



# The State Bar of California

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## Legal Services Trust Fund Commission Homelessness Prevention Funds Committee Meeting Teleconference

Open Session Minutes  
Wednesday, August 31, 2022  
2:03 p.m.–3:42 p.m.

**Time Meeting Commenced:** The Homelessness Prevention Funds Committee meeting commenced in open session at 2:03 p.m.

**Time Meeting Adjourned:** 3:42 p.m.

**Chair:** James Meeker

**Committee Coordinator:** Chris McConkey

**Members Present:** Eric Isken, Tammy Mahoney, Richard Reinis, Kim Savage, Christian Schreiber

**Members Absent:** Banafsheh Akhlaghi, Amin Al-Sarraf

### OPEN SESSION

#### I. ROLL CALL

Roll call was taken and a quorum was established.

#### II. CALL FOR PUBLIC COMMENT

Chair Meeker called for public comment. There were no members of the public who wished to speak on any agenda item.

#### III. CONSENT

##### A. Approval of Meeting Summary and Action Items from July 20, 2022, Meeting

The committee approved the meeting summary from its July 20, 2022, meeting as posted with today's agenda.

*Moved by Schreiber, seconded by Mahoney.*

*Ayes – (5) Meeker, Mahoney, Reinis, Savage, Schreiber*

*Noes – (0)*

*Abstain – (1) Isken*

*Absent – (2) Akhlaghi, Al-Sarraf*

*Motion carries.*

#### IV. **Homelessness Prevention Grants**

Program Supervisor McConkey presented the draft request for proposals and scoring rubric for the 2023-2024 Homelessness Prevention (HP 4) competitive grants.

Staff explained that the Budget Act allocated \$30 million for homelessness prevention competitive awards to qualified legal service providers and support centers. Up to five percent (\$1.5 million) may be used for administrative costs. Staff explained the Legislature's preference for serving rural or underserved communities and partnering with or subgranting to community-based organizations or local jurisdictions, as long as these partnerships were in effect as of June 30, 2022. The committee discussed whether to define "underserved communities" but left the term open to interpretation, as long as the community was underserved beyond indigency alone. Permissible uses are the same as for the HP 3 grants. Staff then reviewed the grantmaking timeline, noting that dates are approximate.

Staff presented the scoring rubric as a tool to guide evaluation, and noted that scores would not guarantee funding. Rather, the committee and the Legal Services Trust Fund Commission may exercise discretion to make awards that accomplish the goals of the Budget Act. Staff recommends that grants be distributed statewide and represent a diversity of interventions. This requires a post-rubric comparative analysis.

Staff explained certain changes to the rubric, such as replacing the word "focus" with "serves." It also asked the committee whether to keep language from the HP 3 competitive grant rubric that gave preference points for "evidence-based advocacy strategies." The committee decided to remove this language and to change the structure of the rubric so that leveraging partnerships or subgrants would no longer be a "Special consideration" category worth less points than "Serves rural populations" and "Serves underserved populations." This approximates the Legislature's preference. Instead, the committee made those categories, along with "Administration" and "Project evaluation," each worth 15 points. To avoid ties, the committee adjusted the scoring for "Project impact and strategies" to allow a full range from 0 to 25 points. Staff then reviewed the application and reporting processes.

**RESOLVED**, that the Legal Services Trust Fund Commission Homelessness Prevention Funds Committee, acting on behalf of the Commission under its delegated authority, approves the priorities and distribution plan for 2023-2024 homelessness prevention competitive grants as described in staff's August 31, 2022, memo except that the rubric will be the one attached here:

Category	Exceeds Expectation	Meets Expectation	Below Expectation	Not Addressed
<b>Project impact and strategies:</b> The applicant proposes a project that significantly and directly addresses or will address a compelling need for the particular homelessness prevention intervention(s).				
<b>Number of check marks</b>	<b>X21-25 points</b>	<b>X11-20 points</b>	<b>X1-10 points</b>	<b>X0 points</b>
<b>Subtotal</b>				
<b>Administration:</b> The applicant demonstrates that it has the qualifications, experience, resources, and/or partners that it needs to meet the proposal objectives.				
<b>Serves rural populations:</b> The applicant presents a strategy to meet the homelessness prevention legal needs of specific rural communities.				
<b>Serves underserved populations:</b> The applicant presents a strategy to meet the homelessness prevention legal needs of specific underserved communities.				
<b>Project evaluation:</b> The applicant details an evaluation strategy to acquire data that it can use to refine the project's strategies to increase its effectiveness in addressing homelessness.				
<b>Partnerships:</b> The applicant would leverage partnerships with or subgrants to community-based organizations or local jurisdictions. Those partnerships or subgrants must be in effect as of June 30, 2022.				
<b>Number of check marks</b>	<b>X15 points</b>	<b>X10 points</b>	<b>X5 points</b>	<b>X0 points</b>
<b>Subtotal</b>				
<b>Total</b>				

*Moved by Reinis, seconded by Isken.*

*Ayes – (6) Meeker, Isken, Mahoney, Reinis, Savage, Schreiber*

*Noes – (0)*

*Abstain – (0)*

*Absent – (2) Akhlaghi, Al-Sarraf*

*Motion carries.*

**ADJOURN**