



# The State Bar of California

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## Legal Services Trust Fund Commission (LSTFC) Partnership Grants Committee Teleconference

Open Session Minutes  
Wednesday, July 19, 2023  
1:00 p.m.–4:00 p.m.

**Time Meeting Commenced:** The Partnership Grant Committee meeting commenced in open session at 1:01 p.m.  
**Time Meeting Adjourned:** 2:16 p.m.  
**Chair:** Eric Isken  
**Committee Coordinator:** Christal Bundang  
**Members Present:** Will Boschelli, Jason Galkin, Eric Isken  
**Members Absent:** Diana Kruze, Joseph Lee  
**Advisors Present:** Hon. Bryant Yang  
**Advisors Absent:** Hon. Victor Rodriguez  
**Liaisons Present:** Laura Brown, Judicial Council,  
Melanie Snider, Judicial Council  
Zach Newman, LAAC  
**Liaisons Absent:** Salena Copeland, LAAC

### OPEN SESSION

1. Call to Order  
The Partnership Grant Committee (PG Committee) was called to order by Chair Isken.
2. Roll Call  
Roll call was taken and a quorum was established.

Chair Isken called for public comment, inquiring as to whether there were person(s) who wished to comment on any agenda item. No public comment was made.

3. Approval of Minutes

#### 3.1 Open Session Minutes: May 17, 2023

**RESOLVED**, that the Legal Services Trust Fund Commission Partnership Grant Committee approves the Open Session Minutes from the May 17, 2023, meeting as posted on the agenda.

*Moved by Isken, seconded by Boschelli.*

*Ayes – (3) Boschelli, Galkin, Isken*

*Noes – (0)*

*Abstain – (0)*

*Absent – (1) Kruze, Lee*

*Minutes adopted.*

#### 4. Discussion and Action Items

##### 4.1 Approve 2024 Partnership Grant Funding Recommendations

**Presenter:** Christal Bundang, Lead Program Analyst, Office of Access & Inclusion  
Rocio Avalos, Program Director, Office of Access & Inclusion

Lead Program Analyst Bundang provided an overview of the PG Committee's approach when making tentative funding recommendations at its May 17, 2023, meeting based on an estimated \$3.5 million distribution amount.

Bundang also shared responses received from applicants who were contacted because their tentative funding recommendation amounts were less than requested. Applicants either said that there would be no impact to the project or services as they would seek additional/supplemental funding, or that decreased services would be proportional to the decreased funding.

As an update, Bundang confirmed that the final distribution amount for the 2024 Partnership Grants is \$4,694,497. Program Director Avalos clarified that this award amount included unspent and returned PG funds from 2022. The PG Committee revisited its tentative funding recommendations and updated its approach:

- Implement a funding cap of \$250,000.
- Fully fund projects who scored more than 70 points up to the funding cap.
- Fund 90 percent of the requested grant amount or funding cap for projects who scored 70 or below.
- Distribute/allocate the remaining available funding to the highest scoring projects (exception to the funding cap).

The 2024 PG funding recommendations will be presented to the Legal Services Trust Fund Commission on August 10, 2023, and for final approval by the Judicial Council in its September/October meeting.

The PG Committee passed the following resolution:

**RESOLVED**, that the Partnership Grants Committee approve the list of 2024 Partnership Grant allocation recommendations, as referenced in the 2024 Partnership Grant Rubric Scores and Final Funding Recommendations spreadsheet (as of 7/19/23).

*Moved by Boschelli, seconded by Galkin.*

*Ayes – (3) Boschelli, Galkin, Isken*

*Noes – (0)*

*Abstain – (3) Abstention as to individual organizations: Boschelli as to Inland Counties Legal Services (ICLS) and Legal Aid Society of San Bernardino (LASSB); Galkin as to Inland Counties Legal Services (ICLS); Isken as to Bet Tzedek.*

*Absent – (2) Kruze, Lee*

*Motion carries.*

#### 4.2 Debrief on 2024 Partnership Grant Application Review Process

**Presenter:** Christal Bundang, Lead Program Analyst, Office of Access & Inclusion

Discussion only.

The PG Committee debriefed on the 2024 PG grant application review process and discussed potential improvements for future grants. Overall, the PG Committee was pleased with the review process, but thought improvements could be made to the definitions around funding priorities, new projects, and serving rural areas.

Additional suggestions included:

- In the application, ask for an estimated percentage or projection of target population residing in rural areas.
- In the application, ask projects to be more descriptive of the target population's characteristics.
- In the application, ask projects to be more descriptive of the project's efficiency and how it relates to the projected number of people to be served.
- Revisit the Funding Priorities category, and whether the PG Committee should prioritize new versus existing projects.

Based on this feedback, staff will draft the 2025 PG Request for Proposal and scoring proposed rubric, which will be discussed at the PG Committee's next meeting.

Program Director Avalos provided a staffing update. Christal Bundang is transitioning off as the PG committee coordinator and Angela O'Hara, Senior Program Analyst, will be the new PG committee coordinator. Angela will facilitate the November meeting.

**ADJOURN**