9512484724

2. Original Requested \$95,000.00
Amount:



3. 2022 Partnership Grant \$88,000.00

Allocation:

Enter your approved 2022 Partnership Grant allocation award

4. Supplemental Amount \$7,000.00

Requested:

Enter you requested supplemental amount below. This amount, plus your 2022 allocation must NOT exceed your original requested amount.

Original Application Upload:

2022_PG_Grant_ICLS__Consumer_Rights_Clinic_V_001.pdf
1.2 MB - 12/02/2021 6:06PM

Total Files: 1

4. County(ies) Served by this Project:

a. Explain "Other":



3. Explain how litigants will be made aware of the scope of services to be provided and that no attorney-client relationship will be established. (250 word limit):

This response will be included in the Letter of Support template on Form F of this application.

2. Identify which side will be served, and why the project has established this limitation? What are the social implications of this decision? How will this project address any risk to the appearance of the court's impartiality as a result of limiting services to one side of these matters? (250 word limit):

This response will be included in the Letter of Support template on Form F of this application.

Form B - Project Description (Supplemental)



1. Describe how the supplemental funding would impact your approved 2022 Partnership Grant project, such as changes to project deliverables and administration of the project (250 word limit).

ICLS used non-partnership funding to develop a mobile- ready application that serves as an intake portal for applicants to apply for and begin the intake process for the 2021 EAF Partnership funded Consumer Rights Clinic (CRC).

The CRC worked with University of California Irvine School of Law research fellow Claire Johnson Raba to develop a mobile-ready intake portal using DocAssemble software. Further, Ms. Raba intends to use her law students to assist in collecting and evaluating outcomes for ICLS clients to develop her research into the impact of automating consumer litigation systems for low-income consumers generally in California and nationwide.

ICLS uses live telephone intake for most applicants. Automating demographic and preliminary case-related data collection from potential clients for evaluation by staff and pro-bono attorneys will increase the efficiency of the intake process. The answers will feed automatically into ICLS's Case Management System, LegalServer. ICLS received approval from LegalServer to beta test a new application program interface (API) and expand its intake capacity with this smartphone ready application.

ICLS will use the supplemental funding for its FTEs staffing the CRC. As of September 2021, the 2021 EAF Partnership funding has almost been completely exhausted. ICLS anticipates that with the increase in yearly costs, the 2022 EAF Partnership funding will be completely spent three months before the grant term ends. Therefore, the supplemental funding will be used to further ICLS's work on the CRC and assist in the development of the mobile ready DocAssemble software that is funded with non-partnership funding.

2. Describe any efforts or plans to improve your total rubric score or address application concerns from the Partnership Grants Committee. For example, addressing scoring rubric categories that were rated as "below expectations". (250 word limit)



ICLS's EAF Partnership funded Consumer Rights Clinic will demonstrate a novel mobile-ready intake application accessible via the ICLS website and various social media links such as ICLS's Facebook and Twitter accounts and from LAAC's website. This system will be built using DocAssemble coding hosted on the Afterpattern platform. Afterpattern is a platform that is also used by the Judicial Council of California. This portal will greatly increase the volume of intakes and improve intake efficiency by feeding the intake information directly into ICLS's CMS, LegalServer. Further, it will improve intake efficacy by collecting narrative from the client to better evaluate the case at intake.

An innovative feature of this application is the integration with LegalServer CMS, which automates data collection activities. LegalServer approved ICLS to beta test a new module that allows input from DocAssemble applications into LegalServer's intake module. This approval would not have been possible without the preliminary work done by Claire Johnson Raba.

3. Upload any supplemental documents if needed (optional)

Afterpattern_and_DocAssemble.pdf
142 KB - 12/14/2021 2:34PM

Total Files: 1

Form C - Project Budget

Supplemental Amount \$7,000.00
Requested:

Program Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
1. Lawyers	\$2,854	\$57,817	\$23,087	\$83,758
2. Paralegals	\$836	\$24,942	\$6,763	\$32,541
3. Other Staff	\$201	\$2,200	\$1,629	\$4,030
4. SUBTOTAL	\$3,891	\$84,959	\$31,479	\$120,329
5. Employee Benefits	\$1,187	\$25,900	\$9,603	\$36,690
6. TOTAL PROGRAM PERSONNEL	\$5,078	\$110,859	\$41,082	\$157,019



Program Non-Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
7. Space	\$222	\$5,740	\$1,798	\$7,760
8. Equipment Rental and Maintenance	\$19	\$480	\$151	\$650
9. Office Supplies	\$59	\$1,520	\$481	\$2,060
10. Printing and Postage	\$8	\$200	\$62	\$270
11. Telecommunications	\$6	\$160	\$44	\$210
12. Technology	\$110	\$2,840	\$890	\$3,840
13. Program Travel	\$53	\$1,360	\$427	\$1,840
14. Training	\$63	\$1,640	\$507	\$2,210
15. Library	\$3	\$80	\$27	\$110
16. Insurance	\$19	\$480	\$151	\$650
17. Evaluation	\$0	\$0	\$0	\$0
18. Contract Service to Clients	\$11	\$300	\$89	\$400
19. Other	\$146	\$5,050	\$1,814	\$7,010
20. TOTAL PROGRAM NON-PERSONNEL	\$719	\$19,850	\$6,441	\$27,010
TOTAL PROGRAM	\$5,797	\$130,709	\$47,523	\$184,029
Administrative and Overhead				
21. Admin Personnel	\$987	\$25,540	\$7,983	\$34,510
22. Admin Non-Personnel	\$216	\$5,560	\$1,744	\$7,520
TOTAL ADMINISTRATIVE	\$1,203	\$31,100	\$9,727	\$42,030
TOTAL AMOUNT OF FUNDS	\$7,000	\$161,809	\$57,250	\$226,059

1. Lawyers

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Staff Attorney	0.04	0.67	0.29	1.00



Practice Group Director	0.00	0.05	0.00	0.05
	0.00	0.00	0.00	0.00
TOTAL LAWYERS	0.04	0.72	0.29	1.05

2. Paralegals

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Paralegal	0.02	0.46	0.12	0.60
	0.00	0.00	0.00	0.00
TOTAL PARALEGALS	0.02	0.46	0.12	0.60

3. Other Staff

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Legal secretary	0.01	0.06	0.04	0.11
	0.00	0.00	0.00	0.00
TOTAL OTHER STAFF	0.01	0.06	0.04	0.11
TOTAL PERSONNEL (in FTEs)	0.07	1.24	0.45	1.76

Form D - Budget Narrative

Personnel

Account Title	Proposed Partnership Grant	Narrative
1. Lawyers	2854	Salary for staff responsible for work directly related to the provision of Consumer Rights Clinic services. Time is charged based upon timekeeping reports and hours/time spent on each grant funding source.
2. Paralegals	836	Salary for staff responsible for work directly related to the provision of Consumer Rights Clinic services. Time is charged based upon timekeeping reports and hours/time spent on each grant funding source.



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3. Other Staff	201	Legal Secretary staff assigned to support the attorneys and paralegals working on the Consumer Rights Clinic grant.
4. SUBTOTAL	3891	
5. Employee Benefits	1187	Pro rata share based upon total salaries of the above personnel for group health, life, dental and vision insurance; payroll taxes; worker's compensation insurance; unemployment insurance and 401(k) retirement contributions; total projected rate of 28.4%.
6. TOTAL PROGRAM PERSONNEL	5078	

Non-Personnel

Account Title	Proposed Partnership Grant	Narrative
7. Space	222	Cost of space, utilities and janitorial for the office space occupied by staff assigned to the Consumer Rights Clinic grant and allocated proportionately.
8. Equipment Rental and Maintenance	19	Cost of rented equipment and maintenance of equipment allocated proportionately to each grant.
9. Office Supplies	59	Allocated costs related to supplies & equipment used by the advocates and staff funded on the program based upon total estimated costs of the organization.
10. Printing and Postage	8	Estimated direct cost for printing and publications and printed materials needed to complete the proposed project and allocated postage costs proportionately to each grant.
11. Telecommunications	6	Estimated allocation of costs for telephone and lines used to provide services by the FTE funded by the project.
12. Technology	110	Estimated costs attributed to computer software purchases, subscriptions and updates, internet services and website hosting allocated to the Consumer Rights Clinic grant.
13. Program Travel	53	Estimated direct expenses for local travel needs of staff directly related to the Consumer Rights Clinic grant.



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14. Training	63	Estimated direct expenses for local travel needs of staff directly related to the Consumer Rights Clinic grant.
15. Library	3	Library costs allocated proportionately to each grant or direct costs specific to the Consumer Rights Clinic grant.
16. Insurance	19	Insurance Costs to cover the liabilities of the FTE funded with the Consumer Rights Clinic grant. The amount will be allocated based upon total costs to the organization.
17. Evaluation	0	N/A
18. Contract Service to Clients	11	Costs for interpreter services.
19. Other	146	A proportionate allocation of other expenses for Consumer Rights Clinic, including technology consulting, software subscriptions, other consulting, document management, security, dues, and advertising.
20. TOTAL PROGRAM NON-PERSONNEL	719	
Administrative		
21. Admin Personnel	987	An allocation of joint costs for the time spent by the executive office staff in relation to the Consumer Rights Clinic grant.
22. Admin Non-Personnel	216	An allocable share of joint administrative costs based upon expected benefits to the Consumer Rights Clinic grant.
TOTAL ADMINISTRATIVE	1203	
TOTAL AMOUNT OF FUNDS	7000	

Download the Assurances document and upload a signed copy below.

Upload PDF Version of
Signed Assurances
Document:



Any uploaded Letter(s) of Support and MOU are listed below and also attached at the end of this pdf.

1. Upload Letter(s) of Support:

2. Upload MOU(s):

Refer to application instructions for MOU requirements.

Supporting Documents (Optional)

When naming optional supporting documents, please include the Organization's acronym (or short name) and a one - to - five word file description (note: any type of file may be uploaded).

Staff Review

Project Budget: No Revision Required



Grant Year: 2022

Due Date: December 17, 2021 5:00 pm

New or Supplemental Supplemental
Application: Application

Second Cycle: Yes

Prepared by: Christina Wiellette

Email: christina@acbanet.org

Contact Phone: 510-302-2216

Funding Opportunity: **Partnership Grants**

Project Title: **Family Law Day of Court**

Program Name: **Legal Access Alameda**

Applicant Title: **Director**

Address: **1000 Broadway, Suite 290**

City: **Oakland**

I verify the information in the Organization Profile is accurate and up to date.

I verify that I have read, and am familiar with, the eligibility requirements and funding criteria for Partnership Grants.

Form A - Project Profile

Respond to the questions as concisely and completely as possible. All responses must be self-contained and should only refer to materials uploaded with this proposal.

1. Application Contact: Christina Wiellette

Job Title: Director

Email: christina@acbanet.org

Telephone: 5103022216

2. Original Requested \$30,000.00
Amount:



3. 2022 Partnership Grant \$25,000.00

Allocation:

Enter your approved 2022 Partnership Grant allocation award

4. Supplemental Amount \$5,000.00

Requested:

Enter you requested supplemental amount below. This amount, plus your 2022 allocation must NOT exceed your original requested amount.

Original Application Upload: 2022_Family_Law_Day_of_Court_partnership_grant_application.pdf
1.4 MB - 12/16/2021 3:37PM

Total Files: 1

Form B - Project Description (Supplemental)

1. Describe how the supplemental funding would impact your approved 2022 Partnership Grant project, such as changes to project deliverables and administration of the project (250 word limit).



The requested \$5000 of supplemental funding would ensure that our FLDOC attorney would be able to commit .80 FTE to the program because that salary and benefits would be fully funded for the position if the Partnership grant covered .40 FTE and some portion of benefits instead of .35 FTE. \$5000 represents approximately .07 of the FLDOC attorney's salary (without benefits) for 2022. Additionally, the original budget for was submitted prior to our Board of Directors approving a 3% COLA increase to all staff salaries. This additional \$5000 would help cover that cost where there could be a gap in other unrestricted funding. Given the reduction in partnership grant funding we had been considering that the program might have to reduce from operating in 4 to 3 courtrooms a week if other funding was not secured. This small increase in funding would guarantee that the program would remain at the same level of services as intended.

2. Describe any efforts or plans to improve your total rubric score or address application concerns from the Partnership Grants Committee. For example, addressing scoring rubric categories that were rated as "below expectations". (250 word limit)

n/a

3. Upload any supplemental documents if needed (optional)

Form C - Project Budget

Supplemental Amount Requested: \$5,000.00

Program Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
1. Lawyers	\$4,029	\$22,744	\$28,483	\$55,256
2. Paralegals	\$0	\$0	\$0	\$0
3. Other Staff	\$0	\$0	\$0	\$0
4. SUBTOTAL	\$4,029	\$22,744	\$28,483	\$55,256
5. Employee Benefits	\$971	\$2,256	\$6,719	\$9,946



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6. TOTAL PROGRAM PERSONNEL	\$5,000	\$25,000	\$35,202	\$65,202
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Program Non-Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
7. Space	\$0	\$0	\$3,896	\$3,896
8. Equipment Rental and Maintenance	\$0	\$0	\$0	\$0
9. Office Supplies	\$0	\$0	\$0	\$0
10. Printing and Postage	\$0	\$0	\$0	\$0
11. Telecommunications	\$0	\$0	\$0	\$0
12. Technology	\$0	\$0	\$2,340	\$2,340
13. Program Travel	\$0	\$0	\$0	\$0
14. Training	\$0	\$0	\$0	\$0
15. Library	\$0	\$0	\$0	\$0
16. Insurance	\$0	\$0	\$532	\$532
17. Evaluation	\$0	\$0	\$0	\$0
18. Contract Service to Clients	\$0	\$0	\$0	\$0
19. Other	\$0	\$0	\$1,540	\$1,540
20. TOTAL PROGRAM NON-PERSONNEL	\$0	\$0	\$8,308	\$8,308
TOTAL PROGRAM	\$5,000	\$25,000	\$43,510	\$73,510
Administrative and Overhead				
21. Admin Personnel	\$0	\$0	\$0	\$0
22. Admin Non-Personnel	\$0	\$0	\$0	\$0
TOTAL ADMINISTRATIVE	\$0	\$0	\$0	\$0
TOTAL AMOUNT OF FUNDS	\$5,000	\$25,000	\$43,510	\$73,510

1. Lawyers



01/31/2022

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
FLDOC Supervising Attorney	0.05	0.35	0.40	0.80
Legal Access Director	0.00	0.00	0.02	0.02
	0.00	0.00	0.00	0.00
TOTAL LAWYERS	0.05	0.35	0.42	0.82

2. Paralegals

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
TOTAL PARALEGALS	0.00	0.00	0.00	0.00

3. Other Staff

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
TOTAL OTHER STAFF	0.00	0.00	0.00	0.00
TOTAL PERSONNEL (in FTEs)	0.05	0.35	0.42	0.82

Form D - Budget Narrative

Personnel

Account Title	Proposed Partnership Grant	Narrative
1. Lawyers	4029	This amount pays for .05 FTE of the FLDOC Supervising Attorney's annual salary.
2. Paralegals	0	
3. Other Staff	0	
4. SUBTOTAL	4029	



5. Employee Benefits 971

This amount pays for a portion of the estimated benefits cost associated with the .05 FTE of salary above. Benefit costs are estimated at 18% of salary.

6. TOTAL PROGRAM PERSONNEL 5000

Non-Personnel

Account Title	Proposed Partnership Grant	Narrative
7. Space	0	
8. Equipment Rental and Maintenance	0	
9. Office Supplies	0	
10. Printing and Postage	0	
11. Telecommunications	0	
12. Technology	0	
13. Program Travel	0	
14. Training	0	
15. Library	0	
16. Insurance	0	
17. Evaluation	0	
18. Contract Service to Clients	0	
19. Other	0	
20. TOTAL PROGRAM NON-PERSONNEL	0	
Administrative		
21. Admin Personnel	0	
22. Admin Non-Personnel	0	
TOTAL ADMINISTRATIVE	0	
TOTAL AMOUNT OF FUNDS	5000	

Any uploaded Letter(s) of Support and MOU are listed below and also attached at the end of this pdf.

Supporting Documents (Optional)



When naming optional supporting documents, please include the Organization's acronym (or short name) and a one - to - five word file description (note: any type of file may be uploaded).

Staff Review

Project Budget: No Revision Required



Grant Year: 2022

Due Date: December 17, 2021 5:00 pm

New or Supplemental Supplemental
Application: Application

Second Cycle: Yes

Prepared by: Christina Wiellette

Email: christina@acbanet.org

Contact Phone: 510-302-2216

Funding Opportunity: **Partnership Grants**

Project Title: **Family Law Settlement Conference**

Program Name: **Legal Access Alameda**

Applicant Title: **Director**

Address: **1000 Broadway, Suite 290**

City: **Oakland**

I verify the information in the Organization Profile is accurate and up to date.

I verify that I have read, and am familiar with, the eligibility requirements and funding criteria for Partnership Grants.

Form A - Project Profile

Respond to the questions as concisely and completely as possible. All responses must be self-contained and should only refer to materials uploaded with this proposal.

1. Application Contact: Christina Wiellette

Job Title: Director

Email: christina@acbanet.org

Telephone: 5103022216

2. Original Requested \$65,000.00
Amount:



3. 2022 Partnership Grant \$61,000.00

Allocation:

Enter your approved 2022 Partnership Grant allocation award

4. Supplemental Amount \$4,000.00

Requested:

Enter you requested supplemental amount below. This amount, plus your 2022 allocation must NOT exceed your original requested amount.

Original Application Upload: 2022_Family_Law_Settlement_Conference_partnership_grant_application.pdf
1.4 MB - 12/17/2021 1:56PM

Total Files: 1

Form B - Project Description (Supplemental)

1. Describe how the supplemental funding would impact your approved 2022 Partnership Grant project, such as changes to project deliverables and administration of the project (250 word limit).

The requested \$4000 of supplemental funding would ensure that the .75 FTE of the FLSC attorney's salary and benefits to be funded by the partnership grant would in fact be fully covered. The original partnership grant budget was submitted prior to our Board of Directors approving a 3% COLA increase to all staff salaries. This additional \$4000 would help cover the salary and full benefits costs where there could be a gap in other unrestricted funding. This small increase in funding would help guarantee that the program would remain at the same level of services as intended.



2. Describe any efforts or plans to improve your total rubric score or address application concerns from the Partnership Grants Committee. For example, addressing scoring rubric categories that were rated as "below expectations". (250 word limit)

n/a

3. Upload any supplemental documents if needed (optional)

Form C - Project Budget

Supplemental Amount Requested: \$4,000.00

Program Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
1. Lawyers	\$3,610	\$54,163	\$18,321	\$76,094
2. Paralegals	\$0	\$0	\$0	\$0
3. Other Staff	\$0	\$0	\$0	\$0
4. SUBTOTAL	\$3,610	\$54,163	\$18,321	\$76,094
5. Employee Benefits	\$390	\$6,837	\$6,469	\$13,696
6. TOTAL PROGRAM PERSONNEL	\$4,000	\$61,000	\$24,790	\$89,790

Program Non-Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
7. Space	\$0	\$0	\$3,936	\$3,936
8. Equipment Rental and Maintenance	\$0	\$0	\$0	\$0
9. Office Supplies	\$0	\$0	\$0	\$0
10. Printing and Postage	\$0	\$0	\$0	\$0



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11. Telecommunications	\$0	\$0	\$0	\$0
12. Technology	\$0	\$0	\$2,911	\$2,911
13. Program Travel	\$0	\$0	\$0	\$0
14. Training	\$0	\$0	\$250	\$250
15. Library	\$0	\$0	\$0	\$0
16. Insurance	\$0	\$0	\$662	\$662
17. Evaluation	\$0	\$0	\$0	\$0
18. Contract Service to Clients	\$0	\$0	\$0	\$0
19. Other	\$0	\$0	\$1,770	\$1,770
20. TOTAL PROGRAM NON-PERSONNEL	\$0	\$0	\$9,529	\$9,529
TOTAL PROGRAM	\$4,000	\$61,000	\$34,319	\$99,319
Administrative and Overhead				
21. Admin Personnel	\$0	\$0	\$0	\$0
22. Admin Non-Personnel	\$0	\$0	\$0	\$0
TOTAL ADMINISTRATIVE	\$0	\$0	\$0	\$0
TOTAL AMOUNT OF FUNDS	\$4,000	\$61,000	\$34,319	\$99,319

1. Lawyers

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
FLSC Managing Attorney	0.05	0.75	0.20	1.00
Director	0.00	0.00	0.02	0.02
	0.00	0.00	0.00	0.00
TOTAL LAWYERS	0.05	0.75	0.22	1.02

2. Paralegals

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
	0.00	0.00	0.00	0.00



01/31/2022

	0.00	0.00	0.00	0.00
TOTAL PARALEGALS	0.00	0.00	0.00	0.00

3. Other Staff

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
TOTAL OTHER STAFF	0.00	0.00	0.00	0.00
TOTAL PERSONNEL (in FTEs)	0.05	0.75	0.22	1.02

Form D - Budget Narrative

Personnel

Account Title	Proposed Partnership Grant	Narrative
1. Lawyers	3610	This amount covers .05 FTE of the FLSC Managing Attorney's salary.
2. Paralegals	0	
3. Other Staff	0	
4. SUBTOTAL	3610	
5. Employee Benefits	390	This amount covers some of the benefit costs associated with the .05 FTE of salary above. Benefits are estimated at 18% of salary costs.
6. TOTAL PROGRAM PERSONNEL	4000	

Non-Personnel

Account Title	Proposed Partnership Grant	Narrative
7. Space	0	
8. Equipment Rental and Maintenance	0	
9. Office Supplies	0	
10. Printing and Postage	0	
11. Telecommunications	0	



12. Technology	0
13. Program Travel	0
14. Training	0
15. Library	0
16. Insurance	0
17. Evaluation	0
18. Contract Service to Clients	0
19. Other	0
20. TOTAL PROGRAM NON-PERSONNEL	0
Administrative	
21. Admin Personnel	0
22. Admin Non-Personnel	0
TOTAL ADMINISTRATIVE	0
TOTAL AMOUNT OF FUNDS	4000

Any uploaded Letter(s) of Support and MOU are listed below and also attached at the end of this pdf.

Supporting Documents (Optional)

When naming optional supporting documents, please include the Organization's acronym (or short name) and a one - to - five word file description (note: any type of file may be uploaded).

Staff Review

Project Budget: No Revision Required



12/17/2021

Grant Year: 2022

Due Date: December 17, 2021 5:00 pm

New or Supplemental Supplemental
Application: Application

Second Cycle: Yes

Prepared by: Diane Trunk

Email: Dtrunk@lacba.org

Contact Phone: 213-896-6550

Funding Opportunity: **Partnership Grants**

Project Title: **LACBA Domestic Violence Legal Services Project (Supplemental)**

Program Name: **LACBA Counsel for Justice**

Applicant Title: **Director, Domestic Violence**

Address: **200 S Spring Street**

City: **Los Angeles**

I verify the information in the Organization Profile is accurate and up to date.

I verify that I have read, and am familiar with, the eligibility requirements and funding criteria for Partnership Grants.

Form A - Project Profile

Respond to the questions as concisely and completely as possible. All responses must be self-contained and should only refer to materials uploaded with this proposal.

1. Application Contact: Diane Trunk

Job Title: Directing Attorney

Email: dtrunk@lacba.org

Telephone: 2138966550

2. Original Requested \$99,000.00
Amount:



3. 2022 Partnership Grant \$80,000.00

Allocation:

Enter your approved 2022 Partnership Grant allocation award

4. Supplemental Amount \$19,000.00

Requested:

Enter you requested supplemental amount below. This amount, plus your 2022 allocation must NOT exceed your original requested amount.

Original Application Upload:

Form B - Project Description (Supplemental)

1. Describe how the supplemental funding would impact your approved 2022 Partnership Grant project, such as changes to project deliverables and administration of the project (250 word limit).

These supplemental funds will help DVP to increase its salaries to the 50% percentile for Legal Services staff for these positions according to the 2021 CA Nonprofit Legal Services Compensation Survey prepared by OneJustice and allow us to allocate more time to the Project Attorney position, which is appropriate to the workload. Supplemental funds will also allow the Project to cover its allocation of liability insurance, cover the full cost of Project office supplies such as paper and toner, and allocate more funds to cover remote interpretation for litigants who speak a language not spoken by staff or volunteers.



2. Describe any efforts or plans to improve your total rubric score or address application concerns from the Partnership Grants Committee. For example, addressing scoring rubric categories that were rated as "below expectations". (250 word limit)

There were no sub-categories scored as "below expectations" or major areas of concern from the Partnership Grants Committee.

However, we wanted to improve our score on the Admin, Budget and Evaluation sections. Updated responses are attached here titled "Supplemental Narrative."

3. Upload any supplemental documents if needed (optional)

Supplemental_Narrative_PG_2_0_Option_1.pdf
324.4 KB - 12/15/2021 9:26PM

Total Files: 1

Form C - Project Budget

Supplemental Amount \$19,000.00
Requested:

Program Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
1. Lawyers	\$12,547	\$0	\$0	\$12,547
2. Paralegals	\$1,492	\$0	\$0	\$1,492
3. Other Staff	\$0	\$0	\$0	\$0
4. SUBTOTAL	\$14,039	\$0	\$0	\$14,039
5. Employee Benefits	\$0	\$0	\$0	\$0
6. TOTAL PROGRAM PERSONNEL	\$14,039	\$0	\$0	\$14,039

Program Non-Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
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12/17/2021

7. Space	\$0	\$0	\$30,000	\$30,000
8. Equipment Rental and Maintenance	\$0	\$0	\$0	\$0
9. Office Supplies	\$1,361	\$0	\$0	\$1,361
10. Printing and Postage	\$0	\$0	\$0	\$0
11. Telecommunications	\$0	\$0	\$600	\$600
12. Technology	\$0	\$0	\$0	\$0
13. Program Travel	\$0	\$0	\$7,200	\$7,200
14. Training	\$0	\$0	\$0	\$0
15. Library	\$0	\$0	\$0	\$0
16. Insurance	\$3,600	\$0	\$0	\$3,600
17. Evaluation	\$0	\$0	\$6,200	\$6,200
18. Contract Service to Clients	\$0	\$0	\$0	\$0
19. Other	\$0	\$0	\$0	\$0
20. TOTAL PROGRAM NON-PERSONNEL	\$4,961	\$0	\$44,000	\$48,961
TOTAL PROGRAM	\$19,000	\$0	\$44,000	\$63,000
Administrative and Overhead				
21. Admin Personnel	\$0	\$0	\$0	\$0
22. Admin Non-Personnel	\$0	\$0	\$0	\$0
TOTAL ADMINISTRATIVE	\$0	\$0	\$0	\$0
TOTAL AMOUNT OF FUNDS	\$19,000	\$0	\$44,000	\$63,000

1. Lawyers

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Directing Attorney	0.05	0.10	0.85	1.00
Project Attorney	0.55	0.00	0.45	1.00
	0.00	0.00	0.00	0.00
TOTAL LAWYERS	0.60	0.10	1.30	2.00



2. Paralegals

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Paralegal	0.90	0.00	0.10	1.00
	0.00	0.00	0.00	0.00
TOTAL PARALEGALS	0.90	0.00	0.10	1.00

3. Other Staff

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
TOTAL OTHER STAFF	0.00	0.00	0.00	0.00
TOTAL PERSONNEL (in FTEs)	1.50	0.10	1.40	3.00

Form D - Budget Narrative

Personnel

Account Title	Proposed Partnership Grant	Narrative
1. Lawyers	12547	.55 FTE Project Attorney to train and oversee volunteer attorneys and paralegals. Provides legal information to litigants and reviews all forms produced. .05 FTE Directing Attorney to provide staff supervision and assistance, serve as liaison to the Court and other service providers, create outreach materials and general project management. These supplemental funds help DVP to increase its salaries to the 50% percentile for Legal Services staff for these positions according to the 2021 CA Nonprofit Legal Services Compensation Survey prepared by OneJustice.



12/17/2021

2. Paralegals	1492	.90 FTE paralegal to conduct intake screening and support to Project Attorney and litigants. These supplemental funds help DVP to increase its salaries to the 50% percentile for Legal Services staff for these positions according to the 2021 CA Nonprofit Legal Services Compensation Survey prepared by OneJustice.
3. Other Staff	0	
4. SUBTOTAL	14039	
5. Employee Benefits	0	
6. TOTAL PROGRAM PERSONNEL	14039	

Non-Personnel

Account Title	Proposed Partnership Grant	Narrative
7. Space	0	Clinic space provided by Court at \$2,500/mo.
8. Equipment Rental and Maintenance	0	
9. Office Supplies	1361	General office supplies, including paper, toner, pens, files, water, etc. required for project operations.
10. Printing and Postage	0	
11. Telecommunications	0	Telephone and line provided by Court @ \$50/month
12. Technology	0	
13. Program Travel	0	Parking for 3 Project staff members provided by Court at \$200/person per month.
14. Training	0	
15. Library	0	
16. Insurance	3600	Allocated portion of General liability insurance for the Project
17. Evaluation	0	Cost of consultant for year-end focus groups and gift cards for participants funded by CalOES grant.
18. Contract Service to Clients	0	
19. Other	0	
20. TOTAL PROGRAM NON-PERSONNEL	4961	



Administrative

21. Admin Personnel	0
22. Admin Non-Personnel	0
TOTAL ADMINISTRATIVE	0
TOTAL AMOUNT OF FUNDS	19000

Any uploaded Letter(s) of Support and MOU are listed below and also attached at the end of this pdf.

Supporting Documents (Optional)

When naming optional supporting documents, please include the Organization's acronym (or short name) and a one - to - five word file description (note: any type of file may be uploaded).

Staff Review

Project Budget: No Revision Required



12/17/2021

Grant Year: 2022

Due Date: December 17, 2021 5:00 pm

New or Supplemental Supplemental
Application: Application

Second Cycle: Yes

Prepared by: James Treggiari

Email: jtreggiari@lashicap.org
Contact Phone: 510-832-3040

Funding Opportunity: **Partnership Grants**
Project Title: **Partnership to Assist Guardianship Litigants**
Program Name: **Legal Assistance for Seniors**
Applicant Title: **Executive Director**
Address: **333 Hegenberger Road Suite 850**
City: **Oakland**

I verify the information in the Organization Profile is accurate and up to date.

I verify that I have read, and am familiar with, the eligibility requirements and funding criteria for Partnership Grants.

Form A - Project Profile

Respond to the questions as concisely and completely as possible. All responses must be self-contained and should only refer to materials uploaded with this proposal.

1. Application Contact: Kirsten Voyles

Job Title: Legal Director

Email: kvoyles@lashicap.org

Telephone: 510-832-3040

2. Original Requested \$67,000.00
Amount:



3. 2022 Partnership Grant \$48,000.00

Allocation:

Enter your approved 2022 Partnership Grant allocation award

4. Supplemental Amount \$19,000.00

Requested:

Enter you requested supplemental amount below. This amount, plus your 2022 allocation must NOT exceed your original requested amount.

Original Application Upload: LAS_2022_Partnership_Grants_Application_Only.pdf
203.5 KB - 12/02/2021 2:03PM

Total Files: 1

Form B - Project Description (Supplemental)

1. Describe how the supplemental funding would impact your approved 2022 Partnership Grant project, such as changes to project deliverables and administration of the project (250 word limit).



This supplemental funding will allow us to add a project deliverable, meeting a new challenge that guardianship litigants are facing in Alameda County. We have recently seen an increase in guardianships that are terminated by Order of the Court because the guardians have not complied with the requirement to file an annual status report. Once the guardianship has been terminated, a new petition is required. This is very stressful for the litigants having to start the process all over again and burdensome to the courts, adding to their backlogged calendars. This funding would allow the supervising attorneys to train our staff, LAA volunteers and Self Help Center staff about this requirement. It would allow us to assist litigants at risk of having their guardianship terminated for failure to meet the requirement to file an annual status report.

This supplemental funding will also allow us to fund a part time advocate that would not have been funded with the original budget cut. This will be beneficial to allow us to try to meet the needs of the community. Each case has been taking much longer and requiring a lot more time from staff and volunteers. Since March of 2020, we have been mailing documents back and forth to litigants for signatures and reviews. Alameda Probate Court is also experiencing a huge backlog and cases are being continued on the court's own motion. Court delays often require temporary guardianships to be extended requiring new paperwork to be filed and new notice requirements.

2. Describe any efforts or plans to improve your total rubric score or address application concerns from the Partnership Grants Committee. For example, addressing scoring rubric categories that were rated as "below expectations". (250 word limit)

This program has grown and adjusted to meet the needs of the guardianship litigants but prior to the pandemic, we did not consider innovative ways to assist more litigants using technology. We were hesitant to adopt virtual services because we did not know if they would be accessible to the low income litigants who we serve. We have learned that most low income litigants can access services virtually through a smartphone or home computer, and we have discovered that a lot of litigants may prefer to continue virtual services going forward due to the convenience, lack of travel time, and ability to work around their work schedules. We have been learning which aspects of the guardianship process are easier for people to access remotely, and which need more one-on-one assistance. This information is allowing us to create innovative new ways to serve the litigants that were not considered in the past. We're hopeful that virtual services will allow us to serve litigants who may not have sought assistance in the past if they were unable to attend a workshop.

This supplemental funding will also allow us to spend more time gathering evaluative information from the litigants we serve. The information collected will focus on gathering information to allow us to learn from the litigants' experiences as to how we can innovate and improve our services moving forward. A new evaluation will be developed to assist us with finding innovative ways to provide virtual services.

**3. Upload any supplemental documents if needed (optional)**

2022_LAS_Guardianship_Partnership_2_0_Subgrant_Budget.pdf
67.9 KB - 12/17/2021 3:22PM

Guardianship_-_Partnership_-_Castro_Valley_-_KB.docx
12.9 KB - 12/16/2021 8:28PM

Total Files: 2

Form C - Project Budget

Supplemental Amount \$19,000.00
Requested:

Program Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
1. Lawyers	\$2,569	\$0	\$0	\$2,569
2. Paralegals	\$7,706	\$0	\$0	\$7,706
3. Other Staff	\$371	\$0	\$1,112	\$1,483
4. SUBTOTAL	\$10,646	\$0	\$1,112	\$11,758
5. Employee Benefits	\$3,113	\$0	\$292	\$3,405
6. TOTAL PROGRAM PERSONNEL	\$13,759	\$0	\$1,404	\$15,163

Program Non-Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
7. Space	\$1,098	\$0	\$2,766	\$3,864
8. Equipment Rental and Maintenance	\$0	\$0	\$142	\$142
9. Office Supplies	\$0	\$0	\$175	\$175
10. Printing and Postage	\$0	\$0	\$350	\$350



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11. Telecommunications	\$0	\$0	\$350	\$350
12. Technology	\$0	\$0	\$404	\$404
13. Program Travel	\$0	\$0	\$282	\$282
14. Training	\$0	\$0	\$0	\$0
15. Library	\$0	\$0	\$0	\$0
16. Insurance	\$0	\$0	\$605	\$605
17. Evaluation	\$0	\$0	\$0	\$0
18. Contract Service to Clients	\$3,285	\$0	\$0	\$3,285
19. Other	\$0	\$0	\$1,660	\$1,660
20. TOTAL PROGRAM NON-PERSONNEL	\$4,383	\$0	\$6,734	\$11,117
TOTAL PROGRAM	\$18,142	\$0	\$8,138	\$26,280
Administrative and Overhead				
21. Admin Personnel	\$817	\$0	\$0	\$817
22. Admin Non-Personnel	\$41	\$0	\$175	\$216
TOTAL ADMINISTRATIVE	\$858	\$0	\$175	\$1,033
TOTAL AMOUNT OF FUNDS	\$19,000	\$0	\$8,313	\$27,313

1. Lawyers

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Legal Director	0.01	0.00	0.00	0.01
2 Supervising Attorneys	0.10	0.00	0.00	0.10
	0.00	0.00	0.00	0.00
TOTAL LAWYERS	0.11	0.00	0.00	0.11

2. Paralegals

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Advocate	0.12	0.00	0.00	0.12
Advocate	0.11	0.00	0.00	0.11



TOTAL PARALEGALS	0.23	0.00	0.00	0.23
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3. Other Staff

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Exec. Dir. & Admin Asst/Intake	0.02	0.00	0.00	0.02
Assoc. Dir, Tech. Specialist, Admin Asst/Reception	0.00	0.00	0.02	0.02
TOTAL OTHER STAFF	0.02	0.00	0.02	0.04
TOTAL PERSONNEL (in FTEs)	0.36	0.00	0.02	0.38

Form D - Budget Narrative

Personnel

Account Title	Proposed Partnership Grant	Narrative
1. Lawyers	2569	Legal Director @ \$205 (1% FTE); 2 Supervising Attorneys @ \$727 (3% FTE) and \$1,637 (7% FTE) (percentage allocations based on historical experience)
2. Paralegals	7706	2 advocates @ \$3853 (12% FTE) and \$3853 (11% FTE) (percentage allocations based on historical experience)
3. Other Staff	371	Executive Director (active Bar Member) @ \$258 (1% FTE) and Administrative Assistant/Intake @ \$113 (1% FTE); Assoc. Dir., Tech Specialist & Admin Asst/Reception @ \$1,112 non Trust Fund monies (percentage allocations based on historical experience)
4. SUBTOTAL	10646	



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5. Employee Benefits	3113	Fringe Benefits @ \$3113 (26.23%) of salary costs include FICAer, State Unemployment Insurance, Worker's Compensation, Health insurance (medical, dental, vision, life & AD&D), retirement and pre-tax benefits plan fees; \$292 non Trust Fund monies (percentage allocations based on historical experience)
6. TOTAL PROGRAM PERSONNEL	13759	

Non-Personnel

Account Title	Proposed Partnership Grant	Narrative
7. Space	1098	Office lease & Facility costs @ 1% of total agency costs & 4.1% of project costs; \$2,766 non Trust Fund monies (percentage allocations based on historical experience)
8. Equipment Rental and Maintenance	0	2 copier and 1 telephone system lease costs and maintenance; \$142 non trust fund monies
9. Office Supplies	0	Supplies & minor equipment ; \$175 non Trust Fund monies
10. Printing and Postage	0	Printing/reproduction and postage/ mailing costs; \$350 non Trust Fund monies
11. Telecommunications	0	Telephone / telecommunications / facsimile costs; \$202 non Trust Fund monies
12. Technology	0	On-line research & subscriptions ; \$404 non Trust Fund monies
13. Program Travel	0	Mileage @ \$.58 per mile, public transportation, ride sharing & parking); \$282 non Trust Fund monies
14. Training	0	
15. Library	0	Books, subscriptions, periodicals
16. Insurance	0	General & professional liability insurance; \$605 non Trust Fund monies
17. Evaluation	0	



12/17/2021

18. Contract Service to Clients	3285	Legal Access Alameda (of the Alameda County Bar Association) to recruit, train and supervise the volunteers for this project. LAA also hosts the trainings and provides materials (\$3285 per attached budget). The court will provide in-kind benefits such as the space, computers, printers as well as an attorney to supervise the clinic and lead group sessions.
19. Other	0	State & Local Bar dues/memberships; \$1,176 Other non-Trust Fund monies include: membership/dues (\$215); Computer consultants (system, database/accounting) (\$446); Outreach/Publicity (\$117); Payroll & Timekeeping fees (\$117), Staff/Board/Volunteer Recruitment and Support (\$117) & Volunteer Recognition (\$164).
20. TOTAL PROGRAM NON-PERSONNEL	4383	
Administrative		
21. Admin Personnel	817	Office Manager/HR @ \$302 (1% FTE); & Accounting Associate \$301 (1% FTE) and Fringe Benefits @ \$214 (26.23% of their salaries as described above) (percentage allocations based on historical experience)
22. Admin Non-Personnel	41	Annual Audit and Information Return @ 1% of total agency costs & <1% of total project costs; \$175 non Trust Fund monies (percentage allocations based on historical experience)
TOTAL ADMINISTRATIVE	858	
TOTAL AMOUNT OF FUNDS	19000	

Any uploaded Letter(s) of Support and MOU are listed below and also attached at the end of this pdf.

Supporting Documents (Optional)

When naming optional supporting documents, please include the Organization's acronym (or short name) and a one - to - five word file description (note: any type of file may be uploaded).



Staff Review

Project Budget: No Revision Required



01/26/2022

Grant Year: 2022

Due Date: December 17, 2021 5:00 pm

New or Supplemental Supplemental
Application: Application

Second Cycle: Yes

Prepared by: Rita Smith

Email: RitaSmith@riversidelegalaid.org
Contact Phone: 951-682-4423

Funding Opportunity: **Partnership Grants**
Project Title: **Supp SEAP 2022**
Program Name: **Riverside Legal Aid**
Applicant Title: **Executive Director**
Address: **4129 Main Street Suite 101**
City: **Riverside**

I verify the information in the Organization Profile is accurate and up to date.

I verify that I have read, and am familiar with, the eligibility requirements and funding criteria for Partnership Grants.

Form A - Project Profile

Respond to the questions as concisely and completely as possible. All responses must be self-contained and should only refer to materials uploaded with this proposal.

1. Application Contact: Rita Smith

Job Title: Executive Director

Email: ritasmith@riversidelegalaid.org

Telephone: 9516824423

2. Original Requested \$110,000.00
Amount:



3. 2022 Partnership Grant \$70,000.00

Allocation:

Enter your approved 2022 Partnership Grant allocation award

4. Supplemental Amount \$40,000.00

Requested:

Enter you requested supplemental amount below. This amount, plus your 2022 allocation must NOT exceed your original requested amount.

Original Application Upload:

Form B - Project Description (Supplemental)

1. Describe how the supplemental funding would impact your approved 2022 Partnership Grant project, such as changes to project deliverables and administration of the project (250 word limit).

The hiring of an additional part time or contract attorney for the Western part of Riverside County would enable us to resume in person clinics at the downtown Riverside Location and in Temecula as before. Currently there is only 1 contract attorney assigned to this project and he is physically located in Eastern Riverside County. It is not possible for him to make regular appearances for court or clinics in Western Riverside County. Regular appearances in Western Riverside County would approve the quality and quantity of our services by a large percentage



2. Describe any efforts or plans to improve your total rubric score or address application concerns from the Partnership Grants Committee. For example, addressing scoring rubric categories that were rated as "below expectations". (250 word limit)

Probate accounting classes in person were a concern of the Riverside Superior Court probate division partner. Those classes have been resumed. Additional activities in the Riverside downtown office will include the accounting classes, clinics and potentially outreach events to be performed by additional staff added, both paralegal and attorney.

3. Upload any supplemental documents if needed (optional)

MOUprobatepartnership_(1).pdf

1.6 MB - 12/06/2021 3:35PM

SEAPevals.pdf

201.9 KB - 12/06/2021 3:42PM

seapsigs2022_(1).pdf

614.6 KB - 12/06/2021 3:36PM

signedlos_(1).pdf

701.6 KB - 12/06/2021 3:36PM

Total Files: 4

Form C - Project Budget

Supplemental Amount \$40,000.00

Requested:

Program Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
1. Lawyers	\$18,500	\$0	\$0	\$18,500
2. Paralegals	\$10,000	\$33,800	\$0	\$43,800
3. Other Staff	\$0	\$2,947	\$0	\$2,947
4. SUBTOTAL	\$28,500	\$36,747	\$0	\$65,247
5. Employee Benefits	\$6,000	\$9,187	\$0	\$15,187
6. TOTAL PROGRAM PERSONNEL	\$34,500	\$45,934	\$0	\$80,434

Program Non-Personnel



01/26/2022

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
7. Space	\$2,000	\$1,719	\$0	\$3,719
8. Equipment Rental and Maintenance	\$0	\$269	\$0	\$269
9. Office Supplies	\$1,000	\$1,157	\$0	\$2,157
10. Printing and Postage	\$0	\$339	\$0	\$339
11. Telecommunications	\$0	\$413	\$0	\$413
12. Technology	\$0	\$620	\$0	\$620
13. Program Travel	\$0	\$103	\$0	\$103
14. Training	\$0	\$248	\$0	\$248
15. Library	\$0	\$310	\$0	\$310
16. Insurance	\$500	\$381	\$0	\$881
17. Evaluation	\$0	\$744	\$0	\$744
18. Contract Service to Clients	\$0	\$13,600	\$0	\$13,600
19. Other	\$0	\$27	\$0	\$27
20. TOTAL PROGRAM NON-PERSONNEL	\$3,500	\$19,930	\$0	\$23,430
TOTAL PROGRAM	\$38,000	\$65,864	\$0	\$103,864
Administrative and Overhead				
21. Admin Personnel	\$2,000	\$3,339	\$0	\$5,339
22. Admin Non-Personnel	\$0	\$797	\$0	\$797
TOTAL ADMINISTRATIVE	\$2,000	\$4,136	\$0	\$6,136
TOTAL AMOUNT OF FUNDS	\$40,000	\$70,000	\$0	\$110,000

1. Lawyers

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
clinic lawyer	0.10	0.00	0.00	0.10
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00



TOTAL LAWYERS	0.10	0.00	0.00	0.10
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2. Paralegals

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
paralegals	0.10	0.00	0.00	0.10
	0.00	0.00	0.00	0.00
TOTAL PARALEGALS	0.10	0.00	0.00	0.10

3. Other Staff

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
data entry clerk	0.05	0.00	0.00	0.05
	0.00	0.00	0.00	0.00
TOTAL OTHER STAFF	0.05	0.00	0.00	0.05
TOTAL PERSONNEL (in FTEs)	0.25	0.00	0.00	0.25

Form D - Budget Narrative

Personnel

Account Title	Proposed Partnership Grant	Narrative
1. Lawyers	18500	A additional part time or contract attorney will be necessary in Western Riverside County. The only attorney assigned to this project is not geographically located in an area close enough to Western Riverside County locations to resume in person clinics and make court appearances. These appearances are currently limited to phone/computer appearances at this time and are less effective than having an attorney in person. Likewise clinics at the court can be resumed in Western Riverside County.
2. Paralegals	10000	A portion of the time of the paralegals assigned to this portion of the grant funds to resume clinics in all locations in person.



01/26/2022

3. Other Staff	0	
4. SUBTOTAL	28500	
5. Employee Benefits	6000	Benefits portion for above employees
6. TOTAL PROGRAM PERSONNEL	34500	

Non-Personnel

Account Title	Proposed Partnership Grant	Narrative
7. Space	2000	A portion of additional space will be allocated to this grant
8. Equipment Rental and Maintenance	0	
9. Office Supplies	1000	Office supplies will include copying, paper, computer supplies, etc. A portion will be allocated to this grant
10. Printing and Postage	0	
11. Telecommunications	0	
12. Technology	0	
13. Program Travel	0	
14. Training	0	
15. Library	0	
16. Insurance	500	A portion of malpractice insurance, workers compensation, crime bond will be allocated to this grant
17. Evaluation	0	
18. Contract Service to Clients	0	
19. Other	0	
20. TOTAL PROGRAM NON-PERSONNEL	3500	
Administrative		
21. Admin Personnel	2000	A payroll service (ADP) is employed. A portion will be allocated to this grant
22. Admin Non-Personnel	0	
TOTAL ADMINISTRATIVE	2000	
TOTAL AMOUNT OF FUNDS	40000	



Any uploaded Letter(s) of Support and MOU are listed below and also attached at the end of this pdf.

Supporting Documents (Optional)

When naming optional supporting documents, please include the Organization's acronym (or short name) and a one - to - five word file description (note: any type of file may be uploaded).

Staff Review

Project Budget: No Revision Required



12/17/2021

Grant Year: 2022

Due Date: December 17, 2021 5:00 pm

New or Supplemental Supplemental
Application: Application

Second Cycle: Yes

Prepared by: Ms. Jennifer Nelson

Email: jnelson@sdvlp.org

Contact Phone: 619-234-5656

Funding Opportunity: **Partnership Grants**

Project Title: **Central Division Restraining Order Clinic**

Program Name: **San Diego Volunteer Lawyer Program**

Applicant Title: **CEO**

Address: **707 Broadway Suite 1400**

City: **San Diego**

I verify the information in the Organization Profile is accurate and up to date.

I verify that I have read, and am familiar with, the eligibility requirements and funding criteria for Partnership Grants.

Form A - Project Profile

Respond to the questions as concisely and completely as possible. All responses must be self-contained and should only refer to materials uploaded with this proposal.

1. Application Contact: Jennifer Nelson

Job Title: CEO

Email: jnelson@sdvlp.org

Telephone: 619-235-5656

2. Original Requested \$130,000.00
Amount:



3. 2022 Partnership Grant \$93,000.00

Allocation:

Enter your approved 2022 Partnership Grant allocation award

4. Supplemental Amount \$37,000.00

Requested:

Enter you requested supplemental amount below. This amount, plus your 2022 allocation must NOT exceed your original requested amount.

Original Application Upload: 2022_Partnership_Grants_SDVLP__Central_Division_Restraining_Order_Clinic.pdf
1.3 MB - 12/15/2021 8:00PM

Total Files: 1

Form B - Project Description (Supplemental)

1. Describe how the supplemental funding would impact your approved 2022 Partnership Grant project, such as changes to project deliverables and administration of the project (250 word limit).

The supplemental funding will enable SDVLP to achieve the same or greater project deliverables outlined in its original grant request. Since the submission of its original grant request, SDVLP has hired a Deputy Chief for Administration, which has reduced the administrative burden on program staff, allowing program staff to focus on recruitment of volunteers and delivery of client services. This personnel change has already increased the program's capacity to recruit volunteer attorneys to provide remote and in-person services in the CDROC.



2. Describe any efforts or plans to improve your total rubric score or address application concerns from the Partnership Grants Committee. For example, addressing scoring rubric categories that were rated as “below expectations”. (250 word limit)

SDVLP achieved a score of “Meets” or “Exceeds” Expectations in all categories, and has implemented additional administrative and staffing changes to improve project oversight and monitoring, volunteer outreach, and resource development. In addition to hiring a Deputy Chief for Administration, SDVLP’s former Pro Bono Manager became the CEO of SDVLP, and SDVLP hired an experienced Pro Bono Manager and Family Law practitioner with significant Domestic Violence experience to serve as our new Pro Bono Manager. Additionally, SDVLP has continued its newly-adapted hybrid model of using volunteer attorneys to provide a combination of remote and in-person services to clinic clients, which has resulted in an increase of volunteer attorney hours in the clinics.

3. Upload any supplemental documents if needed (optional)

Form C - Project Budget

Supplemental Amount \$37,000.00

Requested:

Program Personnel

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
1. Lawyers	\$13,500	\$45,000	\$34,750	\$93,250
2. Paralegals	\$0	\$0	\$0	\$0
3. Other Staff	\$4,505	\$32,351	\$6,143	\$42,999
4. SUBTOTAL	\$18,005	\$77,351	\$40,893	\$136,249
5. Employee Benefits	\$3,601	\$15,470	\$8,179	\$27,250
6. TOTAL PROGRAM PERSONNEL	\$21,606	\$92,821	\$49,072	\$163,499

Program Non-Personnel



12/17/2021

Account Title	Proposed Partnership Grant	Other State Bar Monies	Other Funding (Non-State Bar Monies)	Total
7. Space	\$0	\$0	\$0	\$0
8. Equipment Rental and Maintenance	\$0	\$0	\$672	\$672
9. Office Supplies	\$0	\$179	\$1,081	\$1,260
10. Printing and Postage	\$0	\$0	\$0	\$0
11. Telecommunications	\$0	\$0	\$756	\$756
12. Technology	\$170	\$0	\$1,270	\$1,440
13. Program Travel	\$0	\$0	\$48	\$48
14. Training	\$0	\$0	\$72	\$72
15. Library	\$0	\$0	\$468	\$468
16. Insurance	\$0	\$0	\$840	\$840
17. Evaluation	\$0	\$0	\$0	\$0
18. Contract Service to Clients	\$0	\$0	\$0	\$0
19. Other	\$0	\$0	\$840	\$840
20. TOTAL PROGRAM NON-PERSONNEL	\$170	\$179	\$6,047	\$6,396
TOTAL PROGRAM	\$21,776	\$93,000	\$55,119	\$169,895
Administrative and Overhead				
21. Admin Personnel	\$15,224	\$0	\$15,749	\$30,973
22. Admin Non-Personnel	\$0	\$0	\$8,064	\$8,064
TOTAL ADMINISTRATIVE	\$15,224	\$0	\$23,813	\$39,037
TOTAL AMOUNT OF FUNDS	\$37,000	\$93,000	\$78,932	\$208,932

1. Lawyers

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Staff Attorney	0.18	0.60	0.22	1.00
CEO; Pro Bono Mngr.	0.00	0.00	0.08	0.08
Supervising Atty	0.00	0.00	0.08	0.08



TOTAL LAWYERS	0.18	0.60	0.38	1.16
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2. Paralegals

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
	0.00	0.00	0.00	0.00
	0.00	0.00	0.00	0.00
TOTAL PARALEGALS	0.00	0.00	0.00	0.00

3. Other Staff

Project Staff (Role)	FTEs - Partnership Grant	FTEs - Other State Bar Monies	FTEs - Other Funding (Non-State Bar Monies)	FTEs Total
Legal Admin Assistants	0.11	0.79	0.15	1.05
Admin: PB Admin Coord.; Sr. Mgr; DCA	0.13	0.00	0.19	0.32
TOTAL OTHER STAFF	0.24	0.79	0.34	1.37
TOTAL PERSONNEL (in FTEs)	0.42	1.39	0.72	2.53

Form D - Budget Narrative

Personnel

Account Title	Proposed Partnership Grant	Narrative
1. Lawyers	13500	0.18 Staff Attorney manages the day-to-day operations of the clinic; coordinates closely with court personnel; supervises Legal Administrative Assistants; provides direct legal services to clients; trains and guides volunteer attorneys; records project monitoring data; and reports to Supervising Attorney.
2. Paralegals	0	
3. Other Staff	4505	0.11 Legal Administrative Assistant conducts client screenings and intakes; coordinates closely with court personnel; assists with the day-to-day operations of the clinic; assists with recording project monitoring data; and reports to Staff Attorney.



12/17/2021

4. SUBTOTAL 18005

5. Employee Benefits 3601

Benefits are calculated at 20% of salaries. Benefits include social security, life insurance, unemployment insurance, AD&D, worker's compensation, employer contributions to medical, dental, vision and 401(k) matching.

6. TOTAL PROGRAM PERSONNEL 21606

Non-Personnel

Account Title	Proposed Partnership Grant	Narrative
7. Space	0	
8. Equipment Rental and Maintenance	0	
9. Office Supplies	0	
10. Printing and Postage	0	
11. Telecommunications	0	
12. Technology	170	On-call IT help desk service to minimize downtime at the clinic due to problems with hardware or software.
13. Program Travel	0	
14. Training	0	
15. Library	0	
16. Insurance	0	
17. Evaluation	0	
18. Contract Service to Clients	0	
19. Other	0	
20. TOTAL PROGRAM NON-PERSONNEL	170	

Administrative



21. Admin Personnel 15224

.03 Pro Bono Administrative Coordinator supports the Pro Bono Manager in conducting outreach, screening and orienting the attorneys who volunteer to provide direct client services at the clinic; .05 Senior Manager is responsible for HR functions, staff scheduling, and ensures personnel at the clinic work safely and efficiently; .05 Deputy Chief for Administration coordinates IT, financial management, HR functions to support the clinic's attorneys in focusing on core legal work, and helps coordinate high-level operations with court personnel. The DCA also analyzes project monitoring data and oversees management of the contract between SDVLP and CA State Bar.

22. Admin Non-Personnel 0

TOTAL ADMINISTRATIVE 15224

TOTAL AMOUNT OF FUNDS 37000

Any uploaded Letter(s) of Support and MOU are listed below and also attached at the end of this pdf.

Supporting Documents (Optional)

When naming optional supporting documents, please include the Organization's acronym (or short name) and a one - to - five word file description (note: any type of file may be uploaded).

Staff Review

Project Budget: No Revision Required

PARTNERSHIP GRANT 2.0 FUNDING RECOMMENDATIONS

To be completed at the February 16, 2022 Partnership Grants Committee Meeting

Total Amount Available:	\$ 3,880,237
Total Amount Requested:	\$ 4,717,478
<i>Option 1 (Supplemental) Amount Requested:</i>	<i>\$ 206,000</i>
<i>Option 2 (New) Amount Requested:</i>	<i>\$ 4,511,478</i>

Application Type	Organization	Acronym	Project Title	Amount Requested	Rubric Score				Review Team Tentative Funding Recommendations	PG Committee Funding Recommendations (as of February 16,
					Selection Criteria	Funding Priority	Innovation	TOTAL		
Supplemental	Bet Tzedek Legal Services	BetTzedek	Remote Pro Se Technology Initiative	\$ 30,000	63	20	6	89		
Supplemental	California Rural Legal Assistance, Inc.	CRLA	San Joaquin Housing Helpline Court Clinic Partnership (Supplemental)	\$ 17,000	59	20	3	82		
Supplemental	Central California Legal Services	CCLS	Guardianship Project	\$ 24,000	43	12	0	55		
Supplemental	Family Violence Law Center	FVLC	Domestic Violence Pro Per (DVPP) Project	\$ 4,000	56.7	12	0	68.7		
Supplemental	Inland Counties Legal Services	ICLS	Consumer Rights Clinic	\$ 7,000	54	12	0	66		
Supplemental	LACBA Counsel for Justice	LACBA	LACBA Domestic Violence Legal Services Project (Supplemental)	\$ 19,000	63	16	0	79		
Supplemental	Legal Access Alameda	LAA	Family Law Settlement Conference	\$ 4,000	58	12	0	70		
Supplemental	Legal Access Alameda	LAA	Family Law Day of Court	\$ 5,000	63	12	0	75		
Supplemental	Legal Assistance for Seniors	LAS	Partnership to Assist Guardianship Litigants	\$ 19,000	54	8	0	62		
Supplemental	Riverside Legal Aid	RLA	Supp SEAP 2022	\$ 40,000	46	8	0	54		
Supplemental	San Diego Volunteer Lawyer Program	SDVLP	Central Division Restraining Order Clinic	\$ 37,000	61.7	16	4	81.7		
New	Bet Tzedek Legal Services	BetTzedek	Post-Hearing Virtual Services Project	\$ 300,000						
New	Community Legal Aid SoCal	CLASC	LA County SHLAC Hybrid Bridge project	\$ 228,813						
New	Inland Counties Legal Services	ICLS	Family Law Access Partnership (FLAP)	\$ 236,820						
New	LACBA Counsel for Justice	LACBA	DVRO Remote Access Project	\$ 300,000						
New	Legal Aid Foundation of Los Angeles	LAFLA	LAFLA Self Help Remote Technology Access Project - New	\$ 300,000						
New	Legal Aid of Marin	LAM	Community Court Expansion	\$ 140,000						
New	Legal Aid Society of San Bernardino	LASSB	Domestic Violence and Homeless Prevention	\$ 300,000						
New	Legal Aid Society of San Diego	LASSD	East County Restraining Order Clinic	\$ 300,000						
New	Mental Health Advocacy Services	MHAS	Mental Health Court Clinic	\$ 300,000						
New	Neighborhood Legal Services	NLS	Bridge to Self-Help (BSH)	\$ 300,000						
New	Neighborhood Legal Services	NLS	A2J: Navigating a Remote World	\$ 300,000						
New	Neighborhood Legal Services	NLS	International Service - Hague Remote Self-Help	\$ 300,000						
New	Neighborhood Legal Services	NLS	Remote UD Self-Help for San Gabriel Valley	\$ 300,000						
New	Public Counsel	PublicCounsel	Guardianship Clinic Expansion	\$ 300,000						
New	Public Counsel	PublicCounsel	Appellate Clinic Expansion	\$ 197,000						
New	Senior Citizens Legal Services	SCLS	Expanded Indigent Landlord/Tenant Services and Mediation	\$ 119,845						
New	UC Davis School of Law Legal Clinics	UCDavis	Partnership Grant 2.0	\$ 289,000						